



Regular Council Agenda

Tuesday, October 8, 2019, Following Public Hearing

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, October 8, 2019, Regular Council Meeting Agenda be adopted as circulated.

3. CONFIRMATION OF MINUTES

3.1 Minutes of Council Meetings

1

Recommendation:

That the minutes of the following Council Meetings be adopted:

- *September 4, 2019, Special Council Meeting.*

4. PROCLAMATIONS

4.1 Community Living Month – October 2019

2

4.2 Veterans' Week – November 5-11, 2019

3

5. DELEGATIONS

None.

6. BYLAWS

6.1 Zoning Amendment Bylaw No. 4145 for 1021 Prairie Avenue - Third Reading

4

Recommendation:

That Council give Zoning Amendment Bylaw No. 4145 for 1021 Prairie Avenue third reading; and

That prior to adoption of the amending bylaw, the following conditions be met to the satisfaction of the Director of Development Services:

- a. *Demolition of the building;*
- b. *Submission of a security to ensure tree retention in the amount of \$1,000;*
- c. *Completion of design and submission of securities and fees for off-site works and services, including construction of the lane from Finley Street;*
- d. *Registration of a legal agreement to provide a 6m x 6m right-of-way for vehicles to turn around on the site; and,*
- e. *Registration of a legal agreement to restrict secondary suites.*

6.2 Tree Bylaw & Bylaw Notice Enforcement Bylaw Amendments (Housekeeping) - First Three Readings

13

Recommendation:

That Council give first three readings to Tree Amendment Bylaw No. 4146 and Bylaw Notice Enforcement Amendment Bylaw No. 4147.

7. NEW BUSINESS

8. OPEN QUESTION PERIOD

9. ADJOURNMENT

9.1 Adjournment of the Meeting

Recommendation:

That the Tuesday, October 8, 2019, Regular Council Meeting be adjourned.

Council Special Minutes

Heritage Room, 3rd Floor City Hall, 2580 Shaughnessy Street, Port Coquitlam, BC
September 4, 2019

Present:

Chair – Mayor West
Councillor Darling
Councillor Dupont
Councillor McCurrach
Councillor Penner
Councillor Pollock
Councillor Washington

Absent:

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 September 4, 2019, Special Council Meeting Agenda be adopted as circulated.

Carried

3. RESOLUTION TO CLOSE

3.1 Resolution to Close the September 4, 2019, Special Council Meeting to the Public

Moved - Seconded:

That the Special Council Meeting of September 4, 2019, be closed to the public pursuant to the following subsection(s) of Section 90(1) of the Community Charter:

Item 3.1

g) litigation or potential litigation affecting the municipality.

Carried

Certified Correct,

Mayor

Corporate Officer

PROCLAMATION

WHEREAS: The Provincial Government proclaims October as Community Living Month every year as a celebration of community inclusion throughout the Province of British Columbia; and

WHEREAS: Canada ratified the United Nations' historic Convention on the Rights of Persons with Disabilities in 2010; and

WHEREAS: A thriving community requires the inclusion and participation of all its members, in all aspects of community, which enables all people to contribute their gifts, talents and abilities, and to secure their rightful place at home, at school, at work, and in the community; and

WHEREAS: Community Living BC, a provincial Crown corporation, will be celebrating Community Living Month in partnership with the City of Port Coquitlam to raise public awareness about inclusion and support persons with diverse abilities to participate fully in societal life.

NOW THEREFORE: I, Brad West, Mayor of the Corporation of the City of Port Coquitlam,

DO HEREBY PROCLAIM

October 2019 as

**"COMMUNITY LIVING MONTH
IN PORT COQUITLAM"**

Brad West
Mayor



PROCLAMATION

WHEREAS: In recognition of the achievements and sacrifices of Canadians through service overseas or on the home front; during military conflict or in peacetime; and all Canadians who contributed their lives and their personal freedom and pleasures, in order that we, as a country, could play a major role in securing peace; and

WHEREAS: We celebrate the efforts of these Canadians and are committed to keeping the memories of these sacrifices alive through our children's eyes and their involvement in a civic commemoration event; and

WHEREAS: Canada's traditional period of commemoration of wartime sacrifice by Canadians has been expanded beyond Remembrance Day, as the Government of Canada has designated a special period of commemoration called "Veterans' Week"; and

WHEREAS: Canadians are encouraged to honour all veterans who served the cause of peace and freedom during both World Wars, the Korean War, the mission in Afghanistan and the international Peacekeeping Forces in all corners of the world; and

WHEREAS: We welcome all members of our community, including children & youth, to join their families at the Port Coquitlam Legion on Remembrance Day; and throughout the year during meal service hours.

