




| AGENDA INFORMATION                                  |                   |
|---|-------------------|
| <input checked="" type="checkbox"/> Regular Meeting | Date: May 9, 2022 |
| <input type="checkbox"/> Other:                     | Date: _____       |

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|---|--|---|
| <br>Dept.<br>Manager | <br>GM/<br>Director | <br>CAO |
|---|--|---|

## The District of North Vancouver

### REPORT TO COUNCIL

April 20, 2022  
File: 13.6440.20/000.000

**AUTHOR:** Ryan Gilmore, Community Planner  
Arielle Dalley, Community Planner

**SUBJECT:** Housing Options for Single Family Neighbourhoods: Public Engagement

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#### RECOMMENDATION:

1. THAT staff are directed to initiate engagement on secondary suite size regulations and incentives and report back to Council on engagement results, along with recommendations for changes to the secondary suite program for Council's consideration;
2. THAT staff are directed to initiate engagement on priority sensitive infill housing types and report back to Council on engagement results, along with recommendations for future policy work for Council's consideration;
3. AND THAT staff are directed to initiate engagement on short-term rental regulations and report back to Council on engagement results, along with recommendations for a regulatory framework for Council's consideration.

#### REASON FOR REPORT:

At the April 11, 2022 Council Workshop, the Committee discussed housing options for single family neighbourhoods. The Committee referred the matter of public engagement on secondary suites, sensitive infill, and short-term rentals to Council for discussion and direction on whether to initiate the proposed engagement. The Report to Committee entitled "Housing Options for Single Family Neighbourhoods" (dated March 30, 2022), including the staff presentation, is provided as **Attachment 1**.

#### SUMMARY:

This report provides information on the proposed community engagement activities and timeline related to secondary suites, sensitive infill housing types, and short-term rentals. This report also seeks Council's direction to initiate public engagement and report back with findings and recommendations.

**BACKGROUND:**

Increasing housing diversity in single family residential neighbourhoods has been identified as a priority in numerous District policies and initiatives. Single family neighbourhoods have been slowly evolving to accommodate changing housing needs. Secondary suites and coach houses, for example, have provided rental housing options, flexible living arrangements, and the potential for supplementary rental income for families. Opportunities exist to continue looking at single family neighbourhoods and exploring how to better accommodate the changing needs of residents.

In 2018, Council directed staff to look at secondary suite incentive options and in 2019, the BC Building Code was changed to remove maximum secondary suite size regulations. To encourage the creation of larger, more family-friendly secondary suites, staff are proposing increasing the maximum suite size in the District's Zoning Bylaw. A minimum suite size is also being proposed to ensure the liveability of smaller suites.

There are a number of options that can be considered to expand current sensitive infill types, such as coach houses, Small Lot Infill Areas (SLIAs), and duplex, triplex, and fourplex developments, or to create new ones, such as allowing multiple accessory units on a lot. Interest has been expressed by some members of Council to review the District's coach house program in particular.

Finally, short-term rentals (residential units that are rented for a short period of time via online platforms) can provide flexible supplemental income to households while also indirectly supporting local businesses. Although they are not currently permitted in the District, by introducing a regulatory framework, we can better manage potential nuisances and help maintain long-term rental stock. Council, the public, and the Rental, Social and Affordable Housing Task Force have provided previous input on this topic. Further feedback on outstanding questions is desired before bringing forward a new regulatory framework for Council's consideration.

Further engagement on one or all of these topics is recommended in order to understand the community's priorities and preferences.

**DISCUSSION:**

At the April 11, 2022 Council Workshop, the Committee discussed opportunities to increase housing diversity in single family neighbourhoods, including options for secondary suites, sensitive infill, and short-term rentals. A summary of the proposed options and comments heard at the workshop is provided below.

*Secondary Suites*

Staff proposed increasing the maximum size of secondary suites from 90 m<sup>2</sup> (969 ft<sup>2</sup>) to 130 m<sup>2</sup> (1,400 ft<sup>2</sup>) or 40% of the gross floor area of the single family home after permitted floor area deductions, as well as introducing a minimum suite size requirement of 30 m<sup>2</sup> (323 ft<sup>2</sup>). The Committee indicated general support for the proposal, and also expressed interest in exploring larger suite sizes, accommodating more above-grade suites, and other financial or regulatory incentives for homeowners to build suites in their homes. In response to the



Committee's comments, staff propose to expand the consultation approach for secondary suites as follows:

- Obtain feedback on the proposed maximum and minimum secondary suite sizes (original approach);
- Identify current barriers faced by homeowners and developers to constructing secondary suites in existing or newly built homes (new);
- Understand preference on potential incentives that could encourage the construction of more secondary suites (e.g. utility or building permit fee reductions, grants) (new); and
- Obtain feedback on and explore zoning changes necessary to promote suites that are partially above-grade (new).

The Committee also suggested streamlining the building permit review process for secondary suites and registering restrictive covenants to secure the long-term use and/or affordable rent levels of secondary suites. These approaches are not recommended by staff as significant resources would be required to implement and enforce these programs. Further, the Committee had suggested reducing municipal property taxes for single family homes with secondary suites. The District does not have the ability to set a different municipal tax rate for a home with a secondary suite as municipal tax rates are based on property class and applied to the assessed value of a property, which are both set by BC Assessment.

Upon completion of community engagement, staff will review feedback and refine or confirm proposed changes to size regulations. Staff will also report back on potential next steps and incentives that would be most impactful for incentivizing the creation of more secondary suites. Next steps could include further assessment of the incentives preferred by the public, as well as an assessment of the overall impact they may have on the community (e.g. reduced revenue for the District or increased utility fees for other properties).

#### *Sensitive Infill*

During the workshop, the Committee discussed infill housing opportunities that could be expanded in the District, as well as potential concerns. These included:

- Parking and environmental impacts of locating infill in single family neighbourhoods;
- The potential that building infill housing close to Town and Village Centres may make it more difficult in the future to assemble lands for higher density housing; and
- The high cost to build some options (e.g. coach houses, secondary suites, and new single family homes on small lots) which can put them out of reach for people of more limited financial means.

However, it was noted that not moving forward with a broader range of housing options would also have impacts on the affordability and availability of housing and that even more options may need to be considered. With approximately 55% of the District's land area under single family zoning, enabling more housing options in these areas could have a significant impact on increasing housing diversity.



Staff propose initiating engagement to obtain the community's insight into the types of infill housing that should be prioritized, and what potential concerns need to be addressed. Staff will report back with engagement findings and provide Council with recommendations for future policy work, additional analysis and any further engagement that may be required.

#### *Short-term Rentals*

At the workshop, the Committee indicated a desire to set a limit on the number of days a short-term rental can operate in order to avoid impacting the long-term rental market. Committee members also commented that single family areas are permitted to have other uses (e.g. home based business, child care, suites) and how these would overlay with short-term rentals needs to be considered. Alignment of the District's proposed STR regulations with the City of North Vancouver and District of West Vancouver, and the need for a more proactive approach to enforcement were also discussed.

Staff have investigated the feasibility of including a limit on the number of days a short-term rental can be operated, also known as a night cap. The experiences of other jurisdictions has shown that enforcement of a night cap to be challenging, if not impossible. Enforcement requires voluntary data sharing by short-term rental platforms, in addition to significant municipal resources for data analysis, tracking, and observation to ascertain the number of booked nights. Even with these enforcement tools in place, there are limitations on achievable accuracy which ultimately will reduce the ability to enforce regulations.

A principal residence requirement, where short-term rentals are only permitted in a principal dwelling unit (owned or rented), has been shown to be effective at limiting the frequency of short-term rental activity and is easier to enforce. A principal residence dwelling unit is where someone lives most of the year, pays their bills, cooks meals, and receives government mail.

When residents were last consulted on short-term rentals, 64% of survey respondents were supportive of the proposed regulatory framework. The most common comments from those in support of a regulatory approach was a desire to see STRs permitted in secondary suites, coach houses, and/or multi-family dwellings.

Staff propose proceeding with engagement on a regulatory approach for short-term rentals, with a particular focus on the following questions:

- Should short-term rentals be permitted in secondary suites and coach houses?
- Should short-term rentals be permitted in multi-family dwellings?
- Should short-term rental licences be issued to renters (with owner permission) in all housing types where short-term rentals are permitted?

Upon completion of community and stakeholder engagement, staff will report back to Council on engagement results, along with recommendations for a regulatory framework and enforcement strategy for Council's consideration. Further, staff will report back with an analysis and recommendations regarding the potential impacts of compounding uses on single family properties.



Similar to the District of North Vancouver, the City of North Vancouver and District of West Vancouver have not yet developed regulatory frameworks for short-term rentals. A comprehensive scan of municipal short-term rental regulatory approaches will be compiled and used to further inform the District's proposed framework.

#### *Other Housing Items*

**Attachment 2** provides an updated Housing Program timeline. It highlights key milestones the District achieved in the past year as well as anticipated timing for upcoming items. Conducting engagement on housing options for single family neighbourhoods and reporting back with results and other deliverables is feasible within the proposed timeframe and will not impact the timing of other housing program items, such as residential rental tenure zoning. Should new items be added to the Community Planning work plan, then timelines will be adjusted.

#### Public Engagement

Engagement will seek to understand the community preferences and priorities on each of the following topics:

- **Secondary Suites:** Proposed changes to the District's suite size regulations and other potential incentives or barriers to building secondary suites;
- **Sensitive Infill:** The potential for various types of sensitive infill housing; and
- **Short Term Rentals:** Options for a regulatory framework for short term rentals.

Should the proposed motions included in this report be approved, the recommended approach is to conduct the engagement on all the topics concurrently. A single webpage would be created with information about each topic, and virtual and/or in-person open houses would also cover all three topics. The online engagement tool (e.g. survey) would allow respondents to choose to provide feedback on all topics or only those which interest them most. Additional stakeholder outreach is planned specifically for Short Term Rentals to ensure feedback is received from businesses that may be impacted.

An overview of the proposed engagement activities and timelines is provided in Table 1.

In addition, staff will be targeting outreach to other stakeholders, such as youth and members of the housing sector (e.g. builders), to gather input and feedback. Given that the topic of short-term rentals is of particular interest to the local tourism sector, outreach to Vancouver's North Shore Tourism Association (VNSTA) is planned.

To ensure broad awareness and participation, online and in-person engagement opportunities will be publicized prior to and during the engagement period through various communication channels, using both print and digital tools, including social media, email, and the District's website. Engagement will seek to reach a broad range of residents, including typically under-represented demographics such as seniors, youth, and young adults. This will be done through targeted communications—including notification to the District's committees and relevant community groups. Through the engagement, we also aim to capture the perspectives of both renters and owners.



