

Committee of Council Agenda

Tuesday, February 13, 2024

3:00 p.m.

Council Chambers

3rd Floor City Hall, 2580 Shaughnessy Street, Port Coquitlam, BC

Pages

1. CALL TO ORDER

2. ADOPTION OF THE AGENDA

2.1 Adoption of the Agenda

Recommendation:

That the Tuesday, February 13, 2024, Committee of Council Meeting Agenda be adopted as circulated.

3. CONFIRMATION OF MINUTES

3.1 Minutes of Committee of Council

5

Recommendation:

That the minutes of the following Committee of Council Meetings be adopted:

- *January 23, 2024.*

4. REPORTS

4.1 Rezoning Application for 1811 Western Drive

8

Recommendation:

That Committee of Council recommend to Council that:

1. *The zoning of 1811 Western Drive be amended from RS1 (Residential Single Dwelling 1) to RS2 (Residential Single Dwelling 2); and*
2. *Prior to adoption of the amending bylaw, the following conditions be met to the satisfaction of the Director of Development Services:*
 - a. *Installation of protective fencing for off-site trees;*
 - b. *Demolition of existing structures;*
 - c. *Registration of legal agreements to ensure that the building*

design of each dwelling is substantially different in massing, location of windows, balconies and decks, façade materials and high quality of landscaping.

- d. *Completion of design and submission of fees and securities for off-site works and services.*

4.2 Zoning Bylaw Minor and Housekeeping Amendments

14

Recommendation:

That Committee of Council recommend to Council that:

1. *The Zoning Bylaw be amended as described in this report and;*
2. *The requirements for a Public Hearing be waived.*

4.3 Licensed Establishment Application and Development Variance Permit Application for 3110-580 Nicola Ave

20

Recommendation:

That the Committee of Council:

1. *Authorize staff to provide notice of an application to vary parking requirements of the accessory lounge endorsement area at 3110-580 Nicola Ave; and further advise Council that it supports further consideration of Development Variance Permit DVP00093.*
2. *Advise the Liquor and Cannabis Regulation Branch of the following:*
 - i. *The City of Port Coquitlam supports a lounge endorsement on Hastings Mill Brewing Co's liquor manufacturing license subject to the following conditions:*
 - *Lounge capacity of 75 patrons*
 - *The closing time for the lounge be no later than 11pm Monday to Thursday, 12am Friday and Saturday and 10pm Sunday*
 - ii. *The City of Port Coquitlam's comments on the prescribed considerations are as described in the February 13, 2024, staff report titled, Licensed Establishment Application & Development Variance Permit Application – 3110-580 Nicola Avenue.*
 - iii. *The views of residents were solicited through Council consideration of LE000025 and DVP00093. No concerns from residents were brought to the City's attention*

4.4 Temporary Use Permit for 750 Holland Avenue

Recommendation:

That Committee of Council authorize staff to provide notice of a temporary use permit application at 750 Holland Avenue.

5. COUNCILLORS' UPDATE

6. MAYOR'S UPDATE

7. CAO UPDATE

8. RESOLUTION TO CLOSE

8.1 Resolution to Close

Recommendation:

That the Committee of Council Meeting of Tuesday, February 13, 2024, be closed to the public pursuant to the following subsections(s) of Section 90(1) of the Community Charter:

Item 5.1

i. the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

Item 5.2

c. labour relations or other employee relations;

e. the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;

f. law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;

k. negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

l. discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report];

9. ADJOURNMENT

9.1 Adjournment of the Meeting

Recommendation:

That the Tuesday, February 13, 2024, Committee of Council Meeting be adjourned.



Committee of Council Minutes

Tuesday, January 23, 2024

Council Chambers

3rd Floor City Hall, 2580 Shaughnessy Street, Port Coquitlam, BC

Council Present: Acting Mayor - Councillor Darling
Councillor McCurrach
Councillor Penner
Councillor Petriw
Councillor Pollock

Council Absent: Chair - Mayor West
Councillor Washington

Staff Present: R. Bremner, CAO
K. Grommada, Deputy CAO
B. Clarkson, Acting Fire Chief
C. Deakin, Corporate Officer
J. Frederick, Director Engineering & Public Works
B. Irvine, Director Development Services
D. Long, Director Community Safety & Corporate Services
J. Lovell, Director Finance
C. Nimmo, Acting Director Recreation

1. CALL TO ORDER

The meeting was called to order at 4:00 p.m.

2. ADOPTION OF THE AGENDA

2.1 Adoption of the Agenda

Moved-Seconded:

That the Tuesday, January 23, 2024, Committee of Council Meeting Agenda be adopted as amended by deleting item 4.2, Departmental Update for Bylaw Services and adding item 5.2, under 8.1, Resolution to Close, Section 90 (1) f and k and renumbering the remaining item.

In Favour (5): Councillor Darling, Councillor McCurrach, Councillor Penner, Councillor Petriw, and Councillor Pollock

Absent (2): Mayor West, and Councillor Washington

Carried

3. CONFIRMATION OF MINUTES

None.

4. REPORTS

4.1 Development Permit Application for 2043 Kingsway Avenue

Moved-Seconded:

That Committee of Council approve Development Permit DP000543 to regulate an industrial development at 2043 Kingsway Avenue.

