

**PUBLIC HEARING BINDER**  
**Updated Coach House Program**



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**AGENDA INFORMATION**

- Regular Meeting  
 Other:

Date: October 28, 2019  
Date: \_\_\_\_\_

  Dept. Manager	 GM/ Director	 CAO
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**The District of North Vancouver  
REPORT TO COUNCIL**

October 11, 2019  
File: 13.6480.30/003.000.000

**AUTHOR:** Nicole Foth, Community Planner

**SUBJECT:** Introduction of Revised Bylaw Amendments for an Updated Coach House Program

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**RECOMMENDATION**

THAT "District of North Vancouver Rezoning Bylaw 1382 (Bylaw 8360)" is given FIRST Reading;

AND THAT "Bylaw Notice Enforcement Bylaw 7458, 2004 Amendment Bylaw 8361, 2019 (Amendment 41)" is given FIRST, SECOND and THIRD Reading;

AND THAT Bylaw 8360 is referred to a Public Hearing.

**REASON FOR REPORT**

At the October 7<sup>th</sup>, 2019, Regular Meeting of Council, Council referred proposed changes to the District's Coach House Program back to staff. This report introduces amendments to the Zoning Bylaw and the Bylaw Notice Enforcement Bylaw that reflect Council's support for a simplified, building permit-only process for one-storey coach houses on lots with open lanes and corner lots.

**SUMMARY**

The updated Coach House Program proposes the following key elements:

1. A simplified, building permit-only approval process for coach houses with less potential impact on neighbours (e.g. one-storey), and
2. The continued use of the Development Variance Permit (DVP) process for other coach house forms (e.g. two-storey).

**BACKGROUND**

At the October 7<sup>th</sup>, 2019, Regular Meeting of Council, Council referred the revised Coach House Program back to staff. Council members indicated support for one-storey coach houses on open lanes or on corner lots to proceed via a simplified, building permit-only process. For two-storey coach houses, the majority of Council members stated a desire to continue to follow

## **SUBJECT: Introduction of Revised Zoning Bylaw Amendment for an Updated Coach House Program**

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the Development Variance Permit process, rather than implementing a form and character Development Permit Area, as previously recommended by staff.

Other ideas raised at the October 7<sup>th</sup> Council Meeting included expanding the coach house program further, and exploring sensitive neighbourhood infill and housing choice options. This report responds to the key coach house directions provided by Council. Other ideas and options will be considered through discussions on single-family regulations, the Official Community Plan Targeted Review, and on-going monitoring of the Coach House Program.

The District's Coach House Program began in November 2014. To date, 17 coach houses have been approved by Council. Further background on the current coach house program, existing policy, and summary of public engagement is available in the staff report dated September 27, 2019 and entitled "Introduction of Bylaw Amendments for a Revised Coach House Program" (**Attachment 1**).

### **ANALYSIS**

The updated Coach House Program proposes the following key elements:

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

Corner lots have now been included in the proposed Zoning Bylaw amendments. Potential challenges with coach houses on corner lots may include proximity to neighbours at the rear (instead of being separated by a lane), and vehicle access. To address this, proposed regulations include a minimum rear setback of 3.1m (10 ft.) for corner lots, and only permitting coach houses on corner lots on local streets through the building permit process. Busier streets, such as collectors or arterials, may require on-site turn-around for vehicle access to coach houses, and are proposed to be considered by Council through the DVP process.

Council indicated their desire to maintain the DVP process for two-storey coach houses instead of a Development Permit for two-storey coach houses; this means the amendments initially proposed to the Official Community Plan, the Fees and Charges Bylaw, and the Non-Statutory Public Consultation For Development Applications Policy to no longer be required, and those draft bylaw amendments are therefore not included in this report.

To implement the simplified coach house process, amendments to the Zoning Bylaw include the introduction of definitions, conditions of use, regulations for the location and size of coach houses, and floor space and height incentives for energy efficient construction.

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### **Proposed Bylaw Amendments**

To implement the updated Coach House Program, amendments to the Zoning Bylaw and the Bylaw Notice Enforcement Bylaw are required.

#### *Zoning Bylaw 3210, Rezoning Bylaw 1382 (Attachment 2 and red-line version in Attachment 3)*

The following Zoning Bylaw changes are proposed to reflect Council's feedback:

1. Added corner lots on local streets as lots eligible for coach houses via the building permit process;
2. Added regulations for corner lots including lot depth and rear setbacks to minimize impacts on neighbours and promote liveability;
3. Removed regulations for two-storey coach houses (height and second storey floor area), as they would be eligible for case-by-case consideration through the Development Variance Permit (DVP) process.

If the proposed Zoning Bylaw amendments are adopted by Council, an applicant would be able to apply directly for a building permit to build a one-storey coach house that complies with the regulations on a lot at least 15m wide with either open lane access or a corner lot on local streets. Land owners may apply for variances to allow other proposals including two-storey coach houses, and coach houses on lots without lane access. This provides Council will the ability to consider each application on a case-by-case basis through the DVP process.

#### *Bylaw Notice Enforcement Bylaw 7458 (Attachment 4)*

The Bylaw Notice Enforcement Bylaw amendment is required to complement the Zoning Bylaw amendments. It allows for fines for unauthorized coach house uses, and the proposed fines mirror the existing secondary suite violation fine rates as both are accessory dwelling units. The proposed amendments also include housekeeping amendments to re-number sections.

### **Timing/Approval Process**

If the proposed amendments to the Zoning Bylaw receive First Reading and are referred to a Public Hearing, a Public Hearing will be scheduled. Should the amendments be approved by Council, the *Coach House How-To Guide* would be updated to reflect program changes.

### **Concurrence**

The proposed changes have been reviewed by Building, Bylaws, Development Planning, Legal, and Transportation. The District of North Vancouver Rezoning Bylaw 8360 affects land lying within 800m of a controlled access intersection and therefore approval by the Provincial Ministry of Transportation and Infrastructure will be required after third reading of the bylaw and prior to bylaw adoption.

### **Financial Impacts**

Application fees from Development Variance Permits, and tax revenues as a result of coach house development, will help offset the administrative costs associated with application review.

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**Social Policy Implications**

Coach houses provide opportunities for greater housing diversity, enable residents to age-in-place on their property or in their neighbourhood, or provide housing for family members. Coach houses have the potential to enable young families or young adults to live in single-family neighbourhoods in a detached dwelling that might otherwise be unaffordable. Coach houses provide a housing option that is different than apartments, townhouses, and larger single-family homes.

**Environmental Impact**

Coach houses can enable the efficient use of existing developed land and infrastructure in existing neighbourhoods throughout the District. Coach house development must adhere to environmental Development Permit Area regulations.

**Conclusion**

The District has had a gradual entry program for coach houses and has approved an average of four per year since the program began in 2014. The updated program would simplify the application and approvals process to allow one-storey coach houses on lots with open lanes or corner lots on local streets to proceed with a building permit only. Two-storey coach houses, and coach houses on other lots, would continue to require Council's approval through the Development Variance Permit process.

**Options**

1. That Council give first reading to Bylaw 8360, and three readings to Bylaw 8361 (staff recommendation).

Or

2. That Council take no further action on Bylaw 8360 and Bylaw 8361.

Respectfully submitted,



Nicole Foth, MCIP, RPP  
Community Planner

**Attachment 1:** Staff report dated September 27, 2019 and entitled "Introduction of Bylaw Amendments for a Revised Coach House Program"

**Attachment 2:** District of North Vancouver Rezoning Bylaw 1382 (Bylaw 8360)

**Attachment 3:** Red-line version of Zoning Bylaw amendments (Rezoning Bylaw 1382)

**Attachment 4:** District of North Vancouver Bylaw Notice Enforcement Bylaw 7458, 2004 Amendment Bylaw 8361

**SUBJECT: Introduction of Revised Zoning Bylaw Amendment for an Updated Coach House Program**

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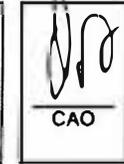
AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: October 7, 2019
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Dept.  
Manager



GM/  
Director



CAO

## The District of North Vancouver REPORT TO COUNCIL

September 27, 2019  
File: 13.6480.30/003.000.000

**AUTHOR:** Nicole Foth, Community Planner

**SUBJECT:** Introduction of Bylaw Amendments for a Revised Coach House Program

### RECOMMENDATION

THAT "District of North Vancouver Official Community Plan Bylaw 7900, 2011, Amendment Bylaw 8359, 2019 (Amendment 37)" is given FIRST Reading;

AND THAT "District of North Vancouver Rezoning Bylaw 1382 (Bylaw 8360)" is given FIRST Reading;

AND THAT "Fees & Charges Bylaw 6481, 1992 Amendment Bylaw 8362, 2019 (Amendment 61)" is given FIRST, SECOND and THIRD Reading;

AND THAT "Bylaw Notice Enforcement Bylaw 7458, 2004 Amendment Bylaw 8361, 2019 (Amendment 41)" is given FIRST, SECOND and THIRD Reading;

AND THAT in accordance with Section 477 of the *Local Government Act*, Council has considered Bylaw 8359 in conjunction with its Financial Plan and applicable Waste Management Plans;

AND THAT, in relation to Bylaw 8397, additional consultation pursuant to Section 475 and Section 476 of the *Local Government Act*, is not required beyond that already undertaken;

AND THAT the revised Non-Statutory Public Consultation Policy for Development Applications as attached to the September 27, 2019 report of the Community Planner entitled Introduction of Bylaw Amendments for a Revised Coach House Program is approved subject to bylaw adoption;

AND THAT Bylaw 8359 and Bylaw 8360 are referred to a Public Hearing.

