



City of Vancouver *Planning By-law Administration Bulletins*

Planning, Urban Design and Sustainability Department

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COMMUNITY FOOD MARKETS AND COMMUNITY-BASED KITCHEN RENTALS

*Authority - Managing Director of Social Policy and Projects and Director of Planning, Urban Design & Sustainability
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1 Background

This bulletin provides clarification on the administration of community food markets and rentals of kitchens in social service type facilities. The Director of Planning, Urban Design & Sustainability and the Managing Director of Social Policy and Projects will consider community food markets and kitchen rentals as being typically ancillary to, and forming a part of, “Cultural and Recreational Uses,” “Institutional Uses,” Social Housing sites, and other uses where appropriate that meet the intent of this bulletin. Community food markets and kitchen rentals that operate in conjunction with an existing approved use listed below and that meet the criteria of this bulletin, will not require additional land use approvals

2 Issue

Community food markets

Community food markets, previously known as “pocket markets,” provide fresh, or locally-prepared, fruits and vegetables intended to address affordability and food retail gaps in underserved neighbourhoods. It is common for social service centres, churches, neighbourhood houses, community centres, and social Housing sites to provide a range of food programs including community kitchens, bulk buying clubs, and food gardens. The Director of Planning, Urban Design & Sustainability and the Managing Director of Social Policy and Projects will allow community food markets to operate with the approved uses without the need for additional land-use permit approvals (although building permits may still be required if tents are >60m² in area), subject to the conditions of this bulletin.

Community-based kitchen rentals

Should the facility operator wish to do so, community-based kitchen rentals allow for the rental of kitchens that are typically used for community programming. Small scale food entrepreneurs are required to use Vancouver Coastal Health permitted kitchens, and new entrepreneurs are challenged to find kitchen spaces. Some City-affiliated kitchens have times when they are not being used. Many social service centres are interested in renting their kitchens to social enterprises or small businesses from time-to-time. Entrepreneurs engage in activities such as canning jams, baking, or preparing small batches of meals and snacks to sell. The impact of limited rentals on surrounding neighbours (parking, noise, odours, etc.) is minimal, and the community benefits include increased access to kitchen space, creative new food businesses launching, and activation of kitchen spaces.

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3 Conditions and Administration of Community Food Markets and Community-Based Kitchen Rentals

3.1 Understanding

Community food markets refer to open air or fully or partly covered markets for the sale of fresh fruits and vegetables and may include other healthy and locally-prepared foods. Models vary including tables and tents, bicycle trailers, carts, or vehicles.

Community-based kitchen rentals refer to the rental of kitchen space by community-serving organizations such as non-profit organizations, social service centres, or housing providers to users external to the organization where the user will be preparing foods, including foods for sale.

Community food markets and community-based kitchen rentals are considered accessory to the following approved uses:

- (i) Cultural and Recreational uses: e.g. Club, Community Centre, Hall, Neighbourhood House;
- (ii) Institutional Uses: Church, School, Social Service Centre;
- (iii) Social housing;
- (iv) Other Uses: other sites which meet the intent of this bulletin may be approved on a case-by-case basis to be determined by the Director of Planning, Urban Design & Sustainability and the Managing Director of Social Policy and Projects.

3.2 Impacts

When making land use decisions, the Director of Planning, Urban Design & Sustainability and the Managing Director of Social Policy and Projects must take into account potential impacts on existing programming or potential programming, as well as impacts on surrounding areas, such as noise, parking, traffic, pedestrian interface, privacy, and visual impacts. Proposed locations should ensure compatibility with nearby uses and mitigation of impacts, and should avoid the use of city boulevards.

3.3 Operational Plan and Business License

For community food markets, applicants must submit an operational plan and a site plan to Social Policy at foodpolicy@vancouver.ca for review. The Checklist and Application for Community Food Markets is available from <https://vancouver.ca/people-programs/start-a-new-community-food-market.aspx>. Upon approval, applicants can proceed to apply for a yearly \$10 farmers' market business license.

For community-based kitchen rentals, the frequency of kitchen rentals should not detract from the kitchen's intended organizational purpose. As with all kitchen use, the food preparation method, frequency, and volumes must be appropriate for the type of kitchen infrastructure available and VCH permit (e.g. appropriate venting for the class of cooking, number and type of sinks, food storage). A City staff review is not required for community-based kitchen rentals. All food-based businesses must have a business license unless they are selling their products only at farmers' markets. Information about obtaining a business license is available from <https://vancouver.ca/doing-business/get-a-business-licence.aspx>.