NOW THEREFORE: I, Brad West, Mayor of the Corporation of the City of Port Coquitlam,

DO HEREBY PROCLAIM

November 5th to 11th, 2019 as

**"VETERANS' WEEK
IN PORT COQUITLAM"**

Brad West
Mayor



Zoning Amendment Bylaw No. 4145 for 1021 Prairie Avenue - Third Reading

RECOMMENDATION:

That Council give Zoning Amendment Bylaw No. 4145 for 1021 Prairie Avenue third reading; and


That prior to adoption of the amending bylaw, the following conditions be met to the satisfaction of the Director of Development Services:

- (a) Demolition of the building;*
- (b) Submission of a security to ensure tree retention in the amount of \$1,000;*
- (c) Completion of design and submission of securities and fees for off-site works and services, including construction of the lane from Finley Street;*
- (d) Registration of a legal agreement to provide a 6m x 6m right-of-way for vehicles to turn around on the site; and,*
- (e) Registration of a legal agreement to restrict secondary suites.*

REPORT SUMMARY

Upon conclusion of a public hearing scheduled for October 8, 2019, Zoning Amendment Bylaw No. 4145 for 1021 Prairie Avenue will be available for Council to give third reading.

OPTIONS (✓ = Staff Recommendation)

#	Description
1 	Give third reading to the bylaw.
2	Request that additional information be received and determine next steps after receipt of that information.
3	Fail third reading of the bylaw.

CITY OF PORT COQUITLAM
ZONING AMENDMENT BYLAW, 2019
Bylaw No. 4145

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

1. CITATION

This Bylaw may be cited as "Zoning Bylaw, 2008, No. 3630, Amendment Bylaw, 2019, No. 4145".

2. ADMINISTRATION

2.1 The Zoning Map of the "Zoning Bylaw, 2008, No. 3630" be amended to reflect the following rezoning:

Civic: 1021 Prairie Avenue

Legal: Lot 3, Section 6, Township 40, New Westminster District, Plan NWP21492

From: RS1 (Residential Dwelling Zone 1)

To: RD (Residential Duplex)