### REASON FOR REPORT

At the July 9<sup>th</sup>, 2018, Regular Meeting of Council, Council directed staff to proceed with public engagement on a revised approach to coach houses in the District. Council further

directed that, following public engagement, staff bring bylaw amendments regarding coach houses to Council for introduction and First Reading.

This report introduces a revised Coach House Program and amending bylaws for Council's consideration. The revised program proposes a simplified coach house applications and approvals process. Implementation of the program would require amendments to 4 bylaws:

- Official Community Plan Bylaw 7900 (Amending Bylaw 8359);
- Zoning Bylaw 3210 (Amending Bylaw 8360);
- Fees and Charges Bylaw 6481 (Amending Bylaw 8362); and
- Bylaw Notice Enforcement Bylaw 7458 (Amending Bylaw 8361).

## **SUMMARY**

The revised Coach House Program proposes the following key elements:

1. A simplified approval process for lots with open lane access and a minimum width of 15m (49.2 ft.) that entails:
  - A building permit only for one-storey coach houses; and
  - A Development Permit (DP), with authority delegated to staff, for two-storey coach houses;
  - The continued use of the Development Variance Permit (DVP) process so that Council may consider other lots for coach houses on a case-by-case basis.
2. The introduction of a new Accessory Coach House Form and Character Development Permit Area in the Official Community Plan (OCP) to promote neighbourly design of two-storey coach houses; and
3. The introduction of Zoning Bylaw definitions, conditions of use, and related regulations for the location and size of coach houses, as well as to allow for reasonable incentives for energy efficient construction.

## **BACKGROUND**

To date, Council has approved 17 coach houses through the Development Variance Permit process. This is an average of approximately four per year since Council endorsed the gradual entry coach house program in November 2014. Coach houses are market rental units that form a part of the District's Housing Continuum (**Attachment 1**). Coach houses may suit diverse demographics and potentially meet the housing demands of various ages, incomes, and housing preferences. This may include seniors looking to downsize, inter-generational and extended families, or young couples looking for ground-oriented homes.

At the July 9<sup>th</sup>, 2018, Regular Meeting of Council, Council directed staff to engage the public on the proposed approach to simplifying the coach house application and approvals process, and then to bring bylaw amendments for Council's consideration.

## **EXISTING POLICY**

### **Official Community Plan**

The District's Official Community Plan contains the following objectives:

- increase housing choices across the full continuum of housing needs;
- provide more options to suit different residents' ages, needs and incomes; and
- provide more alternatives to home ownership (i.e. rental).

The OCP also identifies the opportunity for a greater diversity of housing choices in existing residential neighbourhoods through sensitive residential infill such as coach houses. The *Detached Residential* OCP land use designation includes provision for secondary rental units such as coach houses or secondary suites.

### **Coach House Program**

The District currently regulates coach house development through the issuance of Development Variance Permits (DVP) that vary the location of a secondary suite. The *Coach House How-To Guide*, available on DNV.org, contains development guidelines and outlines the application and approval process. Final approval of a DVP rests with Council.

The DVP approach was selected as it would provide Council with the opportunity to review all applications for coach houses, a new housing option in the municipality. This approach has facilitated the intended oversight and gradual entry of coach houses in the District, although at a lower rate than the rate of 5 to 25 applications per year that was initially anticipated.

### **PUBLIC INPUT**

In fall 2018, staff held engagement events for the public, and local builders and designers, to seek input on the proposed simplified approach to the coach house program. Approximately 135 people attended three pop-up events that were held across the District (Seymour, Lynn Valley, and Edgemont) in October 2018. There were 142 online survey respondents. See **Attachment 2** for a complete summary of the public engagement process.

Overall, the majority of survey respondents indicated:

- Support for the simplified application process (i.e. the ability to apply directly for a building permit for a one-storey coach house on a lot with open lane access and a width of 15m);
- Support for a Coach House Development Permit to allow for second storey design review;
- Support for adjacent neighbour notification and input; and
- Support for enabling coach house development through:
  - additional floor space for energy efficient construction;
  - additional floor space on lots where coach houses are built;
  - allowing full basements that could be used for living space; and
  - reducing parking requirements from 3 to 2 spaces where the lot is close to the Frequent Transit Network (FTN).

Many respondents also indicated that:

- Coach houses should also be allowed on lots without open lane access through the simplified approach (i.e. apply directly for building permit);
- Neighbour input on a coach house application should be limited; and
- Other forms of housing should be considered in single-family neighbourhoods such as a house with both a suite and a coach house, duplexes, triplexes, and fourplexes.

At the builders' and designers' stakeholder meeting, participants supported a broader coach house program that would expand lot eligibility, and reduce requirements.

## **ANALYSIS**

### **Current Program**

The current, gradual entry coach house program is generally structured as follows:

- All coach house applications require a Development Variance Permit;
- A coach house is eligible on a single family lot that:
  - has a minimum width of 15m (50 ft.) and either has an open lane or is a corner lot; or
  - is greater than 929m<sup>2</sup> (10,000 sq. ft.) in size (does not require an open lane).

### **Proposed Approach**

The aim of the revised Coach House Program is to increase the uptake of coach houses while continuing to effectively integrate new coach house development with the surrounding neighbourhood. The revised program also seeks to expand the diversity of housing options and the number of rental units in the District, as envisioned in the OCP.

Based on a review of coach house applications submitted since 2014, the following observations can be made:

- One-storey coach houses, and lots with open lane access, generally tended to be more supportable from neighbours' perspectives; and
- Council expressed support for two-storey coach houses, but also expressed some concern about privacy and overlook.

To respond to these concerns, and to reflect public feedback, the revised Coach House Program proposes to:

- Allow one-storey coach houses on lots with an open lane and a minimum width of 15 m (49.2 ft.) to be considered through building permit only;
- Require two-storey coach houses on lots with an open lane and a minimum width of 15 m (49.2 ft.) to go through a new Development Permit (staff-delegated) process that incorporates:
  - a guideline-based design review on second storey aspects such as massing location and window orientation; and
  - notification to abutting neighbours;
- Continue to use the *Coach House How-To Guide's* lot eligibility criteria, through Council's consideration of a DVP, for coach houses on lots without lane access that are:
  - greater than 929m<sup>2</sup> (10,000 sq. ft.);
  - corner lots with a minimum width of 15m; and to include
  - double-fronting lots with a minimum width of 15m;
- Introduce Zoning Bylaw definitions, conditions of use and related regulations to ensure coach houses are appropriately located and sized, and to allow for modest incentives to energy efficient construction.

### **Proposed Bylaw Amendments**

To implement the revised Coach House Program, amendments to four bylaws would be required, along with a change to the Non-Statutory Public Consultation For Development Applications Policy.

*Official Community Plan Bylaw 7900 Amendment (Attachment 3 and red-line version in Attachment 4)*

The *Local Government Act*, subsection 488.1(e), permits an Official Community Plan to designate Development Permit Areas (DPAs) for a number of stated purposes, including the “establishment of objectives for the form and character of intensive residential development”. This provides statutory authority to establish a Development Permit Area for coach houses, and the ability to define them as a form of intensive residential development. This section of the Act was created to assist local governments to manage sensitive infill opportunities.

The proposed OCP Bylaw amendment contains a new Accessory Coach House Form and Character Development Permit Area (“Coach House DPA”) in Schedule B of the OCP. The Coach House DPA guidelines would apply to two-storey coach houses to review aspects such as window orientation and massing in order to minimize overlook and impact on neighbouring lots. It is proposed that the Coach House DP be a staff-delegated permit to allow for a more streamlined application process. The application of the Coach House DP is an administrative process to ensure neighbour notification for two-storey coach houses, and the application of Council’s approved guidelines.

*Zoning Bylaw 3210, Rezoning Bylaw 1382 (Attachment 5 and red-line version in Attachment 6)*

The proposed Zoning Bylaw amendments introduce a new definition of coach house as an accessory use to single-family residential uses. A number of conditions of use are proposed in the Zoning Bylaw that include:

- Coach house must be located within the Urban Containment Boundary and within single-family residential zones;
- Only one coach house permitted per lot;
- Coach house not permitted where there is a secondary suite on the same property; and
- Owner of the single-family lot must reside in either the coach house or the principal dwelling unit.

The proposed Zoning Bylaw amendments also establish the size, shape, and siting regulations for new coach house development. The regulations are generally based on the District’s existing *Coach House How-To Guide*, and reflect input from public engagement. Some key regulations include:

- Located on a lot with open lane access;
- Lot width of at least 15m (49.2 ft.);
- Maximum size of 90m<sup>2</sup> (968 sq. ft.);
- 6.1m (20 ft.) separation between coach house and principal house;
- Coach house must be sited to the rear of the principal house;
- Second storey area limited to 50-60% of the first floor (depending on roof slope); and
- Modest accommodations for energy efficiency.

