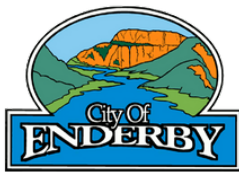




# North Okanagan Housing Design Competition

## Terms of Reference



## Terms of Reference- North Okanagan Housing Design Competition

On December 14, 2022, at the regular meeting of the Board of Directors, the following resolution was passed:

*That the proposed budget for the Secondary Dwelling Design Competition be approved in the amount of \$30,000 with prize money allocated to 1st (\$5,000), 2nd (\$3,000), 3rd (\$2,000), and 4th (\$2,000) for both urban and rural categories, and further;  
That staff be directed to initiate the design competition in January of 2023 with the pre-approved secondary dwelling plans ready for purchase in Spring/Summer 2023.*

### **Call for Submissions:**

The Regional Housing Needs Assessment for the North Okanagan has identified that housing affordability and supply across the housing spectrum (Non-Market to Market Housing) is one of the most significant challenges for communities within the region and is predicted to worsen. The Regional Housing Strategy has several actions identified to help lessen the costs and increase the supply of affordable housing units, including the concept of pre-approved plans for Secondary Dwellings.

**\*AIBC has confirmed registrants are welcome to enter this competition**

### **Competition Goals:**

This housing design competition aims **to make it easier and more affordable for the average homeowner to build a secondary dwelling on their property, thus increasing the supply of additional housing units within the region.**

**Objective:** to generate high-quality, pre-approved Secondary Dwelling building plans for communities within the North Okanagan. In doing so it will:

- create efficiencies in the building permit review process, expediting the application review timeline and enabling applicants to proceed to construction at a quicker rate.
- result in high-quality, innovative designs at an affordable price.
- simplify and reduce barriers for applicants who may have thought about building a Secondary Dwelling but have felt overwhelmed by the costs in the design and permitting process.
- Assuming there is sufficient up-take, there will be additional housing units to accommodate residents within the region, alleviating some of the existing backlog in need.

### **Why Participate:**

- Help alleviate the housing crisis- There is significant demand for rental housing units and secondary dwellings (Laneway, backyard infill, carriage homes, accessory dwellings), offering homeowners the opportunity to add value to their properties and benefit from an additional revenue stream. Homeowners with limited land development experience would benefit from a range of designs that can help them understand the cost of construction and return on investment for a secondary dwelling and ultimately feel confident to decide to build a secondary dwelling. Entering a design submission is an important way of marketing your brand design expertise across the region while contributing to addressing the current housing crisis.
- Winning designs will be awarded prize money and a \$1000 royalty each time the design and plans are purchased. With the designer's permission, selected nonwinning designs will also be made

available to the general public, and a \$1000 royalty will be provided back to the designers for every purchase. There are three non-monetary categories: People's Choice, Affordable Choice, and Eco-Choice. Designers will benefit from free, ongoing publicity by the Regional District of North Okanagan and member municipalities of their winning design through traditional media, social media, websites, and other events. Nonwinning designs from the competition will be given full credit, and the designer will retain full copyright of their plans, to be sold at their own discretion.

- Secondary Dwellings are increasingly popular across Canada amongst homeowners, renters, and municipalities. This type of structure is essentially a small single-family house, but given the size constraints and uses permitted, they are considered accessory buildings; designing them requires innovative thinking to make them liveable.
- The main challenge is to achieve **affordable designs** for enough homeowners that there is significant uptake. Bonus points will be awarded to designs that consider energy efficiency and a built form that will complement and fit into their landscape (rural & urban context).

In addition, the RDNO intends to use the contest as an educational initiative, showcasing the creative, high-quality architecture generated through this competition as a means to promote Secondary Dwellings.

<b>Monetary Prizes</b>	
<b>Single Storey Category</b> 1 <sup>st</sup> prize: \$5,000 2 <sup>nd</sup> prize: \$3,000 3 <sup>rd</sup> prize: \$2,000 4 <sup>th</sup> prize: \$2,000	<b>Two Storey Category</b> 1 <sup>st</sup> prize: \$5,000 2 <sup>nd</sup> prize: \$3,000 3 <sup>rd</sup> prize: \$2,000 4 <sup>th</sup> prize: \$2,000
<b>Non-monetary prizes</b>	
<p><u>People's Choice</u>: after the above prizes have been announced, North Okanagan residents will have two weeks to vote.</p> <p><u>Affordable Choice</u>: the design review panel will award this designation to the design that it feels will be the most economical to build.</p> <p><u>Eco-Choice</u>: the design review panel will award this designation to the design that it feels achieves the highest ecological standards.</p>	

