

**From:** "Mochrie, Paul" <Paul.Mochrie@vancouver.ca>  
**To:** "Hardwick, Colleen" <Colleen.Hardwick@vancouver.ca>  
"Direct to Mayor and Council - DL"  
**CC:** "City Manager's Correspondence Group - DL"  
"Kelley, Gil" <Gil.Kelley@vancouver.ca>  
"O'Donnell, Theresa" <Theresa.O'Donnell@vancouver.ca>  
"Holm, Kathryn" <Kathryn.Holm@vancouver.ca>  
**Date:** 9/12/2019 3:16:59 PM  
**Subject:** RE: Memo: Permit Applications in RS Zones - August 2019

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Good afternoon Councillor,

In response your two questions, we can provide the following information:

- None of the SF applications were received prior to the duplex public hearing on September 18, 2018. All of the applications for new 1FDS and duplexes reported in the monthly summaries were submitted after the public hearing to add duplex to RS zones on September 18, 2018. We are tracking and reporting on applications submitted, not permits issued.
- The city data on secondary suites is incomplete and includes only legal suites. The city is working to better understand the stock of legal suites. For the monthly report on permits in RS Zones, staff are relying on the BC assessment information about suites because it includes both legal and illegal secondary suites. Staff are confident that this information provides a solid representation of suites in existing houses. The verification of information regarding suites in houses on a case by case basis prior to demolition represents net new demand that would negatively impact the level of service provided to inspection clients, absent additional investment in our property use inspection team. This extra step would likely impact permit processing times as well.

I hope the foregoing details are helpful.

Best,  
Paul

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**From:** Hardwick, Colleen  
**Sent:** Monday, September 09, 2019 4:46 PM  
**To:** Mochrie, Paul; Direct to Mayor and Council - DL  
**Cc:** City Manager's Correspondence Group - DL; Kelley, Gil; O'Donnell, Theresa; Holm, Kathryn  
**Subject:** RE: Memo: Permit Applications in RS Zones - August 2019

Dear Paul;

One question that is not clear to me: how many of the SF applications were existing prior to September 19, 2018 and how many were new after the approval of the [Duplex rezoning](#)?

I am also interested to know the actual number of existing secondary suites. It seems that the numbers are only based on BC Assessment information that likely does not include unauthorized units. Can it be verified by inspection if a suite exists before a demolition permit is issued?

Thanks,  
Colleen

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**From:** Mochrie, Paul

**Sent:** Thursday, September 5, 2019 3:13 PM

**To:** Direct to Mayor and Council - DL

**Cc:** City Manager's Correspondence Group - DL; Kelley, Gil; O'Donnell, Theresa; Holm, Kathryn

**Subject:** Memo: Permit Applications in RS Zones - August 2019

Greetings Mayor and Council,

The attached memo from Planning, Urban Design and Sustainability reports on permit applications in RS Zones up to August 31, 2019. Please see the summary bullet points below.

- On December 19, 2018 Council decided to continue to allow duplex zoning in RS zones as a trial housing option
- Council directed staff to monitor and report back to Council monthly on the number of duplex applications in RS zones and other information
- The attached memo includes update report for the month of August 2019 and provides a roll up of data since duplex was introduced in RS zones
- As expected, duplex is continuing at a low take up relative to one-family dwellings with approximately 13% of all permit applications in RS zones opting for duplex (60 of 460).

Staff have been engaging with residents on duplexes through pop-up events and Talk Vancouver over the summer months.

Please contact Gil Kelley if you have any questions.

Best,  
Paul

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*The City of Vancouver acknowledges that it is situated on the unceded traditional territories of the Musqueam, Squamish, and Tsleil-Waututh peoples.*