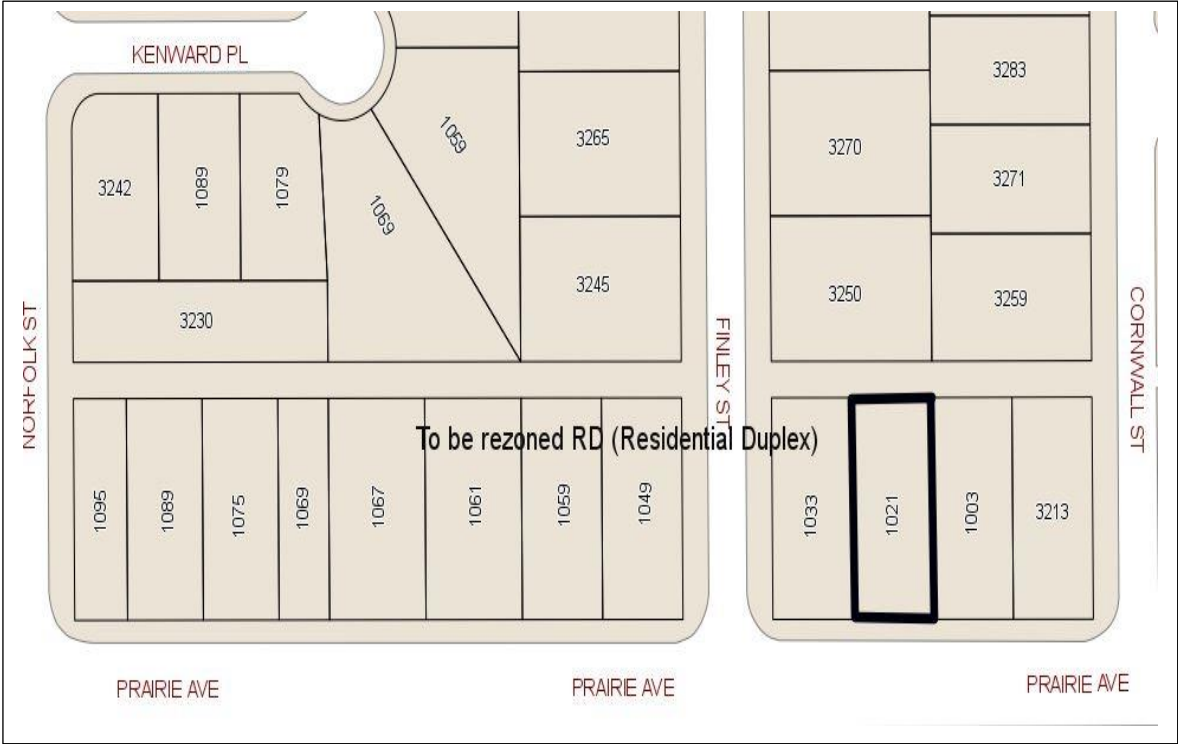
as shown on Schedule 1 attached to and forming part of this Bylaw.

READ A FIRST TIME this	17 th day of	September, 2019
READ A SECOND TIME this	17 th day of	September, 2019
PUBLIC HEARING HELD this	8 th day of	October, 2019

Mayor

Corporate Officer

SCHEDULE 1



Zoning Amendment Bylaw No. 4145 for 1021 Prairie Avenue - First Two Readings

RECOMMENDATION:


That Council give Zoning Amendment Bylaw No. 4145 for 1021 Prairie Avenue first two readings.

PREVIOUS COUNCIL / COMMITTEE ACTION

At the September 10, 2019, Committee of Council meeting, Committee recommended to Council:

1. *That the zoning of 1021 Prairie Avenue be amended from RS1 (Residential Single Dwelling 1) to RD (Residential Duplex).*
2. *That prior to adoption of the amending bylaw, the following conditions be met to the satisfaction of the Director of Development Services:*
 - (a) *Demolition of the building;*
 - (b) *Submission of a security to ensure tree retention in the amount of \$1,000;*
 - (c) *Completion of design and submission of securities and fees for off-site works and services, including construction of the lane from Finley Street;*
 - (d) *Registration of a legal agreement to provide a 6m x 6m right-of-way for vehicles to turn around on the site; and,*
 - (e) *Registration of a legal agreement to restrict secondary suites.*

OPTIONS (✓ = Staff Recommendation)

#	Description
1 	Give first two readings to the bylaw.
2	Delay first two readings and request staff to provide additional information.
3	Deny first two readings of the bylaw.

Rezoning RZ000144 – 1021 Prairie Avenue

RECOMMENDATION:

That Committee of Council recommend to Council:

1. That the zoning of 1021 Prairie Avenue be amended from RS1 (Residential Single Dwelling 1) to RD (Residential Duplex).
2. That prior to adoption of the amending bylaw, the following conditions be met to the satisfaction of the Director of Development Services:
 - (a) Demolition of the building;
 - (b) Submission of a security to ensure tree retention in the amount of \$1,000;
 - (c) Completion of design and submission of securities and fees for off-site works and services, including construction of the lane from Finley Street;
 - (d) Registration of a legal agreement to provide a 6m x 6m right-of-way for vehicles to turn around on the site; and,
 - (e) Registration of a legal agreement to restrict secondary suites.

PREVIOUS COUNCIL/COMMITTEE ACTION

None.

