



POLICY REPORT
DEVELOPMENT AND BUILDING

Report Date: October 25, 2016
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VanRIMS No.: 08-2000-20
Meeting Date: November 1, 2016

TO: Vancouver City Council

FROM: General Manager of Planning, Urban Design and Sustainability in consultation with the General Manager of Community Services

SUBJECT: Temporary Modular Housing Definition and Regulations: Proposed Amendments to Existing City-Owned CD-1 Sites, and Design Guidelines

RECOMMENDATION

- A. THAT the General Manager of Planning, Urban Design and Sustainability be instructed to make application to amend the Zoning and Development By-law to:
- (i) introduce a definition and regulations for Temporary Modular Housing generally in accordance with Appendix A; and
 - (ii) amend the text of the following CD-1 By-laws to permit Temporary Modular Housing in the CD-1 districts:
 - CD-1 (181), By-law No. 6041 for 2610 Grandview Highway,
 - CD-1 (210), By-law No. 6313 for 4170 Nanaimo Street
 - CD-1 (247), By-law No. 6533 for 3098 Southeast Marine Drive, and 3099 East Kent Avenue North
 - CD-1 (310), By-law No. 7189 for 3590 Copley Street, 2275 Vanness Avenue, 2285 Vanness Avenue, 2295 Vanness Avenue, 2303 Vanness Avenue, 2317 Vanness Avenue, 2319 Vanness Avenue, 2327 Vanness Avenue, 2335 Vanness Avenue, 2343 Vanness Avenue, 2349 Vanness Avenue, 2355 Vanness Avenue, 3560 Walker Street, 3566 Walker Street, 3570 Walker Street, 3576 Walker Street, 3580 Walker Street, 3582 Walker Street, 3586 Walker Street and 3590 Walker Street.

generally in accordance with Appendix B, and that the application be referred to a Public Hearing;

FURTHER THAT the Director of Legal Services be instructed to prepare the necessary amending by-laws for consideration at the Public Hearing.

- B. THAT, subject to approval of the amendment to the Zoning and Development By-law, the *Temporary Modular Housing Guidelines*, generally as presented in Appendix C, be approved in principle.

FURTHER THAT the General Manager of Planning, Urban Design and Sustainability be instructed to bring forward the *Temporary Modular Housing Guidelines* at the time of enactment of the by-law for final approval.

- C. THAT Council instruct staff to continue to explore opportunities to enable additional temporary modular housing across the City on a priority basis.

REPORT SUMMARY

This report recommends amendments to the Zoning and Development By-law to introduce a definition and associated regulations for Temporary Modular Housing (TMH). In addition, it seeks Council approval of TMH Design Guidelines to support the implementation of this innovative housing type. Amendments are also proposed to allow TMH on four City-owned CD-1 sites to enable additional supply of housing units as Vancouver continues to face increasing rents, and decreasing vacancy rates. Subject to Council approval, the new definition, regulations and associated guidelines provide the key elements of an implementation framework that will enable a larger supply of sites for TMH in zoning districts across the City.

COUNCIL AUTHORITY/PREVIOUS DECISIONS

On July 29, 2011 Council endorsed the Housing and Homelessness Strategy 2012-2021 which includes strategic directions to increase the supply of affordable housing, including housing that is affordable for low and moderate income households. The Strategy strives to increase the variety of affordable housing options across the entire housing continuum, to improve choice and affordability for all residents within the City, and it includes specific targets for new affordable housing delivery across the housing continuum. The strategic directions are:

- Increase the supply of affordable housing.
- Encourage a housing mix across all neighbourhoods that enhance quality of life.
- Provide strong leadership and support partners to enhance housing stability.

Mayor's Task Force on Housing Affordability – The Priority Action Plan (2012) as developed by the Task Force put forward a number of recommendations including:

- To increase the supply and diversity of housing.
- To enhance the City's and community's capacity to deliver affordable rental and social housing

In March 2014, Council approved the Vancouver Affordable Housing Agency (VAHA), with the primary mandate of creating new affordable housing in Vancouver across the housing continuum through innovative partnerships with private developers, charitable and/or non-profit organizations, and senior levels of government. The Agency's mandate targets the delivery of 2500 affordable housing units on City and/or partner land by 2021.

CITY MANAGER'S/GENERAL MANAGER'S COMMENTS

Vancouver faces an unprecedented housing affordability challenge and this requires a new and sustained effort on the part of the City. Ensuring that appropriate strategies are in place to maintain and create new affordable housing is essential in addressing the needs of current and future residents. Modular construction is an innovative approach to expedite additional housing supply.