**Table 1: Overview of proposed engagement**

|  | Description   | Estimated Timing                  |
|--|---|-----------------------------------|
| <b>Open Houses (virtual)</b>             | <p>At least three virtual open houses will be hosted, one for each of the three topics. If significant interest is expressed, additional virtual open houses could be hosted. At each virtual open house, participants will be able to learn about the topic of focus, explore the proposed next steps, share ideas, and provide feedback.</p> <p>The virtual open houses will be in addition to any in-person events (described below). The virtual open houses will be interactive and offer opportunities for questions and contributions (e.g. real-time polls, facilitated break-out discussion groups and note takers).</p> | Early June                        |
| <b>Online Engagement Tool</b>            | <p>The community will be encouraged to use the District's online engagement tool at any point during a three-week period to learn about each of the topics and to share ideas and provide feedback.</p> <p>Feedback collected through the online engagement tool will be considered alongside input gathered at the open houses, and will be summarized for Council's information.</p>  | May - June                        |
| <b>Open House (in-person, tentative)</b> | <p>One in-person open house is planned, pending considerations relating to in-person events and the status of the ongoing COVID-19 pandemic.</p> <p>This will provide an additional opportunity for engagement and to access audiences that might not otherwise participate.</p> <p>Guests will be able to visit at any point during the open house. The date, time, and location of the open house will be posted on the District's website, and promoted via social media and other communication channels.</p>   | Late May – Early June (tentative) |
| <b>Pop-Ups</b>                           | <p>Pop-ups will be held in high pedestrian traffic locations across the District, such as libraries or recreation centres. The purpose is to provide people who are interested with a brief overview of each topic and let them know how they can provide their feedback, including through the virtual or in-person open houses and the online survey. Dates, locations, and times of these pop-ups will be posted on the District's website and promoted via social media.</p>  | May - June                        |

Results from the public engagement will be used to inform the next steps for each of the topics. For secondary suites, feedback will be used to refine or confirm proposed changes to size regulations and to determine what incentives will be most impactful for incentivizing the creation of secondary suites. Feedback on sensitive infill housing types will be used to help prioritize, and inform, future policy work. On short term rentals, feedback will help to inform the proposed regulatory framework.

Public involvement on these topics will fall within the CONSULT area of the District's Public Engagement Spectrum. The commitment we are making is that the District will keep the public informed, listen to and acknowledge their concerns and aspirations in developing solutions. The District will report back to the public on how their input has influenced decisions.



## PUBLIC ENGAGEMENT SPECTRUM

Adapted and used with permission from the International Association for Public Participation (IAP2 Federation).

| Inform   | Listen & Learn  | Consult   | Involve  | Collaborate   | Empower                              |
|--|---|---|--|---|--------------------------------------|
| "We will keep you informed. We will provide information that is timely, accurate, balanced, objective, and easily understood. We will respond to questions for clarification and direct you to sources of additional information." | "We will listen to you and learn about your plans, views, and issues; and work to understand your concerns, expectations, and ideas." | "We will keep you informed, and listen to and acknowledge your concerns and aspirations in developing final solutions, and we will report back to you on how your input influenced the decision." | "We will work with you to ensure your concerns and aspirations are directly reflected in the alternatives developed, and we will report back on how your input influenced the decision." | "We will look to you for advice and innovation in formulating solutions, and we will incorporate your recommendations into the decisions to the maximum extent possible." | "We will implement what you decide." |

### Next Steps

Staff propose to proceed with public engagement for any of the topics as directed by Council. Engagement is described in Table 1 and could happen concurrently on all three topics or as otherwise directed. Staff will report back to Council on the findings from the public engagement process. The anticipated timing to report back on the engagement results and next steps is Q3-Q4 2022.

### **Concurrence:**

Community Planning has worked closely with the Communications Department to prepare the public engagement plan as summarized in this report.

### **Conclusion:**

In response to Committee direction provided on April 11, 2022, staff have prepared a detailed public engagement plan that outlines how input on secondary suites, sensitive infill, and short term rentals will be gathered. Engagement is anticipated for May-June 2022. A report back to Council on the public engagement findings is anticipated for Q3-Q4 2022.

### **Options:**

1. THAT staff are directed to initiate engagement on secondary suite size regulations and incentives and report back to Council on engagement results, along with recommendations for changes to the secondary suite program for Council's consideration;

THAT staff are directed to initiate engagement on priority sensitive infill housing types and report back to Council on engagement results, along with recommendations for future policy work for Council's consideration;

AND THAT staff are directed to initiate engagement on short-term rental regulations and report back to Council on engagement results, along with recommendations for a regulatory framework for Council's consideration. **(staff recommendation)**



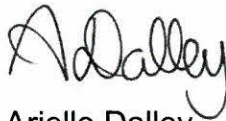
OR

2. THAT no further action be taken at this time.

Respectfully submitted,



Ryan Gilmore  
Community Planner



Arielle Dalley  
Community Planner

**Attachment 1: Report to Committee "Housing Options for Single Family Neighbourhoods"**  
**dated March 30, 2022**

**Attachment 2: Housing Program Summary and Timeline**



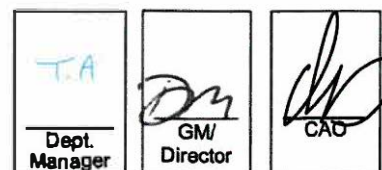
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| <input type="checkbox"/> Environment _____              | <input type="checkbox"/> GIS _____   | <input type="checkbox"/> Other: _____         |
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| AGENDA INFORMATION                                   |                      |
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| <input checked="" type="checkbox"/> Council Workshop | Date: April 11, 2022 |
| <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

March 30, 2022

File: 13.6440.20/000.000

**AUTHOR:** Ryan Gilmore, Community Planner  
Arielle Dalley, Community Planner

**SUBJECT:** Housing Options for Single Family Neighbourhoods

### RECOMMENDATION:

THAT the Committee recommend to Council:

THAT staff are directed to initiate engagement on secondary suite size regulations and report back to Council on engagement results, along with proposed Zoning Bylaw amendments for Council's consideration;

THAT staff are directed to initiate engagement on priority sensitive infill housing types and report back to Council on engagement results, along with recommendations for future policy work for Council's consideration;

AND THAT staff are directed to initiate engagement on short-term rental regulations and report back to Council on engagement results, along with recommendations for a regulatory framework for Council's consideration.

### REASON FOR REPORT:

Increasing housing diversity in single family residential neighbourhoods has been identified as a priority in numerous District policies and initiatives, including the OCP Action Plan and the Rental, Social and Affordable Housing Task Force (RSAHTF) Final Report. In response, a number of options have been identified that could lead to increased housing diversity in single family neighbourhoods. This report provides background information and recommends engagement be undertaken on the following housing topics:

- Secondary suites;
- Sensitive Infill, which is the addition of housing that fits within an existing single family area without significantly altering the neighbourhood's character or appearance; and
- Short-term rentals.



**SUMMARY:**

Single family neighbourhoods have been slowly evolving to accommodate changing housing needs. Secondary suites and coach houses, for example, have provided valuable rental housing options, flexible living arrangements, and the potential for supplementary rental income for families.

In response to recent changes to the BC Building Code, an opportunity exists to increase the size of secondary suites in the District to encourage and reduce barriers for the creation of larger, family-friendly suites. Complementary changes could also be considered to introduce a minimum secondary suite size that would maintain the liveability of smaller suites. At the regular meeting of Council on July 23, 2018, Council passed a motion directing staff to prepare a report on secondary suite incentive options for Council's consideration. The proposed changes to secondary suites discussed in this report would reduce barriers to and encourage the creation of larger secondary suites.

Opportunities also exist to expand current options for sensitive infill, such as coach houses, Small Lot Infill Areas (SLIAs), and duplex, triplex, and fourplex developments. Some Councillors have expressed a particular interest in reviewing the District's coach house program, which was last updated in January 2020. New opportunities may also be possible, such as allowing multiple accessory units on a lot. These could increase rental and homeownership options within single family neighbourhoods and make more efficient use of municipal infrastructure, while maintaining the scale and character associated with lower density single family areas.

Short-term rental (STR) refers to the rental of a residential dwelling unit facilitated by online platforms for a short period of time, and can provide flexible supplemental income to households while also indirectly supporting local businesses. Short-term rentals are currently not permitted in the District. However, regulating short-term rentals is important to ensure safe operation, manage potential nuisances, and to maintain long-term rental stock. At the November 25, 2019 Council Workshop, Council expressed a desire to see short-term rentals referred to the Rental, Social and Affordable Housing Task Force for feedback. Council received the Task Force's final report in September 2021 and staff are now reporting back to Council on next steps for a short-term rentals regulatory framework.

This report provides background on work completed to-date related to secondary suites, sensitive infill, and short-term rentals, and makes recommendations to initiate public engagement for each of these topics.

**EXISTING POLICY:**

The District has historically supported adding housing options within single family neighbourhoods in the form of secondary suites and coach houses, or designating the use of Small Lot Infill Areas, which enables subdivision of larger lots into smaller lots. There is also considerable Council direction and supporting policy to expand housing diversity options in single family neighbourhoods through sensitive infill, as identified below.

Official Community Plan (2011):

- Goal 2:** Encourage and enable a diverse mix of housing types, tenure and affordability to accommodate the lifestyles and needs of people at all stages of life;
- Policy 2.3.5:** Identify criteria for low intensity infill housing, such as coach and laneway housing and small lot subdivision as appropriate;
- Policy 2.3.6:** Enable sensitive redevelopment in appropriate areas, such as locations adjacent to existing multifamily or commercial uses;
- Policy 2.4.3:** Enable sensitive densification at strategic locations along transit corridors within the Network of Centres;
- Policy 7.1.2:** Undertake planning processes to identify potential low-density, multi-family areas (e.g., townhouse, row house, triplex, and duplex) near Town and Village Centres, neighbourhood commercial uses, and schools; designate additional Small Lot Infill Areas; and develop criteria to identify suitable areas to support detached accessory dwellings (e.g. coach housing);
- Policy 7.2.1:** Explore increasing the maximum permitted size of secondary suites; and
- Policy 7.2.2:** Consider permitting secondary suites or lock-off units within townhouses, row houses and apartments.

OCP Action Plan (2021):

- Priority Action 5:** Increase housing diversity to support a range of incomes, household types, and accessibility needs within and close to Town and Village Centres.
- Supporting Action 12:** Identify opportunities for sensitive infill housing (coach houses and secondary suites, duplexes, triplexes, and townhouses/rowhouses) outside Town and Village Centres.
- Social Equity Implementation Lens** Include social equity considerations in District decision-making to strive for a more inclusive and equitable community.

