

# Servicing Improvements Guide

*for developments with four (4) or more primary dwelling units on a residential lot*



Burnaby's residential neighbourhoods are densifying. Provincial housing legislation passed in November 2023 requires municipalities to permit property owners to build up to six dwelling units on lands previously zoned for single- and two-family homes. The City implemented this requirement by amending the Burnaby Zoning Bylaw to rezone single- and two-family lots to the new R1 Small-Scale Multi-Unit Housing District, effective July 1, 2024. In order to support this increased density, the City also updated the Burnaby Subdivision Control Bylaw (now called the Subdivision Control and Development Servicing Bylaw), effective September 30, 2024 to help ensure Burnaby's neighbourhoods remain safe and accessible places to live. The updates to the bylaw include specific requirements for property owners redeveloping their property, making sure that new housing types in Burnaby's residential neighbourhoods receive the same high-quality works and services as other similar multi-family developments. The City made these changes to support sustainable urban development, ensuring that as Burnaby grows, residents will live in safe neighbourhoods with quality infrastructure and amenities.

**The purpose of this guide is to help applicants incorporate these requirements into their pre-application process and better understand the types of servicing improvements required by the updated Subdivision Control and Development Servicing Bylaw.**

*Note: For subdivision and building permit applications made on or before September 29, 2024, the previous Subdivision Control Bylaw requirements will apply, provided the subdivision is approved or the building permit is issued no later than September 29, 2025.*

# City Standards for Servicing Improvements

For years, the City has required applicants seeking to construct multi-family developments (such as townhouses, rowhouses, multiplexes, apartment buildings, etc.) in Burnaby to provide certain works and services to manage the impacts of increased density. The City will now require applicants constructing projects in the R1 Small-Scale Multi-Unit Housing District that include four (4) or more primary dwelling units to provide the same works and services in order to prioritize safe pedestrian access and ease of traffic flow as our residential neighbourhoods continue to grow.

Accordingly, applicants applying for a building permit or subdivision relating to construction involving four (4) or more new or additional primary dwelling units (units other than secondary suites) on a residential lot will be required to pay for design and completion of certain servicing improvements, including installing upgrading and/or repairing curbs, separated sidewalks, lanes, boulevards, street trees, streetlights; and/or road widening. If the infrastructure already exists but does not meet current City standards, an upgrade or replacement of the infrastructure may be required.

## Before You Apply

Before applying for a building permit, contact the City's Engineering Department to begin the pre-application process. **Our staff will assess the site conditions for your project and identify the servicing improvements that you will be responsible for as a condition of the building permit application.** This work scope could include:

- » a 1.8 metre wide separated sidewalk
- » curbs and gutters
- » streetlights
- » road widening (potentially of both the front street and back lane, if applicable)
- » new street trees

**If any servicing improvements are required as part of your project, you will need to:**

- » retain an EGBC-registered civil consultant to supply a signed and sealed engineering design plan that complies with City design standards

- » include a set of complete offsite signed and sealed design drawings and construction cost estimate with your Building Permit application
- » enter into a Servicing Agreement and provide security for the servicing requirements
- » complete the servicing improvements on the basis of the acceptable design drawings
- » ensure regular inspections by your civil consultant during construction of the required servicing improvements
- » remedy any defects and repair any damage to City property
- » security will be released subsequent to works completion and final acceptance

Please see illustrations on next page for examples of current City standards. Every project is different, and the images and descriptions below have been provided as examples for reference only. If you are an applicant, please contact the City's Engineering Department to discuss the requirements specific to your property.



## New Standards

### ✓ For safe pedestrian access

- » Install streetlights and create a 1.8 metre separated sidewalk with a curb and gutter for safe pedestrian access.



### ✗ Does not meet standards

- » Unfinished street (no sidewalk, streetlight, curb and gutter)
- » Abutted sidewalk and curb
- » Sidewalk width less than 1.8 metre
- » Street trees missing





## New Standards

### ✓ For safer local traffic

- » 6 metre wide lane with asphalt pavement extending from property line to property line will allow for safer traffic flow.
- » Install concrete roll-over curb at both sides of the lane to direct rainwater to City drainage.



### ✗ Does not meet standards

- » Asphalt lane pavement not to property line
- » Roll-over curb missing

