

# AGENDA

## *COUNCIL WORKSHOP*

**Monday, March 6, 2017**

**7:30 p.m.**

**Committee Room, Municipal Hall**

**355 West Queens Road,**

**North Vancouver, BC**

**Council Members:**

Mayor Richard Walton

Councillor Roger Bassam

Councillor Mathew Bond

Councillor Jim Hanson

Councillor Robin Hicks

Councillor Doug MacKay-Dunn

Councillor Lisa Muri



NORTH VANCOUVER  
DISTRICT

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## COUNCIL WORKSHOP

7:30 p.m.  
Monday, March 6, 2017  
Committee Room, Municipal Hall,  
355 West Queens Road, North Vancouver

### AGENDA

#### 1. ADOPTION OF THE AGENDA

##### 1.1. March 6, 2017 Council Workshop Agenda

*Recommendation:*

THAT the agenda for the March 6, 2017 Council Workshop is adopted as circulated, including the addition of any items listed in the agenda addendum.

#### 2. ADOPTION OF MINUTES

##### 2.1. February 27, 2017 Council Workshop p. 7-9

*Recommendation:*

THAT the minutes of the February 27, 2017 Council Workshop are adopted.

#### 3. REPORTS FROM COUNCIL OR STAFF

##### 3.1. Single-Family Home Renewal Initiatives Update p. 13-16 File No. 13.6700.00/000.000

*Recommendation:*

THAT the February 28, 2017 report of the Community Planner entitled Single-Family Home Renewal Initiatives Update is received.

#### 4. PUBLIC INPUT

(maximum of ten minutes total)

#### 5. ADJOURNMENT

*Recommendation:*

THAT the March 6, 2017 Council Workshop is adjourned.

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# MINUTES

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**DISTRICT OF NORTH VANCOUVER  
COUNCIL WORKSHOP**

Minutes of the Council Workshop for the District of North Vancouver held at 5:01 p.m. on Monday, February 27, 2017 in the Committee Room of the District Hall, 355 West Queens Road, North Vancouver, British Columbia.

**Present:** Acting Mayor R. Hicks  
Councillor R. Bassam  
Councillor M. Bond  
Councillor J. Hanson  
Councillor D. MacKay-Dunn (5:05 pm)  
Councillor L. Muri

**Absent:** Mayor R. Walton

**Staff:** Mr. G. Joyce, Acting Chief Administrative Officer  
Ms. C. Grant, General Manager – Corporate Services  
Mr. D. Milburn, General Manager – Planning, Properties & Permits  
Mr. A. Wardell, Acting General Manager – Finance & Technology  
Mr. J. Gordon, Manager – Administrative Services  
Mr. T. Lancaster, Manager – Community Planning  
Ms. A. Clarke, Planning Assistant  
Ms. S. Dale, Confidential Council Clerk

**1. ADOPTION OF THE AGENDA**

**1.1. February 27, 2017 Council Workshop Agenda**

**MOVED by Councillor MURI  
SECONDED by Councillor BASSAM**

THAT the agenda for the February 27, 2017 Council Workshop be adopted as circulated.

**CARRIED**

Absent for Vote: Councillor MACKAY-DUNN

**2. ADOPTION OF MINUTES**

**2.1. January 30, 2017 Council Workshop**

**MOVED by Councillor MURI  
SECONDED by Councillor BASSAM**

THAT the minutes of the January 30, 2017 Council Workshop meeting are adopted.

**CARRIED**

Absent for Vote: Councillor MACKAY-DUNN

## 2.2. January 31, 2017 Council Workshop

**MOVED by Councillor MURI**  
**SECONDED by Councillor BASSAM**

THAT the minutes of the January 31, 2017 Council Workshop meeting are adopted.

**CARRIED**

Absent for Vote: Councillor MACKAY-DUNN

## 2.3. February 6, 2017 Council Workshop

**MOVED by Councillor MURI**  
**SECONDED by Councillor BASSAM**

THAT the minutes of the February 6, 2017 Council Workshop meeting are adopted.

**CARRIED**

Absent for Vote: Councillor MACKAY-DUNN

## 3. REPORTS FROM COUNCIL OR STAFF

### 3.1. Industrial Land Use Change

File No. 13.6655.20/000.000

Mr. Dan Milburn, General Manager – Planning, Properties & Permits, acknowledged that land use change is occurring as a result of ongoing market forces and land use planning decisions of the District. Mr. Milburn noted that further research into the locational and operational needs of businesses will help guide new development, intensification and re-development.

Councillor MACKAY-DUNN arrived at this point in the proceedings.