The proposed zoning regulations include incentivizing coach house applications that meet Step 4 or Step 5 of the Energy Step Code. To account for thicker walls and thicker roof

construction associated with energy efficient buildings, the incentives for Step 4 and Step 5 are:

- Minor floor space exemptions of 2.8m<sup>2</sup> to 8.4m<sup>2</sup> (30 to 90 sq. ft.); and
- Minor height increases of 0.15m to 0.3m (0.5 to 1 ft.).

Several aspects of the revised Coach House Program were surveyed as part of the public engagement, and supported broadly by respondents. However, the following aspects are not being recommended at this time:

- Additional 0.05 floor space ratio up to 37m<sup>2</sup> (400 sq. ft.) for a lot that builds a coach house: Council is currently having discussions about single-family residential standards and regulations, and additional floor space may be considered as part of those discussions;
- Basements in coach houses: the District is currently studying the location and impacts of groundwater and infiltration. The results of this study may inform the potential for basements in coach houses;
- Parking reductions (i.e. from three to two spaces) for lots with coach houses near the Frequent Transit Network. Staff have heard concerns around the potential impact of parking that could occur on neighbourhood streets, and parking reductions are not supported at this time. This may be considered in the future, such as when FTN service expands, and as part of a site specific proposal through a DVP.

The proposed Zoning Bylaw amendments also include corresponding ticketing regulations and housekeeping amendments to re-number sections.

In summary, if the proposed Zoning Bylaw amendments are adopted by Council, an applicant would be able to apply directly for a building permit to build a one-storey coach house that complies with the regulations on a minimum 15m lot. Applications for two-storey coach houses would require an Accessory Coach House Form and Character Development Permit (in addition to a building permit). Requests for variances to allow coach houses on lots without lane access may still be submitted, providing Council will the ability to consider each application on a case-by-case basis through the DVP process.

#### ***Fees and Charges Bylaw 6481 (Attachment 7)***

The Fees and Charges Bylaw establishes fees for development applications. The proposed amendment adds fees for an Accessory Coach House Form and Character Development Permit. The recommended fee of \$670.00 and a \$36.00 profiling fee is equivalent to the Development Variance Permit fees (for 3 variances or fewer) that are levied for coach houses in the existing coach house program. All coach house applications would be charged the same fees whether applying through the Development Permit or the Development Variance Permit process.

#### ***Bylaw Notice Enforcement Bylaw 7458 (Attachment 8)***

The Bylaw Notice Enforcement Bylaw contains fines for unauthorized land uses. The amendment adds coach house fines, which mirror the existing secondary suite violation fine rates as both are accessory dwelling units. The proposed amendments also include housekeeping amendments to re-number sections.

*Draft Revised Non-Statutory Public Consultation For Development Applications Policy*  
**(Attachment 9)**

Should Council approve the bylaw amendments, a change to the Non-Statutory Public Consultation For Development Applications Policy would be required to include notification for coach house applications for an Accessory Coach House Form and Character Development Permit. The draft revised policy is included as an attachment for Council's review at this time.

The draft policy proposes to include notification to abutting neighbours when an Accessory Coach House Form and Character DP application is received. Neighbours would be able to provide comment to staff on the application. Approval of the DP would rest solely on the fulfilment of the DP design guidelines and zoning regulations.

**Timing/Approval Process**

If the proposed bylaw amendments to the Zoning Bylaw and OCP receive First Reading, a Public Hearing would be scheduled. Should the amendments be approved by Council, the *Coach House How-To Guide* would be updated to reflect any program changes.

**Concurrence**

The recommendations of this report have been reviewed by Building, Bylaws, Development Planning, Legal, and Transportation. The District of North Vancouver Rezoning Bylaw 8360 affects land lying within 800m of a controlled access intersection and therefore approval by the Provincial Ministry of Transportation and Infrastructure will be required after third reading of the bylaw and prior to bylaw adoption.

**Financial Impacts**

Application fees from a new Accessory Coach House Form and Character Development Permit, and tax revenues as a result of coach house development, will help offset costs associated with the administration of application review.

**Social Policy Implications**

Coach houses provide opportunities for greater housing diversity, enable residents to age-in-place on their property or in their neighbourhood, or provide housing for family members. Coach houses have the potential to enable young families or young adults to live in single-family neighbourhoods in a detached dwelling that might otherwise be unaffordable. Coach houses provide a unique housing option that is different than apartments, townhouses, and larger single-family homes.

**Environmental Impact**

Coach houses can enable the efficient use of existing developed land and infrastructure in existing neighbourhoods throughout the District. Coach house development must adhere to environmental Development Permit Area regulations.

**Conclusion**

The proposed revised Coach House Program aims to increase the diversity of housing choices in the District to fit the needs of a diverse population, including a mix of ages and incomes. The District has had a gradual entry program for coach houses and has approved

an average of four per year since the program began in 2014. The revised program outlined in this report aims to simplify the application and approvals process with the focus on lots with open lanes. It also seeks to ensure that coach houses, which provide at-grade, detached housing, fit within the character of established single-family neighbourhoods.

**Options**

1. That Council give first reading to bylaws 8359 and 8360, and three readings to bylaws 8362 and 8361 (staff recommendation).

Or

2. That Council take no further action on coach house bylaws.

Respectfully submitted,



Nicole Foth, MCIP, RPP  
Community Planner

**Attachment 1:** District's Housing Continuum

**Attachment 2:** Coach House Public Engagement Summary

**Attachment 3:** District of North Vancouver Official Community Plan Bylaw 7900, 2011, Amendment Bylaw 8359

**Attachment 4:** Red-line version of OCP Amendment Bylaw 8359

**Attachment 5:** District of North Vancouver Rezoning Bylaw 1382 (Bylaw 8360)

**Attachment 6:** Red-line version of Zoning Bylaw amendments (Rezoning Bylaw 1382)

**Attachment 7:** District of North Vancouver Fees & Charges Bylaw 6481, 1992 Amendment Bylaw 8362

**Attachment 8:** District of North Vancouver Bylaw Notice Enforcement Bylaw 7458, 2004 Amendment Bylaw 8361

**Attachment 9:** Proposed amendments to District of North Vancouver Non-Statutory Public Consultation For Development Applications Policy

**The Corporation of the District of North Vancouver****Bylaw 8360**

A bylaw to amend District of North Vancouver Bylaw 3210, 1965

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The Council for The Corporation of the District of North Vancouver enacts as follows:

**Citation**

1. This bylaw may be cited as "District of North Vancouver Rezoning Bylaw 1382 (Bylaw 8360)".

**Amendments**

2. District of North Vancouver Zoning Bylaw 3210, 1965 is amended as follows:
  - a) In Part 2 Interpretation,
    - i. Adding the following definitions in alphabetical order among the existing definitions:

"coach house" means an accessory dwelling unit that is detached from a single-family residential building on a lot in a zone that permits a single-family residential building;
    - ii. Within the definition for "secondary suite" replacing "accessory dwelling unit" with "accessory dwelling unit that is attached to a single-family residential building".
    - iii. Within the definition for "veranda" replacing "single family residential building" with "single family residential building or coach house".
  - b) In Part 4 General Regulations, Section 410(1)(e) replacing the two occurrences of "accessory buildings containing secondary suites" with "coach houses".
  - c) In Part 5 Residential Zone Regulations:
    - i. Re-numbering Section 501.1(b)(ii) "home occupations" to Section 501.1(b)(i).
    - ii. Section 501.1(b)(iii), after subsection b) adding "c) a secondary suite is not permitted if there is a coach house on a single-family residential lot;", and renumbering the subsequent subsections.
    - iii. Section 501.1(b)(iv), after the semicolon removing "and,"

- iv. Section 501.1(b)(v), removing the period and replacing it with “; and,”
- v. Section 501.1(b) after subsection (v), adding the following:
  - (vi) coach houses subject to the following conditions:
    - a) coach houses are not permitted outside the Urban Containment Boundary as per the District of North Vancouver’s Official Community Plan, as may be amended from time to time;
    - b) coach houses are not permitted in any zone other than single-family residential zones;
    - c) coach houses are subject to the size, shape and siting regulations in Section 502.5;
    - d) only one coach house is permitted on a single-family residential lot;
    - e) a coach house is not permitted if there is a secondary suite on a single-family residential lot;
    - f) the owner of a single-family residential lot must be a resident of either the coach house or the principal residential dwelling unit; and
    - g) a single-family residential building containing more than one boarder or lodger may not have a coach house on that lot.

d) In Part 5 Residential Zone Regulations, adding the following after 502.4:

502.5 Coach house regulations: regulations in Table 502.5 apply to any lot upon which a coach house is located. The combination regulations in relation to multiple accessory buildings do not apply to coach houses. In the event of a conflict between any regulation in Table 502.5 and any other regulation in this Bylaw, the regulation in Table 502.5 shall apply:

<b>Element</b>	<b>Regulation</b>
Coach House Lot width	15m (49.2 ft.) minimum
Coach House Lot depth for corner lots without open lane access	36.5m (120 ft.) minimum
Coach House Lot Vehicle Access	
a) where abutting an open lane	Vehicle access must be from a street classified as a lane where the lane is open to vehicle travel.
b) on a corner lot without open lane access	Vehicle access must be from a street classified as a local street.