REPORT SUMMARY

This report provides for consideration of a rezoning application to amend the zoning at 1021 Prairie Avenue from RS1 (Residential Single Dwelling 1) to RD (Residential Duplex) to allow for a duplex use. Vehicle access to the site would be provided by constructing a portion of an unopened lane at the rear. As the proposed development would be in keeping with policies of the Official Community Plan which encourage additional dwellings in established neighbourhoods, retention of mature trees and infrastructure improvements, it is recommended for approval.

BACKGROUND



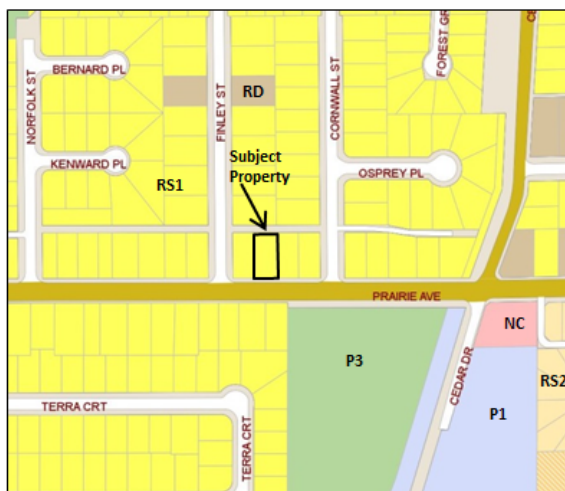
Subject site and portion of lane to be constructed

Rezoning RZ000144 – 1021 Prairie Avenue

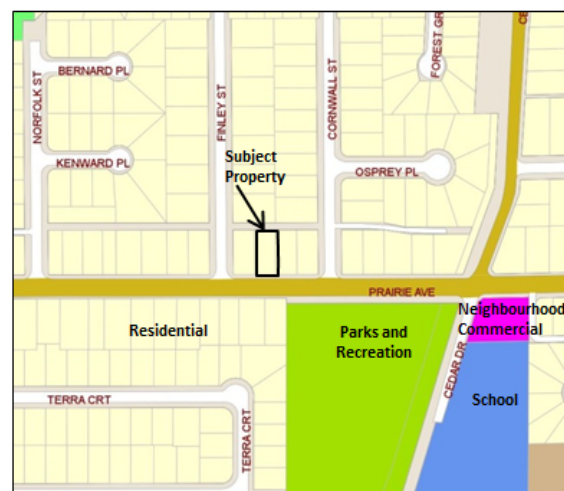
The applicant, Navid Fereidooni has proposed to redevelop a 60-foot wide lot located mid-block on the north side of Prairie Avenue between Finley and Cornwall Streets with a two-storey duplex. The proposal includes construction of the unopened lane to the rear from Finley Street to provide access to detached single-car garages with adjoining parking pads for each dwelling unit. It also requires the dedication of a right-of-way on the property so that vehicles using the lane can turn around.

The 668.2 m² site is relatively flat and is currently developed with an older 1.5 storey single-family home which would be demolished. There are two mature trees on the lot that will be retained. The immediate area is developed with a mix of one and two-storey single-family dwellings.

The site is currently zoned RS1 – Residential Single Dwelling 1; the proposed zoning is RD – Residential Duplex. The site is located in an area designated in the Official Community Plan as R – Residential. The proposal complies with policies of the Plan for duplexes as there are no other sites on the same street within 100m that are zoned to permit this use and the rezoning would result in off-site infrastructure improvements.



Current OCP Land Designations



Current Zoning

Each unit would have an area of approximately 184 m² (1981 ft²), plus a full basement. The orientation of the dwelling units would be staggered and variable roof lines are incorporated in the design to breakdown the front façade and building massing. The architectural style of the duplex is described by the applicant as modern craftsman. The design of the building would be confirmed in Committee's future consideration of the development permit, if the rezoning is approved. The renderings below illustrate the proposed design.