In Favour (5): Councillor Darling, Councillor McCurrach, Councillor Penner, Councillor Petriw, and Councillor Pollock

Absent (2): Mayor West, and Councillor Washington

Carried

4.2 Departmental Update - Bylaw Services (verbal report)

This item was deleted from the agenda.

5. COUNCILLORS' UPDATE

No update.

6. MAYOR'S UPDATE

No update.

7. CAO UPDATE

No update.

8. RESOLUTION TO CLOSE

8.1 Resolution to Close

Moved-Seconded:

That the Committee of Council Meeting of Tuesday, January 23, 2024, be closed to the public pursuant to the following subsections(s) of Section 90(1) of the Community Charter:

Item 5.1

e. the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;

item 5.2

f. law enforcement, if the council considers that disclosure might reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;

k. negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

Item 5.3

k. negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

l. discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report];

In Favour (5): Councillor Darling, Councillor McCurrach, Councillor Penner, Councillor Petriw, and Councillor Pollock

Absent (2): Mayor West, and Councillor Washington

Carried

9. ADJOURNMENT

9.1 Adjournment of the Meeting

Moved-Seconded:

That the Tuesday, January 23, 2024, Committee of Council Meeting be adjourned. (5:28 p.m.)

In Favour (5): Councillor Darling, Councillor McCurrach, Councillor Penner, Councillor Petriw, and Councillor Pollock

Absent (2): Mayor West, and Councillor Washington

Carried

Mayor

Corporate Officer

Rezoning Application for 1811 Western Drive

RECOMMENDATION:

That Committee of Council recommend to Council that:

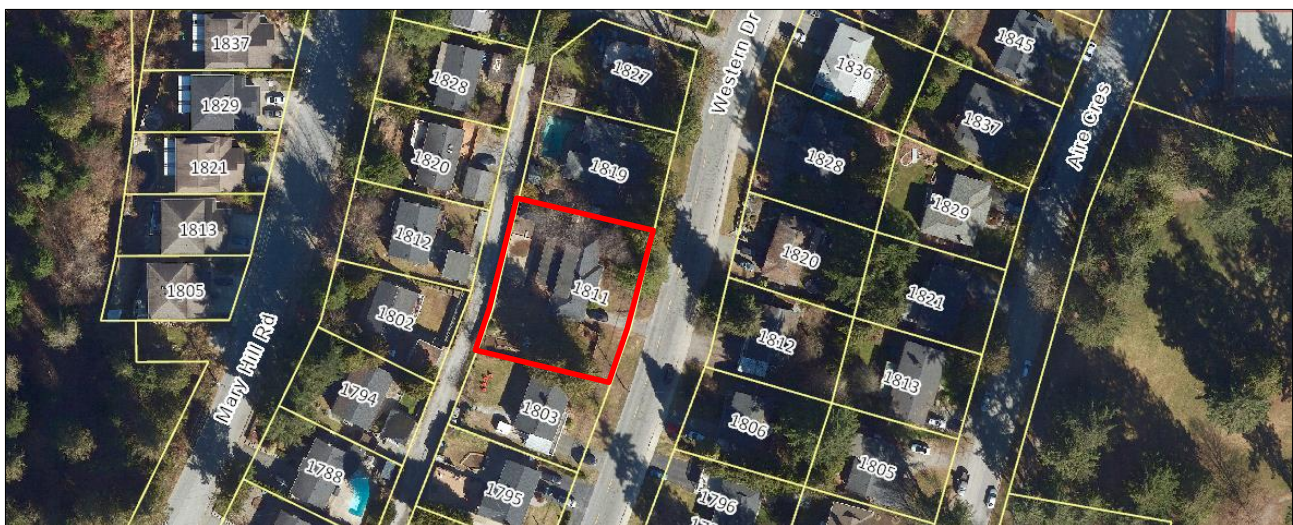
1. *The zoning of 1811 Western Drive be amended from RS1 (Residential Single Dwelling 1) to RS2 (Residential Single Dwelling 2); and*
2. *Prior to adoption of the amending bylaw, the following conditions be met to the satisfaction of the Director of Development Services:*
 - a. *Installation of protective fencing for off-site trees;*
 - b. *Demolition of existing structures;*
 - c. *Registration of legal agreements to ensure that the building design of each dwelling is substantially different in massing, location of windows, balconies and decks, façade materials and high quality of landscaping.*
 - d. *Completion of design and submission of fees and securities for off-site works and services.*

REPORT SUMMARY

This report describes an application to amend the zoning of 1811 Western Drive from RS1 (Residential Single Dwelling 1) to RS2 (Residential Single Dwelling 2) to facilitate a three-lot subdivision. The proposal conforms with the housing policies of the Official Community Plan and the subdivision requirements of the RS2 zone. Approval is recommended.

BACKGROUND

Proposal: The applicant, Green Techpro Builders, is proposing to rezone 1811 Western Drive from RS1 to RS2 in order to subdivide the property into three smaller lots.



Location Map

Rezoning Application for 1811 Western Drive

Context: The subject property is a large 1,282 m² (13,800 ft²) lot located mid-block on the west side of Western Drive north of Lamprey Drive. The property is currently developed with an older one and a half storey single residential home with access to a lane and is not located within the floodplain. The neighbouring lots are developed with one and two-storey single residential homes and duplexes.