Mr. Tom Lancaster, Manager – Community Planning, identified actions that can help mitigate potential negative impacts to businesses and the supply of industrial lands which include the following:

- Amending current Zoning provisions;
- Expanding Temporary Use Permit powers;
- Encouraging tenant relocation assistance; and,
- Significantly expanding the supply of employment lands in the Maplewood area.

Council discussion:

- Spoke to the economic opportunity;
- Stated that on-going communication with business owners is key;
- Spoke to the issue of affordability;
- Suggested providing a village shuttle supported by local businesses;
- Commented that providing employee housing will help reduce traffic;
- Spoke to the importance of creating a pedestrian friendly town centre; and,
- Spoke to the opportunity to try something new and innovative.



Councillor MACKAY-DUNN left the meeting at 5:33 pm and returned at 5:34 pm.

Council discussion continued and the following comments and concerns were noted:

- Suggested looking at other successful light-industrial jurisdictions;
- Highlighted the importance of creating well-paying jobs in the District of North Vancouver;
- Acknowledged the opportunity to attract high-technology jobs in this area;
- Spoke to the importance of providing businesses with temporary solutions;
- Spoke in support of replacing the 50m provision with the “Good Neighbour Guidelines” as certain industrial uses are prohibited within 50m of residentially zoned properties;
- Requested staff report back with an inventory of businesses in industrial zoned areas; and,
- Suggested phasing development to ensure natural sustainability occurs.

Acting Mayor HICKS left the meeting at 6:02 pm and returned at 6:03 pm.

Public Input:

Mr. Corrie Kost:

- Expressed concern that parking stalls provided in new developments have significantly decreased; and,
- Spoke in support of replacing the 50m provision with the “Good Neighbour Guidelines”.

**MOVED by Councillor BASSAM  
SECONDED by Councillor MURI**

THAT the February 21, 2017 report of the General Manager – Planning, Properties & Permits entitled Industrial Land Use Change be received for information.

**CARRIED**

**4. ADJOURNMENT**

**MOVED by Councillor BASSAM  
SECONDED by Councillor MURI**

THAT the February 27, 2017 Council Workshop be adjourned.

**CARRIED  
(6:43 pm)**

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Mayor

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Municipal Clerk

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## REPORTS

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AGENDA INFORMATION	
<input checked="" type="checkbox"/> Council Workshop	Date: March 6, 2017
<input type="checkbox"/> Finance & Audit	Date: _____
<input type="checkbox"/> Advisory Oversight	Date: _____
<input type="checkbox"/> Other:	Date: _____



## The District of North Vancouver REPORT TO COMMITTEE

February 28, 2017  
File: 13.6700.00/000.000

**AUTHOR:** Nicole Foth, Community Planner

**SUBJECT:** Single-Family Home Renewal Initiatives Update

**RECOMMENDATION:**

*THAT Council receive this report for information.*

**REASON FOR REPORT:**

The number of single-family home construction and renovation projects is increasing District-wide and the District recognizes it is a priority to manage the impacts of development and change. This report follows up on the Council Workshop on June 21, 2016 regarding single-family home renewal and provides an update on the progress of staff initiatives.

**SUMMARY:**

The Committee discussed the impacts of single-family home renewal and some of the options put forward by staff on June 21, 2016. The Committee considered the feedback provided through community consultation process and discussed a variety of policy responses including those noted in this staff report.

**BACKGROUND:**

At the June 21, 2016 Council Workshop, staff reported the results of public input from the Single-Family Home Renewal questionnaire conducted in spring 2016. The questionnaire process was undertaken in response to the Committee's request that staff check-in with the public on what is, and what is not, working well for single-family home renovations and construction.

The online questionnaire sought public feedback on single-family construction and renovation issues. Staff received over 180 responses from District residents. Eighty-six percent of responses were from the Upper Capilano area, where notification postcards were delivered. Staff focused postcard delivery to Upper Capilano since there has been more recent single-family construction activity in that area due in part to aging housing stock. The top six themes of concern from the Single-Family Home Renewal Questionnaire were as follows:

- **New house size and impact.** This category includes concerns about height, placement, building coverage, and setbacks.
- **Loss of trees and vegetation.** Comments include loss of green space, gardens, and mature plants.
- **Transportation.** Examples of comments include truck traffic, parking (during construction and overall supply), road closures, and delays.
- **Garbage, debris and piles.** For example, dust, materials stored on streets, debris, and garbage on or near construction sites.
- **Noise.** This includes comments on hours when construction noise is permitted, and general complaints about construction-related noise.
- **Change in neighbourhood character.** Comments reflected unease about changes to the look, feel, and loss of older houses.

At the same workshop, the Committee discussed some options to improve the experience of housing renewal in the single-family neighbourhoods. This report is to provide an update on the initiatives staff anticipate undertaking in 2017 to help address potential renewal impacts.