REPORT

Background/Context

Safe, secure and affordable housing is essential to the health and well-being of Vancouver's residents and communities. Like other major Canadian cities, Vancouver faces challenges in ensuring there is an adequate supply of affordable housing to meet the needs of all of its citizens. Vancouver has aggressively taken steps to increase the supply of rental housing, as well as tackle homelessness by taking on greater responsibility for housing delivery, despite having limited tools at our disposal with which to respond. However, increasing the supply of affordable housing units takes time, so the City, through VAHA has been exploring alternative and innovative solutions to provide temporary housing options on an expeditious timeline.

Modular housing is not a new form of construction and has been used successfully in a number of countries across a large variety of projects. The modular construction process allows buildings to be stacked, relocated and reconfigured, and is a creative solution that creates housing units that can be moved from site to site as future requirements dictate.

VAHA issued a RFQ to pre-qualify multiple proponents to design, supply and construct modular housing. Twelve proponents were short-listed and the top 5 were invited to submit responses to the site specific RFP for the first pilot. Horizon North was selected as the successful proponent and the first TMH pilot at 1500 Main is scheduled to open in February 2017.

Strategic Analysis

Housing Demand and Supply

In September, 2016, City staff developed a three year shelter and housing demand and supply plan to better understand when and where the pressures will be experienced over the next three years as a result of the City's obligation as landlord to relocate our tenants, as well as the need to address the increasing number of individuals experiencing street homelessness. TMH is included in the three year plan because it provides an opportunity to create additional supply expeditiously and cost effectively to address the housing needs of low to moderate

income citizens. Implementation of the full three year plan depends on substantial resources and an aggressive timeline to meet the projected level of housing and shelter need.

The draft was shared with BC Housing as a starting point for discussion with them. In response to the three year plan, the City is working with BC Housing on the opening of 190 additional temporary winter shelter beds for the upcoming season. Additional capacity will also become available as roughly 250 rooms in three BC Housing owned Single Room Occupancy (SRO) hotels (the Dominion, Marr and Tamura Hotel) come on stream as renovations are completed. An additional 39 rooms at the Patrick Anthony will also be available as a result of Council approved funding earlier this year.

The three year plan will need to be revised to reflect the 2016/17 funds from BC Housing. TMH will continue to play a key role in the revised three year plan, although additional resources will be needed to implement them and will need to be the subject of ongoing discussions with BC Housing and Vancouver Coastal Health.

How TMH Fits into Vancouver's Housing System

TMH targets low- and moderate income households who have a need for transitional accommodation. These TMH projects will be located on underutilized or vacant sites awaiting development, and will be relocated when this occurs. The TMH design allows these projects to be developed with a minimal amount of new infrastructure, and to be moved and reassembled on another site very quickly when compared to conventional development projects. All future TMH projects will be subject to a Request for Proposal process to select a qualified and experienced operator, and to confirm the target tenant demographic. Vancouver's current transitional housing system will be monitored and if need be supplemented with more resources to provide tenants in TMH with assistance to relocate into more permanent housing at suitable affordability levels, as it becomes available.

First Pilot Site: TMH at 1500 Main Street

A forty-unit TMH project at 1500 Main Street is currently going through the development approval process, with anticipated occupancy February 2017. The 1500 Main Street site was selected because it is large enough to accommodate the project, it is City-owned and the existing zoning allows multi-family residential and rooming houses that are similar to the TMH design. The units in the pilot project will be approximately 250 square feet per unit, including a bathroom and cooking facilities. The site is also a future redevelopment site located within the False Creek Flats planning area and the TMH will therefore be relocated as development proceeds.

Next Wave: Adding More Sites for TMH

To identify opportunities for locating additional TMH, staff undertook a high level review of vacant or underutilized sites across the city. This included sites in a variety of zones that have approximately 10,000 square feet of available land. This 'footprint' of 10,000 square feet could accommodate a TMH project of about 40 units, based on the Main Street proposal. To expedite the process of creating more sites, staff focused on those owned by the City.

The four CD-1 sites proposed for a zoning amendment in this report are an early round of additional potential sites for TMH. These sites were strategically selected for immediate zoning amendment because they are City-owned and have 10,000 sf of vacant or underutilized land that could accommodate TMH. The development of the 1500 Main Street site will quickly provide a real-life example of what these projects will look like, and demonstrate how they will be managed. This experience will be an asset as the other City-owned sites are brought forward through the development permit process. Near term development of all, or some, of the additional four sites will assist with managing the urgent demand and supply issues identified earlier in this report.

