

NO: **R206**

COUNCIL DATE: **October 21, 2019**

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## REGULAR COUNCIL

TO: **Mayor & Council**

DATE: **October 17, 2019**

FROM: **General Manager, Planning & Development**

FILE: **6440-01  
3900-30-12000**

SUBJECT: **Updates to Indoor and Outdoor Amenity Space Requirements**

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## RECOMMENDATION

The Planning & Development Department recommends that Council:

1. Receive this report for information;
2. Amend *Surrey Zoning By-law, 1993, No. 12000* (the “Zoning Bylaw”), as described in this report and documented in Appendix “I”;
3. Replace the existing Council Policy No. O-48, Relaxation of Indoor and Outdoor Multiple Unit Residential Amenity Space Requirements (“Policy O-48”) with a revised Policy O-48 as described in this report and documented in Appendix “II”;
4. Amend *City of Surrey Amenity Space Capital Works Reserve Fund By-law, 2001, No. 14343* (the “Amenity Bylaw”) as described in this report and documented in Appendix “III”;
5. Amend *Surrey Official Community Plan Bylaw, 2013, No. 18020* (the “OCP Bylaw”), as described in this report and documented in Appendix “IV”; and
6. Authorize the City Clerk to bring forward the necessary amending bylaws for the required readings and to set a date for the related public hearing.

## INTENT

The intent of this report is to inform Council of the current indoor and outdoor amenity space requirements associated with multi-family development and propose changes that will better align with the Surrey housing market and align with Council’s expectations, and to ensure the delivery of and access to indoor amenity space for residents within their complexes by ensuring new minimum space requirements.

## **BACKGROUND**

In the early 1980s, Council approved amendments to the Zoning Bylaw to include requirements for multi-family development projects to provide 3 sq. m. (32 sq. ft.) of indoor and 3 sq. m. (32 sq. ft.) outdoor amenity space per unit for the residents of the development. In the late 1990s, the development industry lobbied for changes to the mandatory requirement of 3 sq. m. per unit on the grounds that some of the space created within projects was too small to be useful to residents. In response, in 2000, Council approved Policy O-48, which allowed developers to reduce or eliminate the required amenity space and provide a cash-in-lieu contribution commensurate to the reduced or eliminated amount.

More recently, Council has requested staff to ensure that residents living in multi-family housing have adequate amenity spaces available to them within their complex. Over the past decade and currently, the Surrey housing market has shifted toward increased multi-family housing construction; more multi-family units being constructed than single family houses. Given this shift, it is becoming important to systematically review the provision of indoor amenity space for multi-family projects, as residents of the multi-family units are smaller than single family houses and are more reliant on amenity space.

## **DISCUSSION**

The amenity space review has included consultation with Surrey residents and the development community, as well as a historical analysis of the amount of actual amenity space delivered on development sites versus cash-in-lieu contributions. This report provides policy and bylaw change recommendations based on this consultation and analysis.

The recommendations include the following directions:

- Ensure appropriate amount of amenity space is provided;
- Align cash-in-lieu contribution amounts with cost of construction; and
- Design and locate amenity space to be convenient, usable and accessible.

### **Ensure Appropriate Amount of Amenity Space is Provided**

A community survey and the consultation findings indicated most respondents felt that developments ought to provide a minimum threshold for amenity space, before a cash-in-lieu reduction is permitted. This sentiment expressed through consultation is substantiated by the analysis of amenity space provision in multi-family projects. The review shows that there is a trend toward less actual space being provided in multi-family developments in favour of cash-in-lieu contributions. This reduction in the construction of physical amenity space is placing added pressure on private and public amenities within the City.

#### New Minimum Amenity Space Provisions

To ensure a sufficient amount of amenity space is provided on development sites, staff are proposing changes to the Zoning By-law (as shown in Appendix "I") that will ensure a minimum of indoor amenity space is built within each multi-family project, while continuing to provide the industry some flexibility. A minimum threshold for provision of indoor amenity space is proposed for different development types and number of units before a cash-in-lieu contribution is permitted as follows:

- Townhouses, developments with 11 to 24 units would be required to provide a minimum of 37 sq. m (~400 sq. ft.);
- Townhouses with 25 or more units or 3 to 6 storey apartments would be required to provide a minimum of 74 sq. m (~800 sq. ft.);
- Mid-rise apartment (7-12 storeys) projects would be required to provide a minimum of 111 sq. m (~1,200 sq. ft.);
- High-rise apartments (13-24 storeys) projects would be required to provide a minimum of 186 sq. m (~2,000 sq. ft.); and
- High-rises that are 25 storeys or higher would be required to provide a minimum of 372 sq. m (~ 4,000 sq. ft).

