

# MINUTES

## Development Advisory Committee

File: 360-20 (DAC)  
Date: January 24, 2019  
Time: 2:30 p.m.  
Location: 3W Meeting Room  
A, Surrey City Hall

### Members:

Jennifer Clow  
Jasroop Gosal  
Raghib Gurm  
Nathan Hildebrand  
Dexter Hirabe  
Anita Huberman  
Nick Kasidoulis  
Louis Kwan  
Marc MacCaull  
Cassandra McColman  
Scott Pelletier  
Matt Reid  
Sunny Sandher  
Jas Sandhu  
Charan Sethi  
Stefan Slot  
Brett Standerwick  
Christopher Vollan  
Ross Yamaguchi

### City Staff:

Tommy Buchmann  
Remi Dube  
Ryan Gilmore  
Jean Lamontagne  
Jonathan Shield  
Jerome Thibaudeau  
Fay Keng Wong

### 1. Previous Minutes

The notes of the June 28, 2018 meeting were accepted as distributed.

### 2. Introductions

Jean Lamontagne introduced new City staff/roles, including Jerome Thibaudeau (Manager of Business Transformation), Remi Dube (now Manager of Building Division), Kristen Lassonde (Planning Technician who will be taking minutes at future DAC meetings), and Ravneet Dhanoa (Clerk who will be sending notifications of DAC meetings).

### 3. Parking Update (Ryan Gilmore, Transportation Planner)

- Ryan Gilmore provided an update on proposed zoning by-law amendments for select land uses and parking stall dimensions. Attached is a copy of his presentation.
- Parking requirements are being updated because parking is important to residents and businesses; there are shifting parking needs, evolving mobility choices and patterns; and key strategic directions will be supported, creating compact and connected communities, supporting transit-oriented development, encouraging alternative transportation use, supporting quality urban design and public realm, and supporting efficient land use.

- The last parking update took place in 2016 and included housekeeping amendments and requirements for select land uses. The current update will finish work initiated in 2015/2016 and will include requirements for select land uses and parking space dimensions. The current update is being targeted for a February or March 2019 Council meeting. There is also a parking update for City Centre, which will be presented to Council on January 30, 2019 and include reduced parking rates, car share, and payment in-lieu of parking. Future parking updates will include rapid transit areas, and affordable and rental housing.
- The scope of work for the current update includes new parking requirements for select land uses, including elementary and secondary schools, churches/places of worship, fitness centres, child care facilities, and mini-storage; and new and updated parking space dimensions, including accessible spaces, car share spaces, and small vehicle spaces.
- New Parking Requirements for Elementary Schools. Parking spaces per classroom has increased from 1 to 1.75. The parking requirement associated with gymnasium floor area has been eliminated. All other requirements will remain the same. These recommendations are consistent with variances approved by Council.
- New Parking Requirements for Secondary Schools. Parking spaces per classroom has increased from 3 to 3.8. The parking requirement associated with gymnasium floor area has been eliminated. All other requirements will remain the same. These recommendations are consistent with variances approved by Council.
- New Parking Requirements for Churches. Parking spaces per 100 sq. m of floor area has increased from 7.5 parking spaces to 8.0 parking spaces for congregations less than 400 people in size or 11.0 parking spaces for congregations greater than 400 people. The intent is to distinguish between service-oriented and event-oriented places of worship. The Zoning By-law will be updated to include more inclusive language, replacing “Church” with “Place of Worship”. In 2016, banquet halls were included under the parking requirements for “eating establishments”.
- New Parking Requirements for Fitness Centres. There are currently no parking requirements or definition for “Fitness Centre”. 3.6 parking spaces for every 100 sq. m of gross floor area is proposed, as well as a new or revised Zoning By-law definition which will include fitness centres, yoga, pilates, weight loss, dance, self defence, etc. Recommendations are based on occupancy surveys and regional best practices.
- New Parking Requirements for Child Care Facilities. Parking space per employee has decreased from 1 to 0.75. Parking spaces for pick-up/drop off has changed from equal number of drop-off spaces as employee spaces (minimum of 2) to 0.20 parking spaces per child for drop-off (minimum of 2). This will link pick-up requirements to the number of children, not employees. This will also bring employee requirements more in-line with observed demand and regional best practices, and will make parking less of a barrier to creating additional child care spaces. Recommendations are based on occupancy surveys and best practices.
- New Parking Requirements for Mini-Storage. There are currently no parking requirements or definition for “Mini-Storage”. 0.5 parking spaces for every 100 sq. m of gross floor area is proposed, as well as a new Zoning By-law definition for “Mini-Storage”. Recommendations are based on consultant reports and regional best practices.
- Parking Dimensions: Small Car Spaces. Increasing the length from 4.9 m to 5.0 m will accommodate a greater range of small vehicles. This recommendation is based on 2013 ICBC vehicle data. This change was included in the 2016 Council Report that was endorsed by Council, but the change was omitted from the By-law update in error.
- Parking Dimensions: Car Share Spaces. 2.9 m width is proposed for all stalls and 5.5 m length. This standardizes shared vehicles stalls in all new developments, helps reduce damage to shared vehicles, supports the implementation of the new shared vehicle incentive, and prohibits small car spaces being used for shared vehicles. This change will be