Policy and Regulations: The land use designation in the Official Community Plan (OCP) for the site is Residential. The property is currently zoned RS1; RS2 zoning currently provides for single residential uses on smaller lots.



Current OCP Land Designations



Current Zoning

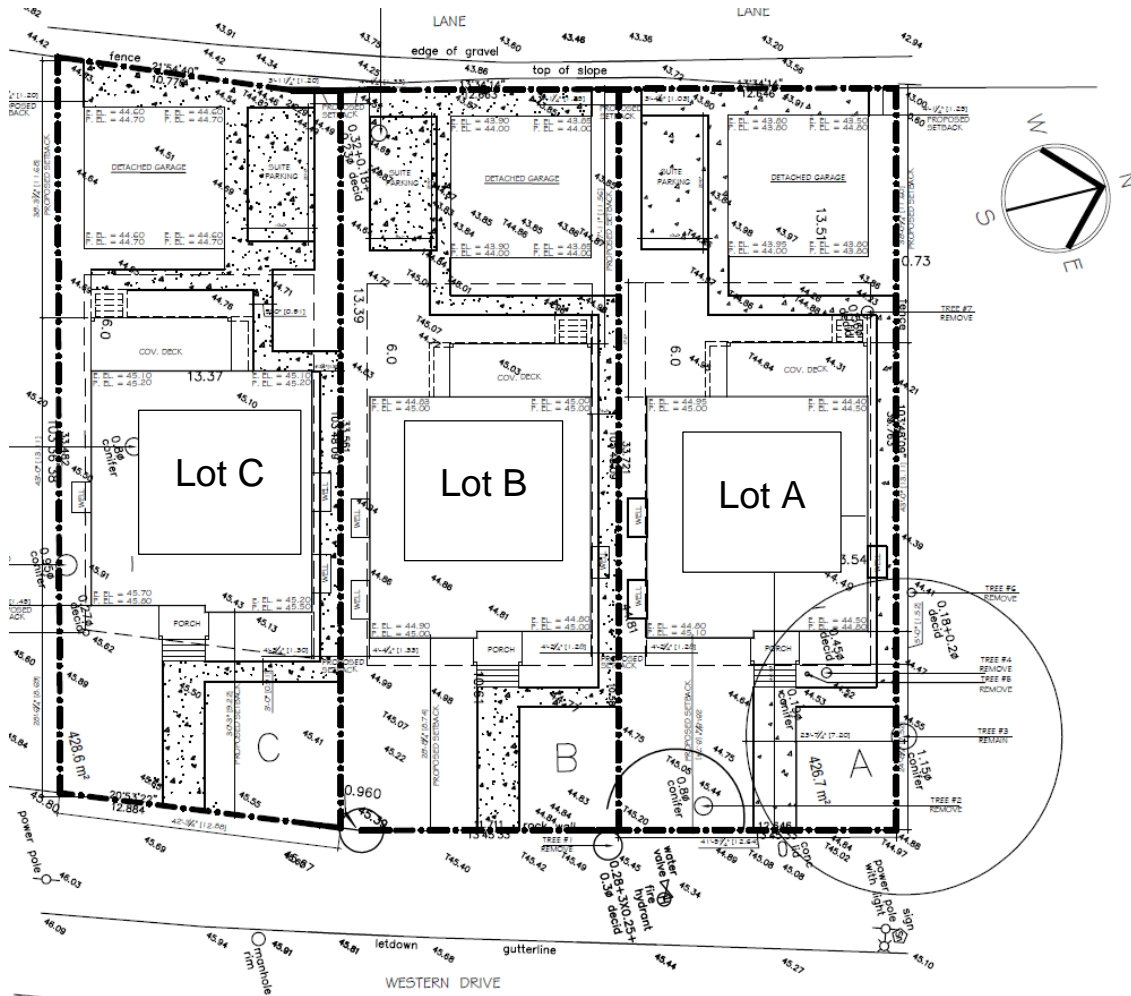
OCP housing policies support consideration of rezoning of a property within a Residential land use designation to facilitate subdivision if the rezoning would result in a design and construction of buildings and landscaping that achieves a superior quality of design and enhanced fit within the established neighbourhood character.

The RS2 zone is currently not a development permit area, however, the quality of design can be addressed through a legal agreement registered on title to ensure that the building design of each future dwelling is substantially different in design and achieves a high quality of design.

The zoning bylaw currently provides for a maximum of 2 units (principle dwelling, secondary suite or coach house) on single residential lots under 740 sq m; in accordance with recent Provincial legislative changes (Bill 44: Housing Statutes Amendment Act), the zoning bylaw will be amended by June 2024 to provide for maximum of 4 units on single residential lots larger than 280 sq m.

Rezoning Application for 1811 Western Drive

Proposed Subdivision: The applicant has submitted a preliminary plan of subdivision to demonstrate the proposed lots meet the subdivision requirements of the Zoning Bylaw for the RS2 zone. Vehicle access to the proposed lots will be from the lane.