Rental, Social and Affordable Housing Task Force (RSAHTF) Final Report (2021):

- Proposed High Priority Action (E.)** Seek opportunities to increase housing diversity through sensitive infill beyond the Town and Village Centres, such as duplexes, triplexes, townhouses/rowhouses, and more coach houses in locations near transit, employment, or both.

Housing Needs Report (2021):

The Housing Needs Report, received by Council on December 13, 2021, outlines key areas of housing need and highlights gaps and inequities in the District's current housing supply. The Report highlights that the District's housing stock is comprised largely of single family homes (52%), which are out of reach for many and may not suit the District's aging population, and that a greater diversity of housing would support aging in place.

**DISCUSSION:**

The following sections provide an overview of each of the three topics that are the focus of this report (secondary suites, sensitive infill, and short-term rentals), including work to date and recommended next steps.



### Secondary Suites

The District has permitted secondary suites in single family homes since 1997. They are currently permitted in:

- All single family residential zones;
- Three comprehensive single family development zones (CD14, CD34, and CD88); and
- Two multi-family residential zones (RM1 and RM2).

A map showing the location of these zones is provided as **Attachment 1**.

Secondary suites are a critical component of the District's rental housing stock, benefiting a diverse group of residents such as renters looking for ground-oriented housing, homeowners seeking rental income, and inter-generational and extended families. According to the [2020 Pace of Development](#), over 6,290 secondary suites had been approved in the District by the end of 2020. This comprised 70% of the District's market rental housing stock. The 2020 Pace of Development also indicates there is an estimated demand for an addition 640 new secondary suites by 2030.

To provide local governments with greater opportunities for the creation of affordable housing options, the BC Building Code was revised in December 2019 to:

- Eliminate the prescribed maximum sizes for secondary suites (previously 90m<sup>2</sup> or 40% of the total building's residential floor area); and
- Permit the construction of secondary suites in more types of ground-oriented housing, such as certain duplexes and townhouses (previously only permitted in single family).

With the most recent changes to the BC Building Code, the District has the opportunity to set its own size restrictions and broaden where secondary suites can be located, in alignment with existing District policies and Council directions. A review of secondary suite regulations was identified by staff in a [November 2020 Report to Council](#) in response to recommendations made by the Rental, Social and Affordable Housing Task Force in their Interim Report.

The current restriction on the size of a secondary suite in the District is a maximum of 90 m<sup>2</sup> (969 ft<sup>2</sup>) or 40% of the residential floor area, whichever is less. There is no minimum size requirement. The following amendments to secondary suite size regulations are proposed:

- Increase the maximum secondary suite size to 130 m<sup>2</sup> (1,400 ft<sup>2</sup>) or 40% of the gross floor area of the single family home after permitted floor area deductions, whichever is less (common floor area deductions may include portions of basements below grade, balconies, and parking structures per Section 410 of the Zoning Bylaw); and
- Introduce a 30 m<sup>2</sup> (323 ft<sup>2</sup>) minimize secondary suite size requirement to maintain liveability.

Staff believe that the proposed changes would reduce barriers to and encourage the creation of larger secondary suites, as called for in the OCP. The proposed changes would apply to all zones that permit secondary suites. Generally, properties within the majority of affected zones would be able to achieve secondary suites that are larger than the current maximum size requirement of 90 m<sup>2</sup> (969 ft<sup>2</sup>); however, this would depend on the size of the specific lot or single family building.

Staff recommend seeking community feedback on the proposed secondary suite size regulations. Engagement would include information on the District's website, an online feedback form, and virtual and/or in-person open houses. Staff will report back to Council with engagement findings, and depending on the outcomes, provide draft Zoning Bylaw amendments for Council to consider.

Recommendation: THAT staff are directed to initiate engagement on secondary suite size regulations and report back to Council on engagement results, along with proposed Zoning Bylaw amendments for Council's consideration.

Staff will explore how to take advantage of the other BC Building Code changes, such as permitting secondary suites in other ground-oriented housing types (e.g. duplexes), as part of the sensitive infill options discussed below. Council in the past has approved lock-off units in multi-family developments and can continue to consider these on a case-by-case basis.

#### Sensitive Infill

Infill housing can generally be described as housing that fits within an existing neighbourhood without significantly altering its character or appearance. It can increase rental and homeownership options and make more efficient use of existing municipal infrastructure, while maintaining the scale and character associated with lower density single family areas.

There are various types of sensitive infill housing that currently exist across the District, including:

- Coach houses;
- Small Lot Infill Areas; and
- Duplex, triplex, and fourplex developments.

A map showing the locations of existing coach houses and Small Lot Infill Areas is provided as **Attachment 2**. Examples of all three types of infill housing in the District are in **Attachment 3**.

**Attachment 4** provides a summary of approaches used by four local municipalities with respect to incorporating infill housing types into existing single family neighbourhoods.

A new approach that could be explored in the District is multiple accessory units on one lot. This might include allowing secondary suites and coach houses on the same lot or allowing secondary suites in duplexes.

Further to Council's direction under the Heritage Strategic Plan (2019) and input received from the District's Heritage Advisory Committee, some of these types of sensitive infill could also be explored in the context of heritage preservation. Various policy mechanisms (e.g. density bonus zoning) could be used to enable the preservation of heritage properties with sensitive infill. This is particularly relevant to the discussion on duplex, triplex, and fourplex developments and multiple accessory units on one lot.

The history, status, and potential avenues of future exploration for new and existing sensitive infill types in the District are discussed below.



*Coach Houses*

The District's coach house program began in 2014. Interested property owners were required to apply for a Development Variance Permit (DVP), essentially to allow a secondary suite to be detached from the main house. The DVP process was selected to provide Council with the opportunity to review all initial coach house applications since this was a new housing form in the District at the time.

Between 2015 and 2018, a total of eighteen coach houses were approved through the Development Variance Permit process, averaging between three and four coach houses per year. This was fewer than the five to twenty-five applications per year anticipated when the program began.

In January 2020, after a public engagement process, Council approved a more streamlined coach house program:

1. A simplified, building permit only approval process for one-storey coach houses on lots at least 15 m (49.2 ft.) wide, that met one of the following criteria:
  - Open lane access; or
  - Corner lot on a local street.
2. The continued use of the Development Variance Permit process so that Council may consider on a case-by-case basis two-storey coach houses and coach houses on:
  - Lots greater than 929 m<sup>2</sup> (10,000 ft<sup>2</sup>) with no lane access;
  - Double-fronting lots (two street frontages) at least 15 m (49.2 ft.) wide; or
  - Corner lots on collector or arterial streets.

A summary of coach house applications received from January 2020, when the above changes were implemented, to March 8, 2022 is provided as **Attachment 5**. Eighteen applications have been submitted within this time frame:

- Eleven building permit applications (seven approved and four in progress); and
- Seven DVP applications (six approved and one in progress).

Table 1, below, summarizes the total number of coach houses approved, constructed, and in progress since 2014 when the coach house program began. It also shows the number of storeys and whether the coach house was approved through a Development Variance Permit or Building Permit process.

**Table 1: Coach House Summary 2014 – March 2022**

| <b>Coach House Summary (2014 – March 2022)</b> |              |                 |                 |
|--|--------------|-----------------|-----------------|
| <b>Status</b>                                  | <b>Total</b> | <b>1 Storey</b> | <b>2 Storey</b> |
| <b>Development Variance Permit Process</b>     |              |                 |                 |
| Constructed                                    | 16           | 12              | 4               |
| Approved                                       | 8            | 5               | 3               |
| In Progress                                    | 1            |                 | 1               |
| <b>Building Permit Only Process</b>            |              |                 |                 |
| Constructed                                    | 3            | 3               | 0               |
| Approved                                       | 4            | 3               | 1               |
| In Progress                                    | 4            | 4               | 0               |
| <b>Total</b>                                   | <b>36</b>    | <b>27</b>       | <b>9</b>        |

To increase the uptake of coach houses in the District, several strategies could be investigated, such as:

- Allowing a wider range of lots to be eligible to build a coach house, whether one storey or two storeys (e.g. reducing minimum lot width or lot area requirements so that coach houses could be developed on smaller lots);
- Further streamlining the process to allow more applications (e.g. one storey applications on lots over 929 m<sup>2</sup> (10,000 ft<sup>2</sup>) with no lane access) to go straight to the building permit stage;
- Allowing more coach house applications (e.g. two storey coach houses) to be approved through a process delegated to staff for review, which may include the creation of a Coach House Development Permit Area;
- Reducing parking requirements and side yard setbacks to facilitate the reduction of lot width or area requirements, thereby enabling smaller lots to be able to have a coach house;
- Exploring options to enhance liveability and functionality (e.g. allowing crawlspaces for storage or allowing full-height basements); and
- Updating the guidelines in the [Coach House How-To Guide](#) if any of the above strategies are implemented to address potential concerns related to overlook and other key issues.

Neighbouring municipalities are already utilizing or considering some of the above proposed coach house strategies:

- The City of North Vancouver:
  - Has delegated approval authority for all coach houses to the Director of Planning;
  - Requires two parking spaces on lots with coach houses (one for each unit);
  - Allows basements for storage only; and
  - Is anticipating approval of policy amendments that will streamline the approval process further.
- The District of West Vancouver:
  - Allows staff to approve a development permit for two-storey or one-storey plus basement coach house applications; and
  - Has eliminated parking requirements for a coach house if the lot is within 400 m of a bus stop.

### *Small Lot Infill Areas (SLIAs)*

Small Lot Infill Areas (or SLIAs) are specific parts of the District where large residential lots can be subdivided into smaller lots of 10 m (33 ft.) in width. (Typical lot widths in the Single-Family Residential RS3 Zone, for example, is 18 m (59 ft.) when not in a SLIA). SLIAs were first adopted by the District in the 1980s. Prior to 2011, there were 23 SLIAs in effect under the District's Zoning Bylaw. In early 2018, three more SLIAs were adopted, stemming from interested residents in the Upper Capilano area (see **Attachment 2** for the 26 SLIA locations).



Small lot infill is one way to achieve a modest increase in housing units while retaining the single family nature of a neighbourhood. Smaller houses with smaller environmental footprints may be suitable for young families, seniors wanting to age in place and others looking to downsize. They can also offer a level of affordability compared to larger houses on larger lots.

It should be noted that not all large lots within SLIAs have or will be subdivided into smaller lots. In some instances, owners may not wish to subdivide. In other cases, technical challenges such as drainage, high groundwater table, and access in the area may need to be resolved before a small lot subdivision can proceed. All of these issues can increase cost and complexity for applicants and can sometimes require coordination between neighbours and the District (e.g. lane improvements).

