



City of Port Moody

Report/Recommendation to Council

Date: March 14, 2022
Submitted by: Community Development Department – Policy Planning Division
Subject: Family-Friendly Units Policy

Purpose

To present the draft Family-Friendly Units Policy to Council for endorsement.

Recommended Resolution

THAT Corporate Policy - 10-5080-2022-01 - Family-Friendly Units be endorsed as recommended in the report dated March 14, 2022 from the Community Development Department – Policy Planning Division regarding Draft Family-Friendly Units Policy.

Background

At the Regular Council meeting on July 14, 2020 Council considered a report (**Attachment 1**) from the Affordable Housing Task Force dated June 16, 2020, and passed the following resolutions:

RC20/285

THAT staff be directed to carry out the eight recommendations of the Affordable Housing Task Force as presented and recommended in the report dated June 16, 2020, from the Affordable Housing Task Force regarding Final Report from the Port Moody Affordable Housing Task Force;

AND THAT staff report back on timeline implications, and how the recommendations will be implemented.

In the June 16, 2020 report, the Task Force provide the following additional direction on developing a family-friendly unit policy:

The Affordable Housing Task Force recommends that staff be directed to develop policy related to multi-family developments with minimum thresholds for inclusion of family-friendly units, those being of two, three and more bedrooms, as informed by our housing needs assessment and statistics included in this report.

The Affordable Housing Task Force specifically noted New Westminster's family unit targets in its report. These targets are:

- a minimum of 30% two and three-bedroom units, and that at least 10% of the total projects be three-bedrooms or more for strata apartments, and
- a minimum of 25% two and three-bedroom units, and that at least 5% of the total projects be three-bedrooms or more in market-rental projects.

Council approved the Family-Friendly Units Policy Strategic Plan proposal and funding in April 2021.

This report presents the draft Family-Friendly Units Policy as directed by Council (**Attachment 2**) and discusses the feasibility of multi-residential and mixed-use projects providing more two-bedroom and three-bedroom or more units at thresholds similar to New Westminster.

Discussion

Policy Background

In mid-2021, staff procured Coriolis Consulting to undertake research into the feasibility of development applications increasing the provision of two-bedroom and three-bedroom units in strata apartment and market-rental projects (**Attachment 3**). As part of this work, Coriolis performed the following tasks:

- completed a detailed review of the unit mix by bedroom type of strata apartment projects in Port Moody as well as the nearby municipalities of Coquitlam, Port Coquitlam, and New Westminster that are currently marketing or have recently completed marketing to estimate the share of two-bedroom and three-bedroom units currently provided in new projects;
- reviewed the unit mix by bedroom type of a sample of new market-rental projects in Metro Vancouver municipalities outside of the City of Vancouver to estimate the share of two-bedroom and three-bedroom units typically being provided; and,
- identified any implications associated with the family-sized unit requirements being considered by Port Moody.

In total, Coriolis examined the unit mix of 45 new strata apartment projects in Port Moody, Coquitlam, Port Moody and New Westminster marketed in 2021, and 15 market-rental apartment projects that were either completed, under construction, or planned in Port Moody, Coquitlam, Port Coquitlam, Port Moody, New Westminster, Burnaby and Surrey from 2017 to present.

For strata apartment projects, the research found:

- In high-rise projects, 52% of the total units are two-bedroom units and 11% are three-bedroom units.
- In 4 to 6 storey projects, 46% of the total units are two-bedroom units and 13% are three-bedroom units.
- The strata projects reviewed across the four municipalities are meeting the Port Moody total family unit target of 30%. However, only 60% of the projects meet the three-bedroom target and only 25% of the examined Port Moody strata projects are meeting the 3-bedroom target.

For market-rental projects:

- About 37% of the total units in the market-rental projects surveyed are two-bedroom units.
- About 4% of the total units at the market-rental projects surveyed are three-bedroom units.
- 73% of market-rental projects surveyed are meeting the proposed Port Moody total family unit target of 25%. However, only 33% of the projects surveyed meet the three-bedroom target and none of the Port Moody projects have met the three-bedroom target.