#### **EXISTING POLICY:**

The following are relevant plans and regulations the District uses to manage redevelopment:

- The Official Community Plan 2011 (OCP) has established policies to support the maintenance of single-family neighbourhoods.
- The Corporate Plan (March 2016) includes the goal of achieving the community vision in the OCP, while recognizing one of the priorities is to manage the impacts of development and change.
- Neighbourhood-specific zoning regulations have been established in response to the unique character of each area. These regulations establish maximum densities, siting, setback, and height limits to ensure standards are maintained.
- Bylaws to protect certain trees, and to prevent spills and discharges of harmful materials related to single-family construction such as sediment, etc.
- Development Permits to:
  - protect the natural environment in proximity to riparian areas,
  - protect single-family homes from natural hazards such as flooding, debris torrents, unstable slopes and wildfires.

#### **ANALYSIS:**

##### 1. Good Neighbour Program

District staff review expected practices that minimize construction impacts with general contractors at on-site pre-construction meetings for all new single-family house construction. In addition, District staff provide written materials describing these expected practices. Both methods of communication can be effective tools to encourage best practices in site construction and therefore help to avoid conflict between builders and adjacent residents. The Communications and Permits & Licenses Departments are completing a Building Permit information package review in 2017 and as part of the review, the Good Neighbour Program brochure will be updated to an easy-to-read format. When revised, staff will circulate the updated brochure to Council, post the brochure on the District's web-site, and provide the brochure to builders along with their Building Permit information package.

**2. RS-1 maximum principal building size**

The RS-1 zone is the only single-family residential zone without a maximum principal building size. It is recognized that house size is constrained by other regulations such as floor space ratio, maximum building depth, and upper storey floor area; however, a maximum principal building size is still recommended, as such a regulation is found in all other RS zones.

**3. Review of basement impacts**

During the previous Council Workshop there was a lengthy discussion about the impacts of basements construction including tree and vegetation loss, potential slope stability, and groundwater impacts. In response, District staff, with the assistance of qualified professionals, are completing a study in 2017 to assess potential constraints to basement development resulting from existing groundwater conditions. It is anticipated that this information will help inform a policy discussion regarding the appropriate location and depth of basements and therefore avoid inappropriate modification of natural groundwater flow.

**Timing/Approval Process:**

These and other related initiatives are anticipated to be carried out in 2017. Staff will report the results of the Groundwater Study to Council, and bring forward the Good Neighbour Program information when completed. To establish a maximum principal building size for the RS-1 zone, a Zoning Bylaw amendment would be presented to Council at a Regular Meeting, including a recommended public engagement plan.

**Concurrence:**

This report was reviewed by the Permits & License and Environmental Services Departments.

**Financial Impacts:**

The initiatives outlined in this report are supported by existing budgets.

**Liability/Risk:**

The initiatives outlined in this report are not expected to expose the District to additional risk.

**Social Policy Implications:**

The initiatives outlined in this report are intended to address potential negative impacts associated with single-family home renewal in order to maintain the liveability of established single-family neighbourhoods.

**Environmental Impact:**

The initiatives outlined in this report seek to provide greater understanding of potential groundwater issues.

**Conclusion:**

The maintenance of existing single-family neighbourhoods is supported through policies in the OCP, and renovation and rebuilding of single-family homes in these areas occurs as houses age over time and as a result of market forces. The Good Neighbour Program, introduction of an RS-1 maximum principal building size, and a review of basement impacts are three initiatives undertaken by staff and intended to manage some of the impacts of development and change, while achieving the community vision in the OCP.

Respectfully submitted,



Nicole Foth  
Community Planner

REVIEWED WITH:		
<input type="checkbox"/> Sustainable Community Dev. _____	<input type="checkbox"/> Clerk's Office _____	External Agencies:
<input type="checkbox"/> Development Services _____	<input type="checkbox"/> Communications _____	<input type="checkbox"/> Library Board _____
<input type="checkbox"/> Utilities _____	<input type="checkbox"/> Finance _____	<input type="checkbox"/> NS Health _____
<input type="checkbox"/> Engineering Operations _____	<input type="checkbox"/> Fire Services _____	<input type="checkbox"/> RCMP _____
<input type="checkbox"/> Parks _____	<input type="checkbox"/> ITS _____	<input type="checkbox"/> NVRC _____
<input type="checkbox"/> Environment _____	<input type="checkbox"/> Solicitor _____	<input type="checkbox"/> Museum & Arch. _____
<input type="checkbox"/> Facilities _____	<input type="checkbox"/> GIS _____	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Human Resources _____	<input type="checkbox"/> Real Estate _____	