### Amenity Space in High-Rise Developments

Recent development industry consultation findings revealed that many developers of high-rise, high-density developments above 25 storeys are finding it challenging to provide enough amenities to fulfill the City's requirement of 3 square metres of amenity space per unit, once the project provides beyond a threshold of approximately 557 sq. m. (~6,000 sq. ft.) of amenity space.

After reviewing the issue with Surrey's City Architect and Urban Designers, it was determined that, for high-rise high-density developments, the suggested threshold of approximately 557 sq. m. (~6,000 sq. ft.) of amenity space is generally adequate for the number of residents living in a high rise building above 25 storeys. In order to establish an indoor amenity requirement that is more realistic for that development type, the proposed changes to the Zoning By-law also include adjusting the indoor amenity requirement so that once the minimum threshold of 372 sq. m (~ 6,000 sq. ft.) has been achieved, the amenity space requirement for the additional units above the threshold would be calculated at 1 sq. m. per unit.

### Amenity Space for Micro and Lock-off Suites

Smaller unit types, such as micro-units and lock-off suites, were also examined regarding provision of sufficient amenity space. Micro-units are a newer multi-family housing type, with a floor area between 30 sq. m. and 35 sq. m. of liveable space (~320 to 375 sq. ft.). These unit types can provide affordable housing options for single households, such as working professionals or students. Lock-off suites are smaller dwelling units within a larger unit, which has a separate external access and shared internal access, which can be locked-off from the larger dwelling unit. Located within apartments, a lock-off suite can enable a condominium owner to rent out the suite, and provide options for a student, or caregiver, or family.

These unit types were introduced as a pilot housing type with the City Centre Plan. Due to the limited space in these smaller unit types, their occupants tend to rely even more on amenity space within the complex and in the neighbourhood. In response to the need for sufficient amenity space for these units, the City Centre Plan proposed a guideline of 4 sq. m. (43 sq. ft.) of amenity space per unit.

To formalize the guideline previously endorsed by Council, it is proposed that a requirement of 4 sq. m.(43 sq. ft.) of indoor and outdoor amenity space per unit for micro-unit or lock-off suite be added as a requirement in the Zoning By-law to any applicable zone that permits multiple family residential units. To further clarify what constitutes a micro-unit or lock-off suite and to correspond with the new proposed amenity requirements, a definition of each is proposed to be added to the

Zoning By-law. The proposed definition is based on the City Centre Plan micro-unit size, whereby a unit size between 30 sq. m and 35 sq. m. would be considered a micro-suite. The proposed lock-off suite definition does not include size criteria, but rather it is proposed to be defined as a unit within a larger principal dwelling unit, with a separate external access, and shared internal access. (see Appendix “I”).

The proposed changes for Amenity space requirements described above are summarized in the table below:

| <b>Project Type and Size</b>                 | <b>Minimum Indoor Amenity Space Requirements</b>  |
|--|---|
| Townhouse<br>1-10 units                      | Minimum Required: <b>0 sq. m</b>  |
| Townhouse<br>11 - 24 units                   | Minimum Required: <b>37 sq. m</b> (approx. 400 sq. ft.)   |
| Townhouse<br>25 + units                      | Minimum Required: <b>74 sq. m</b> (approx. 800 sq. ft.)   |
| Low to Mid-Rise<br>Apartment<br>3-6 storeys  | Minimum Required: <b>74 sq. m</b> + 1 sq. m/micro-unit and/or lock-off suite (approx. 800 sq. ft.)  |
| Low to Mid-Rise<br>Apartment<br>7-12 storeys | Minimum Required: <b>111 sq. m</b> + 1 sq. m/micro-unit and/or lock-off suite (approx. 1,200 sq. ft.)   |
| High-Rise Apartment<br>13-24 storeys         | Minimum Required: <b>186 sq. m</b> + 1 sq. m/micro-unit and/or lock-off suite (approx. 2,000 sq. ft.)   |
| High-Rise Apartment<br>25 + storeys          | Minimum Required: <b>372 sq. m</b> + 1 sq. m/micro-unit and/or lock-off suite (approx. 4,000 sq. ft.)<br>Base Requirement: 3 sq. m/unit (557 sq. m) (approx. 6,000 sq. ft.)<br>Above Base Requirement: 1 sq. m/unit (above 557 sq. m) |