Rezoning RZ000144 – 1021 Prairie Avenue



Proposed elevation and rendering of the duplex at 1021 Prairie Avenue

Project Profile

	RD Bylaw Regulations¹	Proposed²
Site Area	500 m ²	668 m ²
Floor Area Ratio	0.55	0.55
Lot Coverage	40%	40%
Impervious surfaces	65%	49%
Setbacks (to principle building)		
Front (Prairie Avenue)	7.5 m.	7.61 m.
Rear (north)	7.5 m.	14.17 m.
Interior side (west)	1.8 m.	1.83 m.
Interior side (east)	1.8 m.	1.96 m.
Building Height	9.0 m.	7.55 m.
Parking Spaces	4 (2/unit)	4

The proposed landscape plan calls for planting a second maple tree in the front yard, as well as a variety of hedges and shrubs in addition to retention of the two mature trees. Fencing to protect these trees is required by the City's tree bylaw to be installed prior to demolition of the existing building and must remain in place during construction. In addition, it is recommended that a security of \$1000 be required to ensure the trees are retained. Privacy between units is to be provided by a 4' high cedar hedge and entry gates. The parking pads are to be screened with landscaping and designed to have permeable pavers to increase the pervious surface area.

Detailed consideration has been given to ensure the building would fit the context of the site. Although there is to be a basement, the building is designed to have a two-storey profile and there are no windows or other external openings that would increase the building mass. While the duplex

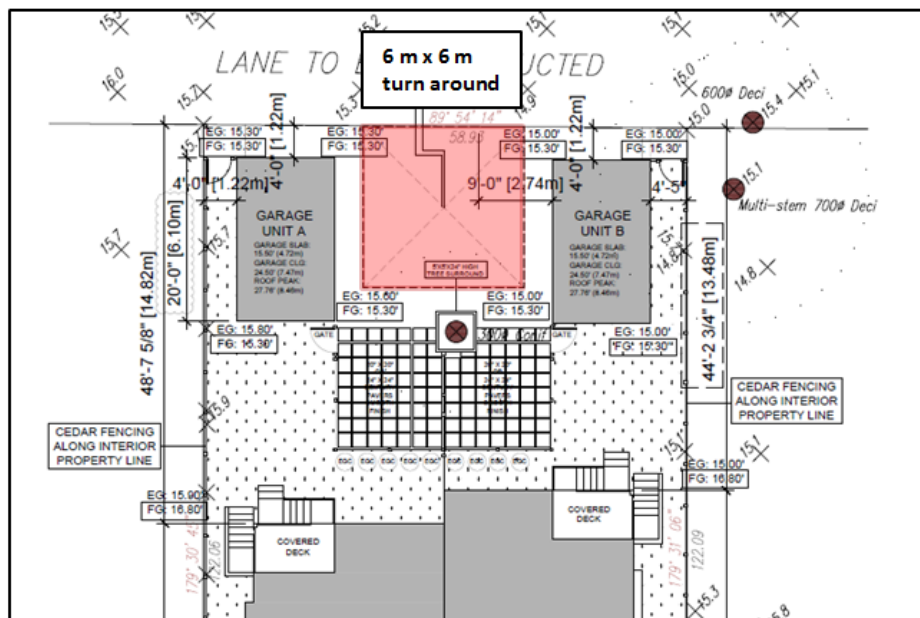
¹ Refer to Zoning Bylaw No. 3630 and Parking and Development Management Bylaw No. 3525

² Information provided by applicant

Rezoning RZ000144 – 1021 Prairie Avenue

zone does not currently allow for secondary suites, amendments to the BC Building Code are in process to provide for this use and the City will be reviewing its regulations to determine where suites in duplexes may be appropriate. At this site, it would be difficult to accommodate secondary suites due to parking limitations and, if permitted, they could impact the building's fit with the surrounding context. For these reasons, it is recommended that a legal agreement be registered on title to confirm a secondary suite would not be a permitted use.

Provision for off-site improvements prior to adoption of the rezoning bylaw is recommended to ensure the requirements of the Subdivision Servicing Bylaw would be met. The required improvements include reconstruction of Prairie Avenue frontage with a new sidewalk and curb and gutter, construction of the lane from Finley Street to the east property line, and removal of the driveway connecting to Prairie Avenue. As the lane would remain unopened to the east, a 6 m x 6 m right-of-way is recommended to allow vehicles to turn around as shown on the site plan. This restriction could be removed in the future if the lane is extended to Cornwall Street.



