



City of Port Moody

Council Committee Terms of Reference

Date: September 21, 2020

File No.

Type: Task Force

Committee Name: **House Size and Siting Task Force (HSS)**

Approvals/Reviews/Amendments

Approval date:

1. Committee Purpose

The purpose of the Council's House Size and Siting Task Force (HSS) is to investigate a number of questions related to excessively large homes in Port Moody today, with a particular focus on the Pleasantside neighbourhood, where hillside sloping has presented special concerns about building heights, shadowing, and impacted views

2. Duties

The duties of the Council's House Size and Siting Task Force are to review the present bylaws and policies that regulate house size and siting in Port Moody and to consider all related matters, including but not limited to the following questions:

- What kinds of new houses are raising the most concerns among neighbours, and what can we learn about the kinds of issues that matter most to residents? Which homes, recently constructed or under construction, are raising public questions about suitability to their neighbourhood locations, and on what specific grounds (e.g., total height; roof shape; FAR; massing; setbacks from neighbours or roadway; basement height; perceived incompatibility of style, façade, and form with the character of the neighbourhood; impacted neighbour views; water flow onto property; excessive exterior building lighting; or other concerns)?
- Are the houses of most concern fully consistent with our existing Bylaws? (If not, were they approved under previous Bylaws or granted variances that may have contributed to community concerns?)
- Regarding houses of concern, can we learn how much prior consultation with neighbours, if any, was undertaken by the builder, and whether neighbour input was taken into account in the final home design? Can we identify possible ways to improve the neighbour consultation process and increase its impact upon house design, permitting, and construction?

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Council Task Force on Standards for Large New Homes (LNH)

September 21, 2020

- To strike the right balance between the property owner's right to build the home of their choosing and the community's right to protect neighbourhood character and the interests of others, **what new ideas would local residents ask us to consider?**
- **What best practices from other municipalities can we identify that the City should investigate and, if warranted, adopt?** In other cities that have been proactive in limiting excessively large house impacts (e.g., Burnaby, Coquitlam, Victoria, Portland, and North Vancouver), are there any findings as to how well these initiatives have been performing?
- Are the City of Port Moody's voluntary 'Good Neighbour Guidelines' working today as intended to guide suitable decisions and behaviour by homebuilders? **What do residents think about these guidelines, and how would they propose to strengthen them or integrate them into an improved process for neighbour consultation prior to design, permitting, or construction?** For example, should proposed homes that are non-compliant with Good Neighbour Guidelines be required to obtain a development permit and go through a Public Hearing process?

3. Membership

- 3.1. The Membership of the Council's House Size and Siting Task Force will be the following, appointed pursuant to the Council Committee System Policy:
 - One (1) member of Council as Chair; and
 - Two (2) members of Council as Members.
- 3.2. In addition to the voting members listed above, the following staff liaisons will support the Task Force in a non-voting capacity:
 - One (1) staff member from the Development Planning Division; and
 - One (1) staff member from the Building, Bylaw, and Licensing Division.

The House Size and Siting Task Force shall be appointed by Council and comprise three members of Council: one member as Task Force Chair and two members as Task Force Members.

4. Operations of the Task Force

- 4.1. Meetings shall be called at the discretion of the Chair.
- 4.2. The Task Force shall be conducted in accordance with the rules of procedure set out in the Council Committee System Policy.
- 4.3. The Task Force shall provide their final report no later than **December 2020**.
- 4.4. The Task Force shall terminate upon completing recommendations to Council.