This report also seeks Council direction for staff to continue to expand the supply of TMH with a next wave of potential sites on a priority basis. Subject to Council approval, the new definition, regulations and associated guidelines recommended in this report provide the key elements of an implementation framework that enables a larger supply of TMH in zoning districts across the City. This work will include exploration of additional City-owned sites, as well as further engagement with our non-profit, government and private sector partners. Additionally, staff will work to include the new definition and regulations for TMH in larger site rezoning approvals, so that these larger redevelopment sites can help address urgent housing needs will awaiting future redevelopment. Staff will continue to focus on strategic sites that have immediate potential to unlock additional TMH supply, while also exploring a more comprehensive approach across the city.

Proposed Definition of TMH and Associated Regulations (Appendix A)

The proposed definition of TMH and associated regulations allow for a range of dwelling types. The new use can be introduced in future CD-1 By-laws to take advantage of vacant or underutilized sites pending development. The proposed regulations are flexible so that the TMH can be considered for other zoning districts throughout the city in the future and the pilot sites will be monitored to help inform how TMH can be implemented in other zones across the city.

TMH will be required to be used as social housing (owned and operated by government or non-profit organizations), and will be a conditional use subject to the Director of Planning's approval. The commissioning and decommissioning of TMH is another key element of the definition and associated regulations. Development permits for TMH will be time limited to a maximum of five years, with a further extension of up to five years at the discretion of the Director of Planning. Projects will be located on underutilized or vacant sites awaiting development, and will be relocated when this occurs.

As part of the proposed changes to the Zoning and Development By-law and CD-1 by-law text amendments, staff will notify on-site tenants and neighbours within a two block radius of the proposed changes and the opportunity to address Council at the Public Hearing.

In addition, prior to granting a time-limited development permit, a further notification process will occur when a specific TMH project is proposed. This will include notification of both existing residents on the site and surrounding property owners, and their opinions will be taken into consideration in the review of the development permit application.

Intent of Amendments to the Zoning and Development By-law:

1. Definitions (Section 2):
 - Add definition of “Temporary Modular Housing” under “Dwelling Uses.”
2. General Regulations (Section 10):
 - Exempt a dwelling unit contained in temporary modular housing from the minimum floor area requirements of Section 10.21.2 (to a minimum of 250 square feet).
3. Additional Regulations (Section 11):
 - Add regulations for “Temporary Modular Housing” to Section 11 including the requirement that temporary modular housing be used for social housing and that development permits be time limited.

Recommended Text Amendments to existing CD-1 district Schedules (Appendix B)

To identify the opportunities for locating additional TMH, staff undertook a high level review of vacant or underutilized sites:

- across the city,
- in a range of zoning district schedules,
- owned by the City, government, institutions and private sector
- that have 10,000 square feet of available land (10,000 square feet can accommodate roughly 40 units).