The District's OCP includes policy directions to undertake Neighbourhood Infill Plans and/or Housing Actions Plans where appropriate to identify potential infill areas near Town and Village Centres, and/or to designate additional SLIAs. This could be advanced by:

- Investigating the interest and capacity to accommodate smaller lots in areas of transition between Town and Village Centres and single family neighbourhoods where new SLIAs could be designated; or
- Reviewing opportunities to enable more lots to be eligible for subdivision in existing SLIAs (e.g. consider reducing the current minimum lot width of 10 m (33 ft.) so that smaller lots are able to subdivide).

#### *Duplexes, Triplexes, and Fourplexes*

Duplexes, triplexes, and fourplexes are permitted in multi-family zones (including RM 1, 2, 3, 5, 6 & 7). The District's Zoning Bylaw does not permit duplexes, triplexes, or fourplexes in any single family zones.

The District has approximately thirty duplex, triplex, and fourplex developments that are outside of Town and Village Centres and close to single family neighbourhoods. This report is focused on the potential for these infill options to be embedded within single family neighbourhoods, rather than on large lots within Town and Village Centres meant for comprehensive development.

To increase options for duplexes, triplexes, and fourplexes in single family neighbourhoods, the following strategies could be considered:

- Identifying priority areas where these options could be explored, including:
  - Areas adjacent to Town and Village Centres where Neighbourhood Infill Plans (as outlined in the OCP Policy 7.1.2) could be undertaken; or
  - Specific types of heritage properties where this type of infill could be appropriate in exchange for heritage preservation.
- Exploring a more extensive duplex, triplex, and fourplex policy that would enable these types of housing throughout all single family neighbourhoods.

*Multiple Accessory Units on One Lot (Secondary Suites & Coach Houses or Duplexes with Secondary Suites)*

Accessory units is a general term that refers to smaller units on a residential property, which may be attached to the primary residence, or detached. In the District, accessory units include secondary suites and coach houses. Accessory units can be a key source of housing for seniors looking to downsize, multi-generational families, and young people or families looking for rental options.

In a public survey conducted in fall 2018 as part of the public engagement on the coach house program, 76% of respondents (108 people out of 142) expressed that the District should consider allowing both coach houses and secondary suites on the same lot in single family neighbourhoods. More recently, feedback received during the OCP Targeted Review Engagement process highlighted the importance of increasing the diversity of housing forms and tenures in the District to meet the needs of people at all stages life.

The District's Zoning Bylaw does not currently permit both a secondary suite and a coach house on the same single family lot. The City of North Vancouver and the District of West Vancouver both permit secondary suites and coach houses on the same lot as long as certain criteria are met (e.g. sufficient unused floor area, minimum 10 m (33 ft.) lot width, the owner resides on the property, and parking requirements are met).

As noted earlier, the BC Building Code was updated in 2019 to permit the construction of suites in more types of ground-oriented housing, such as duplexes and townhouses. Both the City of North Vancouver and the District of West Vancouver also allow secondary suites in duplexes.

As part of the work to expand housing options in the District, the following could be explored:

- Identifying criteria for lots where both secondary suites and coach houses could be considered (e.g. establishing lot area, width, and/or depth requirements);
- Identifying existing duplex areas where secondary suites could be considered; or
- Identifying the heritage properties where secondary suites and coach houses or duplexes with secondary suites could be appropriate in exchange for heritage preservation.

Identifying the types of sensitive infill housing that are of the most interest to residents will help to prioritize future policy work on these topics. Expanding the District's existing approaches to infill housing and considering new ones would support residents in continuing to live in their community by providing more options to suit their different ages, needs, and incomes.

**Recommendation:** THAT staff are directed to initiate engagement on priority sensitive infill housing types and report back to Council on engagement results, along with recommendations for future policy work for Council's consideration.



**Short-Term Rentals**

Short-term rental (STR) refers to the rental of a residential dwelling unit (either the entire unit or a room), within any housing type, for a short period of time (generally less than 30 days). Short-term rentals are facilitated by online platforms (e.g. Airbnb), and primarily used by visitors and tourists. Short-term rentals first appeared in San Francisco in 2008 and were initially seen as a way to earn some supplementary income and provide low cost visitor accommodation in expensive locations. Since then there has been a substantial expansion in short-term rentals across Canada. The business model has also shifted from home-sharing to the rental of entire homes and non-principle dwellings at the expense of long-term rental housing units.

With the expansion of STRs, many local communities have encountered negative impacts associated with short term accommodation. These have included nuisances such as noise and parking, and the loss of long-term rental housing. Local governments have responded by developing regulatory and enforcement frameworks.

In 2017, Council considered the growing impact of short-term rentals in the District and directed that a regulatory approach be prepared. Table 2, below, provides a summary of Council and public engagement.

**Table 2: Summary of Previous Council and Public Engagement on STR**

| <b>Date</b>        | <b>Description</b>  |
|--------------------|---|
| November 28, 2017  | <a href="#">Council Workshop</a> on the impact of short-term rentals and regulatory options.  |
| June 11, 2018      | <a href="#">Report to Regular Council</a> on a draft regulatory framework and bylaws.   |
| June – August 2018 | Public engagement on the draft regulatory framework (online survey and three pop-up events).  |
| November 25, 2019  | <a href="#">Council Workshop</a> on engagement findings and three revised options. Committee directed staff to engage with Rental, Social and Affordable Housing Task Force (RSAHTF). |
| October 8, 2020    | Presentation to RSAHTF on the proposed regulatory approach.   |

The three options presented for Council's consideration in 2019 were:

- Option 1:** Allow STRs in single family homes, secondary suites, and coach houses (staff recommendation).
- Option 2:** Allow STRs in single family homes, secondary suites, coach houses, and multi-family units.
- Option 3:** Allow STRs in single family homes only.

Common elements across the options included:

- Short term rentals only permitted in principle residence dwelling unit;
- Owner (or long-term tenant with owner's permission) would require a valid business license;
- A maximum of 6 patrons per STR;

- A dedicated parking space for a STR unit; and
- New fines for enforcement.

Following the 2019 workshop, staff identified the following outstanding items that emerged from the discussion of options and which appeared to require additional engagement or analysis:

- whether to permit STRs in suites, coach houses, and in multi-family units;
- whether to grant STR licenses to tenants (with permission of the owner); and
- whether time limits on STR listing are feasible (e.g. maximum number of nights per year).

Since 2019, the number of STR listings in the District has decreased from 960 in November 2019 to 520 in December 2021. Similarly, the number of STR-related complaints peaked in 2019 at 22 and dropping to seven in 2021. The above trends highlight the impact the COVID-19 pandemic has had on STRs in the District.

Additionally, over the past two years best practices for regulating STRs have emerged that allow for customizing regulations to fit the context of different communities. Five Metro Vancouver municipalities now have regulatory frameworks in place and four others are in the process of developing regulations. The lessons learned from other jurisdictions will be valuable when finalizing a regulatory framework for the District.

Given that staff sought feedback from the Rental, Social, Affordable Housing Task Force and that considerable time has elapsed since Council or the public has been engaged on the topic of short-term rentals, staff recommend seeking further community feedback on the proposed regulatory framework, with a particular focus on the outstanding questions outlined above.

Recommendation: THAT staff are directed to initiate engagement on short-term rental regulations and report back to Council on engagement results, along with recommendations for a regulatory framework for Council's consideration.

### **Public Engagement**

Engagement on secondary suites, sensitive infill, and short-term rentals will seek to understand the community preferences and priorities. Engagement will use a variety of techniques for community and stakeholder input, including virtual open houses and use of the District's online engagement platform, and potentially in-person pop-up open houses if public health guidance and timing permits. A brief overview of the proposed engagement activities and timelines is provided in Table 3.



**Table 3: Overview of proposed engagement**

| <b>Topic</b>       | <b>Anticipated Timing</b> | <b>Engagement Approach</b>  | <b>Timing for Council Consideration</b>  |
|--------------------|---------------------------|---|--|
| Secondary Suites   | May - June 2022           | Webpage<br>Online engagement tool<br>Virtual and/or in-person open houses                           | July 2022: Engagement results, Draft Bylaws  |
| Short Term Rentals | May - June 2022           | Webpage<br>Online engagement tool<br>Virtual and/or in-person open houses<br>Stakeholder engagement | July 2022: Engagement results, options & recommendations<br>Fall 2022: Further analysis<br>Early 2023: Draft Bylaws                    |
| Sensitive Infill   | May - June 2022           | Webpage<br>Online engagement tool<br>Virtual and/or in-person open houses                           | July 2022: Engagement results, options & recommendations<br>Fall 2022: Further analysis<br>Early 2023: Specific policy recommendations |

Staff are recommending that the engagement for each of the three topics take place concurrently. This would encompass a singular webpage with information on all three topics. Virtual and/or in-person open houses would cover all three topics. The online engagement tool (e.g. survey) would allow respondents to choose to provide feedback on all or only those housing types which interest them most.

**Next Steps:**

Should the Committee endorse staff's recommendation and forward this report to Council, staff would prepare a subsequent report for the next available Regular Meeting of Council. That report would seek direction to proceed with public engagement on the single family housing options discussed above and will provide additional details on the proposed engagement activities. Subject to Council's direction, staff will initiate public engagement and report back to Council with findings and recommendations for Council's consideration.

**Concurrence:**

The Communications department has reviewed the proposed engagement plan and support the recommendation for a combined engagement on the topics of this report.

**Conclusion:**

Increasing housing diversity in single family neighbourhoods will help to meet the needs of residents of all ages, incomes, abilities, and household types. A number of District policies and plans recommend exploring the expansion of housing options in single family neighbourhoods through sensitive infill. By exploring these diverse housing options, the District will be supporting young families as they seek ways to stay in the community, children as they grow up and move out of the family home, seniors as they look to age in place, and families wishing to live together in multi-generational homes.

**Options:**

1. THAT the Committee recommend to Council:

THAT staff are directed to initiate engagement on secondary suite size regulations and report back to Council on engagement results, along with proposed Zoning Bylaw amendments for Council's consideration;

THAT staff are directed to initiate engagement on priority sensitive infill housing types and report back to Council on engagement results, along with recommendations for future policy work for Council's consideration;

AND THAT staff are directed to initiate engagement on short-term rental regulations and report back to Council on engagement results, along with recommendations for a regulatory framework for Council's consideration.