Coach House Siting	Must be sited to the rear of a principal dwelling.
Coach House Setbacks	
<ul style="list-style-type: none"> <li>a) rear <ul style="list-style-type: none"> <li>- when parcel abuts an open lane</li> <li>- when parcel does not abut an open lane</li> </ul> </li> <li>b) side</li> <li>c) flanking street</li> <li>d) separation between principal building and coach house, including attached structures more than 0.91m (3 ft.) above grade</li> <li>e) Ocean Natural Boundary Line</li> </ul>	<ul style="list-style-type: none"> <li>1.2m (4 ft.) minimum</li> <li>3.1m (10 ft.) minimum</li> <li>1.2m (4 ft.) minimum</li> <li>3.1m (10 ft.) minimum</li> <li>6.1m (20 ft.) minimum</li> <li>7.62m (25 ft.) minimum</li> </ul>
Required Rear Yard Coverage	No maximum
Coach House Floor Space Ratio Exemptions	The following exemptions apply (exemptions for principal dwellings do not apply to coach houses):
<ul style="list-style-type: none"> <li>a) Energy efficient construction <ul style="list-style-type: none"> <li>- Step 4 of the Energy Step Code</li> <li>- Step 5 of the Energy Step Code</li> </ul> </li> <li>b) Veranda</li> <li>c) Miscellaneous</li> </ul>	<ul style="list-style-type: none"> <li>2.8m<sup>2</sup> (30 sq.ft.) maximum</li> <li>8.4m<sup>2</sup> (90 sq.ft.) maximum</li> <li>4.6m<sup>2</sup> (50 sq.ft.) maximum</li> <li>Floor area under sloped ceilings, not exceeding a floor to ceiling height of 1.2m (4 ft.).</li> </ul>
Coach House Size	90m <sup>2</sup> (968 sq.ft.) maximum excluding exemptions
Coach House Height	Measured from top of slab

<p>a) Roof slope of less than 3 in 12</p> <p>b) Roof slope of 3 in 12 or greater</p> <p>c) Energy Step Code</p> <ul style="list-style-type: none"> <li>- Step 4 of the Energy Step Code</li> <li>- Step 5 of the Energy Step Code</li> </ul>	<p>3.7m (12 ft.) maximum</p> <p>4.5m (15 ft.) maximum</p> <p>Additional 0.15m (0.5 ft.) in height</p> <p>Additional 0.3m (1 ft.) in height</p> <p>Energy Step Code height bonus is not cumulative.</p>
<p>Coach House Living Room Size</p>	<p>Except in the case of a coach house that is a studio, a coach house must have at least one living room, that is not a bedroom, that is at least 16.7m<sup>2</sup> (180 sq.ft.), with either the room length or width at least 2.1m (7 ft.). This living room may contain a combined kitchen, living, and dining area.</p>
<p>Coach House Bedroom Size</p>	<p>If the coach house has at least one bedroom (not a studio unit), at least one bedroom must have a minimum area of 8.4m<sup>2</sup> (90 sq.ft.), with either the room length or width at least 2.1m (7 ft.).</p>
<p>Pedestrian Access</p>	<p>A minimum 0.9m (3 ft.) wide pedestrian walkway must be provided to the coach house entrance from either:</p> <ul style="list-style-type: none"> <li>a) the side lot line on a flanking street of a corner lot, or</li> <li>b) the front lot line of a lot that is not a corner lot.</li> </ul>
<p>Coach House Private Outdoor Patio, Deck or Veranda Space</p>	<p>At least one patio, deck or veranda must have a minimum area of 4.5m<sup>2</sup> (48 sq.ft.) with one dimension at least 1.8m (6 ft.).</p>
<p>Coach House Basement</p>	<p>Not permitted</p>
<p>Coach House Rooftop Deck</p>	<p>Not permitted</p>

Parking	
a) Enclosed stall	Not more than 1 parking stall may be fully-enclosed within a coach house structure.
b) Location on corner lot	Where there is an adjacent flanking street, parking stalls must be located adjacent to the interior side lot line.

Table 502.5

e) In Part 10 Off-Street Parking Space and Loading Space Regulations, Section 1001 Required Off-Street Parking Spaces,

i. Removing the following row:

2. Single family residential building with suite	3 per building (Bylaw 6922)
--	-----------------------------

and replacing with the following row:

2. Single family residential lot with a secondary suite or a coach house	1 space in addition to the Base Rate.
--	---------------------------------------

f) Part 12 Enforcement, Section 1207 Ticketing,

i. Removing the following after "More than One Secondary Suite":

Secondary Suite Exceed Floor Area	501.1(a)(iii)(c)	\$200.00
Secondary Suite Not Owner Occupied	501.1(a)(iii)(c)	\$200.00
Un-permitted Secondary Suite	501.1(a)(iii)(d)	\$200.00
Un-permitted Boarder/Lodger	501.1(a)(iii)(d)	\$200.00

and replacing with the following:

Un-permitted Secondary Suite with Coach House	501.1(b)(iii)(c)	\$200.00
Secondary Suite Not Owner Occupied	501.1(a)(iii)(d)	\$200.00
Un-permitted Boarder/Lodger	501.1(a)(iii)(e)	\$200.00
Un-permitted Secondary Suite	502.3	\$200.00
Secondary Suite Exceed Floor Area	502.4	\$200.00

ii. Adding the following after "Secondary Suite Exceed Floor Area":

Coach House outside Urban Containment Boundary	501.1(b)(vi)a)	\$200.00
Coach House in Un-permitted Zone	501.1(b)(vi)b)	\$200.00
More than one Coach House	501.1(b)(vi)d)	\$200.00
Un-permitted Coach House with Secondary Suite	501.1(b)(vi)e)	\$200.00
Owner Not Residing in Coach House or Principal Residential Dwelling Unit	501.1(b)(vi)f)	\$200.00
Un-permitted Boarder/Lodger	501.1(b)(vi)g)	\$200.00
Un-permitted Coach House	502.5	\$200.00

**READ** a first time

**PUBLIC HEARING** held

**READ** a second time

**READ** a third time

Certified a true copy of "Bylaw 8360" as at Third Reading

\_\_\_\_\_  
Municipal Clerk

**APPROVED** by the Ministry of Transportation and Infrastructure on

**ADOPTED**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Municipal Clerk

Certified a true copy

\_\_\_\_\_  
Municipal Clerk

**REZONING BYLAW 1382 (BYLAW 8360)  
RED-LINE VERSION**

**PART 2 INTERPRETATION**

“coach house” means an accessory dwelling unit that is detached from a single-family residential building on a lot in a zone that permits a single-family residential building;

“secondary suite” means an accessory dwelling unit that is attached to a single-family residential building on a lot in a zone that permits a single-family residential building;

“veranda” for a single family residential building or coach house means a one storey high roofed portico, gallery or porch adjoining an exterior wall or walls of a building and open at all other sides with the exception of necessary structural support columns and a guard or rail not exceeding a height of 1.1m (3.5 ft.) and with a floor not higher than the lowest above-grade building floor on the side of the building to which it is attached;

**PART 4 GENERAL REGULATIONS**

**410 Floor Space Ratio Exemptions**

The following are excluded from floor space ratio calculations:

(1) For single family residential buildings, exclude:

(e) except in the RSK and RSE zones, accessory buildings, other than parking structures and ~~coach houses accessory buildings containing secondary suites~~, not exceeding 25m<sup>2</sup> (269 sq.ft.). In the RSE zone, accessory buildings, other than parking structures and ~~coach houses accessory buildings containing secondary suites~~, not exceeding 19.5m<sup>2</sup> (210 sq.ft.); and

(Bylaws 7006, 7042, 7190, 8036)

**PART 5 RESIDENTIAL ZONE REGULATIONS**

**501 Uses in Single-Family Residential Zones (RS)**

All uses of land, buildings and structures in RS Zones are prohibited except

501.1 (a) Principal Use:

(i) One single-family residential building

501.1 (b) Accessory Uses:

~~(i)~~(i) home occupations;

- (ii) accommodation of not more than two boarders or lodgers in a single-family residential building;
- (iii) secondary suites subject to the following regulations:
  - a) secondary suites are permitted only in single-family residential zones;
  - b) only one secondary suite is permitted on a single-family residential lot;
  - c) a secondary suite is not permitted if there is a coach house on a single-family residential lot;
  - ~~e~~d) the owner of a single-family residential building containing a secondary suite shall be a resident of either the secondary suite or the principal residential dwelling unit; and
  - ~~d~~e) a single-family residential building containing more than one boarder or lodger may not have a secondary suite;
- (iv) bed and breakfast business subject to the regulations contained in Section 405A; ~~and~~;
- (v) buildings and structures accessory to Subsection 501.1(a); ~~and~~;
- (vi) coach houses subject to the following conditions:
  - a) coach houses are not permitted outside the Urban Containment Boundary as per the District of North Vancouver’s Official Community Plan, as may be amended from time to time;
  - b) coach houses are not permitted in any zone other than single-family residential zones;
  - c) coach houses are subject to the size, shape and siting regulations in Section 502.5;
  - d) only one coach house is permitted on a single-family residential lot;
  - e) a coach house is not permitted if there is a secondary suite on a single-family residential lot;
  - f) the owner of a single-family residential lot must be a resident of either the coach house or the principal residential dwelling unit; and
  - g) a single-family residential building containing more than one boarder or lodger may not have a coach house on that lot.