### **Competition Details:**

#### **Evaluation Criteria- Scoring Matrix 50 points:**

##### **1. Design (10 points):**

- Successful designs will be high-quality, attractive, and practical. Contestants would therefore benefit from knowledge of the real estate preferences of locals. Designs will demonstrate compatibility with the form and structure of principal buildings and neighbourhood housing stock/types (fit as broad or a range of contexts and

neighbourhoods as possible i.e. fitting with contemporary and heritage primary homes alike), while considering the region's context and architecture.

- Good designs will have a desirable internal layout (i.e. suitable for couples and small families) with attractive exteriors and aesthetics.
2. **Good home, good neighbour (10 points):** successful designs will be appreciated by both neighbours and occupants of the Secondary Dwelling. They will have street appeal (an attractive design that will appeal to most) and afford privacy to both occupants and adjacent neighbours. Occupants will benefit from a high-quality interior that will be as house-like as possible (high ceilings and quiet walls to reduce noise within the home).
  3. **Affordability (25 points):** Initial construction costs and the ongoing costs of maintenance must also be taken into consideration.
  4. **Flexibility and longevity (5 points):** the winning designs will be those that are the most elastic, meaning adaptable to and replicable across a variety of lots, neighbourhoods, lot configurations, and topographies. Maximize opportunities for easy customization to accommodate individual appetites for affordability, finishing, and sustainable design features. Entrants will be rewarded for designs that show promise of a long shelf life.
  5. **Eco-Design (5 Bonus points):** green materials are used where appropriate, and maximum possible energy efficiency is achieved. For additional bonus points, designers are encouraged to showcase options to add other sustainability features that require additional investment (e.g. living roofs) in recognition of the importance of climate action and sustainability. Where there is a return on investment over a given timeframe, this can be specified.

**Review Process:** Submissions will be evaluated through a blind jury process. The Design Review Panel will consist of five jurors, plus the competition organizer (Laura Frank, Regional Planning Projects Manager) as a non-voting chairperson.

The Design Review Panel will consist of five members from within the region. The RDNO will endeavour to select jurors from the various participating communities and from within the following professions.

1. Building Inspector
2. Architect
3. Architect or Designer
4. Local Builder
5. Planner

If a panel member cannot continue to act through illness or any other cause, the competition organizer reserves the right to appoint an alternative panel member. The panel will select the competition winners, if possible, by consensus. If no agreement can be achieved, awards will be determined by a majority vote. All submissions will be judged anonymously. Only the contest organizer will know the participant's identities. It is, therefore, imperative not to include any identifying material in your submission.

North Okanagan residents will be invited to vote online for their favourite design (a "people's choice" award). This vote will not be anonymous, as it will occur after the first, second, third, and fourth prizes have been announced.

**Timeline:**

\*May change without notice.

Date	Goal
January 31 <sup>st</sup> , 2023	<ul style="list-style-type: none"> <li>Terms of Reference for the competition are supported by the Regional Growth Strategy Support Team (staff from every participating jurisdiction).</li> </ul>
February 6, 2023	<ul style="list-style-type: none"> <li>Official Launch of Competition</li> </ul>
February 20, 2023	<ul style="list-style-type: none"> <li>Answers to questions posed regarding the design competition will be posted as they arise and staff will endeavour to provide timely responses and make public all relevant inquiries on the website.</li> </ul>
March 20, 2023	<ul style="list-style-type: none"> <li>Deadline for submissions <i>(If a satisfactory number of submissions hasn't been achieved, the competition organizer reserves the right to re-open and extend the deadline for submissions).</i></li> </ul>
March 20 - April 14, 2023	<ul style="list-style-type: none"> <li>The building officials review designs to ensure compliance with the BC Building Code.</li> <li>Designs are then forwarded on to the Review Panel to evaluate the submissions against the Evaluation Criteria (Design, Good Home- Good Neighbour, Affordability, Flexibility and longevity and Eco-Design).</li> </ul>
April 14 <sup>th</sup> , 2023	<ul style="list-style-type: none"> <li>Design Panel announces winners</li> </ul>
April 17 <sup>th</sup> –April 28 <sup>th</sup>	<ul style="list-style-type: none"> <li>People's Choice Award- Online Voting</li> </ul>
May 1- May 12 2023	<ul style="list-style-type: none"> <li>Prize money is awarded</li> </ul>
May 15 <sup>th</sup> , 2023	<ul style="list-style-type: none"> <li>Plans are made available to the public for purchase.</li> </ul>