OR

2. That alternative direction is provided.

Respectfully submitted,



Ryan Gilmore  
Community Planner



Arielle Dalley  
Community Planner

**Attachment 1: Map of Zones that Permit Secondary Suites**

**Attachment 2: Map of Existing Coach Houses and Small Lot Infill Areas**

**Attachment 3: Examples of Sensitive Infill in the District of North Vancouver**

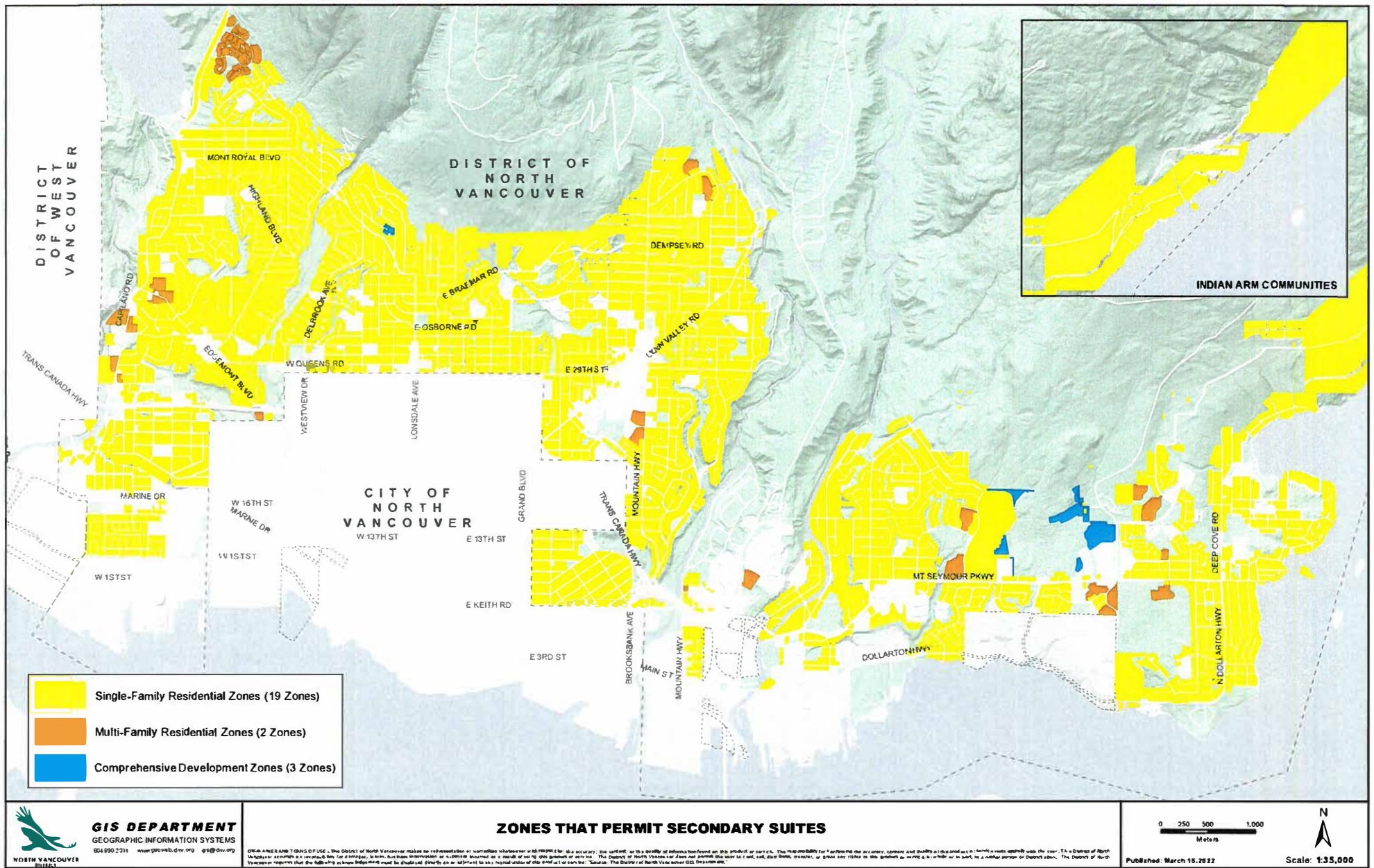
**Attachment 4: Municipal Scan of Sensitive Infill Housing Policies and Recent Actions**

**Attachment 5: Summary of Coach House Applications from January 20, 2020 to Present**

**Attachment 6: Housing Options for Single Family Neighbourhoods Council Workshop Presentation**

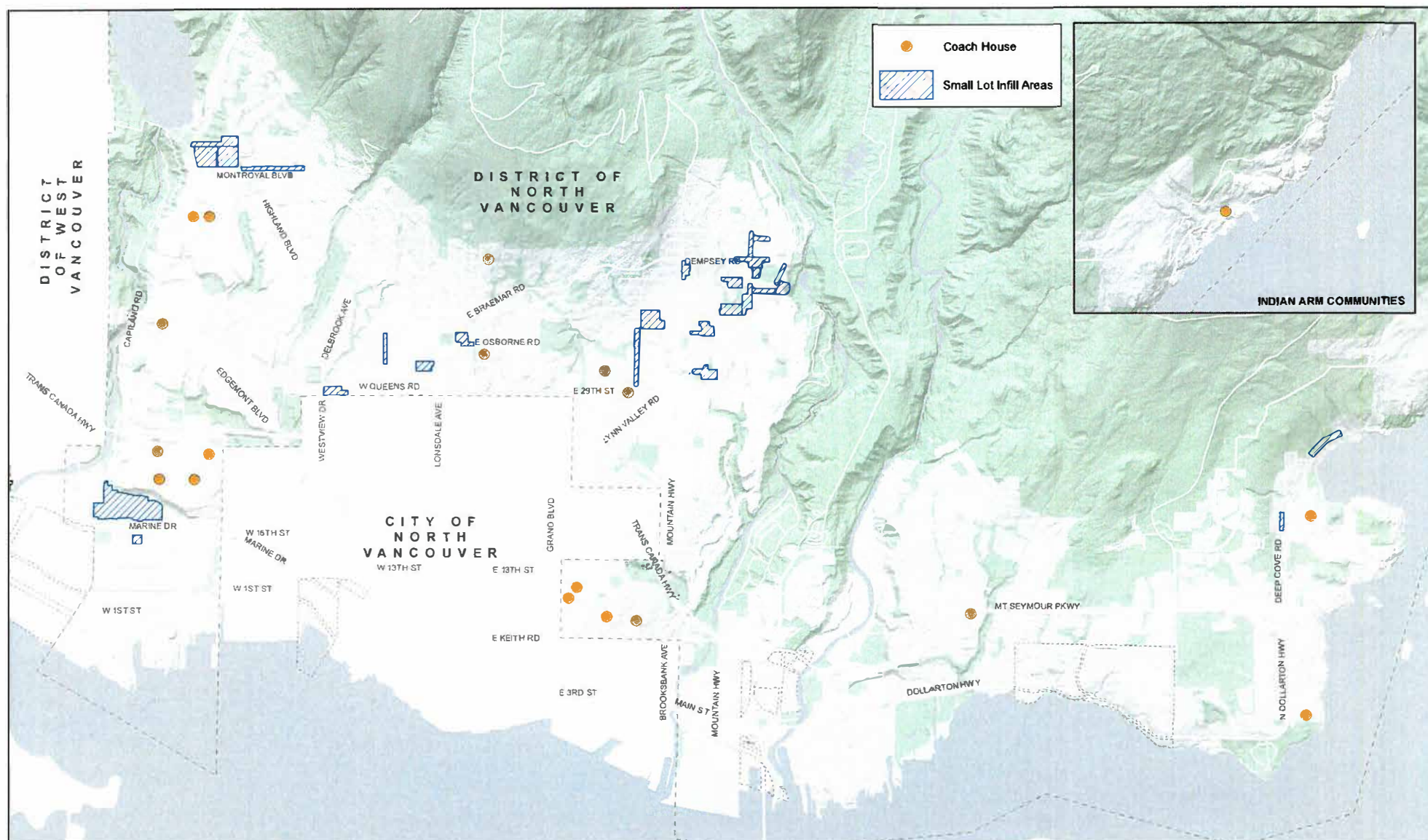
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| <input type="checkbox"/> Development Planning     | _____ | <input type="checkbox"/> Communications | _____ | <input type="checkbox"/> Library Board  | _____ |
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## Examples of Sensitive Infill Housing in the District of North Vancouver

### Coach Houses



Figure 1: Coach house facing a laneway at 880 Calverhall St., North Vancouver



Figure 2: Coach house facing a laneway at 1146 West 20<sup>th</sup> St., North Vancouver

### **Small Lot Infill Areas**



Figure 3: Small lot infill houses at 1098 & 1100 Canyon Blvd., North Vancouver



Figure 4: Small lot infill houses at 3575 & 3585 Fromme Rd., North Vancouver



## Duplexes



Figure 5: Duplex with front and rear units with lane access at 1225 & 1227 West 16<sup>th</sup> St., North Vancouver



Figure 6: Duplex with side by side units at 3703 & 3711 Bluebonnet Rd., North Vancouver



Figure 7: Duplex with side by side units at 5628 & 5630 Eagle Court, North Vancouver

### Triplexes



Figure 8: Two triplexes with lane access at 1279, 1281 & 1283 West 16<sup>th</sup> St. (left) and 1285, 1287 & 1289 West 16<sup>th</sup> St (right), North Vancouver.

