

Tuesday, October 22, 2019, 6:00 p.m.

Council Chambers

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

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Pages

1. CALL TO ORDER

2. ADOPTION OF THE AGENDA

2.1 Adoption of the Agenda

Recommendation:

*That the Tuesday, October 22, 2019, Council Meeting Agenda be adopted with the following changes:*

- *Update to the Recommendation for item 7.3.*

3. PUBLIC HEARINGS

None.

4. CONFIRMATION OF MINUTES

None.

5. PROCLAMATIONS

None.

6. DELEGATIONS

None.

7. BYLAWS

7.1 Fees and Charges Amendment Bylaw No. 4149 - First Three Readings

1

Recommendation:

*That Council:*

- 1. Give first three readings to Bylaw 4149; and*
- 2. Direct staff to implement a One City pass; and*
- 3. Direct staff to implement an expanded youth/young-adult category for passes and admission fees, effective November 1, 2020.*

**7.2 Zoning Amendment Bylaw No. 4141 for 985 Nicola Avenue - Rescind and Re-read Second Reading**

34

Recommendation:

(Motions to be given separately)

1. *That Council rescind Second Reading of Zoning Amendment Bylaw No. 4141.*
2. *That Council amend Zoning Amendment Bylaw No. 4141 by adding the following clause after “625 m<sup>2</sup>”:*
  - *“and one retail sales and display area not to exceed “247 m<sup>2</sup> within that floor area”; and*

*That Council give Second Reading to Bylaw 4141 as amended.*

**7.3 Zoning Amendment Bylaw No. 4148 for 2156 Salisbury Avenue - First Two Readings**

49

Recommendation:

*\*That Council give Zoning Amendment Bylaw No. 4148 for 2156 Salisbury Avenue - First Two Readings; and*

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

- a. *Completion of design and submission of fees and securities for off-site works and services, including reconstruction of the lane to connect with the north/south lane to the west;*
- b. *Registration of an access easement allowing for future vehicle access to 2162 Salisbury Avenue;*
- c. *Registration of a legal agreement to require the project to achieve a minimum Built Green® Gold construction standard.*

**7.4 Tree Amendment Bylaw No. 4146 & Bylaw Notice Enforcement Amendment Bylaw No. 4147 - Adoption**

57

Recommendation:

*That Council adopt Tree Amendment Bylaw No. 4146 & Bylaw Notice Enforcement Amendment Bylaw No. 4147.*

**8. NOTICES OF MOTION**

Councillor McCurrach:

That staff provide a report regarding providing free menstrual products at city facilities

(in the Spring of 2020), including:

- A list of City facilities and the cost and feasibility to provide barrier-free menstrual product distribution at each location; and
- Outline how the lessons learned from the pilot projects currently being undertaken by the cities of Coquitlam and Port Moody (in their civic facilities) can benefit a (similar) program in Port Coquitlam and evaluate a partnership opportunities such as with the United Way's "Period Promise" campaign and provide future recommendations to Council as part of on-going program sustainment.

Councillor Darling:

That staff prepare bylaw amendments to increase fines for unsecured garbage and green waste to \$300.

**9. NEW BUSINESS**

**10. OPEN QUESTION PERIOD**

**11. ADJOURNMENT**

**11.1 Adjournment of the Meeting**

Recommendation:

*That the Tuesday, October 22, 2019, Council Meeting be adjourned.*

# Fees and Charges Bylaw Amendment

## **RECOMMENDATION:**

That Council:

1. Give first three readings to Bylaw 4149; and
2. Direct staff to implement a One City pass; and
3. Direct staff to implement an expanded youth/young-adult category for passes and admission fees, effective November 1, 2020.

## **PREVIOUS COUNCIL/COMMITTEE ACTION**

None.

## **REPORT SUMMARY**

This report proposes fee increases and modifications to the pricing structure for recreation facility admissions and rentals. Further, this report proposes that any adjustments to fees be effective January 1, 2020 to allow adequate time to notify impacted user groups. In preparation for opening of the Port Coquitlam Community Centre's fitness areas, this report proposes that the all-inclusive "One City" pass be introduced along with an expanded youth/young adult admission and pass fee age range, effective November 1, 2019.