### **Align Cash-in-Lieu Contribution Amounts with Cost of Construction**

When the cash-in-lieu rates for amenity space requirements were introduced in 2001 the rates were originally set at \$750 per unit. The cash-in-lieu contribution was reviewed on a regular basis and the rate is currently at \$1,200 per unit for indoor amenity space and \$600 per unit for outdoor amenity space which are still below what the construction cost is for 3 sq. m. of amenity space. In order to better reflect the cost of construction associated with amenity space, staff are proposing to adjust the indoor amenity rate to \$1,500 per unit and the outdoor amenity rate to \$800 per unit for all project types starting January 1, 2020 with annual adjustments over the next three to four years.

Following the discussion, changes are proposed to Policy No. O-48, which permits cash-in-lieu contributions in place of providing amenity space within multiple family developments, to identify the new proposed cash-in-lieu rates and to reflect the increases proposed over the next three to four years (see Appendix “II”).

Cash-in-lieu contributions will continue to be deposited into a reserve fund that is used to off-set the cost of providing public infrastructure projects delivering amenity spaces. The Amenity By-law is also proposed to be amended (see Appendix “III”) in order to update legislative references and to include outdoor amenity provisions for which Surrey also collects cash-in-lieu contributions.

### **Design and Locate Amenity Space to be Convenient, Usable and Accessible**

Responses through a CitySpeaks survey showed that the location of indoor amenity space plays a big role in whether residents find them convenient to use. In order to address these issues, proposed changes to the Form and Character Development Permit Guidelines in the Official Community Plan (see Appendix “IV”) would direct developers to include one indoor amenity space per building for any multi-family development type and/or per 80 grouped units specific to low-mid rise apartments (depending on the design of the buildings).

The CitySpeaks survey also showed that many residents wanted outdoor amenity spaces to include better play areas. Staff have also recommended that the outdoor amenity space should not be combined with tree protection retention areas in smaller (less than 25 unit) townhouse developments. Playgrounds and other outdoor amenities can negatively impact tree health due to root damage during construction or ongoing compaction within the root zone of tree protection area. Locating outdoor amenities outside of tree protection areas ensures their long-term viability.

### **SUSTAINABILITY CONSIDERATIONS**

The updates to indoor and outdoor amenity space requirements support the objectives of the City’s Sustainability Charter 2.0. In particular, this work relates to Sustainability Charter 2.0 themes of Inclusion and Built Environment and Neighbourhoods. Specifically, this project supports the following Desired Outcomes (“DO”) and Strategic Directions (“SD”):

- Inclusion DO3: Residents have opportunities to build social connections with people from different backgrounds.
- Inclusion SD10: Increase and maintain the supply of affordable and appropriate rental housing across all Surrey’s communities.
- Inclusion SD11: Ensure development of a variety of housing types to support people at all stages of life.
- Inclusion SD13: Ensure a range of free, safe and engaging spaces and activities are available for youth and seniors in all communities and at different times of the day.
- Built Environment and Neighbourhoods: DO8: The built environment enhances quality of life, happiness and well-being.
- Built Environment and Neighbourhoods: SD5: Leverage, incentivize and enhance community benefits through the planning and construction of new development.
- Built Environment and Neighbourhoods: SD15: Provide greater multi-family housing choice and options for affordability and accessibility.

## CONCLUSION

The proposed revisions to the indoor and outdoor amenity space requirements will ensure that more amenity space is delivered through multi-family projects while providing a level of flexibility to the development industry. As well, the proposed revisions to the cash-in-lieu rates will better reflect the cost of construction of indoor amenity space.