## Fourplexes



Figure 9: Fourplex at 926, 928, 930 & 932 Berkley Rd., North Vancouver



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**Municipal Scan of Sensitive Infill Housing Options**  
(as of March 8, 2022)

|                     | City of North Vancouver   | District of West Vancouver   | City of Burnaby   | City of Vancouver   | District of North Vancouver   |
|---------------------|---|--|---|---|---|
| <b>Coach Houses</b> | Permitted in all residential zones, including: <ul style="list-style-type: none"> <li>One-Unit Residential zones</li> <li>Two-Unit residential zones</li> <li>Ground-Oriented Apartment residential zones (with exceptions)</li> <li>Apartment residential zones (with exceptions)</li> </ul> | Permitted in: <ul style="list-style-type: none"> <li>Single Family Dwelling zones</li> <li>Some Single Family Dwelling – Upper Lands zones</li> <li>Some Duplex Dwelling zones</li> <li>Some Ground-oriented Dwelling zones</li> </ul> | Not permitted in any residential zones.<br><br>Burnaby's Housing and Homelessness Strategy (HOME, 2021) calls for development of an infill housing program, which would include permitting laneway homes. | Permitted in: <ul style="list-style-type: none"> <li>One-Family Dwelling zones</li> <li>Some Two-Family Dwelling zones</li> <li>Some Multiple Dwelling zones</li> </ul> | Permitted in all single family residential zones as long as certain criteria met. |
| <b>Small Lots</b>   | Minimum lot size requirements were removed to allow for more subdivision in single family zones.<br><br>Minimum lot frontages are: <ul style="list-style-type: none"> <li>10 m (33 ft) for single family lots</li> <li>7.5 m (25 ft) for duplexes</li> </ul>                                  | Minimum lot size and width requirements were reduced in single family zones by: <ul style="list-style-type: none"> <li>12.5% for minimum lot size</li> <li>12.5% for minimum lot width</li> </ul>                                      | Two small lot zones (R4 and R5) allow minimum 9.15 m (30 ft) lot width and 334.40 m <sup>2</sup> (3600 ft <sup>2</sup> ) area under certain conditions.   | 7.3 m (24 ft) minimum lot width in most One-Family Dwelling zones.  | 10 m (33 ft) minimum lot width in 26 Small Lot Infill Areas (SLIAs).              |

|  | City of North Vancouver   | District of West Vancouver  | City of Burnaby  | City of Vancouver  | District of North Vancouver  |
|--|---|---|--|--|--|
| <b>Duplex/<br/>Triplex/<br/>Fourplex</b> | <p>Duplexes permitted in:</p> <ul style="list-style-type: none"> <li>Two-Unit residential zones</li> <li>Ground-Oriented Apartment residential zones</li> <li>Apartment residential zones</li> <li>Some Special Residential zones</li> </ul> <p>Triplexes and fourplexes permitted in:</p> <ul style="list-style-type: none"> <li>Ground-Oriented Apartment residential zones</li> <li>Apartment residential zones</li> <li>Some special residential zones</li> </ul> | <p>Duplexes permitted in:</p> <ul style="list-style-type: none"> <li>All Duplex Dwelling zones</li> <li>Some Ground-Oriented Dwelling zones</li> <li>Some Multiple-Dwelling zones</li> </ul> <p>Triplexes and fourplexes not permitted.</p> | <p>Duplexes permitted in the one- and two-family residential zones:</p> <ul style="list-style-type: none"> <li>Residential District 4</li> <li>Residential District 5</li> </ul> <p>Triplexes and fourplexes are only permitted in multi-family zones.</p> <p>HOME includes actions to consider permitting duplexes in additional residential zones and permitting triplexes and fourplexes in most residential zones.</p> | <p>Duplexes permitted in the majority of residential zones.</p> <p>Triplexes or fourplexes permitted in:</p> <ul style="list-style-type: none"> <li>Some Duplex zones</li> <li>Most Multiple Dwelling zones</li> </ul> | <p>Duplexes permitted in;</p> <ul style="list-style-type: none"> <li>Some Multiple-Family residential zones</li> <li>One Low-Rise residential zone</li> </ul> <p>Triplexes and fourplexes are not permitted in single family zones, but are permitted in:</p> <ul style="list-style-type: none"> <li>Some Multiple-Family residential zones</li> </ul> |
| <b>Multiple Accessory Units</b>          | <p>Lots zoned for One-Unit Residential use may have a secondary suite and a coach house when certain conditions are met.</p>  | <p>Lots zoned for Single Family Dwelling use may have a secondary suite and a coach house when certain conditions are met.</p>  | <p>Not permitted in any residential zones.</p> <p>HOME includes actions to consider allowing secondary suites and laneway houses in duplexes.</p>  | <p>Laneway houses and secondary suites together on one lot are permitted in zones where laneways are permitted (see above).</p> <p>Secondary suites permitted in duplexes.</p>   | <p>Not permitted in any single family zones.</p>   |

## Summary of Coach House Applications Received from January 2020 – Present

| New Coach House Program (January 20, 2020 - present) <sup>1</sup> |                     |            |                    |                       |   |         |
|---|---------------------|------------|--------------------|-----------------------|---|---------|
| Development Variance Permit Process                               |                     |            |                    |                       |   |         |
|   | Address             | Status     | Application Date   | DVP Issued by Council | Lot eligibility & Application Characteristics               | Storeys |
| 1   | 389 Beachview Dr.   | Approved   | June 9, 2020       | November 2, 2020      | Open Lane (variance for building coverage)                  | 1       |
| 2   | 4048 Dollarton Hwy. | Approved   | September 10, 2020 | April 12, 2021        | Front Yard Over 10,000 sq ft                                | 1       |
| 3   | 4544 Capilano Rd.   | Approved   | July 8, 2020       | April 26, 2021        | Rear Yard Over 10,000 sq ft                                 | 1       |
| 4   | 1061 Handsworth Rd. | Approved   | October 2, 2020    | October 18, 2021      | Rear Yard (variance for vehicle access)                     | 1       |
| 5   | 947 Frederick Rd.   | Approved   | June 1, 2021       | November 29, 2021     | Rear Yard (variance for vehicle access and height)          | 2       |
| 6   | 959 Drayton St.     | Approved   | June 14, 2021      | March 7, 2022         | Open Lane Rear Yard (variance for height)                   | 2       |
| 7   | 1258 Adderley St.   | In process | December 2, 2021   |                       | Open Lane Rear yard (variances for height and lot coverage) | 2       |

<sup>1</sup> No Development Variance Permits have been denied or withdrawn in this time period.



| Building Permit Only Process |                             |             |                   |                  |   |         |
|------------------------------|-----------------------------|-------------|-------------------|------------------|---|---------|
|                              | Address                     | Status      | Application Date  | BP Issued        | Lot eligibility & Application Characteristics         | Storeys |
| 1                            | 1979 Banbury Rd.            | Constructed | March 3, 2020     | March 9, 2020    | Open Lane Rear Yard                                   | 1       |
| 2                            | 1086 W 22 <sup>nd</sup> St. | Constructed | April 24, 2020    | August 5, 2020   | Open Lane Rear Yard                                   | 1       |
| 3                            | 2027 Bridgman Av.           | Constructed | May 15, 2020      | October 16, 2020 | Open Lane Rear Yard                                   | 1       |
| 4                            | 1160 Ridgewood Dr.          | Approved    | Nov 5, 2020       | April 7, 2021    | Approved under a Heritage Alteration Permit           | 2       |
| 5                            | 1355 W 22 <sup>nd</sup> St. | Approved    | Feb 12, 2021      | May 18, 2021     | Open Lane Rear Yard                                   | 1       |
| 6                            | 1098 Handsworth Rd.         | Approved    | Mar 9, 2021       | October 27, 2021 | Corner Lot on Local Street                            | 1       |
| 7                            | 1942 Banbury Rd.            | Approved    | August 3, 2021    | October 20, 2021 | Open Lane Rear Yard                                   | 1       |
| 8                            | 836 E 11 <sup>th</sup> St.  | In Process  | October 15, 2021  |                  | Open Lane Rear Yard                                   | 1       |
| 9                            | 509 Beachview Dr.           | In Process  | November 18, 2021 |                  | Corner Lot on Local Street<br>Lot over 10,000 sq. ft. | 1       |
| 10                           | 1179 Cloverley St.          | In Process  | January 6, 2022   |                  | Lane Access Rear Yard                                 | 1       |
| 11                           | 421 W St. James Rd.         | In Process  | January 11, 2022  |                  | Lane Access Rear Yard                                 | 1       |



# **HOUSING OPTIONS FOR SINGLE FAMILY NEIGHBOURHOODS**

## **Council Workshop**

April 11, 2022

# SINGLE FAMILY HOUSING TOPICS

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**SECONDARY  
SUITES**



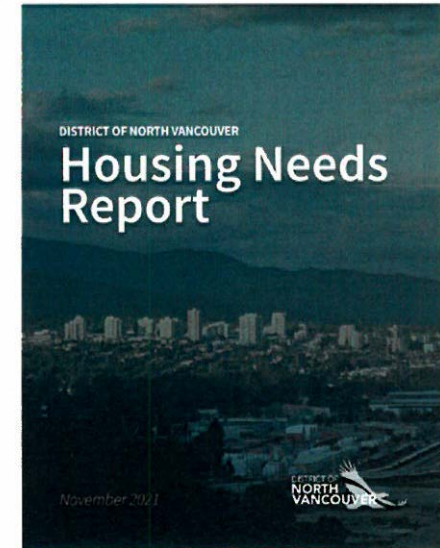
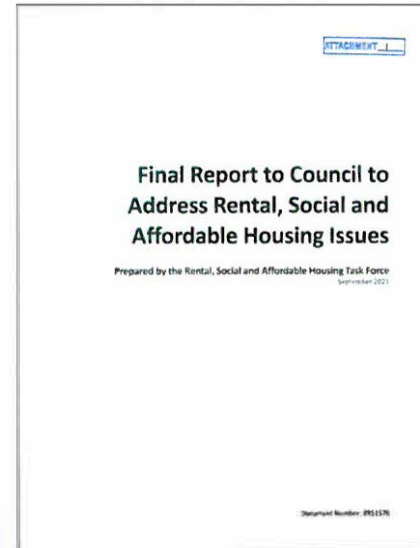
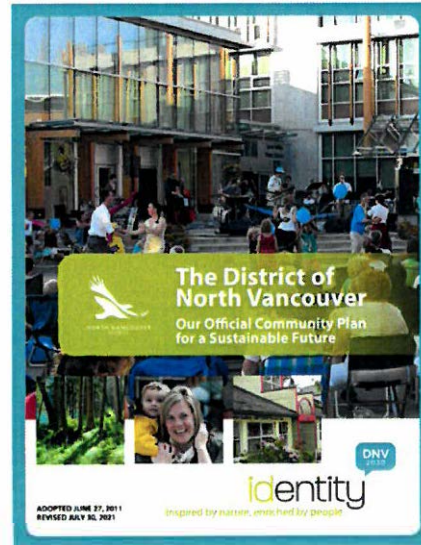
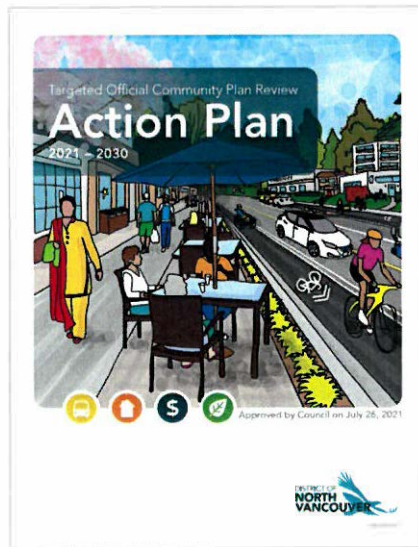
**SENSITIVE INFILL**