	RS2 Zone Regulation	Proposed Lot A	Proposed Lot B	Proposed Lot C
Minimum Lot Area	375 m ² (4,036 ft ²)	426.7 m ²	426.7 m ²	428.6 m ²
Minimum Lot Width	12 m (39.4 ft)	12.6 m	12.6 m	12.8 m
Minimum Lot Depth	28 m (91.9 ft)	33.7 m	33.6 m	33.5 m

Rezoning Application for 1811 Western Drive

Trees: The arborist report submitted with the application identifies 11 trees of varying size and health located on and off-site. The eight on-site trees (shown in red below) would be impacted by the construction of the proposed buildings and servicing infrastructure or are in marginal condition; removal is recommended. Tree replacement would be in accordance with the Tree Bylaw. The three off-site trees (shown in green below) will be retained and protected during construction.



Off-site Works and Services: The proposed subdivision would be subject to the requirements of the Subdivision Servicing Bylaw for off-site works and services, including improvement of the road and lane frontages, removal of the front driveway and additional service connections. Other requirements include replacement of the water main along the Western Drive frontage and extension of the storm main in the lane.

Rezoning Application for 1811 Western Drive

DISCUSSION

The proposed rezoning and subdivision would help meet the demand for ground-oriented housing in the community. The proposed lots exceed the Zoning Bylaw's minimum subdivision requirements and comply with OCP housing policies that encourage a mix of housing including smaller residential lots in areas designated Residential.

The proposal includes upgrades to infrastructure, retention of off-site trees which maintain neighbour privacy and a legal agreement to ensure superior quality of design that will fit with the established neighbourhood character. Staff recommend approval subject to the specified conditions.

FINANCIAL IMPLICATIONS

The subdivision and construction of new dwellings is anticipated to increase the assessed value of the lands, resulting in increased property tax revenue for the City.

PUBLIC CONSULTATION

The applicant has submitted a summary of consultation with surrounding property owners regarding the rezoning and redevelopment of the property. In general, neighbours were supportive of additional housing. Some concerns included neighbourhood fit of the future homes in regards to form and character, loss of trees in the front and loss of privacy.



Development Sign

Concerns have been addressed by retaining the off-site trees in the front which provide privacy and by requiring a legal agreement registered on title to ensure the quality of design and fit within the established neighbourhood character.

Staff conducted a site visit on February 7, 2024, to ensure that the development sign is in good condition on the subject property.

Rezoning Application for 1811 Western Drive

OPTIONS (✓ = Staff Recommendation)

	#	Description
<input checked="" type="checkbox"/>	1	Recommend to Council that the zoning of 1811 Western Drive be amended from RS1 (Residential Single Dwelling 1) to RS2 (Residential Single Dwelling 2) subject to the specified conditions being met prior to adoption of the rezoning bylaw.
<input type="checkbox"/>	2	Request additional information or amendments to the application or recommended conditions to address specified issues prior to deciding on the application.
<input type="checkbox"/>	3	Recommend to Council that the rezoning application be refused. The lot would retain existing RS1 zoning.

Lead author(s): Natalie Coburn

RECOMMENDATION:

That Committee of Council recommend to Council that:

- 1. The Zoning Bylaw be amended as described in this report and;*
- 2. The requirements for a Public Hearing be waived.*

PREVIOUS COUNCIL/COMMITTEE ACTION

Council's most recent adoption of a housekeeping bylaw was on September 20, 2022 (Zoning Bylaw, 2008, No. 3630, Amendment Bylaw 2022, No. 4281).

REPORT SUMMARY

This report outlines a number of recommended changes to the Zoning bylaw that are minor or of a housekeeping nature. These amendments are intended to ensure consistency with senior government regulations, address misinterpretations or inconsistencies in bylaw wording, address mapping or wording errors, and clarify the intent of regulations.

BACKGROUND & DISCUSSION

The following amendments are recommended to provide greater clarity to existing Zoning bylaw regulations, align with senior government legislation, or correct an error:

1. Amend regulations pertaining to farm use structures to align with Agricultural Land Commission (ALC) design guidelines for these structures by:
 - a. limiting farm use building heights to one storey with mezzanine; and
 - b. limiting size and location of bathrooms and kitchen facilities, unless need can be demonstrated for a specific farm purpose.
2. Update the definition of beauty and wellness centre to reflect the intent to allow a spa/salon business offering beauty and wellness services with *accessory* cosmetic massage.
3. Clarify the intent to measure accessory building roofs by the slope (not pitch).
4. Ensure language pertaining to sale of vapour and e-substances products is consistent with Provincial legislation.
5. Apply P3 (Park and Natural Area) zoning to municipal parks that are incorrectly zoned P1 (Civic Institutional) zone.
6. Update missed or ambiguous wording, civic addresses, legal descriptions, notes, figures, and typographical errors where needed.

Zoning Bylaw Minor and Housekeeping Amendments

Staff further recommend that the requirement for a Public Hearing be waived; the proposed amendments are minor, corrective or administrative in nature and are in keeping with the Official Community Plan.

FINANCIAL IMPLICATIONS

None.

OPTIONS (✓ = Staff Recommendation)

	#	Description
<input checked="" type="checkbox"/>	1	Recommend to Council that the Zoning Bylaw be amended as described in this report and; that the requirement for a Public Hearing be waived.
<input type="checkbox"/>	2	Recommend to Council that the Zoning Bylaw only be amended for selected changes.
<input type="checkbox"/>	3	Determine that no changes should be made at this time pending receipt of further information.