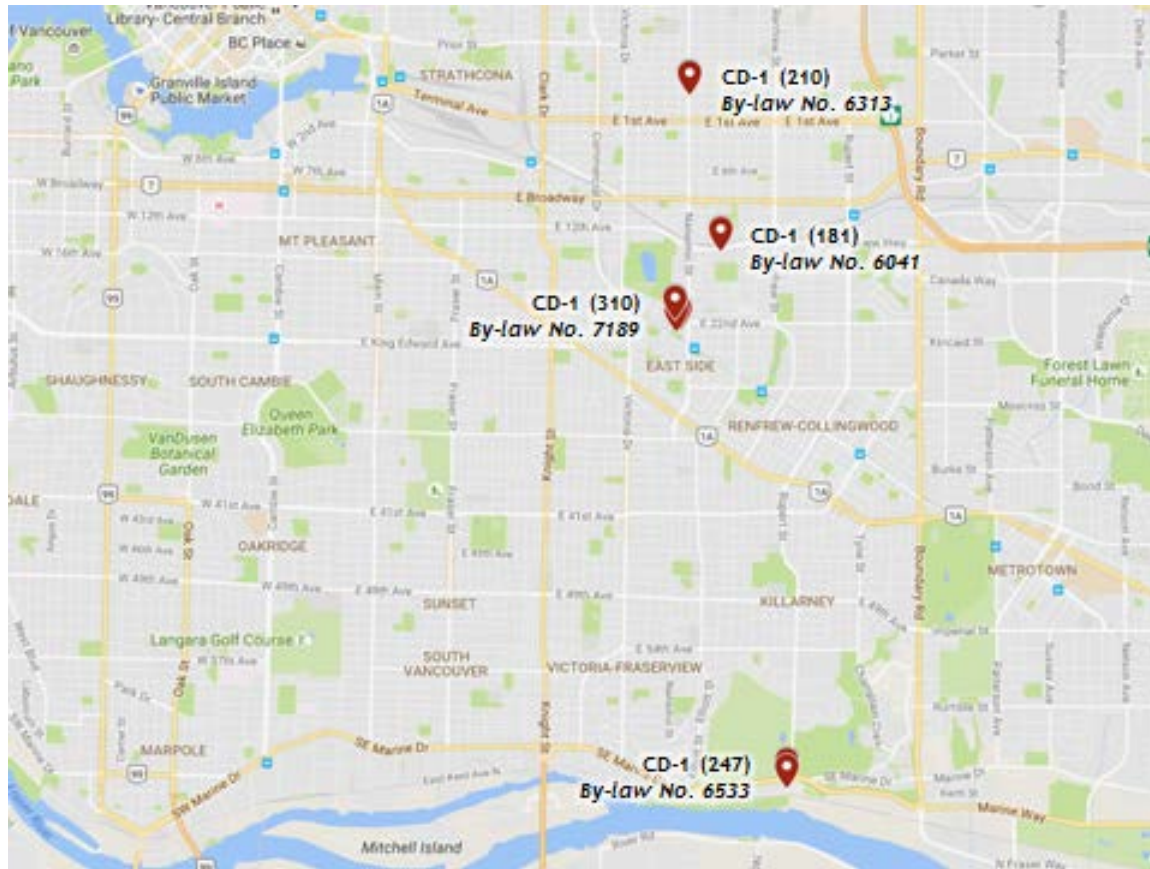
Staff are recommending Council approve text amendments to existing CD-1 sites (as shown in Appendix B and in the map in Figure 1 below) that are City-owned and allow residential and/or interim uses to create opportunities for TMH. Should Council approve these amendments, four sites would be enabled for potential TMH. It is important to note that staff have undertaken a high level review and further due diligence is required on a site-by-site basis in order to determine project feasibility and suitability. Staff will monitor the implementation of the pilot at 1500 Main Street, as well as additional projects that come forward and will report back to Council on the outcomes of this initiative.

Intent of Amendments:

1. CD-1 By-laws:
 - Add “Temporary Modular Housing” as a conditional use in existing CD-1 By-laws outlined in Appendix B.
 - Add a clause to each By-law to provide flexibility to locate and build Temporary Modular Housing: “The Director of Planning may relax the requirements of the Sections above for Temporary Modular Housing, provided the Temporary Modular Housing does not exceed 2,323 m² (25,000 sq.ft.) and a height of 10.7 m (35.1 ft.), and the Director of Planning first considers the

intent of all applicable Council policies and Guidelines, as well as potential impacts on neighbouring properties.”

Figure 1: Map of Proposed CD-1 sites



TMH Design Guidelines (Appendix C)

The intent of the design guidelines is to establish principles for TMH to help ensure this housing type is of high-quality and well-considered design to ensure an appropriate fit in various neighbourhood contexts.

Implications/Related Issues/Risk (if applicable)

Financial

Capital

TMH is a new form of housing for the City. Staff will present specific project and site opportunities and associated funding strategy for Council consideration as each site is proposed.

Operating

Consistent with Council policies, all social housing is expected to be self-sustaining and not require further operating subsidies, property tax exemptions, and/or financial guarantees from the City. Staff will report back with the housing partnership arrangements, operating/lease terms, funding strategy, target affordability and any other legal agreements required for Council consideration on a project by project basis.

Environmental

The purpose of this report is to enable the potential delivery of TMH. A number of City-owned CD-1 sites have been identified but further environmental assessment is required to fulfil current regulatory requirements. Until such time as sites are selected and development permits are submitted, environmental regulatory and remediation requirements and associated costs cannot be calculated at this time.

CONCLUSION

This report recommends amendments to the Zoning and Development By-law to include a new definition of “Temporary Modular Housing” and associated regulations, as well as amendments to a number of existing CD-1 sites that are City owned and TMH design guidelines to enable additional TMH supply.