**SHORT-TERM  
RENTAL**



# EXISTING POLICY





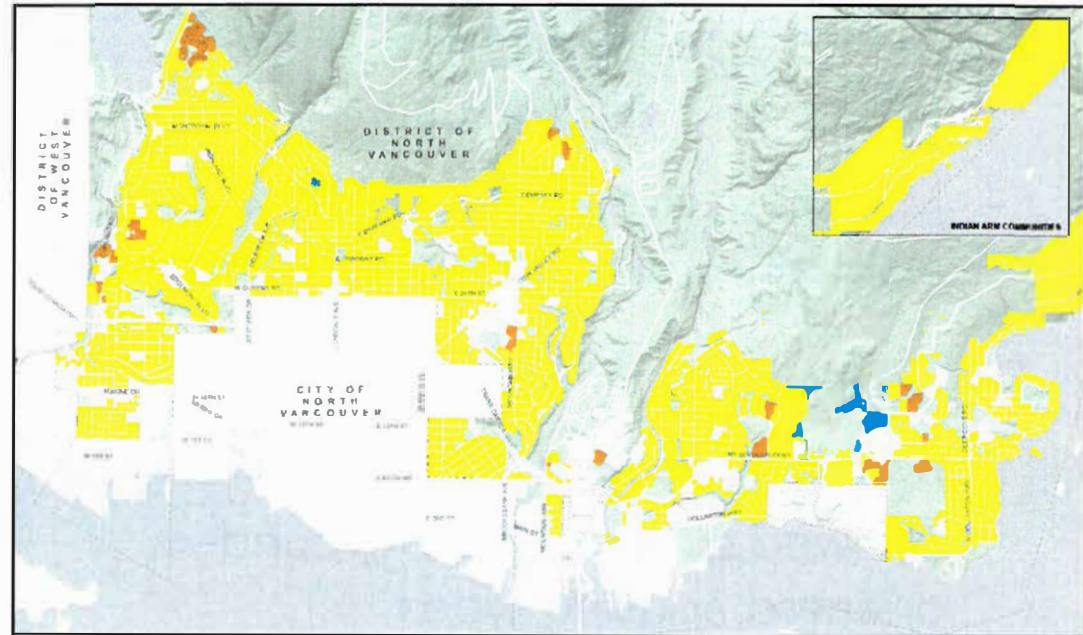
## SECONDARY SUITES





# SECONDARY SUITES – BACKGROUND

- Permitted in single family homes since 1997
- Permitted in 24 zones
- 6,290+ suites
- 70% of the District's market rental housing stock

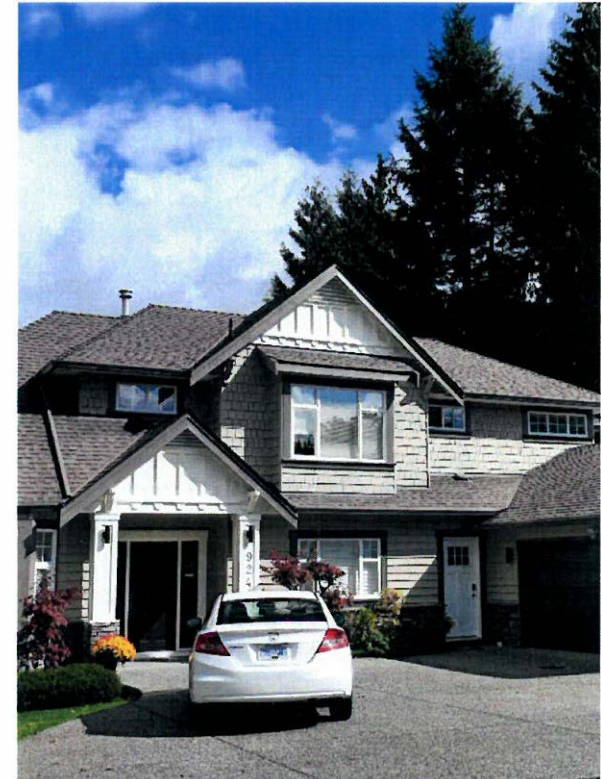




# SECONDARY SUITES – REGULATIONS

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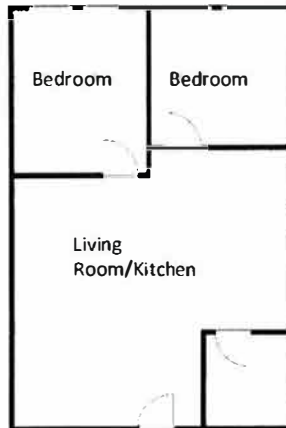
- Current regulations:
  - Single family homes only
  - Maximum size of 90m<sup>2</sup> or 40% of residential floor area (whichever is less)
- BC Building Code (Dec 2019):
  - Removed secondary size restrictions
  - Allowed suites in more ground-oriented housing types



