

Corporate Policy

100 Newport Drive, Port Moody, BC, V3H 5C3, Canada
Tel 604.469.4500 • Fax 604.469.4550 • www.portmoody.ca

Section:	Social Services	10
Sub-Section:	Affordable Housing	5080
Title:	Family-Friendly Units	2022-02

Related Policies

Number	Title
10-5080-2022-01	Inclusionary Zoning – Affordable Rental Units

Approvals

Approval Date: April 19, 2022	Resolution #: <u>CW22/050</u>
Amended: June 18, 2024	Resolution #: <u>CIPC24/021</u>
Amended: February 17, 2026	Resolution #: <u>CIPC26/006</u>
Amended:	Resolution #:

Corporate Policy Manual

Family-Friendly Units

Policy

This 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.

Definitions

“Community Amenity” means any public benefit, improvement or contribution that can enhance the quality of life for a community, such as civic facilities, plazas, pedestrian and cycling improvements, recreation facilities, arts and cultural facilities, heritage conservation, land acquisition, environmental enhancements, and parkland improvements.

“Dwelling Unit” means one or more habitable rooms, constituting one (1) self-contained unit with a separate entrance, used or intended to be used as a residence by one (1) or more persons and containing cooking, eating, living, sleeping, and sanitary facilities.

“Market Rental” means a Multi-Residential or Mixed-Use building consisting of two (2) or more rental Dwelling Units where rental costs are based on current market prices.

“Mixed-Use” means a building that includes Multi-Residential as well as other uses, such as commercial and institutional.

“Multi-Residential” means a residential or Mixed-Use building consisting of two (2) or more Dwelling Units, including semi-detached, triplex, quadruplex, townhouse, and apartment forms.

“Strata Apartment” means a Multi-Residential or Mixed-Use strata-titled building consisting of two (2) or more Dwelling Units, including semi-detached, triplex, quadruplex, townhouse, and apartment forms.

Policy Expectations

All applications for new Multi-Residential or Mixed-Use developments that create 20 or more Dwelling Units will be required to meet minimum two-bedroom and three-bedroom requirements for a project to be permitted. These requirements are as follows:

All Residential Projects

Number of Bedrooms	Share of Units
Studios	65% max (with a maximum of 30% being studios)
One-Bedroom	
Two-Bedroom	25% min
Three-Bedroom or more	10% min

Projects may increase the percentage of three-bedroom or more units with a corresponding decrease in two-bedroom units.

Corporate Policy Manual

Family-Friendly Units

Unit Size Requirements

All Multi-Residential and Mixed-Use buildings that are subject to the Family-Friendly Units Policy must adhere to the following BC Housing General Design Guidelines and Construction Standards:

BC Housing minimum dwelling unit floor areas		
Bedroom	Townhomes	Apartment/single storey, apartment (motel type)
Studio	Not applicable	33 m ² / 350 ft ²
One-bedroom	56 m ² / 600 ft ²	49 m ² / 525 ft ²
Two-bedroom	90 m ² / 969 ft ²	67 m ² / 725 ft ²
Three-bedroom	111 m ² / 1,195 ft ²	86 m ² / 925 ft ²
Four-bedroom	125 m ² / 1,345 ft ²	112 m ² / 1,200 ft ²

Design Guidelines

All Multi-Residential and Mixed-Use buildings which create 20 or more Dwelling Units are encouraged to implement the following guidelines:

Bedroom Design

It is recommended that bedrooms are designed to meet BC Housing General Design Guidelines and Construction Standards on minimum areas and dimensions. Due to space constraints, the City will allow 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 that the bedroom receives indirect natural light from at least two sources, such as the doorway, light tube or well, or glass wall. 50% or less of the three-bedroom units are permissible to be in-board.

Children's Play Area

Multi-Residential or Mixed-Use developments which include family-oriented housing are encouraged to provide an outdoor play area on-site for children. This area should be located such that it receives surveillance from several units and, where possible, is a safe distance from areas of vehicle parking or circulation; where this is not possible, the area should be fenced. Children's play areas should be designed to provide:

- seating for supervising adults;
- play activity equipment; and
- separation of play areas for pre-school and older children, if possible.

Common Spaces

Common spaces should be designed to meet the needs of both children and adults, and to withstand kids playing.

Additional Design Guidelines

Additional design guidelines through the Social Well-being Guidelines may be considered.

Corporate Policy Manual

Family-Friendly Units

Flexibility

The City may vary the expectations outlined in this policy in situations where the applicant can demonstrate unique development circumstances and financial hardship that may impact development viability, jeopardizing the delivery of a Council-approved Community Amenity.

Exemptions

Applications that have received first reading from Council prior to endorsement of the Family-Friendly Units Policy on April 19, 2022, are exempted from the Family-Friendly unit thresholds.

For development applications submitted between April 19, 2022, and June 18, 2024

Applications submitted to the City between April 19, 2022, and June 18, 2024, are exempted from the Family-Friendly unit thresholds updated on June 18, 2024. The original Family-Friendly unit thresholds shown below still apply to these projects.

Market-Rental Projects

Number of Bedrooms	Share of Units
Studios	75% max
One-Bedroom	
Two-Bedroom	20% min
Three-Bedroom or more	5% min

Strata Apartment Projects

Number of Bedrooms	Share of Units
Studios	70% max
One-Bedroom	
Two-Bedroom	20% min
Three-Bedroom or more	10% min

For applications submitted between June 18, 2024, and February 16, 2026

Any applications submitted to the City between June 18, 2024, and February 16, 2026, are exempted from the Family-Friendly unit thresholds updated on February 17, 2026. The Family Friendly thresholds shown below still apply to these projects.

All Residential Projects that are Six (6) Storeys or More

Number of Bedrooms	Share of Units
Studios	65% max (with a maximum of 30% being studios)
One-Bedroom	
Two-Bedroom	25% min
Three-Bedroom or more	10% min

Market-Rental Projects that are Five (5) Storeys or Less

Number of Bedrooms	Share of Units
Studios	75% max
One-Bedroom	
Two-Bedroom	20% min
Three-Bedroom or more	5% min

Corporate Policy Manual

Family-Friendly Units

Strata Apartment Projects that are Five (5) Storeys or Less

Number of Bedrooms	Share of Units
Studios	70% max
One-Bedroom	
Two-Bedroom	20% min
Three-Bedroom or more	10% min

Monitoring/Authority

This policy is to be administered and monitored by the Community Development Department.

This policy will be reviewed as required by the Community Development Department to ensure its effectiveness and compliance with legislation and evolving best practices.