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Zoning & Development By-law Amendments
Re: Temporary Modular Housing
Definition and regulations

Draft for public hearing

BY-LAW NO. _____

A By-law to amend Zoning and Development By-law No. 3575
regarding Temporary Modular Housing

THE COUNCIL OF THE CITY OF VANCOUVER, in public meeting, enacts as follows:

1. This By-law amends or adds to the indicated provisions of the Zoning and Development By-law.
2. In section 2, under “**Dwelling Uses**”, Council adds the following definition in alphabetical order:

“**Temporary Modular Housing**, which means demountable structures, not permanently affixed to land, containing three or more residential units and accessory uses, but does not include a multiple conversion dwelling, community care facility or group residence;”
3. In section 10.21, Council adds, at the end:

“10.21.8 The minimum requirements regarding floor area in section 10.21.2 do not apply to a dwelling unit contained in temporary modular housing that complies with the provisions of section 11.31.”
4. In section 11, at the end, Council adds:

“**11.31 Temporary Modular Housing**
11.31.1 Temporary Modular Housing must be used as Social Housing.
11.31.2 Before granting a development permit for Temporary Modular Housing, the Director of Planning must:
 - (a) be satisfied that the landscaping and open space provision is appropriate for the size and nature of the development;
 - (b) consider the impact on the livability of neighbouring residents;
 - (c) notify adjacent property owners and any others that Director of Planning deems necessary; and
 - (d) consider all applicable policies and guidelines adopted by Council.11.31.3 A development permit for Temporary Modular Housing must be time limited to a maximum of five years, unless otherwise extended in writing for up to an additional five years by the Director of Planning.”
5. A decision by a court that any part of this By-law is illegal, void, or unenforceable severs that part from this By-law, and is not to affect the balance of the By-law.

6. This By-law is to come into force and take effect on the date of its enactment.

ENACTED by Council this day of , 2016

Mayor

City Clerk

2610 Grandview Highway
and 350 Penticton Street

Draft for public hearing

BY-LAW NO. _____

A By-law to amend CD-1 By-law No. 6041

THE COUNCIL OF THE CITY OF VANCOUVER, in public meeting, enacts as follows:

1. This By-law amends the indicated provisions of By-law No. 6041.
2. In section 2, at the end, Council adds:
"and
(d) Temporary Modular Housing, subject to section 11.31 of the Zoning & Development By-law."
3. After section 5, Council adds:

"5.1 Relaxation for temporary modular housing

The Director of Planning may relax the requirements of this by-law for temporary modular housing, in regards to floor area, floor space ratio, and height, if the Director of Planning first considers:
(a) all applicable policies and guidelines adopted by Council, and
(b) potential impact on neighbouring properties;
except that:
(c) the floor area of temporary modular housing must not exceed 2,323 m²;
and
(d) the height of temporary modular housing must not exceed 10.7 m."
4. A decision by a court that any part of this By-law is illegal, void, or unenforceable severs that part from this By-law, and is not to affect the balance of this By-law.
5. This By-law is to come into force and take effect on the date of its enactment.

ENACTED by Council this _____ day of _____, 2016

Mayor

City Clerk

4170 Nanaimo Street

Draft for public hearing

BY-LAW NO. _____

A By-law to amend CD-1 By-law No. 6313

THE COUNCIL OF THE CITY OF VANCOUVER, in public meeting, enacts as follows:

1. This By-law amends the indicated provisions of By-law No. 6313.
2. In section 2, council re-names subsections (a) and (b) as (b) and (c) respectively and, before subsection (b) , adds:
 - “(a) Temporary Modular Housing, subject to section 11.31 of the Zoning & Development By-law.”
3. After section 9, Council adds:
 - “**9.1 Relaxation for temporary modular housing**
 - The Director of Planning may relax the requirements of this by-law for temporary modular housing, in regards to floor area, floor space ratio, and height, if the Director of Planning first considers:
 - (a) all applicable policies and guidelines adopted by Council, and
 - (b) potential impact on neighbouring properties;except that:
 - (c) the floor area of temporary modular housing must not exceed 2,323 m²;
 - and
 - (d) the height of temporary modular housing must not exceed 10.7 m.”
4. A decision by a court that any part of this By-law is illegal, void, or unenforceable severs that part from this By-law, and is not to affect the balance of this By-law.
5. This By-law is to come into force and take effect on the date of its enactment.