ATTACHMENTS

Attachment 1 – Zoning Amendment (Housekeeping) Draft Bylaw

Lead author(s): Paul Cloutier

CITY OF PORT COQUITLAM

ZONING AMENDMENT BYLAW, 2023

Bylaw No. XXXX

The Council of the Corporation of the City of Port Coquitlam enacts as follows:

1. CITATION

This Bylaw is cited as “Zoning Bylaw, 2008, No. 3630, Amendment Bylaw, 2023, No. XXXX”.

2. ADMINISTRATION

2.1 The Zoning Map of the “Zoning Bylaw, 2008, No. 3630” is hereby amended to reflect the following zoning:

Civic Address: 4150 Oxford Street
Legal Description: Section 12, Township 39, NWD, Plan NWP12645, Part SE 1/4, Legal Subdivision 10, Cemetery Site.
PID: 013-587-030

From: P1 (Civic Institutional)
To: P3 (Parks and Natural Areas)

As shown on Schedule 1 attached to and forming part of this Bylaw.

2.2 The Zoning Map of the “Zoning Bylaw, 2008, No 3630, is hereby amended to reflect the following zoning:

Civic Address: 1700 Mason Avenue
Legal Description: Parcel B, Section 12, Township 39, NWD, Plan NWP31857, Legal Subdivision 10
PID: 013-586-980

From: P1 (Civic Institutional)
To: P3 (Parks and Natural Areas)

As shown on Schedule 1 attached to and forming part of this Bylaw.

2.3 Section 1 Definitions is amended as follows:

2.3.1 By amending the definition of beauty and wellness center as follows:

Beauty and wellness centre means the use of premises to improve beauty and wellness through providing a variety of cosmetic services such as styling, cutting or chemical treatment of hair and skin, and body treatments including pedicures, manicures, facials, microdermabrasion, electrolysis, waxing, laser, hydrotherapy,

anti-aging, skin rejuvenation therapy, aromatherapy, and accessory cosmetic massage and foot reflexology.

2.4 Section II Zones and Zone Regulations is amended as follows:

2.4.1 By replacing subsection 6, clause i with the following:

Premises that are **age-restricted** or entirely or principally used for the display or sale of vapour products or e-substances when located within 2.5 kilometres from another such premise.

2.5 Section II Zones and Zone Regulations, Part 1 Agricultural Zones is amended as follows:

2.5.1 By inserting the following after subsection 1.4., clause 4:

AGRICULTURE STRUCTURE

1. **Cooking and sanitary facilities in an Agriculture structure cannot be located above the first story of a building or in a mezzanine and, in the case of sanitary facilities, is limited to one sink and a toilet unless it can be demonstrated to the satisfaction of the building official that additional facilities are required for specific farm purposes.**

2.5.2 By amending Table 1.4: Agricultural Zones Regulations by adding notations as follows:

Use	Building Height
Type 1 Agricultural structure – Note 1	1 storey
Type 2 Agricultural structure – Note 2	1 storey

2.6 Section II Zones and Zone Regulations, Part 2 Residential Zones is amended by deleting, adding and replacing as follows:

Notes to Table 2.4:

Note 2. At 3590, ~~3620, 3640, 3650~~, 3660 and 3670 Westwood Street and 3591, 3601, ~~3639, 3643~~, 3647, 3651, 3657 and 3667 Woodland Drive and in the Riverwood Neighbourhood outlined in the heavy black line on Schedule D, secondary suites are not permitted.

Note 3. Coach houses are only permitted on lands designated “Residential” or “Small Lot Residential” in the City’s Official Community Plan, as it may be amended or replaced from time to time. Coach houses are

not permitted at ~~3620, 3640, 3650~~, 3660 and 3670 Westwood Street and 3590, 3591, 3601, ~~3639, 3643~~, 3647, 3651, 3657 and 3667 Woodland Drive. For information, coach houses are subject to the regulations of Section III, Supplementary Regulations.

Notes to Table 2.4:

- Note 2. In the calculation of floor area ratio in RS, RD and RRh zones the following may be excluded as floor area:
- a. 46 m² of floor area for an attached garage or carport **per principal dwelling**, and, in the case of a property with a coach house, an additional 23m² of floor area for an attached garage or carport;
 - b. Floor area comprising a crawl space;
 - c. Any floor area comprising a basement;
 - d. Balconies and decks, except any area of a balcony or deck for a coach house that exceeds an area of 7.5m²; and
 - e. Area within underground structure.

In the RS and RD zones, portions of floor area other than stairwells that are more than 4.3m measured from the floor to the ceiling **or to the lowest point of a sloped ceiling** shall be counted twice in the calculation of the floor area ratio.

Note 12: The building height at ~~3620, 3640, 3650~~, 3660, and 3670 Westwood Street and 3590, 3591, 3601, ~~3639, 3643~~, 3647, 3651, 3657 and 3667 Woodland Drive is restricted to one storey.