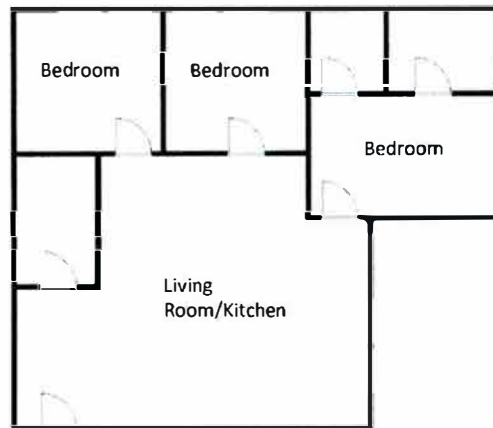
# SECONDARY SUITES – PROPOSED

1. Increase maximum floor area

Current: 90 m<sup>2</sup> or 40% of floor area

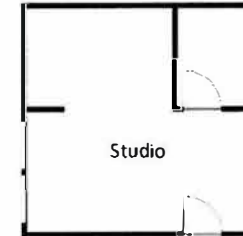


Proposed: 130 m<sup>2</sup> or 40% of floor area



2. New minimum suite size

Proposed: 30 m<sup>2</sup>

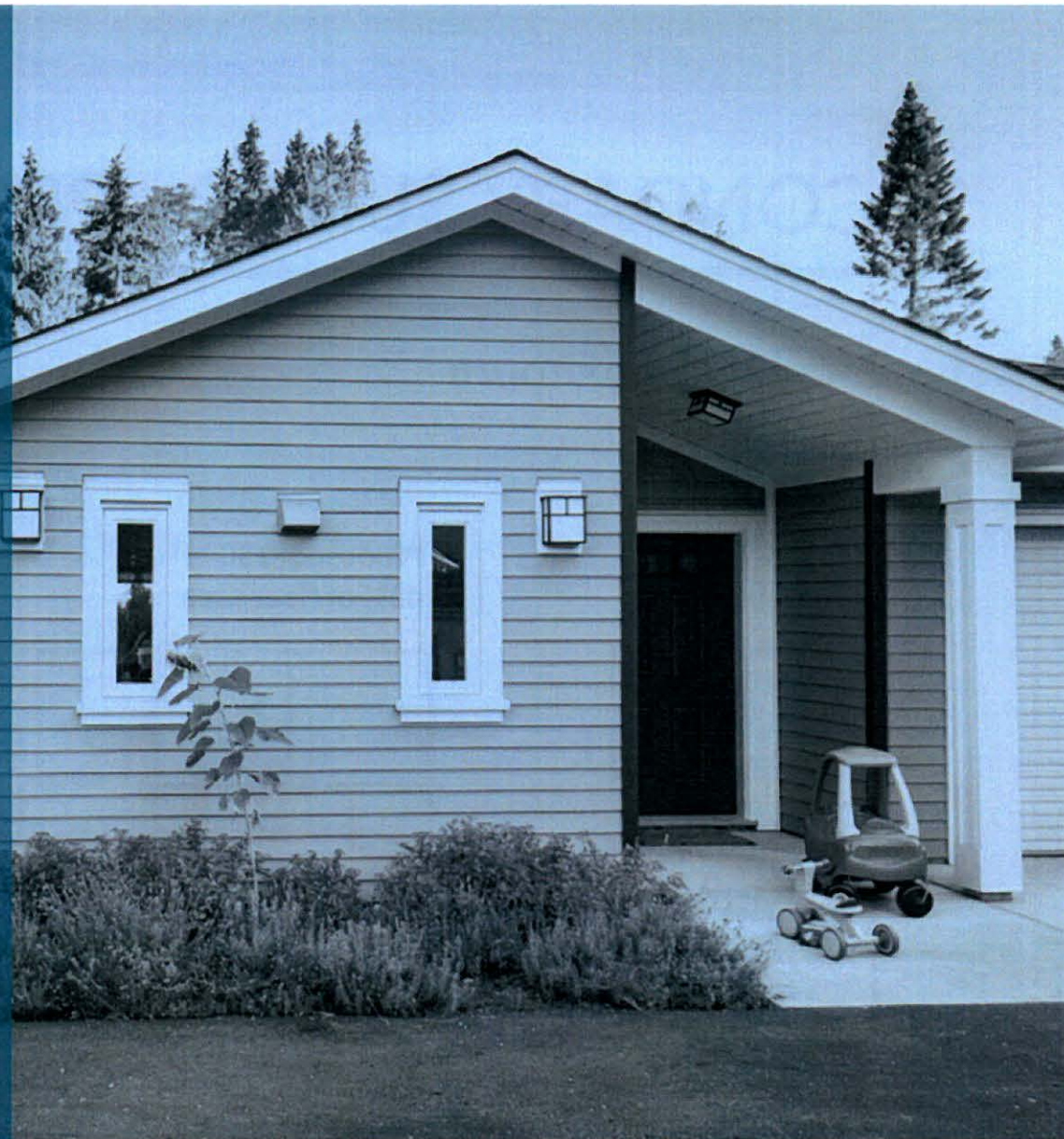


*Example of secondary suite layouts for illustrative purposes only*





# SENSITIVE INFILL





# SENSITIVE INFILL – BACKGROUND

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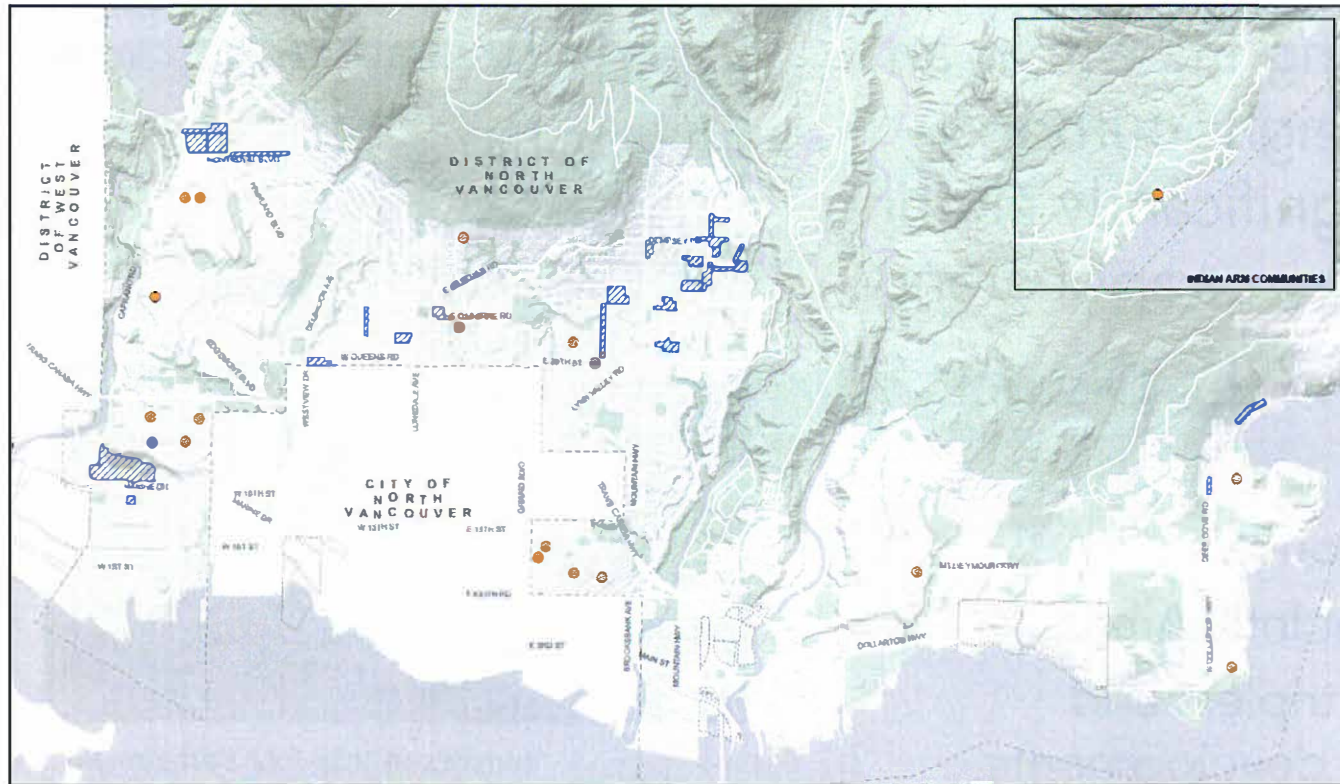
- Infill housing fits within an existing neighbourhood without significantly altering its character or appearance
- Examples in the District include:
  - Coach houses
  - Small Lot Infill Areas
  - Duplex, triplex, and fourplex developments



*Fourplex at 926-932 Berkeley Rd*



# SENSITIVE INFILL IN SINGLE FAMILY AREAS



● **Coach Houses**  
(19 constructed)

▨ **SLIAs**  
(26 areas)

# SENSITIVE INFILL – POTENTIAL OPTIONS

| Coach Houses   | Small Lot Infill Areas (SLIAs)   | Duplex/Triplex/Fourplex  | Multiple Accessory Units on One Lot   |
|--|--|--|---|
| <b>Current approach</b>  |  |  |   |
| <ul style="list-style-type: none"> <li>• 18 applications approved 2014-2020</li> <li>• Updated in 2020; 13 approved since update</li> </ul>  | <ul style="list-style-type: none"> <li>• First adopted 1980s</li> <li>• 3 SLIAs added in Upper Capilano in 2018</li> <li>• 26 SLIAs</li> </ul>   | <ul style="list-style-type: none"> <li>• Not currently permitted in single family zones</li> </ul>   | <ul style="list-style-type: none"> <li>• Not currently permitted</li> </ul>   |
| <b>Potential Options</b>   |  |  |   |
| <ul style="list-style-type: none"> <li>• Allow more lots to be eligible by reducing requirements</li> <li>• Streamline application process further</li> <li>• Enhance liveability (e.g. through basements)</li> <li>• Update guidelines</li> </ul> | <ul style="list-style-type: none"> <li>• Investigate opportunities to designate new SLIAs</li> <li>• Review options to increase lot eligibility in existing SLIAs (e.g. reduce lot width minimum)</li> </ul> | <ul style="list-style-type: none"> <li>• Identify priority locations for this type of housing:                             <ul style="list-style-type: none"> <li>• Adjacent to Town &amp; Village Centres</li> <li>• Specific types of heritage properties</li> </ul> </li> <li>• Develop a broader policy to enable in all single family neighbourhoods</li> </ul> | <ul style="list-style-type: none"> <li>• Identify specific areas or heritage properties where the following could be permitted:                             <ul style="list-style-type: none"> <li>• Secondary suites and coach houses on same lot</li> <li>• Duplexes with suites</li> </ul> </li> </ul> |



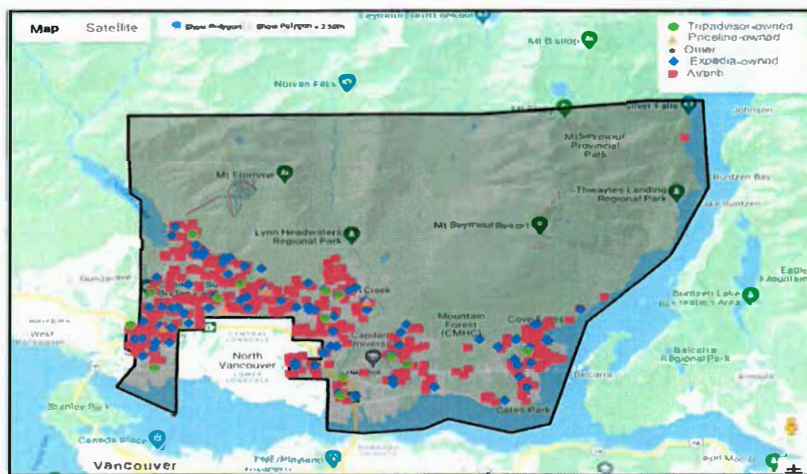


# SHORT-TERM RENTAL

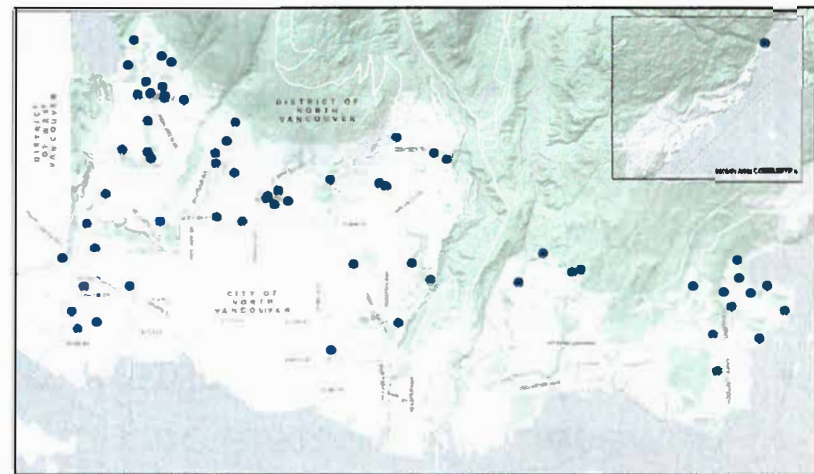


# SHORT-TERM RENTALS – BACKGROUND

- Not currently permitted
- Previous Council engagement in 2017, 2018, and 2019
- Public engagement in 2018, RSAHTF in 2020
- Listings are evenly distributed, complaints are not
- 960 listings in November 2019
- 520 listings in December 2021
- 76 complaints received since 2013



Listings (December 2021)



Complaints (2012-2022)

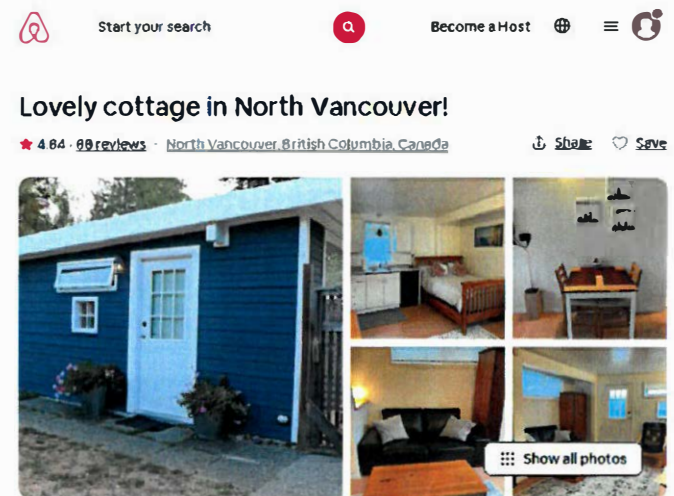
# SHORT-TERM RENTALS – PAST OPTIONS

| Option                            | Single Family | Secondary Suites & Coach Houses | Multi-Family | Renters with owner permission |
|-----------------------------------|---------------|---------------------------------|--------------|-------------------------------|
| Option 1<br>(2019 Recommendation) | ✓             | ✓                               | ✗            | ✓                             |
| Option 2                          | ✓             | ✓                               | ✓            | ✓                             |
| Option 3                          | ✓             | ✗                               | ✗            | ✓                             |

- Each option shares common criteria, including principle residence, business license, parking requirements, & maximum patron requirements.
- Each option permits renters to have a STR with owner permission, however most renters occupy secondary suites and multi-family dwellings.

# SHORT TERM RENTALS – PUBLIC ENGAGEMENT

- Additional public input recommended on:
  1. Should short-term rentals be permitted in secondary suites and coach houses?
  2. Should short-term rentals be permitted in multi-family dwellings?
  3. Should short-term rental licences be issued to renters (with owner's permission) in all housing types where STR is permitted?





# SINGLE FAMILY HOUSING OPTIONS

## Secondary Suites

## Sensitive Infill

## Short-Term Rentals

### Objectives

Increase maximum secondary suite size and introduce a new minimum suite size

Explore new sensitive infill options and/or expand existing ones

Create a framework for regulating short-term rentals

### Recommendations for Council

- Initiate engagement
- Report back with Zoning Bylaw amendments

- Initiate engagement
- Report back with recommendations for future policy work

- Initiate engagement
- Report back with recommended regulatory framework

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North Vancouver, BC  
V7N 4N5

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## ATTACHMENT 2. HOUSING PROGRAM SUMMARY AND TIMELINE

AS OF APRIL 2022



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