ENACTED by Council this _____ day of _____, 2016

Mayor

City Clerk

Riverside East
3098 Southeast Marine Drive
and 3099 East Kent Avenue North

Draft for public hearing

BY-LAW NO. _____

A By-law to amend CD-1 By-law No. 6533

THE COUNCIL OF THE CITY OF VANCOUVER, in public meeting, enacts as follows:

- 1. This By-law amends the indicated provisions of By-law No. 6533
- 2. In section 4, Council adds, after "apartment tower":

"Temporary Modular Housing, subject to section 11.31 of the Zoning & Development By-law"
- 3. In section 4.3, after 'Apartment Tower", Council adds:

Temporary Modular Housing	X	X		
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- 4. After section 5.6, Council adds:

"5.7 Relaxation for temporary modular housing

The Director of Planning may relax the requirements of this by-law for temporary modular housing, in regards to floor area, floor space ratio, and height, if the Director of Planning first considers:
(a) all applicable policies and guidelines adopted by Council, and
(b) potential impact on neighbouring properties;
except that:
(c) the floor area of temporary modular housing must not exceed 2,323 m²; and
(d) the height of temporary modular housing must not exceed 10.7 m."
- 5. A decision by a court that any part of this By-law is illegal, void, or unenforceable severs that part from this By-law, and is not to affect the balance of this By-law.
- 6. This By-law is to come into force and take effect on the date of its enactment.

ENACTED by Council this _____ day of _____, 2016

Mayor

City Clerk

3550 Walker Street

Draft for public hearing

BY-LAW NO. _____

A By-law to amend CD-1 By-law No. 7189

THE COUNCIL OF THE CITY OF VANCOUVER, in public meeting, enacts as follows:

1. This By-law amends the indicated provisions of By-law No. 7189.
2. In section 2, Council:
 - (a) after subsection (a) strikes out "and";
 - (b) re-names subsection (b) as (c); and
 - (c) after subsection (a), adds:

"(b) Temporary Modular Housing, subject to section 11.31 of the Zoning & Development By-law; and"
3. After section 5, Council adds:

"5.1 Relaxation for temporary modular housing

The Director of Planning may relax the requirements of this by-law for temporary modular housing, in regards to floor area, floor space ratio, and height, if the Director of Planning first considers:

 - (a) all applicable policies and guidelines adopted by Council, and
 - (b) potential impact on neighbouring properties;

except that:

 - (c) the floor area of temporary modular housing must not exceed 2,323 m²; and
 - (d) the height of temporary modular housing must not exceed 10.7 m."
 4. A decision by a court that any part of this By-law is illegal, void, or unenforceable severs that part from this By-law, and is not to affect the balance of this By-law.
 5. This By-law is to come into force and take effect on the date of its enactment.

ENACTED by Council this _____ day of _____, 2016

Mayor

City Clerk

TEMPORARY MODULAR HOUSING DESIGN GUIDELINES

Authority - Director of Planning
Effective - TBD

Application and Intent

These design guidelines establish urban design principles for temporary modular housing, which may be located on many different CD-1 sites throughout the city. As such, these guidelines should be used in conjunction with the CD-1 By-law and applicable policies for the site where the development is proposed.

Temporary modular housing developments are demountable structures that are located on a site for a limited term, and used as secured social housing. As these buildings may, in some cases, be relocated to multiple sites over time, they should be sufficiently durable for re-use. They must also be of high-quality design, to ensure an appropriate fit in various neighbourhood contexts.

1 Conditional Approval Use

Temporary modular housing is a conditional approval use, defined as: “demountable structures, not permanently affixed to land, containing three or more residential units and accessory uses, but does not include a multiple conversion dwelling, community care facility or group residence” (per Section 2). Additionally, temporary modular housing must be used as Social Housing (per Section 11.3.1).

A temporary modular housing development may contain different types of residential units: sleeping units, housekeeping units or dwelling units. These residential units are described in Section 10.21.

2 Height, Yards and Floor Space Ratio

The temporary modular housing development should adhere to the Height, Yards and Floor Space Ratio described in the applicable CD-1 Bylaw. If they are provided for in the CD-1 Bylaw, discretionary relaxations may be granted, subject to the Director of Planning’s consideration of all applicable policies and guidelines adopted by Council, as well as potential impacts on neighbouring sites.

3 Site Planning

- a) **Tree Retention:** Buildings should be carefully sited to maximize retention of mature trees. Where there are significant trees on site, an arborist report may be required.
- b) **Grade Alteration:** In general, temporary modular housing should involve minimal alteration of existing grades. Some types of “low-impact” foundations can result in an elevated main floor. Nonetheless, the main floor elevation should be set as close to grade as possible, in order to minimize exterior ramps and improve accessibility. To achieve this, some shallow excavation and/or re-grading may be required.
- c) **Parking and Loading:** The standard parking and loading requirements for multiple dwellings do not apply to temporary modular housing; instead, the needs of a proposed development will be

evaluated on a case-by-case basis. At minimum, one standard space and one accessible space should be provided. Loading requirements will be assessed on a case-by-case basis, with Engineering Services and Planning staff.