- 2.7 Section II Zones and Zone Regulations, Part 3 Commercial Zones is amended by deleting Note 3b as follows:

Notes to Table 3.3

Note 3: Assembly uses are limited to the following locations:

- a. Lots 16 and 17, Plan 1213, LD 36, Block 1, DL 379
NWD; and
- ~~b. Lot 3/4, Plan 16910, LD 36, DL 379, NWD.~~

- 2.8 Section II Zones and Zone Regulations, Part 5 Institutional and Parks Zones is amended as follows:

- 2.8.1 By amending Table 5.3: Institutional and Parks Zones Permitted Uses as follows:

By replacing the reference to with **Note 11** for the accessory liquor lounge use in the P1 zone.

2.9 Section III Supplementary Regulations is amended as follows:

2.9.1 Under Section 1. Floodplain, by amending and deleting as follows:

1-3 A ~~single residential~~ dwelling in the A, ~~and~~ RS, ~~or~~ RD zones located within the flood plain shall not include ~~below the flood construction level~~ more than one entry foyer with a maximum floor area of 10m² ~~and~~, one laundry or mechanical room with a maximum floor area of 10m², and ~~one~~ garage below the flood construction level. All other floor area shall be crawl space.

~~1-4 — A dwelling unit in the RD zone located within the flood plain shall not include more than one entry foyer with a maximum floor area of 10m² and one laundry or mechanical room with a maximum floor area of 10m² and garage below the flood construction level. All other floor area shall be crawl space.~~

2.9.2 Under Section 2. Accessory Buildings and Structures by amending as follows:

2-5 The combined floor areas of garages and carports attached to a coach house and accessory buildings and structures in A, RS and RD zones, including detached carports and garages, must not exceed the lesser of 12% of the lot area ~~and or~~ 90m².

2-6 No accessory building or structure in a residential zone shall have a building depth of more than 7.5 m.

2-7 An accessory building or structure, other than a tree house with a floor area of less than 10 m², in a residential zone must not exceed a height of:

- a. 3m measured to the highest point of a flat roof or to the top of the peak for a pitched roof with a ~~pitch-slope~~ of less than 4 in 12;
- b. 4.2m to the top of the peak of a pitched roof with a ~~pitch slope~~ of 4 in 12 or more but less than 5 in 12;
- c. 4.5m to the top of the peak of a pitched roof with a ~~pitch-slope~~ of 5 in 12 or more but less than 6 in 12; or
- d. 4.8m to the top of the peak of a pitched roof with a ~~pitch~~ slope of 6 in 12 or more.

2.9.3 Under Section 12. Recycling facilities by replacing the reference to in subsection 12-4 with ~~Table 12.4.~~ and by replacing subsection heading with ~~Table 12.4.~~

Licensed Establishment Application & Development Variance Permit Application for 3110-580 Nicola Avenue

RECOMMENDATION:

That Committee of Council:

1. *Authorize staff to provide notice of an application to vary parking requirements of the accessory lounge endorsement area at 3110-580 Nicola Ave; and further advise Council that it supports further consideration of Development Variance Permit DVP00093.*
2. *Advise the Liquor and Cannabis Regulation Branch of the following:*
 - i. *The City of Port Coquitlam supports a lounge endorsement on Hastings Mill Brewing Co's liquor manufacturing license subject to the following conditions:*
 - *Lounge capacity of 75 patrons*
 - *The closing time for the lounge be no later than 11pm Monday to Thursday, 12am Friday and Saturday and 10pm Sunday*
 - ii. *The City of Port Coquitlam's comments on the prescribed considerations are as described in the February 13, 2024, staff report titled, Licensed Establishment Application & Development Variance Permit Application – 3110-580 Nicola Avenue.*
 - iii. *The views of residents were solicited through Council consideration of LE000025 and DVP00093. No concerns from residents were brought to the City's attention.*

REPORT SUMMARY

The Liquor and Cannabis Regulation Branch (LCRB) has requested comment from the City on an application by Hastings Mill Brewing for a 75-patron lounge endorsement area associated with a liquor manufacturing license. Hastings Mill Brewing has also applied to vary the Parking and Development Management Bylaw to reduce the number of required parking to 12 stalls. This report recommends that Committee advise the LCLB that the City supports the lounge endorsement area application and advise Council it supports further consideration of the requested parking variance.

BACKGROUND

Proposal: Hastings Mill Brewing is proposing to establish a liquor manufacturing business (craft brewery) at 3110-580 Nicola Ave. The business would include a 75-seat lounge to complement the brewery operation with accessory retail sale of packaged liquor and merchandise.

Context: 3110-580 Nicola Avenue is a large (715 m²) unit located at the south end of a multi-tenant light industrial building close to the corner of Sherling Place and the Fremont Connector in the Dominion Triangle Industrial Area. The site is within walking distance to the PoCo Traboulay Trail. Surrounding land uses



Licensed Establishment Application & Development Variance Permit Application for 3110-580 Nicola Avenue

include light industrial and large format commercial; the site is also in close proximity to Fremont and the Riverwood residential neighbourhoods.

Policy and Regulations: The site's Light Industrial (M3) zone permits the proposed liquor manufacturing, accessory lounge and liquor retail sales uses. The zoning allows for a 75 patrons or seats lounge endorsement area, with an interior lounge floor area of 90 m² (excluding floor area used to accommodate a kitchen or bathroom) and a 25 m² liquor retail area.

The City's Parking and Development Management Bylaw requires one parking space per 5 patrons or seats and one space for every 95 m² of manufacturing floor area.