included in the City Centre Parking Update. These recommendations are based on consultation with shared vehicle operators.

- **Parking Dimensions: Accessible Spaces.** In addition to growing demand for accessible spaces due to an aging population with increasing mobility issues, there is also increasing demand for van-accessible spaces to allow room for side-loading wheelchair vans to load/unload. 3.4 m van-accessible width and 1.5 m access aisle width, for a total van-accessible width of 4.9 m is proposed. All spaces will be van-accessible and the access aisle can be shared. This is consistent with updated requirements in Richmond, New Westminster, and Port Moody. An increase from approximately 1.5% of parking spaces to 2% of parking spaces is also proposed. Same as Richmond, less than several others.
- **Next Steps and Future Parking Updates.** The recommendations will go for Council consideration in February or March 2019. The City Centre Parking Update will be presented to Council on January 30, 2019. The timing for the Rapid Transit Areas Parking Update, and the Affordable and Rental Housing Parking Update, are to be determined.

#### **Comments:**

- Jas Sandhu asked if there will be a transition plan. Ryan Gilmore responded yes.
- Charan Sethi asked what are the changes for the City Centre? Ryan Gilmore responded reduced parking rates, car share, and payment in-lieu of parking.
- Charan Sethi asked if there will be credits for proximity to SkyTrain. Ryan Gilmore responded no. If we have car share provision, it will be okay. For simplicity. Most of City Centre is within 800 m (a 10 minute walking distance) of a SkyTrain station.
- Christopher Vollan asked if affordable rental analysis has been done. Ryan Gilmore responded no.
- Charan Sethi commented that there is a need to reduce parking requirements over time. About 30% of his first building have vacant parking stalls. Ryan Gilmore responded yes, the last parking study before the 2016 update was done in 1999. Now parking will be regularly reviewed every 2-3 years.

#### **4. Electronic Permit Applications (Jonathan Shield, Business Improvement Manager)**

- Jonathan Shield provided an update on electronic permit applications. Attached is a copy of his presentation.
- In 2018, the City received over 1800 applications online. The City is expanding its online programs.
- Updates to Online Programs:
  - Online plumbing permits for commercial/multifamily/industrial are currently finishing development. Testing is starting next week. Estimated time of arrival is less than 1 month.
  - Email results for electrical inspections are currently testing. Estimated time of arrival is less than 1 month. 90% of electrical permits are being done online. Applicants have asked for an e-mail to provide to their supervisors, etc.
  - Email results for plumbing inspections. Development has started. Estimated time of arrival is 1 month.
  - Online single family dwelling permits for subdivisions are currently in development. Estimated time of arrival is the third quarter of 2019. This will be a reusable template to speed up all future permit portals.
- Jonathan Shield provided a demonstration of the online single family dwelling permit for subdivisions application. Inside the portal space, you will be able to see the requirements, choose what type of permit you want, type in your address, fill in responses to a few key

questions for the piece of land you will be building on, and then asked to submit some documents which will be uploaded into the system. Once the documents are uploaded, you will be able to review your application before submitting it. Staff will be able to review your application. You will be notified if the application is okay or if it is missing anything. You will be able to pay the fees with a credit card. You will receive an e-mail notification of the status of your permit. Once done, it will be available for download.