502 Size, Shape and Siting of Residential Buildings and Accessory Buildings and Structures in Single-Family Residential Zones (RS)

502.1 Notwithstanding the height provisions in subsection 502.2.a, single-family residential buildings located within a neighbourhood listed and delineated in Schedule “A” attached hereto, shall only be added onto, altered or replaced if the addition, alteration or replacement building does not exceed the maximum building height or maximum eave height of the single-family residential building lawfully existing immediately prior to the date of application for any permit authorizing that addition, alteration or demolition and reconstruction.

502.3 Location of Secondary Suites: secondary suites must be located within the single-family residential building.

502.4 Size of secondary suite: a secondary suite shall not exceed in total area the lesser of 90m<sup>2</sup> (968 sq.ft.) or 40% of the residential floor space of the principal single-family residential building.

502.5 Coach house regulations: regulations in Table 502.5 apply to any lot upon which a coach house is located. The combination regulations in relation to multiple accessory buildings do not apply to coach houses. In the event of a conflict between any regulation in Table 502.5 and any other regulation in this Bylaw, the regulation in Table 502.5 shall apply:

<b>Element</b>	<b>Regulation</b>
Coach House Lot width	15m (49.2 ft.) minimum
Coach House Lot depth for corner lots without open lane access	36.5m (120 ft.) minimum
Coach House Lot Vehicle Access	
a) where abutting an open lane	Vehicle access must be from a street classified as a lane where the lane is open to vehicle travel.
b) on a corner lot without open lane access	Vehicle access must be from a street classified as a local street.
Coach House Siting	Must be sited to the rear of a principal dwelling.
Coach House Setbacks	
a) rear	
- when parcel abuts an open lane	1.2m (4 ft.) minimum
- when parcel does not abut an open lane	3.1m (10 ft.) minimum

<ul style="list-style-type: none"> <li>b) side</li> <li>c) flanking street</li> <li>d) separation between principal building and coach house, including attached structures more than 0.91m (3 ft.) above grade</li> <li>e) Ocean Natural Boundary Line</li> </ul>	<p>1.2m (4 ft.) minimum</p> <p>3.1m (10 ft.) minimum</p> <p>6.1m (20 ft.) minimum</p> <p>7.62m (25 ft.) minimum</p>
<p>Required Rear Yard Coverage</p>	<p>No maximum</p>
<p>Coach House Floor Space Ratio Exemptions</p> <ul style="list-style-type: none"> <li>a) Energy efficient construction                             <ul style="list-style-type: none"> <li>- Step 4 of the Energy Step Code</li> <li>- Step 5 of the Energy Step Code</li> </ul> </li> <li>b) Veranda</li> <li>c) Miscellaneous</li> </ul>	<p>The following exemptions apply (exemptions for principal dwellings do not apply to coach houses):</p> <p>2.8m<sup>2</sup> (30 sq.ft.) maximum</p> <p>8.4m<sup>2</sup> (90 sq.ft.) maximum</p> <p>4.6m<sup>2</sup> (50 sq.ft.) maximum</p> <p>Floor area under sloped ceilings, not exceeding a floor to ceiling height of 1.2m (4 ft.).</p>
<p>Coach House Size</p>	<p>90m<sup>2</sup> (968 sq.ft.) maximum excluding exemptions</p>
<p>Coach House Height</p> <ul style="list-style-type: none"> <li>a) Roof slope of less than 3 in 12</li> <li>b) Roof slope of 3 in 12 or greater</li> <li>c) Energy Step Code                             <ul style="list-style-type: none"> <li>- Step 4 of the Energy Step Code</li> </ul> </li> </ul>	<p>Measured from top of slab</p> <p>3.7m (12 ft.) maximum</p> <p>4.5m (15 ft.) maximum</p> <p>Additional 0.15m (0.5 ft.) in height</p>

- Step 5 of the Energy Step Code	Additional 0.3m (1 ft.) in height  Energy Step Code height bonus is not cumulative.
Coach House Living Room Size	Except in the case of a coach house that is a studio, a coach house must have at least one living room, that is not a bedroom, that is at least 16.7m <sup>2</sup> (180 sq.ft.), with either the room length or width at least 2.1m (7 ft.). This living room may contain a combined kitchen, living, and dining area.
Coach House Bedroom Size	If the coach house has at least one bedroom (not a studio unit), at least one bedroom must have a minimum area of 8.4m <sup>2</sup> (90 sq.ft.), with either the room length or width at least 2.1m (7 ft.).
Pedestrian Access	A minimum 0.9m (3 ft.) wide pedestrian walkway must be provided to the coach house entrance from either: a) the side lot line on a flanking street of a corner lot, or b) the front lot line of a lot that is not a corner lot.
Coach House Private Outdoor Patio, Deck or Veranda Space	At least one patio, deck or veranda must have a minimum area of 4.5m <sup>2</sup> (48 sq.ft.) with one dimension at least 1.8m (6 ft.).
Coach House Basement	Not permitted
Coach House Rooftop Deck	Not permitted
Parking a) Enclosed stall  b) Location on corner lot	Not more than 1 parking stall may be fully-enclosed within a coach house structure.  Where there is an adjacent flanking street, parking stalls must be located adjacent to the interior side lot line.

Table 502.5

**PART 10 OFF-STREET PARKING SPACE AND LOADING SPACE REGULATIONS**

1001 Required Off-Street Parking Spaces

The base rate noted for each use category in the table below shall apply to all uses in that category unless they are specifically identified with a different parking rate.

USE	PARKING REQUIREMENTS
Residential (5)	
1. Base Rate	2 per dwelling unit
<del>2. Single family residential building with suite</del> 2. Single family residential lot with a secondary suite or a coach house	<del>3 per building (Bylaw 6922)</del> 1 space in addition to the Base Rate.

**PART 12 ENFORCEMENT**

1207 Ticketing

Designated Expressions	Section	Fine
Un-permitted Secondary Suite with Coach House	501.1(b)(iii)c	\$200.00
Secondary Suite Not Owner Occupied	<del>501.1(a)(iii)(e)</del> 501.1(a)(iii)(d)	\$200.00
Un-permitted Boarder/Lodger	<del>501.1(a)(iii)(d)</del> 501.1(a)(iii)(e)	\$200.00
Un-permitted Secondary Suite	<del>501.1(a)(iii)(d)</del> 502.3	\$200.00
Secondary Suite Exceed Floor Area	<del>501.1(a)(iii)(e)</del> 502.4	\$200.00
Coach House outside Urban Containment Boundary	501.1(b)(vi)a	\$200.00
Coach House in Un-permitted Zone	501.1(b)(vi)b	\$200.00
More than one Coach House	501.1(b)(vi)d	\$200.00
Un-permitted Coach House with Secondary Suite	501.1(b)(vi)e	\$200.00
Owner Not Residing in Coach House or Principal Residential Dwelling Unit	501.1(b)(vi)f	\$200.00
Un-permitted Boarder/Lodger	501.1(b)(vi)g	\$200.00
Un-permitted Coach House	502.5	\$200.00

**The Corporation of the District of North Vancouver**

**Bylaw 8361**

A bylaw to amend Bylaw Notice Enforcement Bylaw 7458, 2004

The Council for The Corporation of The District of North Vancouver enacts the following:

**Citation**

1. This bylaw may be cited as "Bylaw Notice Enforcement Bylaw 7458, 2004, Amendment Bylaw 8361, 2018 (Amendment 41)".

**Amendments**

2. Bylaw Notice Enforcement Bylaw 7458, 2014 is amended as follows:

a) Under the heading "Zoning Bylaw 3210, 1965",

- i. Between the rows "501.1(b)(iii)b) More than One Secondary Suite" and "501.1(b)(iii)c) Secondary Suite Not Owner Occupied" adding the following:

501.1(b)(iii)c)	Un-permitted Secondary Suite with Coach House	200	150	300	NO	N/A
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- ii. Renumbering the row "501.1(b)(iii)c) Secondary Suite Not Owner Occupied" to "501.1(b)(iii)d)";
- iii. Renumbering the row "501.1(b)(iii)d) Un-permitted Boarder/Lodger" to "501.1(b)(iii)e)";
- iv. Adding the following after the row "502.4 Secondary Suite Exceed Floor Area":