**Design Parameters:****What You're Designing and Where- Urban and Rural Context**

1. The communities of Armstrong, Enderby, Lumby and Vernon fall within an urban context. The majority of these communities are small with dense city centers characterized by homes from the 1940-70s that back onto laneways or large lots that can accommodate an additional Secondary Dwelling. The outlying areas, "suburban" neighbourhoods have larger homes on smaller lots; some of these properties may be able to accommodate a Secondary Dwelling; however, the focus is on infill within the community cores.

The Township of Spallumcheen and Electoral Areas B, C, D, E, and F fall within a more rural context, and many properties fall within the Agricultural Land Reserve. These lands are mainly flat, low-lying elevations with homesteads from the 1920s onwards. These large lots are serviced with septic systems, domestic wells, or public/private water utilities. Secondary Dwelling designs for these areas are intended to meet the ALC regulations for additional residences on parcels less than 40 hectares, as this will be the most applicable to the majority of property owners. With that in mind, the additional residence could be used for many purposes, including housing for farm labour, rental property for supplemental income, or agritourism accommodation.

2. These Secondary Dwellings are essentially backyard houses and may not be subdivided. They are an accessory use to a single-family home. Think of them as a detached secondary/basement suite. They

are often used as rentals or housing for young or aging family members. Each community will have properties that back onto a laneway/alley, but lane access is not required to build a Secondary Dwelling. Residents may choose to design their Secondary Dwelling so that their primary, everyday access is via the lane, but for emergency access purposes, there must be a 1 m wide pedestrian access from the primary street.

3. The aim of the competition is to create affordable Secondary Dwellings, and it is generally expected that construction costs of a 968 square ft. Secondary Dwelling in the North Okanagan average \$200-\$250 per square foot.
4. Each community will have slightly different setback requirements for locating the Secondary Dwelling but in terms of size and maximum height, here are the requirements for the two competition categories:

#### **One Storey Secondary Dwelling:**

<b>Max Size (Area)</b>	<b>Max Height</b>
90 m <sup>2</sup> / (968 square ft.)	4.5 m (14.76 feet)

#### **Two Storey Secondary Dwelling:**

<b>Max Size (Area)</b>	<b>Max Height</b>
90 m <sup>2</sup> / (968 square ft.)	7 m (23 feet)

- **Total Floor area of a Secondary Residence (ALC definition)-** is measured to the outer surface of exterior walls, including corridors, hallways, landings, foyers, staircases, stairwells, enclosed balconies, enclosed porches or verandas, basements, attached garages and unenclosed carports as part of the total floor area, with the following exceptions:
  - Attached garages are excluded from the total floor area calculation if the additional residence occupies the second story above a one-storey garage, and
  - Attics, with attic meaning the unfinished space between the roof and the ceiling of the top storey of a building or between a partial wall and a sloping roof. This exception only applies if this unfinished space is created by the use of roof trusses. The unfinished attic space created by the use of attic trusses or rafters in the construction of a residence **is not excluded** from the calculation of total floor area, and
  - Crawl spaces.

#### **Submission Requirements and Rules:**

1. The deadline to submit is March 20, 2023 at 11:59, PST. Submit by email to the competition organizer, Laura Frank- [laura.frank@rdno.ca](mailto:laura.frank@rdno.ca)
2. Building drawings are to use the imperial system. Drawings should normally be shown at a scale of 1/4" per foot