- d) **Bikes:** While standard bike parking requirements may be relaxed for temporary modular housing, it is anticipated that, for some residents, bicycles may be a primary mode of transit. Ample, secure bike parking for staff and residents should be anticipated in the site planning process, and discussed with Planning and Engineering Services staff in early design stages.
- e) **Garbage and Recycling:** Garbage and recycling should be stowed either in a secured enclosure at the lane, or in a room/enclosure in the principle building. The garbage enclosure should be well-secured; have a neat and orderly appearance; have good lighting and sightlines; and be easily accessed by staff from within the property.
- f) **PMT:** Requirements for an on-site pad-mounted transformer should be established early in the site planning process, in discussion with Engineering Services staff and BC Hydro.

4 External Design

- g) **Building Separation:** Separation between buildings, whether on a single frontage or at a corner, should be at least 3.7m (12.1ft). For courtyard schemes, one primary access of at least 3.7m (12.1ft) should be provided from the street.
- h) **Front Entry:** The front entry should face the street and have a prominent architectural expression. It should include a large area of transparent glazing and appropriate exterior lighting. A weather protection canopy should be provided, minimum 2.4m (8ft) deep. Fabric awnings are not recommended.
- i) **Courtyard:** If a courtyard is provided, it should adhere to the following:
 - a. It should be parallel, not perpendicular, to the primary street frontage.
 - b. It should be free of major obstructions, such as exit stairs. Externalized stairs should not climb more than 1.5m (5ft), so that they do not unduly obstruct the common space.
 - c. It should be a minimum of 7.3m (24ft) clear width, measured from the building face, for the first two storeys.
 - d. It should be a minimum of 9.8m (32ft) clear width, measured from the building face, for the third storey and above.
- j) **Exterior Cladding Materials:** Exterior materials should be durable and high-quality. Approvable materials include: wood horizontal siding or shingle; Hardie panel, shingle, or horizontal siding (4" profile, smooth finish); brick veneer; metal panel. Corrugated or pressed metal should be restricted to limited areas. Vinyl, and "faux" finishes that imitate natural materials, are not approvable.
- k) **Architectural detailing:**
 - a. Substantial roof overhangs should be provided.
 - b. Window and door trims should be provided, where the exterior cladding system allows.
 - c. Exterior colours should generally be contextual with the neighbourhood. Consider the use of stronger accent colours to provide depth and visual interest in the building elevation.

- d. Building elevations should be designed to have variety and visual interest. Overly repetitive, monotonous, or “flat” street frontages should be avoided. Variation in the size or placement of window openings, the use of guardrails (ie. for Juliet balconies), and changes in material, colour and/or plane, should be explored. Detailing at the first storey should appeal to the pedestrian scale.

5 Internal Design

- a) **Lobby and circulation:** The primary building circulation, consisting of a reception lobby and exit stairs, must be internalized in the building. Open air corridors may be considered, providing that they are not located on an exterior building elevation (ie. street or lane), and are included in floor space calculations.

- b) **Common Amenity Room:** For projects containing small individual units, a high-quality common space is crucial to livability.
 - a. For developments with less than 25 units, the amenity space should be minimum 37sm (398 sf);
 - b. For larger developments, the amenity space should be minimum 1.4sm (15 sf) per unit;
 - c. For developments with more than 90 units, consider providing two amenity spaces, to accommodate a wider range of activities;Additionally, the common amenity space should have the following features:
 - d. Access from a common corridor or main lobby;
 - e. Substantial windows and good access to natural light and ventilation;
 - f. A kitchenette for basic food preparation (large counter with upper and lower cabinets, shared fridge(s), microwave, sink);
 - g. A lounge area;
 - h. A common meeting room (in larger developments);
 - i. Contiguous outdoor space (See ‘8. Common Outdoor Space’);

- c) **Accessibility:** A minimum of 10% of temporary modular units should be designed to be fully accessible. It is encouraged to make all at-grade units accessible, where feasible.

6 Unit Design

- a) **Unit Size:** Minimum unit size depends on the type of “residential unit” and unit layout:
 - a. Sleeping Units and Housekeeping Units are regulated under Section 1.19 and 10.20, respectively.
 - b. Dwelling units: The standard minimum size of a dwelling unit is 37m² (398sf). For temporary modular housing, the Director of Planning may relax dwelling unit size to not less than 23.2m² (250sf), if a high standard of livability of the unit can be demonstrated.
 - c. One- and 2-bedroom units should be a minimum 32.5m² (350sf) and 46.5m² (500sf), respectively. Internalized bedrooms (ie. without an exterior window) will not be approved.
 - d. Unit plans with furniture layouts should be provided, to demonstrate functional living spaces.