501.1(b)(vi)a)	Coach House outside Urban Containment Boundary	200	150	300	NO	N/A
501.1(b)(vi)b)	Coach House in Un-permitted Zone	200	150	300	NO	N/A
501.1(b)(vi)d)	More than one Coach House	200	150	300	NO	N/A
501.1(b)(vi)e)	Un-permitted Coach House with Secondary Suite	200	150	300	NO	N/A
501.1(b)(vi)f)	Owner Not Residing in Coach House or Principal Residential Dwelling Unit	200	150	300	NO	N/A
501.1(b)(vi)g)	Un-permitted Boarder/Lodger	200	150	300	NO	N/A

502.5	Un-permitted Coach House	200	150	300	NO	N/A
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**READ** a first time

**READ** a second time

**READ** a third time

**ADOPTED**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Municipal Clerk

Certified a true copy

\_\_\_\_\_  
Municipal Clerk

# The Corporation of the District of North Vancouver

## Bylaw 8360

A bylaw to amend District of North Vancouver Bylaw 3210, 1965

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The Council for The Corporation of the District of North Vancouver enacts as follows:

### Citation

1. This bylaw may be cited as “District of North Vancouver Rezoning Bylaw 1382 (Bylaw 8360)”.

### Amendments

2. District of North Vancouver Zoning Bylaw 3210, 1965 is amended as follows:
  - a) In Part 2 Interpretation,
    - i. Adding the following definitions in alphabetical order among the existing definitions:

“coach house” means an accessory dwelling unit that is detached from a single-family residential building on a lot in a zone that permits a single-family residential building;
    - ii. Within the definition for “secondary suite” replacing “accessory dwelling unit” with “accessory dwelling unit that is attached to a single-family residential building”.
    - iii. Within the definition for “veranda” replacing “single family residential building” with “single family residential building or coach house”.
  - b) In Part 4 General Regulations, Section 410(1)(e) replacing the two occurrences of “accessory buildings containing secondary suites” with “coach houses”.
  - c) In Part 5 Residential Zone Regulations:
    - i. Re-numbering Section 501.1(b)(ii) “home occupations” to Section 501.1(b)(i).
    - ii. Section 501.1(b)(iii), after subsection b) adding “c) a secondary suite is not permitted if there is a coach house on a single-family residential lot;”, and renumbering the subsequent subsections.
    - iii. Section 501.1(b)(iv), after the semicolon removing “and,”

- iv. Section 501.1(b)(v), removing the period and replacing it with “; and,”
- v. Section 501.1(b) after subsection (v), adding the following:
  - (vi) coach houses subject to the following conditions:
    - a) coach houses are not permitted outside the Urban Containment Boundary as per the District of North Vancouver’s Official Community Plan, as may be amended from time to time;
    - b) coach houses are not permitted in any zone other than single-family residential zones;
    - c) coach houses are subject to the size, shape and siting regulations in Section 502.5;
    - d) only one coach house is permitted on a single-family residential lot;
    - e) a coach house is not permitted if there is a secondary suite on a single-family residential lot;
    - f) the owner of a single-family residential lot must be a resident of either the coach house or the principal residential dwelling unit; and
    - g) a single-family residential building containing more than one boarder or lodger may not have a coach house on that lot.

d) In Part 5 Residential Zone Regulations, adding the following after 502.4:

502.5 Coach house regulations: regulations in Table 502.5 apply to any lot upon which a coach house is located. The combination regulations in relation to multiple accessory buildings do not apply to coach houses. In the event of a conflict between any regulation in Table 502.5 and any other regulation in this Bylaw, the regulation in Table 502.5 shall apply:

<b>Element</b>	<b>Regulation</b>
Coach House Lot width	15m (49.2 ft.) minimum
Coach House Lot depth for corner lots without open lane access	36.5m (120 ft.) minimum
Coach House Lot Vehicle Access	
a) where abutting an open lane	Vehicle access must be from a street classified as a lane where the lane is open to vehicle travel.
b) on a corner lot without open lane access	Vehicle access must be from a street classified as a local street.

Coach House Siting	Must be sited to the rear of a principal dwelling.
Coach House Setbacks	
<ul style="list-style-type: none"> <li>a) rear <ul style="list-style-type: none"> <li>- when parcel abuts an open lane</li> <li>- when parcel does not abut an open lane</li> </ul> </li> <li>b) side</li> <li>c) flanking street</li> <li>d) separation between principal building and coach house, including attached structures more than 0.91m (3 ft.) above grade</li> <li>e) Ocean Natural Boundary Line</li> </ul>	<ul style="list-style-type: none"> <li>1.2m (4 ft.) minimum</li> <li>3.1m (10 ft.) minimum</li> <li>1.2m (4 ft.) minimum</li> <li>3.1m (10 ft.) minimum</li> <li>6.1m (20 ft.) minimum</li> <li>7.62m (25 ft.) minimum</li> </ul>
Required Rear Yard Coverage	No maximum
Coach House Floor Space Ratio Exemptions	The following exemptions apply (exemptions for principal dwellings do not apply to coach houses):
<ul style="list-style-type: none"> <li>a) Energy efficient construction <ul style="list-style-type: none"> <li>- Step 4 of the Energy Step Code</li> <li>- Step 5 of the Energy Step Code</li> </ul> </li> <li>b) Veranda</li> <li>c) Miscellaneous</li> </ul>	<ul style="list-style-type: none"> <li>2.8m<sup>2</sup> (30 sq.ft.) maximum</li> <li>8.4m<sup>2</sup> (90 sq.ft.) maximum</li> <li>4.6m<sup>2</sup> (50 sq.ft.) maximum</li> <li>Floor area under sloped ceilings, not exceeding a floor to ceiling height of 1.2m (4 ft.).</li> </ul>
Coach House Size	90m <sup>2</sup> (968 sq.ft.) maximum excluding exemptions
Coach House Height	Measured from top of slab

<p>a) Roof slope of less than 3 in 12</p> <p>b) Roof slope of 3 in 12 or greater</p> <p>c) Energy Step Code</p> <ul style="list-style-type: none"> <li>- Step 4 of the Energy Step Code</li> <li>- Step 5 of the Energy Step Code</li> </ul>	<p>3.7m (12 ft.) maximum</p> <p>4.5m (15 ft.) maximum</p> <p>Additional 0.15m (0.5 ft.) in height</p> <p>Additional 0.3m (1 ft.) in height</p> <p>Energy Step Code height bonus is not cumulative.</p>
<p>Coach House Living Room Size</p>	<p>Except in the case of a coach house that is a studio, a coach house must have at least one living room, that is not a bedroom, that is at least 16.7m<sup>2</sup> (180 sq.ft.), with either the room length or width at least 2.1m (7 ft.). This living room may contain a combined kitchen, living, and dining area.</p>
<p>Coach House Bedroom Size</p>	<p>If the coach house has at least one bedroom (not a studio unit), at least one bedroom must have a minimum area of 8.4m<sup>2</sup> (90 sq.ft.), with either the room length or width at least 2.1m (7 ft.).</p>
<p>Pedestrian Access</p>	<p>A minimum 0.9m (3 ft.) wide pedestrian walkway must be provided to the coach house entrance from either:</p> <ul style="list-style-type: none"> <li>a) the side lot line on a flanking street of a corner lot, or</li> <li>b) the front lot line of a lot that is not a corner lot.</li> </ul>
<p>Coach House Private Outdoor Patio, Deck or Veranda Space</p>	<p>At least one patio, deck or veranda must have a minimum area of 4.5m<sup>2</sup> (48 sq.ft.) with one dimension at least 1.8m (6 ft.).</p>
<p>Coach House Basement</p>	<p>Not permitted</p>
<p>Coach House Rooftop Deck</p>	<p>Not permitted</p>

Parking	
a) Enclosed stall	Not more than 1 parking stall may be fully-enclosed within a coach house structure.
b) Location on corner lot	Where there is an adjacent flanking street, parking stalls must be located adjacent to the interior side lot line.