## **BACKGROUND**

Fees and charges are reviewed annually. The last Fees and Charges Bylaw - "Schedule C" (Parks and Recreation) was approved by City Council on May 22, 2018. In preparation for opening new amenities at the Port Coquitlam Community Centre, this report proposes adjustments for admission rates, memberships, and facility booking fees. The identified primary motivators for the proposed changes include:

- Improving customer service through a simplified fee structure and more efficient administration processes,
- Reducing fees for young adults to increase participation and reduce barriers,
- Aligning price increases with market and inflationary costs, and
- Introducing an all-inclusive pass for drop in activities at both the Hyde Creek Recreation Centre and the Port Coquitlam Community Centre (i.e. public swim, public skate, weight room, and fitness classes).

# Fees and Charges Bylaw Amendment

## **DISCUSSION**

The proposed changes and bylaw amendments are summarized as follows:

### **Proposed One City Pass – Effective November 1, 2019:**

Staff recommends that the One City pass be implemented November 1, 2019. Promotion of the “One City” pass will help build excitement for the opening of the Fitness Areas of the new Community. The One City pass will provide access to all of the City’s recreation centres and outdoor pools; similar to the pass system in neighboring municipalities such as Coquitlam’s One Pass. An optional auto-renewable monthly option is recommended along with an annual pass.

### **Proposed Youth/Young Adult admission rates – effective November 1, 2019:**

Staff recommends a redefined admission age classification for Youth/Young Adults 13-24 years old. Participation trends show an approximate 50% decline in participation by young adults. Not only will this price adjustment enhance affordability for young adults, there is also potential for increased revenue if participation by 18-24 year olds increases, even with the lower fee.

### **Taxes excluded in all listed pricing:**

The proposed Fees and Charges Bylaw shows all pricing without taxes (see Attachment #1).

### **Proposed 2% fee increase:**

The Fees and Charges Bylaw was last amended on May 22, 2018. In acknowledgement of the impacts of facility construction, fees for the Port Coquitlam Recreation Complex were excluded from the rate increase in 2018, and have not been adjusted since 2015.

A 2% increase is proposed to be effective January 1, 2020. No increase was applied to the rental rates for ice arenas for 2020 in acknowledgement of the over prescribed prime ice times with two arenas operating. As shown on the market rate comparison tables (Attachments #2 & #3), a 2% increase to the base rate situates Port Coquitlam in the mid to low range of most fee categories. In addition Port Coquitlam’s rates may be lower in comparison assuming that several municipalities will adjust fees prior to the proposed implementation date of January 1, 2020.

### **Youth focused base-rate fee structure for arenas and fields:**

This report proposes that pricing be realigned using the adult base price model and the fees for each other customer type be adjusted accordingly (Youth/Schools pay 50% of the base rate, Local Private groups pay 125% of the base rate, and Commercial/Non-Resident/Political pay 150% of the base rate). The fee structure model was applied using the youth rate as the constant for ice arena and field rentals rather than the adult rate, to avoid increasing rates for youth groups while applying the model consistently through all categories of fees and charges. The table shows the impact of the changes for youth and other user categories for Ice Arenas and A Level Grass Fields in the table below (see Attachment #1 – Fees & Charges Bylaw):

## Fees and Charges Bylaw Amendment

Arenas – Ice (no fee increase January 1, 2020)			
Organizations	2019 Rate	2020 Rate	Model
Local Non-Profit - Youth/Schools	\$110.00/hour	\$110.00/hour	50%
Local Non-Profit – Adult	\$237.00/hour	\$220.00/hour	Base Rate
Local Private	\$290.00/hour	\$275.00/hour	125%
Commercial/Non-Resident/Political	\$314.00/hour	\$330.00/hour	150%
Fields - A-Level Grass ( with proposed 2% fee increase applied to the local non-profit youth rate, effective January 1, 2020)			
Organizations	2019 Rate	2020 Rate	Model
Local Non-Profit - Youth/Schools	\$8.40/hour	\$8.55/hour	50%
Local Non-Profit – Adult	\$19.90/hour	\$17.15/hour	Base Rate
Local Private	\$21.20/hour	\$21.45/hour	125%
Commercial/Non-Resident/Political	\$25.30/hour	\$25.70/hour	150%

In summary, the fee adjustments and revised pricing structure for recreation admissions and facility rentals proposed in this report will enhance affordability for youth user groups and young adults. Furthermore, the report recommends no fee increase for ice arena users for 2020 in acknowledgement of the over prescribed prime ice times with two arenas operating. The recommended 2% increase to Port Coquitlam's fees reflects current market trends, situating Port Coquitlam in the mid to lower range of most fee categories.