*Original signed by*  
Jean Lamontagne  
General Manager, Planning & Development

JLL/PH/CS/ar

Appendix "I" Proposed Amendments to Surrey Zoning By-law, 1993, No. 12000

Appendix "II" Proposed Revised Surrey Council Policy O-48: Relaxation of Indoor and Outdoor Multiple Unit Residential Amenity Space Requirements

Appendix "III" Proposed Amendments to Surrey Amenity Space Capital Works Reserve Fund By-law, 2001, No. 14343

Appendix "IV" Proposed Amendments to Surrey Official Community Plan Bylaw, 2013, No. 18020

**Proposed Amendments to  
Surrey Zoning By-law, 1993, No. 12000, as amended**

The following amendments are proposed to Surrey Zoning By-law, 1993, No. 12000, as amended:

1. Part 1, Definitions, by adding new definitions for "Lock-Off Suite" and "Micro-Unit" as follows:

"Lock-Off Suite – means a smaller *dwelling unit* within a larger principal *dwelling unit* which must have a separate external access and shared internal access, and which can be locked-off from the larger *dwelling unit*; does not include a *secondary suite*."

"Micro Unit – means a *dwelling unit* with a floor area between 30 sq. m and 35 sq. m. of liveable space."

2. Part 4, General Provisions, Section B. Uses Permitted in Specific Zones, by deleting "Section 1. Amenity Space:" and replacing it with a new "Section 1." as follows:

"1. *Amenity Space:*

- (a) Where *amenity space* is required in the Zone, it shall be maintained and operated as such, exclusive of any areas for maintenance, storage or property management offices, and kept open to the residents at all reasonable times;
- (b) Cash-in-lieu may be considered if the following indoor *amenity space* minimums, per *multiple unit residential building* type, are provided:

| <i>Multiple Unit Residential<br/>Building Type</i>                      | Minimum Indoor<br><i>Amenity Space</i> Required                        |
|---|--|
| <i>Ground-Oriented Multiple Unit Residential Building: 1 – 10 units</i> | n/a  |
| <i>Ground-Oriented Multiple Unit Residential Building: 11-24 units</i>  | 37 sq. m   |
| <i>Ground-Oriented Multiple Unit Residential Building: 25 + units</i>   | 74 sq. m   |
| Low to Mid-Rise: 3-6 storeys  | 74 sq. m + 1 sq. m per <i>micro unit</i> and/or <i>lock-off-suite</i>  |
| Low to Mid-Rise: 7-12 storeys   | 111 sq. m + 1 sq. m per <i>micro unit</i> and/or <i>lock-off suite</i> |
| High-Rise: 13-24 storeys  | 186 sq. m + 1 sq. m per <i>micro unit</i> and/or <i>lock-off suite</i> |
| High-Rise: 25 + storeys   | 372 sq. m + 1 sq. m per <i>micro unit</i> and/or <i>lock-off suite</i> |

- (c) In *City Centre*, a maximum of 0.75 sq. m (807 sq. ft.) per *dwelling unit* of the required outdoor *amenity space* may be provided as public outdoor space provided the public space is:

- i. located within the required setbacks;
  - ii. designed for use by the public, including plazas, seating, decorative pavers, water features, high quality landscaping and public art;
  - iii. found acceptable to the City; and
  - iv. secured by a statutory right-of-way.”
3. Part 20, RM-10, Multiple Residential 10 Zone, “Section J. Special Regulations” by deleting sub-section “i” and replacing it with a new sub-section “i” as follows:
  - “i. *Amenity space*, subject to Section B.1, Part 4, General Provisions, shall be provided on the *lot* as follows:
    - (a) Outdoor *amenity space*, in the amount of 3.0 sq. m per *dwelling unit*, plus 4.0 sq. m per *lock-off suite*;
    - (b) Outdoor *amenity space* shall not be located within the required *setbacks*;
    - (c) Indoor *amenity space*, in the amount of 3.0 sq. m per *dwelling unit*, plus 4.0 sq. m per *lock-off-suite*; and
    - (d) Indoor *amenity space* devoted to a *child care centre* shall be a maximum of 1.5 sq. m per *dwelling unit*.”
4. Part 21, RM-15, Multiple Residential 15 Zone, “Section J. Special Regulations” by deleting sub-section “i” and replacing it with a new sub-section “i” as follows:
  - “i. *Amenity space*, subject to Section B.1, Part 4, General Provisions, shall be provided on the *lot* as follows:
    - (a) Outdoor *amenity space*, in the amount of 3.0 sq. m per *dwelling unit*, plus 4.0 sq. m per *lock-off suite*;
    - (b) Outdoor *amenity space* shall not be located within the required *setbacks*;
    - (c) Indoor *amenity space*, in the amount of 3.0 sq. m per *dwelling unit*, plus 4.0 sq. m per *lock-off suite*; and
    - (d) Indoor *amenity space* devoted to a *child care centre* shall be a maximum of 1.5 sq. m per *dwelling unit*.”
5. Part 22, RM-30, Multiple Residential 30 Zone, “Section J. Special Regulations” by deleting sub-section “i” and replacing it with a new sub-section “i” as follows:
  - “i. *Amenity space*, subject to Section B.1, Part 4, General Provisions, shall be provided on the *lot* as follows:
    - (a) Outdoor *amenity space*, in the amount of 3.0 sq. m per *dwelling unit*, plus 4.0 sq. m per *micro unit* or *lock-off suite*;
    - (b) Outdoor *amenity space* shall not be located within the required *setbacks*;