Table 502.5

e) In Part 10 Off-Street Parking Space and Loading Space Regulations, Section 1001 Required Off-Street Parking Spaces,

i. Removing the following row:

2. Single family residential building with suite	3 per building (Bylaw 6922)
--	-----------------------------

and replacing with the following row:

2. Single family residential lot with a secondary suite or a coach house	1 space in addition to the Base Rate.
--	---------------------------------------

f) Part 12 Enforcement, Section 1207 Ticketing,

i. Removing the following after “More than One Secondary Suite”:

Secondary Suite Exceed Floor Area	501.1(a)(iii)(c)	\$200.00
Secondary Suite Not Owner Occupied	501.1(a)(iii)(c)	\$200.00
Un-permitted Secondary Suite	501.1(a)(iii)(d)	\$200.00
Un-permitted Boarder/Lodger	501.1(a)(iii)(d)	\$200.00

and replacing with the following:

Un-permitted Secondary Suite with Coach House	501.1(b)(iii)c)	\$200.00
Secondary Suite Not Owner Occupied	501.1(a)(iii)(d)	\$200.00
Un-permitted Boarder/Lodger	501.1(a)(iii)(e)	\$200.00
Un-permitted Secondary Suite	502.3	\$200.00
Secondary Suite Exceed Floor Area	502.4	\$200.00

ii. Adding the following after “Secondary Suite Exceed Floor Area”:

Coach House outside Urban Containment Boundary	501.1(b)(vi)a)	\$200.00
Coach House in Un-permitted Zone	501.1(b)(vi)b)	\$200.00
More than one Coach House	501.1(b)(vi)d)	\$200.00
Un-permitted Coach House with Secondary Suite	501.1(b)(vi)e)	\$200.00
Owner Not Residing in Coach House or Principal Residential Dwelling Unit	501.1(b)(vi)f)	\$200.00
Un-permitted Boarder/Lodger	501.1(b)(vi)g)	\$200.00
Un-permitted Coach House	502.5	\$200.00

**READ** a first time October 28<sup>th</sup>, 2019

**PUBLIC HEARING** held

**READ** a second time

**READ** a third time

Certified a true copy of "Bylaw 8360" as at Third Reading

\_\_\_\_\_  
Municipal Clerk

**APPROVED** by the Ministry of Transportation and Infrastructure on

**ADOPTED**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Municipal Clerk

Certified a true copy

\_\_\_\_\_  
Municipal Clerk

# The Corporation of the District of North Vancouver

## Bylaw 8361

A bylaw to amend Bylaw Notice Enforcement Bylaw 7458, 2004

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The Council for The Corporation of The District of North Vancouver enacts the following:

### Citation

1. This bylaw may be cited as "Bylaw Notice Enforcement Bylaw 7458, 2004, Amendment Bylaw 8361, 2019 (Amendment 41)".

### Amendments

2. Bylaw Notice Enforcement Bylaw 7458, 2014 is amended as follows:

a) Under the heading "Zoning Bylaw 3210, 1965",

- i. Between the rows "501.1(b)(iii)b) More than One Secondary Suite" and "501.1(b)(iii)c) Secondary Suite Not Owner Occupied" adding the following:

501.1(b)(iii)c)	Un-permitted Secondary Suite with Coach House	200	150	300	NO	N/A
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- ii. Renumbering the row "501.1(b)(iii)c) Secondary Suite Not Owner Occupied" to "501.1(b)(iii)d)";

- iii. Renumbering the row "501.1(b)(iii)d) Un-permitted Boarder/Lodger" to "501.1(b)(iii)e)";

- iv. Adding the following after the row "502.4 Secondary Suite Exceed Floor Area":

501.1(b)(vi)a)	Coach House outside Urban Containment Boundary	200	150	300	NO	N/A
501.1(b)(vi)b)	Coach House in Un-permitted Zone	200	150	300	NO	N/A
501.1(b)(vi)d)	More than one Coach House	200	150	300	NO	N/A
501.1(b)(vi)e)	Un-permitted Coach House with Secondary Suite	200	150	300	NO	N/A
501.1(b)(vi)f)	Owner Not Residing in Coach House or Principal Residential Dwelling Unit	200	150	300	NO	N/A
501.1(b)(vi)g)	Un-permitted Boarder/Lodger	200	150	300	NO	N/A

502.5	Un-permitted Coach House	200	150	300	NO	N/A
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**READ** a first time October 28<sup>th</sup>, 2019

**READ** a second time

**READ** a third time

**ADOPTED**

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Mayor

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Municipal Clerk

Certified a true copy

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Municipal Clerk

# PUBLIC HEARING

## Updated Coach House Program

### ZONING BYLAW AMENDMENT

**What:** A Public Hearing for Bylaw 8360, proposed amendments to the Zoning Bylaw, to establish an updated Coach House Program.

**When:** 7pm, Tuesday, November 19, 2019.

**Where:** Council Chambers, District of North Vancouver Municipal Hall, 355 West Queens Road, North Vancouver, BC

### What changes?

Bylaw 8360 proposes to amend the District's Zoning Bylaw to enable a simplified, building permit-only approval process for one-storey coach houses on lots at least 15 metres (49.2 feet) wide, and that either have open lane access or are corner lots on local streets.

The proposed amendments address:

- Definitions and permitted zones
- Conditions of use
  - Limit of one coach house per property
  - Requirement for owner residency on property
  - Prohibition where the primary residence contains a secondary suite or more than one boarder or lodger, and coach house located outside Urban Containment Boundary
- Lot width, depth, and setbacks
- Siting, size and height of coach houses, and room sizes
- Floor space and height incentives for energy efficient construction
- Private outdoor space and rear yard coverage
- Vehicle and pedestrian access, and parking
- Prohibition of basements and rooftop decks
- Related offences and fines

### When can I speak?

We welcome your input Tuesday, November 19, 2019, at 7pm. You can speak in person by signing up at the hearing, or you can provide a written submission to the Municipal Clerk at [input@dnv.org](mailto:input@dnv.org) or by mail to Municipal Clerk, District of North Vancouver, 355 West Queens Road, North Vancouver, BC, V7N 4N5, before the conclusion of the hearing.

*Please note that Council may not receive further submissions from the public concerning this application after the conclusion of the public hearing.*

### Need more info?

Relevant background material and copies of the bylaw are available for review at the Municipal Clerk's Office or online at [DNV.org/public\\_hearing](http://DNV.org/public_hearing) from November 5, 2019 to November 19, 2019. Office hours are Monday to Friday 8am to 4:30pm, except statutory holidays.

**DISTRICT OF NORTH VANCOUVER  
SPECIAL MEETING OF COUNCIL**

Minutes of the Special Meeting of the Council for the District of North Vancouver held at 7:05 p.m. on Monday, October 28, 2019 in the Council Chambers of the District Hall, 355 West Queens Road, North Vancouver, British Columbia.

**Present:** Mayor M. Little  
Councillor J. Back  
Councillor M. Bond  
Councillor M. Curren  
Councillor B. Forbes  
Councillor J. Hanson  
Councillor L. Muri

**Staff:** Ms. C. Grant, Acting Chief Administrative Officer  
Mr. G. Joyce, General Manager – Engineering, Parks & Facilities  
Mr. D. Milburn, General Manager – Planning, Properties & Permits  
Mr. B. Hutchinson, Fire Chief  
Ms. T. Atva, Manager – Community Planning  
Mr. J. Gordon, Manager – Administrative Services  
Ms. J. Paton, Manager – Development Planning & Engineering  
Ms. H. Fortier, Assistant Fire Chief Public Safety  
Ms. C. Walker, Chief Bylaw Officer  
Ms. S. Dale, Confidential Council Clerk

**1. ADOPTION OF THE AGENDA**

**1.1. October 28, 2019 Regular Meeting Agenda**

**MOVED by Councillor MURI  
SECONDED by Councillor FORBES**

THAT the agenda for the October 28, 2019 Regular Meeting of Council for the District of North Vancouver is adopted as circulated, including the addition of any items listed in the agenda addendum.

**CARRIED**

With the consent of Council, Mayor LITTLE varied the agenda as follows:

**5. DELEGATIONS**

**5.1 Royal Canadian Legion Lynn Valley Branch #114**

Re: First Poppy Presentation 2019

Ms. Diana Saboe, President, Royal Canadian Legion Branch #114 Lynn Valley provided an update on the Branch's operations and announced that they will be holding a Remembrance Day ceremony in Lynn Valley. Legion members presented poppies to Mayor and Council.

**MOVED by Councillor MURI**

**SECONDED by Councillor BOND**

THAT the delegation from Royal Canadian Legion Lynn Valley Branch #114 is received for information.

**CARRIED**

## **2. PUBLIC INPUT**

### **2.1. Mr. Steve Szikli, 300 Block East St. James Road:**

- Spoke about item 9.1 regarding Development Variance Permit 19.19 (Coach House) – 362 East St. James Road;
- Noted that he is the property owner;
- Acknowledged that the proposed coach house would provide multi-generalization housing;
- Spoke to the efforts taken to engage the neighbourhood and noted their support;
- Commented that the existing character of the property will be maintained; and,
- Advised that the two large cedar trees visible from the street will be retained.

### **2.2. Mr. John Harvey, 1900 Block Cedar Village Crescent:**

- Spoke about item 9.5 regarding the Council Procedure Bylaw;
- Encouraged Council to continue making proclamations;
- Spoke regarding Wrongful Conviction Day; and,
- Suggested that the time allocated to Public Input be extended to provide an opportunity for more people to speak.

### **2.3. Mr. Corrie Kost, 2800 Block Colwood Drive:**

- Spoke regarding the Community Energy and Emissions Plan (CEEP) Workshop;
- Commented that any form of change will have unintended consequences;
- Commented that increased densification has created the need for more greenspace; and,
- Urged Council to read the article he submitted entitled The World Is Not Going To Halve Carbon Emissions By 2030, So Now What?

### **2.4. Mr. Peter Teevan, 1900 Block Indian River Crescent:**

- Spoke about item 9.3 regarding proposed maximum house size in the Single-Family Residential One Acre Zone (RS1);
- Questioned how house size is determined and question if basement suites are exempt; and,
- Expressed concern that residents attending Council Workshops are not able to sign up for the Public Input period during Regular Council meetings.