Introducing the One City pass on November 1, 2019 will align with promotions for opening the new Port Coquitlam Community Centre's fitness and aquatic areas. Approval of the Fees and Charges Bylaw amendment prior to the end of October is recommended in order to provide ample opportunity for additional marketing and promotion of the new amenities in the Community Centre and to advise user groups of increases effective January 1, 2020.

### **FINANCIAL IMPLICATIONS**

Based on 2018 year end revenue and a similar volume of admissions, pass sales, and facility rentals, the combined impact of the proposed fee adjustments is an estimated increase in revenue of \$40,000 annually.

## Fees and Charges Bylaw Amendment

### **OPTIONS** (✓ = Staff Recommendation)

	#	Description
	1	Give Bylaw 4149 first three readings. Approve a One City pass and an expanded youth/young-adult category for passes and admission fees.
	2	Amend Bylaw 4149 prior to first three readings.
	3	Request more information.

### **ATTACHMENTS**

Att#1: Proposed Fees and Charges Bylaw 4149 (to be effective January 1, 2020)

Att#2: Comparison of Lower Mainland Municipalities' Rental Fees

Att#3: Comparison of Lower Mainland Municipalities' Admissions & Passes

CITY OF PORT COQUITLAM  
FEES AND CHARGES AMENDMENT BYLAW

Bylaw No. 4149

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

1. CITATION

This Bylaw is cited as “Fees and Charges Bylaw, 2015, No. 3892, Amendment Bylaw No. 4149, 2019”.

2. ADMINISTRATION

That Fees and Charges Bylaw, 2015, No. 3892 be amended by removing Schedule “C” attached to the Bylaw and replace it with the Schedule “C”, attached hereto and forming part of this amendment bylaw.

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

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Mayor

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Corporate Officer



CITY OF PORT COQUITLAM  
FEES & CHARGES BYLAW, 2019

BYLAW NO. 3892  
Schedule C

Effective: January 1, 2020

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## FACILITY RENTAL PRICING

### Customer Types

**General Public - Residents:** Individuals residing in Port Coquitlam.

**General Public - Non-Residents:** Individuals residing outside of Port Coquitlam.

**Local Non-Profit Group - Youth/Schools:** Registered non-profit groups or charitable status organizations that are primarily youth and at least 75% Port Coquitlam residents. This customer type includes School District #43 schools or any school with a Port Coquitlam address. Sport groups must be a member of Port Coquitlam Sports Alliance Society (PCSA).

**Local Non-Profit Group - Adult:** Registered non-profit groups or charitable status organizations that are primarily adult and at least 75% Port Coquitlam residents. Sport groups must be a member of PCSA.

**Local Private Group:** Organizations that do not have non-profit or charitable status documentation but are at least 75% Port Coquitlam residents. Includes sport groups that are not members of PCSA.

**Commercial/Non-Resident/Political:** Organizations that do not have at least 75% Port Coquitlam residents. Includes sport groups that are not members of PCSA.

### Special Incentives

**Community Serving:** Local non-profit or charitable status organizations can book a small meeting room at “no charge” for a maximum of two hours, once a week.

**Special Event Discount:** Facilities reserved for the purpose of tournaments, championships, or City supported events, are eligible to receive a 15% discount from the regular hourly rate for full day rentals (8+ hours). This discount will not be applicable to extra/miscellaneous fees.

### General Notes

**Damage Deposit:** Any rentals may be subject to a damage deposit up to \$500.

**Extra Charge:** Rentals requiring staffing (wages as specified in the Collective Agreement with CUPE Local 498) and/or waste or resource management are subject to additional charges.

**Taxes:** All listed prices include relevant taxes.

**Rental Duration:** All rentals are reserved for at least 1-hour.

CITY OF PORT COQUITLAM  
FEES & CHARGES BYLAW, 2019

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Schedule C

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**Multi-Purpose Rooms - Small (1-50 Capacity)**

*Facilities:*

**Aggie Park:** Meeting Room. **Gates Park:** Meeting Room. **Gathering Place:** Community Room. **Hyde Creek Recreation Centre:** Community Room 2, Community Room 3, Conference Room, Lecture Room, Lobby, Sports Hall, Youth Centre. **Leigh Square:** Bandshell. **Outlet:** Artist in Residence. **Port Coquitlam Community Centre:** Fitness Studio, Games Room, Small Multi-Purpose Room, Spin Studio, Main Lobby Arena Lobby, Concession Landing, Corridor West, Corridor Middle, Corridor East.