- (c) Indoor *amenity space*, in the amount of 3.0 sq. m per *dwelling unit*, plus 4.0 sq. m per *micro unit* or *lock-off-suite*; and
  - (d) Indoor *amenity space* devoted to a *child care centre* shall be a minimum of 1.5 sq. m per *dwelling unit*.”
- 6. Part 23, RM-45, Multiple Residential 45 Zone, “Section J. Special Regulations” by deleting sub-section “i” and replacing it with a new sub-section “i” as follows:
  - “i. *Amenity space*, subject to Section B.1, Part 4, General Provisions, shall be provided on the *lot* as follows:
    - (a) Outdoor *amenity space*, in the amount of 3.0 sq. m per *dwelling unit*, plus 4.0 sq. m per *micro unit* or *lock-off suite*;
    - (b) Outdoor *amenity space* shall not be located within the required *setbacks*;
    - (c) Indoor *amenity space*, in the amount of 3.0 sq. m per *dwelling unit*, plus 4.0 sq. m per *micro unit* or *lock-off suite*; and
    - (d) Indoor *amenity space* devoted to a *child care centre* shall be a maximum of 1.5 sq. m per *dwelling unit*.”
- 7. Part 24, RM-70, Multiple Residential 70 Zone, “Section J. Special Regulations” by deleting sub-section “i” and replacing it with a new sub-section “i” as follows:
  - “i. *Amenity space*, subject to Section B.1, Part 4, General Provisions, shall be provided on the *lot* as follows:
    - (a) Outdoor *amenity space*, in the amount of 3.0 sq. m per *dwelling unit*, plus 4.0 sq. m per *micro unit* or *lock-off suite*;
    - (b) Outdoor *amenity space* shall not be located within the required *setbacks*;
    - (c) Indoor *amenity space*, in the amount of 3.0 sq. m per *dwelling unit*, plus 4.0 sq. m per *micro unit* or *lock-off suite*; and
    - (d) Indoor *amenity space* devoted to a *child care centre* shall be a maximum of 1.5 sq. m per *dwelling unit*.”
- 8. Part 25, RM-135, Multiple Residential 135 Zone, “Section J. Special Regulations” by deleting sub-section “i” and replacing it with a new sub-section “i” as follows:
  - “i. *Amenity space*, subject to Section B.1, Part 4, General Provisions, shall be provided on the *lot* as follows:
    - (a) Outdoor *amenity space*, in the amount of 3.0 sq. m per *dwelling unit*, plus 4.0 sq. m per *micro unit* or *lock-off suite*;

- (b) Outdoor *amenity space* shall not be located within the required *setbacks*;
- (c) Indoor *amenity space*, in the amount of:
  - i. 3.0 sq. m per *dwelling unit*, up to a total of 557 sq. m; plus
  - ii. 1.0 sq. m per *dwelling unit*, for any amount greater than 557 sq. m; plus
  - iii. 4.0 sq. m per *micro unit* or *lock-off suite*; and
- (d) Indoor *amenity space* devoted to a *child care centre* shall be a maximum of 1.5 sq. m per *dwelling unit*.”