Proposed Interior Floor Plan of First Floor

Pursuant to the Liquor Control and Licensing Act and Regulation, the LCLB must notify the City when it receives an application for a liquor manufacturing license to include a lounge endorsement area and the City must provide comment in a specified form of resolution. The resolution must give specific consideration to the potential for noise and other impacts on the community within the context of the location, the person capacity and the hours of liquor service. Council has delegated the authority to adopt a resolution to provide comment on the application to Committee of Council.

The City's Liquor Establishment Policy provides a framework for the factors to be considered when providing comment on liquor applications to the LCLB, including adjacent land uses and provision of set closing hours for lounge endorsement area. The Policy also provides for favourable consideration of parking variances when written consent to use neighbouring parking stalls is provided and considers availability of walking and biking access.

Licensed Establishment Application & Development Variance Permit Application for 3110-580 Nicola Avenue

Project Description: The proposed liquor manufacturing business will include a large brewery operation, an accessory lounge and retail sale of packaged liquor on the main level, and storage and office on a second level. The proposed lounge area and retail sales are designed to meet the maximum of 75 patrons, with interior floor areas of 90 m² (968 ft²) and 24m² (258 ft²) respectively. A small outdoor patio is located adjacent to the lounge area.

A total of 21 parking stalls are required in keeping with the regulation in the Parking and Development Management Bylaw. The unit has been allocated 12 parking stalls (located at the front, rear and loading area of the establishment) and the applicant has requested a variance for the remaining nine spaces. Letters of support have been provided from three businesses within the same building, a cabinet manufacturer, a janitorial supply business, and an apparel wholesaler, confirming that an additional 25 parking stalls will be available to the brewery outside of regular business hours (after 5pm on weekdays).

The proposed hours of operation are to 11:00pm Monday to Thursday, 12:00am Friday and Saturday and 10pm on Sunday.

DISCUSSION

The proposed liquor manufacturing, lounge and liquor retail sales use is in keeping with the permitted uses in the M3 zone. Noise impacts from the proposal are expected to be minimal as the site is located within an industrial setting and adjacent to a large format commercial development. The proposed hours of operation are in keeping with the Liquor Establishment Policy. Staff recommend the LCRB be advised that the City supports the application as detailed in this report.

While the property does not benefit from adjacent street parking, any parking impacts are expected to be mitigated by the opportunity for shared use of on-site parking spaces, as well as walking and cycling from the PoCo Traboulay Trail, nearby residential areas and adjacent commercial developments. It is anticipated that the brewery's peak hours of operation will be after 5:00 pm, outside of normal business hours, which will free up available shared parking on-site from businesses within the same building. Staff note the parking variance request is also in keeping with established policy and recommend support.

FINANCIAL IMPLICATIONS

None.

Licensed Establishment Application & Development Variance Permit Application for 3110-580 Nicola Avenue

OPTIONS (✓ = Staff Recommendation)

	#	Description
<input checked="" type="checkbox"/>	1	Authorize notification of the variance application and recommend Council support of the variances; and advise the LCLB that it supports the lounge endorsement subject to the specified conditions.
<input type="checkbox"/>	2	Request additional information prior to making a decision.
<input type="checkbox"/>	3	Decline to exercise its delegated authority, in which case staff would forward the request for comment and to provide notification of the variance to Council for consideration.

ATTACHMENTS

Attachment 1: Letters of support/permission to use parking

Attachment 2: Draft Development Variance Permit

Lead author(s): Graeme Muir

Date: September 13/22

To whom it may concern,

I, Sun-Bae Park am the owner/tenant of Unit 3130 580 Nicola Avenue located in Port Coquitlam.

I am in support of the application to install a brewing facility and licensed area in Unit 3110-580 Nicola Avenue.

I give permission for the operators of Unit 3110 - 580 Nicola Avenue to use ~~#4~~⁵ of our assigned parking stalls.

Signature:



Date: September 7/2022

To whom it may concern,

I, Connor Clough am the owner/tenant of Unit ^{X-treme Threads} #1140-580 Nicola Avenue located in Port Coquitlam.

I am in support of the application to install a brewing facility and licensed area in Unit 3110-580 Nicola Avenue.

I give permission for the operators of Unit 3110 - 580 Nicola Avenue to use #5 of our assigned parking stalls.

Signature:



Date: September 13, 2022

To whom it may concern,

I, 1125992 B.C. LTD. am the owner of Units #3175 (SL 27), #3170 (SL 26), #3165 (SL 25), & #3160 (SL 24) at 580 Nicola Avenue located in Port Coquitlam.

I am in support of the application to install a brewing facility and licensed area in Unit 3110-580 Nicola Avenue.

I give permission for the operators of Unit 3110 - 580 Nicola Avenue to use fifteen (15) of our assigned parking stalls.

The proposed brewing facility for Unit 3110 - 580 Nicola Avenue is 338186 BC Limited (Hastings Mill Brewing Company).

1125992 B.C. LTD.

will

will (Sep 15, 2022 10:17 PDT)

Qingwei (William) Huang – President

THE CORPORATION OF THE CITY OF PORT COQUITLAM
“DEVELOPMENT PROCEDURES BYLAW, 2013, NO. 3849”

DEVELOPMENT VARIANCE PERMIT

NO. DVP00093

Issued to: 338186 B.C. LIMITED, INC. NO. BC0338186 (HASTINGS MILL BREWING CO.)