6 m x 6 m right-of-way to allow for vehicle turn around from the lane.

DISCUSSION

If rezoning is approved, the Intensive Residential and Environmental Conservation Development Permit Area Guidelines of the Official Community Plan would apply to the site. The applicant has submitted a development permit application which indicates the form and character of the proposed development would comply with these guidelines. Committee would consider this application after rezoning approval. The proposed rezoning is in keeping with the land use policies of the Official Community Plan and recommended for approval.

Rezoning RZ000144 – 1021 Prairie Avenue

FINANCIAL IMPLICATIONS


None.

PUBLIC CONSULTATION

The applicant advises that residents within a 50m radius have been contacted to provide them with information on the application and only two have responded to date, both with positive feedback. A sign notifying residents of the application is posted on the site and a formal input opportunity will be given at the time of public hearing.

OPTIONS

(Check = Staff Recommendation)

#	Description
1 	Recommend to Council that the zoning of 1021 Prairie Avenue be amended from RS1 to RD and that the specified conditions be met prior to adoption of the rezoning.
2	Obtain additional information prior to making a decision on the application.
3	Advise Council that Committee does not recommend rezoning 1021 Prairie Avenue to allow for a duplex.

Tree Bylaw and Bylaw Notice Enforcement Bylaw Amendments (Housekeeping) – First Three Readings

RECOMMENDATION:

That Council give first three readings to Tree Amendment Bylaw No. 4146 and Bylaw Notice Enforcement Amendment Bylaw No. 4147.


REPORT SUMMARY

The City's Tree Bylaw includes different fine levels for significant trees being cut down, regular trees being cut down and trees being damaged. The proposed bylaw amends the Bylaw Notice Enforcement Bylaw to reflect these different fine levels.

BACKGROUND

The Bylaw Enforcement division is recommending that certain fines allowed in the Tree Bylaw be administered through the Bylaw Notice Enforcement Bylaw. In order for tickets to be issued under these bylaws, housekeeping amendments are required to both the Tree Bylaw and the Bylaw Notice Enforcement Bylaw.

OPTIONS (✓ = Staff Recommendation)

	#	Description
	1	Give first three readings to the amendment Bylaws.
	2	Request further information regarding one or both of the amendment bylaws.
	3	Take no action (reject the change to the bylaws).

ATTACHMENTS

Att#1: Tree Amendment Bylaw No. 4146

Att#2: Bylaw Notice Enforcement Amendment Bylaw No. 4147

Att#3: Draft Bylaws with tracked changes

Lead author(s): Carolyn Deakin

CITY OF PORT COQUITLAM
TREE AMENDMENT BYLAW, 2019
Bylaw No. 4146

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

1. CITATION

This Bylaw is cited as "Tree Bylaw, 2019, No. 4108, Amendment Bylaw, 2019, No. 4146".

2. ADMINISTRATION

That the "Tree Bylaw, 2019, No. 4108", Section 5.1 be removed and replaced with the following:

5 PROHIBITIONS

- 5.1 a) No person shall cut or remove a tree (tree other than a significant or heritage tree) without a tree cutting permit.
- b) No person shall damage or allow a tree (tree other than a significant or heritage tree) to be damaged without a permit
- c) No person shall cut or remove a tree (designated as a significant tree) without a tree cutting permit issued under this bylaw.
- d) No person shall damage or allow a tree (designated as a significant tree) to be damaged without permit
- e) No person shall cut or remove a tree (designated as a significant tree, further defined as a heritage tree) without a tree cutting permit.
- f) No person shall damage or allow a tree (designated as a significant tree, further defined as a heritage tree) to be damaged without permit.
- g) Failure to adhere to the terms or conditions of a permit.