9. Part 26, RMC-135, Multiple Residential Commercial 135 Zone, “Section J. Special Regulations” by deleting sub-section “1” and replacing it with a new sub-section “1” as follows:

“1. *Amenity space*, subject to Section B.1, Part 4, General Provisions, shall be provided on the *lot* as follows:

- (a) Outdoor *amenity space*, in the amount of 3.0 sq. m per *dwelling unit*, plus 4.0 sq. m per *micro unit* or *lock-off suite*;
- (b) Outdoor *amenity space* shall not be located within the required *setbacks*;
- (c) Indoor *amenity space*, in the amount of:
  - i. 3.0 sq. m per *dwelling unit*, up to a total of 557 sq. m; plus
  - ii. 1.0 sq. m per *dwelling unit*, for any amount greater than 557 sq. m; plus
  - iii. 4.0 sq. m per *micro unit* or *lock-off suite*; and
- (d) Indoor *amenity space* devoted to a *child care centre* shall be a maximum of 1.5 sq. m per *dwelling unit*.”

10. Part 27, RMC-150, Multiple Residential Commercial 150 Zone, “Section J. Special Regulations” by deleting sub-section “1” and replacing it with a new sub-section “1” as follows:

“1. *Amenity space*, subject to Section B.1, Part 4, General Provisions, shall be provided on the *lot* as follows:

- (a) Outdoor *amenity space*, in the amount of 3.0 sq. m per *dwelling unit*, plus 4.0 sq. m per *micro unit* or *lock-off suite*;
- (b) Outdoor *amenity space* shall not be located within the required *setbacks*;
- (c) Indoor *amenity space*, in the amount of:
  - i. 3.0 sq. m per *dwelling unit*, up to a total of 557 sq. m; plus
  - ii. 1.0 sq. m per *dwelling unit*, for any amount greater than 557 sq. m; plus
  - iii. 4.0 sq. m per *micro unit* or *lock-off suite*; and

(d) Indoor *amenity space* devoted to a *child care centre* shall be a maximum of 1.5 sq. m per *dwelling unit*.”

11. Part 37, C-15, Town Centre Commercial Zone, “Section J. Special Regulations” by deleting sub-section “4” and replacing it with a new sub-section “4” as follows:

“4. *Amenity space* for the *multiple unit residential buildings*, subject to Section B.1, Part 4, General Provisions, shall be provided on the *lot* as follows:

- (a) Outdoor *amenity space*, in the amount of 3.0 sq. m per *dwelling unit*, plus 4.0 sq. m per *micro unit* or *lock-off suite*;
- (b) Outdoor *amenity space* shall not be located within the required *setbacks*;
- (c) Indoor *amenity space*, in the amount of:
  - i. 3.0 sq. m per *dwelling unit*, up to a total of 557 sq. m; plus
  - ii. 1.0 sq. m per *dwelling unit*, for any amount greater than 557 sq. m; plus
  - iii. 4.0 sq. m per *micro unit* or *lock-off suite*; and
- (d) Indoor *amenity space* devoted to a *child care centre* shall be a minimum of 1.5 sq. m per *dwelling unit*.”

12. Part 38, C-35, Downtown Commercial Zone, “Section J. Special Regulations” by deleting sub-section “3” and replacing it with a new sub-section “3” as follows:

“3. *Amenity space* for the *multiple unit residential buildings*, subject to Section B.1, Part 4, General Provisions, shall be provided on the *lot* as follows:

- (a) Outdoor *amenity space*, in the amount of 3.0 sq. m per *dwelling unit*, plus 4.0 sq. m per *micro unit* or *lock-off suite*;
- (b) Outdoor *amenity space* shall not be located within the required *setbacks*;
- (c) Indoor *amenity space*, in the amount of:
  - i. 3.0 sq. m per *dwelling unit*, up to a total of 557 sq. m; plus
  - ii. 1.0 sq. m per *dwelling unit*, for any amount greater than 557 sq. m; plus
  - iii. 4.0 sq. m per *micro unit* or *lock-off suite*; and
- (d) Indoor *amenity space* devoted to a *child care centre* shall be a minimum of 1.5 sq. m per *dwelling unit*.”