3. Submissions shall be in PDF format and sent by email. Files should not exceed 20mb. All file submissions will be acknowledged by the Organizer within 48 business hours (Monday to Friday). If you do not receive an acknowledgment to receipt, your submission may have been caught in a spam filter, and you should contact the Organizer by email.
4. Submission contents shall not name the entrants or their firm in order to keep the contest anonymous. Entrants and their affiliations will be identified in the contest entrance form and waiver.
5. Submissions are to include:
  - a. A design board (sent as PDF only), legible if printed in A3 (or 11 x 17), including high-level specifications indicating materials used, compliance with the size and height requirements of this competition, the BC Building Code, and other relevant information (e.g. floor area).
  - b. A foundation plan showing building dimensions, footings, foundation walls and chimney footings, including widths and location of all reinforcing steel;
  - c. Floor plans showing the dimensions and use of every room area, dimensions and height of crawl space and roof spaces, location, size and swing of doors; location size and opening of all windows; location and description of all plumbing works and fixtures; location and dimensions of all stairs; location and structural details of all fireplaces; structural details and thickness of all walls, the location of the water heater, heating, air conditioning and ventilating equipment. The total area for each floor should also be noted on the drawings.
  - d. Building Elevations for each side showing the height of the building, finished garage, roof slopes, exterior finishes, doors, windows and other design features;
  - e. At least one 3 dimensional image of the proposed design in the context of a sample site (residential lot 450m<sup>2</sup>);
  - f. Cross Section Drawings showing the existing and finished grades; entire roof, floor and wall systems; foundation walls and footings; and location of drain tiles. These should show the structure of the building in sufficient detail to assess the type of materials and the structural adequacy.
  - g. In addition to inclusion in a design board, any images shall be submitted separately in .jpeg or similar format; one version is high-resolution, and another low-resolution version that is easier to email.
  - h. A written description (between 200 and 1,000 words) indicating how the evaluation criteria are met. Entrants may include information on additional opportunities for affordability, if applicable.
  - i. Complete and sign the entrance and declaration of authorship and rights form. Submission of the form acknowledges authorship of the design ideas, and by signing it, competitors accept all conditions pertaining to the competition and agree to abide by the decisions of the Design Review Panel.
  - j. A written "pitch" (up to 400 words) to interested homeowners. The text's target audience is potential purchasers of the plans. Why should they pick your design? Name the design.
6. By entering this competition, entrants declare that the designs in their submission have been developed solely for the purposes of this competition and represent no infringement on any existing copyright or patent.
7. Entrants must be based in Canada and be of the age of majority.
8. Group submissions are encouraged, as well as student submissions. Student submissions must be supported by at least one professional, such as a professor or practitioner.
9. Members of the Design Review Panel and their immediate family, employees, employers, or associates are ineligible to participate. Current employees of the Member Municipalities and RDNO are also ineligible.

10. No member of the Design Review Panel may assist an entrant or act in any other capacity to advise or aid an entrant in the development or presentation of their submission. Entrants shall not communicate in any manner with any member of the Design Review Panel regarding this competition prior to the public announcement of the results.
11. Any submission that is reviewed after the submission deadline is incomplete, or violates any provisions of the Competition rules or Terms and Conditions, will be disqualified. Upon evidence of any infraction of the competition conditions, the entrants shall be informed, in writing, of disqualification.

If design entries do not meet appropriate standards, the Design Review Panel reserves the right not to award one or more prizes. If a satisfactory number of submissions have not been received, the competition organizer reserves the right to extend the contest. Winners will be announced as soon as possible.

Competitors will be expected to maintain confidentiality and must not release their designs for publication or identify the name of the successful or unsuccessful designers to any third parties until after an official announcement has been made and/or anonymity lifted. The competition organizers reserve the right to publicize the competition, any design submission, and the result in any way or medium they consider fit. Illustrations of any design- either separately or together with other designs, with or without explanatory text written by the Organizers or by the entrant- may be used without cost. Once anonymity has been lifted, authors will be credited and recognized in all associated media and publicity.

Copyright rests with the author of the submitted design until and unless a prize has been awarded. It is a condition of entry that winners will transfer ownership of the design and plans to the RDNO. Before the prize money is issued, the Building Officials must approve the plans for Building Code compliance.

**Post-Competition:**

The Regional District of North Okanagan and participating member municipalities own the rights to the designs and plans and sells them for \$1,000 (reserving the right to add on an administrative cost-recovery fee) per project within the region. \$1,000 goes to the designer as royalty for each use of the design. The designer may sell the design/plans outside of the region at their chosen price. In the case of a team submission, payment will be made to the primary entrant or their firm, as desired.

If the RDNO chooses to retire the designs from this program, the rights return to the original designer.

**Direct any questions to:**

Laura Frank, Regional Planning Projects Manager,  
9848 Aberdeen Rd,  
Coldstream BC, V1B 2K9  
P: 250-550-3768 E: [laura.frank@rdno.ca](mailto:laura.frank@rdno.ca)