- The single family dwelling permit for subdivisions application is being piloted first because it seems like a manageable category to start with and it is often the category where there is missing information. The process will be streamlined and serve as a template for future portals. It may be operational in the third quarter. Due to security/privacy issues, not everyone can access your permit unless you give them permission/access to it. The goal is to make it a simpler process for the applicant. It also allows “24 hour” access in that you can complete the online application anytime.

#### **Comments:**

- Anita Huberman asked if other cities do online applications. Jean Lamontagne responded, yes, Calgary is an example.
- Marc MacCaull commented that Development Permit application numbers are often used for things like looking up an address change. Jonathan Shield responded that the online portal is currently only for single family dwelling permits right now. When the online portal is eventually expanded to multi-family, the intent will be to be able to see all your information in one portal.
- Anita Huberman asked if the online portal will streamline the review process. Jean Lamontagne responded that some work is being done online on an ad-hoc basis (e.g. Bluebeam) but really only on a test basis.

#### **5. Comments on the Market (All)**

- Jas Sandhu (Brixton Properties). Right now on the sidelines. Looking for properties.
- Raghbir Gurm (Bridgewater Development). Land prices are not going down much. Single family is what is crashing, down about \$300,000. Hard to sell detached housing because paid high purchase price.
- Nick Kasidoulis (Anthem Properties). Not really slowing down. Towers moving forward in City Centre.
- Brett Standerwick (Mosaic Avenue Developments). Selling Parker in City Centre.
- Ross Yamaguchi (Surrey City Development Corporation). Proceeding with Campbell Heights plans. Will be bringing to the market later this year.
- Dexter Hirabe and Scott Pelletier (WSP Canada). From a consulting point of view, still occupied with ongoing projects. Seeing more activity in the east. A lot of younger people are moving to smaller spec/single family homes in the Fraser Valley. Now townhouses are going up there.
- Matt Reid (Dawson + Sawyer). Not actively selling anything right now.
- Marc MacCaull (StreetSide Developments). Has product for sale in Surrey. In the last few weeks, noticed more people in the presentation centres, so have not dropped prices, yet.
- Christopher Vollan (Rize Alliance Properties). Just started digging for the Linea project in City Centre. Two more projects.
- Sunny Sandher (Wesgroup Properties). For Surrey industrial/commercial, the market is strong, but costs are going up, such as land acquisition, so it is hard to acquire land. Costs of trades are going up, too.

- Charan Sethi (Tien Sher Group of Companies). Maverick project basically sold out. (Maverick). The market for multi-family under \$700,000 is okay, but the market for single family is dead.
- Anita Huberman and Jasroop Gosal (Surrey Board of Trade). What they are hearing from their membership is what is the economic strategy/status for the Surrey-Newton-Guildford rapid transit line? The Surrey Board of Trade will be hosting a Transportation Leadership Lunch with the BC Minister of Transportation and Infrastructure on January 28<sup>th</sup>. Priority intersections will be discussed.
- Jennifer Clow (Beedie). On the industrial side, demand remains very strong. No change. Cannot build fast enough.
- Louis Kwan (Porte). Nothing active now, but has a few sites in Surrey.
- Stefan Slot (Townline). First tower in City Centre in the Spring. It is still a very bull market.
- Nathan Hildebrand (Canadian Horizons). Some people have defaulted on their lots. 20 more lots to sell in Grandview Heights. Still thinking of whether or not to look for land here or in Abbotsford or in the east.

## **6. Other Business (All)**

- Sunny Sandher asked about the land servicing agreement. Tommy Buchmann responded that Sam Lau is the contact. The goal is Quarter 2.
- Scott Pelletier commented that he has recently been asked to do a peer review which seems to be a new thing. Jean Lamontagne responded that a geotechnical review will be required for a peer review. Requirements have to be met.
- Christopher Vollan suggested a presentation on the Interim Density Bonus policy at a future DAC meeting.
- A DAC member asked about the tree review. Remi Dube responded that more staff are being hired. Formalizing Terms of Reference to streamline the process. Looking at the options, cost estimates.

## **7. Next Scheduled Meeting – February 28, 2019**

- The meeting adjourned at approximately 3:40 pm.