**Surrey Council Policy No. O-48: Relaxation of Indoor and Outdoor Multiple Unit Residential Amenity Space Requirements**



# City of Surrey Policy

**No. O-48**

**Policy Title:** RELAXATION OF INDOOR AND OUTDOOR MULTIPLE UNIT RESIDENTIAL AMENITY SPACE REQUIREMENTS

**Approval Date:**

**History:** 16 Jan 2017 (CR 2017-R014, RES.R17-198)  
28 Oct 2013 (CR 2013-R215, RES.R13-2276)  
26 June 2006 (CR 2006-R128, RES.R06-1471)  
26 Feb 2001 (CR 2001-R034, RES.R01-406)

**Department:** PLANNING & DEVELOPMENT

In accordance with the *Community Charter*, a local government may establish a reserve fund for a specific purpose and may, through the *Local Government Act*, vary a zoning bylaw (excluding use or density) through a Development Permit.

In multiple unit residential dwellings, indoor and outdoor amenity spaces are required; indoor amenity spaces are further required to meet a minimum threshold, as established in the Zoning By-law, Section B.1, Part 4. General Provisions. Where these thresholds for indoor amenities are reached, and where outdoor amenities are required, the City may consider a request to reduce the required amenity space if an acceptable alternative is provided. Acceptable alternatives include a cash-in-lieu contribution to the City for constructing public recreational spaces within the same neighbourhood from which they were collected.

These contributions include:

(a) Indoor Amenity Space

The following cash-in-lieu contribution is considered adequate to satisfy the indoor amenity space requirement of the Zoning Bylaw:

| <b>Year</b> | <b>Cash-in-Lieu Contribution Per Dwelling Unit</b> |
|-------------|--|
| 2019        | \$1,200  |
| 2020        | \$1,500  |
| 2021        | \$2,000  |
| 2022        | \$2,500  |
| 2023 onward | \$3,000  |

(b) Outdoor Amenity Space

The following cash-in-lieu contribution is considered adequate to satisfy the outdoor amenity space requirement of the Zoning Bylaw:

| <b>Year</b> | <b>Cash-in-Lieu Contribution Per Dwelling Unit</b> |
|-------------|--|
| 2019        | \$600  |
| 2020        | \$800  |
| 2021        | \$1,000  |
| 2022        | \$1,200  |
| 2023 onward | \$1,400  |

All contributions made under this policy are required prior to the Development Permit being considered by City Council.

**Proposed Amendments to  
Surrey Amenity Space Capital Works Reserve Fund By-law, 2001,  
No. 14343, as amended**

The following proposed amendments to the Amenity Space Capital Works Reserve Fund By-law, are presented and highlighted in the order the sections appear in the bylaw, as follows:

1. Second paragraph, by deleting the words "pursuant to Section C.5.1 of the Official Community Plan" and by deleting the word "and" at the end of the paragraph;
2. By deleting the third paragraph and replacing it with a new third paragraph as follows:  
  
"WHEREAS Section 188 of the *Community Charter*, as amended, authorizes the local government to establish, by bylaw, a Reserve Fund for a specific purpose, and direct that money be placed to the credit of the Reserve Fund; and";
3. By adding a new forth paragraph as follows:  
  
"WHEREAS Section 189 of the *Community Charter*, as amended, authorizes the local government to use the money in the Reserve Fund only for the purpose for which the Fund was established;";
4. By deleting "Section 3. Expenditure of Money in the Fund:" and replacing it with a new "Section 3" as follows:  
  
"Section 3. Expenditure of Money in the Fund  
Pursuant to Section 189 of the *Community Charter*, as amended, the General Manager, Finance, is authorized to expend the money in the Fund for the provision of amenity space in the City."

**Proposed Amendments to  
Surrey Official Community Plan Bylaw, 2013, No. 18020, as amended**

The following proposed amendments to PlanSurrey 2013: Official Community Plan, will be presented and highlighted in the order the sections appear in the document:

**Implementation: Development Permit Areas and Guidelines (Form and Character)**

1. Page 320, DP1.1 Form and Character, Common Guidelines, Site Design, by deleting the word "Outdoor" from the sub-title;
2. Page 320, DP1.1 Form and Character, Common Guidelines, Site Design, Shared Outdoor Amenity Space, by adding in three new guidelines as follows:
  - "74.1 TOWNHOUSES: Outdoor amenity space should be useable for play and activities, and for townhouse developments less than 25 units, should not include tree protection areas.
  - 74.2 RESIDENTIAL: Provide a minimum of one indoor amenity per building.
  - 74.3 MID-RISE RESIDENTIAL: Provide a minimum of one indoor amenity per building or per 80 grouped units, whichever is less."