Address: 3110-580 Nicola Avenue, Port Coquitlam, BC

1. This Development Variance Permit is issued subject to compliance with all of the Bylaws of the Municipality applicable thereto, except as specifically varied by this permit.
2. This Development Variance Permit applies to and only to those lands within the Municipality described below, and any and all buildings, structure and other development thereon:

Address: 3110-580 Nicola Avenue, Port Coquitlam, BC

Legal Description: STRATA LOT 14 SECTION 9 BLOCK 6 NORTH
RANGE 1 EAST NEW WESTMINSTER
DISTRICT
STRATA PLAN EPS5496
TOGETHER WITH AN INTEREST IN THE COMMON
PROPERTY IN PROPORTION TO THE UNIT
ENTITLEMENT OF THE STRATA LOT AS SHOWN
ON FORM V

P.I.D.: 030-631-211

3. Section 6 (v), Required Off-Street Parking Spaces of the Parking and Management of Development Bylaw, 2005, No. 3525 is varied to require a total of twelve parking spaces for the manufacturing use and an accessory lounge endorsement area with a maximum of 75 seats.
4. This permit is not a building permit.

APPROVED BY COUNCIL THE _____ DAY OF _____, 2024.

SIGNED THIS _____ DAY OF _____, 2024.

Mayor

Corporate Officer

I ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND THE TERMS AND CONDITIONS UPON WHICH THIS PERMIT IS ISSUED.

Applicant (or Authorized Agent or Representative of Applicant)

DRAFT

Temporary Use Permit for 750 Holland Avenue

RECOMMENDATION:

That Committee of Council authorize staff to provide notice of a temporary use permit application at 750 Holland Avenue.

PREVIOUS COUNCIL/COMMITTEE ACTION

None.

REPORT SUMMARY

The City wishes to provide an opportunity for 750 Holland Avenue to be used for outdoor vehicle and equipment storage uses. While the property is located within an active industrial area, the site retains its historic A (Agriculture) zoning and a temporary use permit is recommended to allow for the proposed uses.

BACKGROUND

Proposal: The City has identified an opportunity to use a vacant municipally owned site at 750 Holland Avenue to support short-term business vehicle and equipment storage needs in the community. The property has a historic A (Agriculture) zoning; a temporary use permit is recommended to support the proposed outdoor storage use.

Site Context: 750 Holland Avenue is a vacant 1.2-acre property located on the south-east side of the Mary Hill Bypass just before the Pitt River Bridge.



Temporary Use Permit for 750 Holland Avenue

The site is surrounded by outdoor industrial uses and vacant land. A large wetland compensation area north-east of Holland Ave and Perkins Street was constructed by the Province as part of the Pitt River Bridge replacement project. To the south of the site are Hydro and gas transmission lines.

A portion of the site was cleared and used by the Province during construction of the Pitt River Bridge; a side portion of the lot to the west remains treed. The property is occasionally used by the City to temporarily store excavated soil or materials and is secured through fencing.

There are Class A (0) and B watercourses running along the east, south and west perimeters with associated riparian buffers.

Policy and Regulations: The site's current zoning is A (Agriculture) which is limited to farming related uses. This zoning designation reflects historic zoning in the area, but does not reflect use, context or agricultural viability.

The Official Community Plan designation for this site and the surrounding properties is "Marine Commercial"; this designation has been identified for review and revision to "Industrial" in the upcoming OCP to better reflect area characteristic and limitations.

The authority to issue temporary use permits is set out in S.493 of the *Local Government Act*. A permit may be valid for up to three years, be renewed for an additional three years, and may specify conditions under which the temporary use is carried out. The legislation also requires public notification of the proposed issuance of a permit.

Project description: The City has noted an opportunity to support local business needs by leasing the underutilized property for outdoor vehicle and equipment storage uses. The intent would be to allow for these uses on a short-term basis while long-term plans for the area are assessed and finalized through the upcoming OCP review.

DISCUSSION:

The proposed Temporary Use Permit would establish permitted industrial uses as storage of vehicles, trailers, equipment and other associated outdoor uses and would include condition to ensure maintenance of watercourse buffers and existing trees.

Additional requirements for this site (such as maintenance of the fence, landscaping or surfacing improvements) would be negotiated as part of a lease agreement between the City as a property owner and a future lessee.

The proposed outdoor storage use is in keeping with surrounding uses and staff do not anticipate any negative impacts. Approval is recommended.

Temporary Use Permit for 750 Holland Avenue


FINANCIAL IMPLICATIONS

The City would lease the property in accordance with market rates and the provisions of the *Community Charter*.

PUBLIC CONSULTATION

A public input opportunity is required and will be scheduled prior to Council's consideration of the temporary use permit.

OPTIONS (✓ = Staff Recommendation)

	#	Description
	1	Authorize notification of the temporary use permit application.
	2	Request staff provide additional information or amend the proposed temporary use permit uses and conditions.
	3	Not authorize notification of the temporary use permit if Committee does not support the requested use.

ATTACHMENTS

Lead author(s): Jennifer Little