As most strata apartment and rental-market projects in the surrounding municipalities were already meeting the family-friendly units thresholds, Coriolis has noted that these targets will be manageable for new multi-residential and mixed use projects.

Policy Overview

The draft Family-Friendly Units Policy sets out the expectations for the provision of two-bedroom and three-bedroom units in all new multi-residential and mixed-use residential development applications where 20 or more dwelling units are created. Depending on the type of housing tenure a project is proposing, there are separate thresholds for market-rental projects, and strata apartment projects:

Market-Rental Projects

Number of Bedrooms	Share of Units
Studios	75% max
1-Bedroom	
2-Bedroom	20% min
3-Bedroom or more	5% min

Strata Apartment Projects

Number of Bedrooms	Share of Units
Studios	70% max
1-Bedroom	
2-Bedroom	20% min
3-Bedroom or more	10% min

For both thresholds, projects may increase the percentage of three-bedroom or more units with a corresponding decrease in two-bedroom units.

For many projects, the biggest barrier to delivering more three-bedroom units is providing external windows for all bedrooms. As such, the draft Family-Friendly Policy allows for 50% of the three-bedroom units in a Multi-Residential or Mixed-Use building to have the third bedroom be an inboard bedroom, provided the bedroom receives indirect natural light from at least two sources, such as the doorway, light tube or well, or glass wall. Projects will also be expected to meet the BC Housing Design Guidelines and Construction Standards on minimum room areas and dimensions¹.

¹ <https://www.bchousing.org/publications/BCH-Design-Guidelines-Construction-Standards.pdf>

Due to the anticipated increase of two-bedroom and three-bedroom units in new Multi-Residential or Mixed-Use buildings, the draft Family-Friendly Units Policy also provides guidelines for the provision of children's play areas, and the design of common areas with children in mind.

Other Option(s)

1. THAT the report dated March 14, 2022 from the Community Development Department – Policy Planning Division regarding the Family-Friendly Units Policy be received for information.
2. THAT the draft Corporate Policy – Family-Friendly Units be amended as directed by Council.
3. THAT the draft Corporate Policy – Family-Friendly Units be reviewed with development stakeholders prior to Council endorsement of the policy.

Financial Implications

There are no financial implications to the City associated with endorsing the draft Family-Friendly Units Policy.

Communications and Civic Engagement Initiatives

If endorsed by Council, staff will meet with representatives from the development industry to present an overview of the Family-Friendly Units Policy.

Council Strategic Plan Objectives

The recommendation in this report aligns with the following Council Strategic Plan Objective: plan for a variety of housing types to meet community needs.

Attachment(s)

1. Final Report from the Port Moody Affordable Housing Task Force.
2. Draft Corporate Policy - 10-5080-2022-02 - Family-Friendly Units.
3. Family Unit Evaluation prepared by Coriolis Consulting Corp.

Report Author

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Report Approval Details

Document Title:	Family-Friendly Units Policy.docx
Attachments:	<ul style="list-style-type: none">- Attachment 1 - Final Report from the Port Moody Affordable Housing Task Force.pdf- Attachment 2 - Draft Corporate Policy - 10-5080-2022-02 - Family-Friendly Units.pdf- Attachment 3 - Family Unit Evaluation prepared by Coriolis Consulting Corp.pdf
Final Approval Date:	Apr 11, 2022

This report and all of its attachments were approved and signed as outlined below:

Mary De Paoli, Manager of Policy Planning - Apr 8, 2022 - 6:34 AM

Kate Zanon, General Manager of Community Development - Apr 8, 2022 - 8:24 AM

Rosemary Lodge, Manager of Communications and Engagement - Apr 11, 2022 - 8:15 AM

Paul Rockwood, General Manager of Finance and Technology - Apr 11, 2022 - 9:19 AM

Tim Savoie, City Manager - Apr 11, 2022 - 4:46 PM