READ A FIRST TIME this	day of	, 2019
READ A SECOND TIME this	day of	, 2019
READ A THIRD TIME this	day of	, 2019

Mayor

Corporate Officer

SCHEDULE “A”
Designated Bylaw Contraventions and Penalties

Tree Bylaw No. 4108

DESCRIPTION	SECTION NO. IN BYLAW	DISCOUNTED PENALTY IN \$ (within 14 days)	FULL PENALTY IN \$ (after 14 days)	COMPLIANCE AGREEMENT DISCOUNT ⁽¹⁾
Tree other than a significant or heritage tree				
Cutting or removing tree without permit	5.1(a)	-	\$350	n/a
Damaging or allowing tree to be damaged without permit	5.1(b)	-	\$200	n/a
Significant tree other than a heritage tree				
Cutting or removing tree without permit	5.1(c)	-	\$500	n/a
Damaging, or allowing tree to be damaged without permit	5.1(d)	-	\$350	n/a
Significant tree further defined as a heritage tree				
Cutting or removing tree without permit	5.1(e)	-	\$500	n/a
Damaging, or allowing tree to be damaged without permit	5.1(f)	-	\$500	n/a
Actions related to Trees and Tree Permits				
Failure to adhere to the terms or conditions of a permit	5.1(g)	-	\$200	n/a
Removing, concealing, or otherwise interfering with a posted Stop Work Order related to a permit	5.2	-	\$300	n/a
Altering, falsifying, or Otherwise misrepresenting information on or for a permit or application	5.3	-	\$300	n/a
Fastening a sign, notice, or other object to, around, or through a tree or shrub located on City-owned or occupied land	5.4		\$200	n/a
Failure to visibly post permit during specified activities	6.9	\$100	\$200	n/a
Failure to maintain a protective barrier during tree cutting	9.1, 9.2, 9.4, 9.5	\$100	\$200	n/a
Failure to plant approved replacement tree	7.5, 7.8	\$250	\$250	n/a
Obstructing City agent from inspecting site	10.2	-	\$200	n/a

(1) Where compliance agreement entered in accordance with section 8 (a)(v) of this bylaw.

SAMPLE BYLAWS WITH TRACKED CHANGES:

TREE BYLAW:

5 PROHIBITIONS

~~5.1 No person shall cut, remove or damage any tree, except in accordance with the terms of a tree cutting permit issued under this bylaw.~~

Replace with:

- 5.1
- a) No person shall cut or remove a tree (Tree other than a significant or heritage tree) without a tree cutting permit.
 - b) No person shall damage or allow a tree (Tree other than a significant or heritage tree) to be damaged without a permit
 - c) No person shall cut or remove a tree (designated as a significant tree) without a tree cutting permit issued under this bylaw.
 - d) No person shall damage or allow a tree (designated as a significant tree) to be damaged without permit
 - e) No person shall cut or remove a tree (designated as a significant tree, further defined as a heritage tree) without a tree cutting permit.
 - f) No person shall damage or allow a tree (designated as a significant tree, further defined as a heritage tree) to be damaged without permit.
 - g) Failure to adhere to the terms or conditions of a permit.

BYLAW NOTICE ENFORCEMENT BYLAW:

Tree Bylaw No. 4108

DESCRIPTION	SECTION NO. IN BYLAW	DISCOUNTED PENALTY IN \$ (within 14 days)	FULL PENALTY IN \$ (after 14 days)	COMPLIANCE AGREEMENT DISCOUNT ⁽¹⁾
Tree other than a significant or heritage tree				
Cutting or removing tree without permit	5.1(a)	-	\$35 0	n/a
Damaging or allowing tree to be damaged without permit	5.1(b)	-	\$20 0	n/a
Significant tree other than a heritage tree				
Cutting or removing tree without permit	5.1(c)	-	\$50 0	n/a
Damaging, or allowing tree to be damaged without permit	5.1(d)	-	\$35 0	n/a
Significant tree further defined as a heritage tree				
Cutting or removing tree without permit	5.1(e)	-	\$50 0	n/a
Damaging, or allowing tree to be damaged without permit	5.1(f)	-	\$50 0	n/a
Actions related to Trees and Tree Permits				
Failure to adhere to the terms or conditions of a permit	5.1(g)	-	\$20 0	n/a