- b) **Livability:** A high standard of livability should be achieved for all temporary modular units. Each unit should:
 - a. Be no more than 2ft below grade;
 - b. Have at least one exterior window in the principle living space of a minimum 1.7m² (18sf), with an unobstructed view for a minimum 7.3m (24ft), and at least one exterior window in any bedroom, with an unobstructed view for a minimum 3.7m (12ft). Lesser distances may be

- considered in cases where a particular site hardship is demonstrated, and a reasonable standard of livability in the impacted unit is maintained.
- c. Have a strong relationship to the outdoors, in the form of a private outdoor space, a Juliet balcony, and/or large operable windows (large enough to accommodate two adults side-by-side). Private outdoor spaces are not required for studios, but are encouraged where feasible. Private outdoor spaces should be provided for one and two bedroom units.
- c) **Living/Sleeping Space:** As units will usually be constrained in size, thoughtful design is required to ensure that the main living space effectively accommodates multiple functions (cooking, eating, socializing, work/study and sleeping):
- a. The main living space may use fold-down kitchen tables and other space-efficient, built-in furniture to assist in day and night uses of the space;
 - b. In studios, the sleeping area may be located in a recess, but must remain contiguous to the main living area and not be enclosed by partitions.
- d) **Bathroom:** A complete bathroom must be provided which is equipped with a wash-basin, toilet, and a shower and/or bath. Additionally:
- a. Consideration should be given to the overall unit layout, with regard to privacy, sight lines and the direction of the door swing.
 - b. Bathrooms must be physically separated from the remainder of the room by walls and a door to ensure privacy.
- e) **Storage:** The standard bulk storage requirements for multiple dwellings do not apply to temporary modular housing; instead, the needs of a proposed development will be assessed on a case-by-case basis. Each unit, however, should be provided with at least one built-in coat closet. Each bedroom should have an additional built-in closet. Additional open and closed shelving units in the main living space are strongly encouraged. Bi-fold doors on closets should be avoided, due to maintenance issues.
- f) **Food Storage and Preparation:**
- a. For sleeping units, cooking facilities are not permitted. However, some limited food storage and preparation facilities should be provided, including: a counter (max. 1.8m, 6ft long) with lower and upper cabinets, a sink, and an under-counter fridge.
 - b. Dwelling units should include a kitchen that is properly ventilated and includes a sink, ample counter space for food preparation, upper and lower cabinets, a stove and oven, and a modestly-sized refrigerator with freezer. (Housekeeping units may have a stovetop with no oven.) The kitchen and dining areas should be large enough for two adults to stand and sit side-by-side.
 - c. For one and two-bedroom units, the kitchen and dining area may be increased to accommodate the anticipated number of residents.
- g) **Mechanical equipment:** In-suite mechanical equipment should not obstruct the required living and amenity spaces within the unit. For example, if a hot water heater occupies the coat closet, a second closet must be provided. Space occupied by mechanical equipment will be excluded from the calculation of unit size.

7 Noise

Good sound separation between units is a key aspect of livability. The placement of balconies, windows and their operable vents should be considered to minimize noise. Where casement windows are used, vents should open in opposite direction to each other to lessen sound transfer between units.

8 Common Outdoor Space

Access to outdoor space and fresh air are important to health and well-being. Usable shared outdoor space should be provided, in the form of courtyards or roof decks. Size should be based on an aggregate of 4.52m² (49sf) per unit.

The common outdoor space should accommodate a variety of outdoor activities. Consider opportunities for socializing (smoking shelter, picnic tables), relaxing (benches), and recreation (basketball hoop, shared planter boxes). It should have good solar exposure, reasonable sound protection (ie. from major streets), clear sightlines for staff, and appropriate lighting.

9 Landscape

- a) **Public realm/Front yard:** Front yards should present substantial landscaping as a streetscape amenity. The landscape should complement the architecture and consist of colorful, friendly, layered plant material, oriented to the street. Plant material should be chosen for year-round structure and interest.
- b) **Common Outdoor Space:** Common outdoor spaces should provide landscape buffering from and to adjacent properties, within CEPTED guidelines. The landscape should be chosen to prevent overlook onto private adjacent spaces, while enhancing the quality of space for the development.
- c) **Lane:** Lane interface should provide a green edge where possible, and effective lighting for safety.
- d) **Side yard:** Side yards should consist of planting beds whenever possible, to provide buffering to adjacent properties. If pedestrian access is required, a “green” stepping stone path with ground cover in between is encouraged. Solid paving is discouraged, except where needed for fire access.