

1. Purpose:

The Planning and Development Committee advises Council on transportation planning, affordable housing, City land leasing for non-market and special needs housing, planning issues for residential land use and the reports on the impacts of federal and provincial policies on the aforementioned topics.

Authority:

- [Community Charter, Part 5, Division 4, S.141 \(Standing Committees of Council\)](#)
- [Community Charter, Part 5, Division 6, S.154 \(Delegation of Council Authority\)](#)

Background:

- In 1966, the *Housing Committee* was established, in 1989 the Committee's name was changed to the *Housing and Civic Development Committee*.
- In 1991, Council split the *Housing and Civic Development Committee* into two separate committees: the *Housing Committee* and the *Civic Development Committee*.
- In 2002, the *Housing Committee* was renamed, the *Community Planning and Housing Committee*.
- In 2003, the *Community Planning and Housing Committee* was renamed *Housing Committee* again.
- In 2006, the *Housing Committee's* name changed to the *Community Development Committee*.
- In 2015, the *Community Development Committee's* name changed to the *Planning and Development Committee*.
- In 2017, the *Transportation Committee* was dissolved and its roles and responsibilities were assumed by the *Planning and Development Committee*.

2. Functions:

- 2.1 To advise on the protection of affordable housing, leasing of City land for non-market and special needs housing, planning issues for residential land use, and impacts of federal and provincial policies on Burnaby housing issues.
- 2.2 To advise on the Community Benefit Bonus Policy for Affordable Housing and Amenities in Town Centre Areas.

- 2.3 To evaluate and identify planning options to accommodate roads and transit needs ensuring efficient movement of people and goods.

3. Membership:

- 3.1. As per s. 141 of the *Community Charter*,
 - “(1) The mayor must establish standing committees for matters the mayor considers would be better dealt with by committee and must appoint persons to those committees.*
 - (2) At least half of the members of a standing committee must be council members.*
 - (3) Subject to subsection (2), persons who are not council members may be appointed to a standing committee.”*
- 3.2. Composition consists of up to five (5) members of Council.
- 3.3. A member who is absent from three (3) consecutive meetings of the Committee without leave of the Committee or without reason satisfactory to the Committee shall forthwith cease to be a member.
- 3.4. Membership term is one (1) year.
- 3.5. Staff support is provided by the Planning and Development Department; Engineering Department; Community Safety Department, Lands and Facilities Department; and the Legislative Services Department.

4. Meetings:

- 4.1. Committee meetings will be held in accordance with criteria outlined in Part 14 of the Burnaby Procedure Bylaw 2004 (Bylaw No. 11714).
- 4.2. Meeting procedures are regulated according to Burnaby Procedure Bylaw 2024 (Bylaw No. 14610).

5. Reference Information:

- [Burnaby Procedure Bylaw 2024 \(Bylaw No. 14610\)](#)
- [Community Benefit Bonus Policy for Affordable Housing and Amenities in Town Centre Areas](#)
- [Corporate Strategic Plan \(2017\)](#)
- [Regional Context Statement \(2013\)](#)
- [Official Community Plan \(Revised 2014\)](#)
- [Economic Development Strategy \(2020\)](#)
- [Social Sustainability Strategy \(2011\)](#)

- [Environmental Sustainability Strategy \(2016\)](#)
- [Mayor’s Task Force on Community Housing Final Report \(2019\)](#)
- [Housing Needs Report \(2021\)](#)
- [Climate Action Framework \(2020\)](#)
- [Rental Use Zoning Policy \(2020\)](#)
- [Density Transfer Policy \(2021\)](#)