## **3. PROCLAMATIONS**

Nil

## **4. PROCLAMATIONS**

Nil

**5. DELEGATIONS**

**5.2 North Shore Violence Against Women in Relationships**

Re: Strength and Remembrance Pole Project

Corporal Crystal Shostak reported that the North Vancouver RCMP and the North Shore Violence Against Women in Relationships Committee unveiled the Strength and Remembrance Pole outside North Vancouver RCMP detachment headquarters on October 25, 2019 to commemorate missing and murdered indigenous women and girls, providing a place for family and friends of the victims to come together. Corporal Shostak presented a commemorative coin to Mayor and Council.

**MOVED by Councillor MURI**

**SECONDED by Councillor CURREN**

THAT the delegation from North Shore Violence Against Women in Relationships is received for information.

**CARRIED**

**6. ADOPTION OF MINUTES**

**6.1. September 30, 2019 Regular Council Meeting**

**MOVED by Councillor MURI**

**SECONDED by Councillor FORBES**

THAT the minutes of the September 30, 2019 Regular Council meeting are adopted.

**CARRIED**

**6.2. October 7, 2019 Regular Council Meeting**

**MOVED by Councillor MURI**

**SECONDED by Councillor FORBES**

THAT the minutes of the October 7, 2019 Regular Council meeting are adopted.

**CARRIED**

**6.3. October 8, 2019 Public Hearing**

**MOVED by Councillor MURI**

**SECONDED by Councillor FORBES**

THAT the minutes of the October 8, 2019 Public Hearing are received.

**CARRIED**

**7. RELEASE OF CLOSED MEETING DECISIONS**

Nil

**8. COUNCIL WORKSHOP REPORT**

Nil

**9. REPORTS FROM COUNCIL OR STAFF**

**MOVED by Mayor LITTLE  
SECONDED by Councillor BOND**

THAT items 9.5, 9.6, 9.7, 9.8 and 9.9 are included in the Consent Agenda and be approved without debate.

**CARRIED**

**9.1. Development Variance Permit 19.19 (Coach House) – 362 East St. James Road**  
File No. 08.3060.20/019.19

**MOVED by Councillor BOND  
SECONDED by Councillor HANSON**

THAT Development Variance Permit 19.19, to allow for a coach house at 362 East St. James Road, is ISSUED.

**CARRIED**

**9.2. Pigeon Prohibition Bylaw 8402, 2019**  
File No. 13.6410.01/000.000

Councillor Forbes declared a potential conflict as she has an interest in this matter and left the meeting at 7:50 pm.

**MOVED by Councillor MURI  
SECONDED by Councillor HANSON**

THAT "Pigeon Prohibition Bylaw 8402, 2019" is given FIRST, SECOND and THIRD Readings;

AND THAT "Bylaw Notice Enforcement Bylaw 7458, 2004, Amendment Bylaw 8403, 2019 (Amendment 46)" is given FIRST, SECOND and THIRD Readings.

**CARRIED**

Opposed: Councillors BACK and BOND  
Absent for Vote: Councillor FORBES

Councillor FORBES returned to the meeting at 8:04 pm.

**9.3. Proposed Maximum House Size in the Single-Family Residential One Acre Zone (RS1)**

File No. 13.6700.00/000.000

Councillor MURI left the meeting at 8:04 pm and returned at 8:05 pm.

**MOVED by Councillor MURI**  
**SECONDED by Councillor HANSON**

THAT "District of North Vancouver Rezoning Bylaw 1389 (Bylaw 8400)" is given FIRST READING;

AND THAT "District of North Vancouver Rezoning Bylaw 1389 (Bylaw 8400)" is referred to a Public Hearing.

**CARRIED**

**9.4. Introduction of Revised Bylaw Amendments for an Updated Coach House Program**

File No. 13.6480.30/003.000.000

**MOVED by Councillor MURI**  
**SECONDED by Councillor HANSON**

THAT "District of North Vancouver Rezoning Bylaw 1382 (Bylaw 8360) is given FIRST Reading;

AND THAT "Bylaw Notice Enforcement Bylaw 7458, 2004, Amendment Bylaw 8361, 2019 (Amendment 41)" is given FIRST, SECOND and THIRD Readings;

AND THAT "District of North Vancouver Rezoning Bylaw 1382 (Bylaw 8360) is referred to a Public Hearing.

**CARRIED**

**9.5. Council Procedure Bylaw Amendment**

File No. 01.0115.30/002.000

**MOVED by Mayor LITTLE**  
**SECONDED by Councillor BOND**

THAT "Council Procedure Bylaw 2004, Amendment Bylaw 8395, 2019 (Amendment 6)" is ADOPTED;

AND THAT the Length of Council Meetings policy is rescinded;

AND FINALLY THAT the Availability of Agenda Reports to the Public policy is also rescinded.

**CARRIED**

**9.6. Bylaw 8379: 2020-2023 Taxation Exemptions by Council**

File No. 09.3900.20/000.000

**MOVED by Mayor LITTLE**  
**SECONDED by Councillor BOND**

THAT "2020-2023 Taxation Exemptions by Council Bylaw 8379, 2019" is ADOPTED.

**CARRIED**

**9.7. Bylaw 8380: 2020-2023 Taxation Exemptions for Places of Public Worship**  
File No. 09.3900.20/000.000

**MOVED by Mayor LITTLE**

**SECONDED by Councillor BOND**

THAT “2020 – 2023 Taxation Exemptions for Places of Public Worship Bylaw 8380, 2019” is ADOPTED.

**CARRIED**

**9.8. Bylaw 8384: 2020 Taxation Exemption for North Vancouver Museum and Archives Facility**

File No. 09.3900.20/000.000

**MOVED by Mayor LITTLE**

**SECONDED by Councillor BOND**

THAT “2020 Taxation Exemption for North Vancouver Museum and Archives Warehouse Facility Bylaw 8384, 2019” is ADOPTED

**CARRIED**

**9.9. 2020 Community Resiliency Investment Program Grant**

File No. 01.0640.01/000.000

**MOVED by Mayor LITTLE**

**SECONDED by Councillor BOND**

THAT the Community Resiliency Investment (CRI) Program Grant Application entitled “District of North Vancouver Fire Rescue Service (DNVFRS) FireSmart Community Risk Reduction and Resiliency Initiatives Program, attached to the October 2, 2019 joint report of the Assistant Fire Chief – Public Safety and Fire Chief entitled 2020 Community Resiliency Investment Program Grant is supported.

**CARRIED**

**10. REPORTS**

**10.1. Mayor**

Mayor Little reported on his attendance at the following:

- The presentation on Susan Point and the Renaissance of Salish Art with Author Robert D. Watt at Lynn Valley Library;
- Metro Vancouver Liquid Waste Committee meeting on Thursday, October 17, 2019;
- Metro Vancouver Zero Waste Committee meeting on Friday, October 18, 2019;
- Coffee with a Cop on Monday, October 21 at Parkgate Community Centre;
- Meet the Mayor event at Parkgate Community Recreation Centre on Tuesday, October 22, 2019;
- Metro Vancouver Council of Councils meeting on Saturday, October 26, 2019; and,
- Encouraged residents to wear reflective clothing on Halloween.

## **10.2. Chief Administrative Officer**

Nil

## **10.3. Councillors**

**10.3.1.** Councillor Bond reported on his attendance at Trail Days on Sunday, October 20, 2019 hosted by North Shore Mountain Bike Association.

**10.3.2.** Councillor Curren reported on her attendance at the Strike for Climate Action on Friday, October 24, 2019.

## **10.4. Metro Vancouver Committee Appointees**

### **10.4.1. Industrial Lands Strategy Task Force – Councillor Back**

Nil

### **10.4.2. Housing Committee – Councillor Bond**

Councillor Bond reported on his attendance at the Metro Vancouver Housing Committee meeting.

### **10.4.3. Aboriginal Relations Committee – Councillor Hanson**

Councillor Hanson reported on his attendance at the Metro Vancouver Aboriginal Relations Committee meeting highlighting the following presentations:

- 2020-2024 Financial Plan; and,
- A Review of Red Women Rising: Indigenous Women Survivors in Vancouver's Downtown Eastside.

### **10.4.4. Board – Councillor Muri**

Councillor Muri reported on her attendance at the Metro Vancouver Board Budget Workshop on Wednesday, October 23, 2019 and noted that the 2020 Budget and 2020-2024 Financial Plan for the Metro Vancouver Districts and Housing Corporation was presented.

### **10.4.5. Regional Parks Committee – Councillor Muri**

Nil

### **10.4.6. Liquid Waste Committee – Mayor Little**

Nil

### **10.4.7. Mayors Committee – Mayor Little**

Nil

**10.4.8. Mayors Council - TransLink – Mayor Little**

Nil

**10.4.9. Performance & Audit Committee – Mayor Little**

Nil

**10.4.10. Zero Waste Committee – Mayor Little**

Nil

**11. ANY OTHER BUSINESS**

Nil

**12. ADJOURNMENT**

**MOVED by Councillor MURI**

**SECONDED by Councillor BACK**

THAT the October 28, 2019 Regular Meeting of Council for the District of North Vancouver is adjourned.

**CARRIED**  
(8:40 p.m.)

Mayor



Municipal Clerk