Individuals	2019 Rate	2020 Rate
General Public - Residents	\$20.80/hour	\$21.30/hour
General Public - Non-Residents	\$24.90/hour	\$25.60/hour

Organizations	2019 Rate	2020 Rate
Local Non-Profit - Youth/Schools	\$8.25/hour	\$8.55/hour
Local Non-Profit - Adult	\$16.70/hour	\$17.05/hour
Local Private	\$20.80/hour	\$21.30/hour
Commercial/Non-Resident/Political	\$24.90/hour	\$25.60/hour

CITY OF PORT COQUITLAM  
FEES & CHARGES BYLAW, 2019

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Schedule C

Effective: January 1, 2020

**Multi-Purpose Rooms - Medium (51-100 Capacity)**

*Facilities:*

- **City Hall:** Council Chambers. **Gathering Place:** Michael Wright Art Gallery. **Hyde Creek Recreation Centre:** Aerobics Studio. **Outlet:** Work Room. **Port Coquitlam Community Centre:** Laking Room, J.B. Young Room, Wilson Lounge.

*Note:*

- After hours rentals may be subject to additional charges for facility supervision.

Individuals	2019 Rate	2020 Rate
General Public - Residents	\$56.70/hour	\$57.75/hour
General Public - Non-Residents	\$68.00/hour	\$69.30/hour

Organizations	2019 Rate	2020 Rate
Local Non-Profit - Youth/Schools	\$22.70/hour	\$23.10/hour
Local Non-Profit - Adult	\$45.30/hour	\$46.20/hour
Local Private	\$56.70/hour	\$57.75/hour
Commercial/Non-Resident/Political	\$68.00/hour	\$69.30/hour

CITY OF PORT COQUITLAM  
FEES & CHARGES BYLAW, 2019

BYLAW NO. 3892  
Schedule C

Effective: January 1, 2020

**Multi-Purpose Rooms - Large (101+ Capacity)**

*Facilities:*

- **Hyde Creek Recreation Centre: Gymnasium.**

Individuals	2019 Rate	2020 Rate
General Public - Residents	\$69.60/hour	\$70.90/hour
General Public - Non-Residents	\$83.40/hour	\$85.05/hour

Organizations	2019 Rate	2020 Rate
Local Non-Profit - Youth/Schools	\$27.80/hour	\$28.35/hour
Local Non-Profit - Adult	\$55.60/hour	\$56.70/hour
Local Private	\$69.60/hour	\$70.90/hour
Commercial/Non-Resident/Political	\$83.40/hour	\$85.05/hour

CITY OF PORT COQUITLAM  
FEES & CHARGES BYLAW, 2019

BYLAW NO. 3892  
Schedule C

Effective: January 1, 2020

**Park Shelters**

*Facilities:*

- **Castle Park:** Park Shelter. **Lions Park:** Park Shelter. **Peace Park:** Gazebo. **Settlers Park:** Park Shelter.

*Note:*

- *Park shelters and gazebos were previously rented in 4-hour blocks. New for 2020, they are rented out in 12-hour rental blocks per day per customer (exceptions may be made for department supported/approved special events).*

Individuals	2019 Rate	2020 Rate
General Public - Residents	\$60/event	\$70/event
General Public - Non-Residents	\$60/event	\$85/event

Organizations	2019 Rate	2020 Rate
Local Non-Profit - Youth/Schools	\$60/event	\$70/event
Local Non-Profit - Adult	\$60/event	\$70/event
Local Private	\$60/event	\$70/event
Commercial/Non-Resident/Political	\$60/event	\$85/event

CITY OF PORT COQUITLAM  
FEES & CHARGES BYLAW, 2019

BYLAW NO. 3892  
Schedule C

Effective: January 1, 2020

**Arenas - Ice**

*Facilities:*

- **Port Coquitlam Community Centre:** Arena 2, Arena 3

*Notes:*

- *In August, ice rentals are lowered to the Local Non-Profit - Youth/Schools rate for all user groups.*
- *In addition to the base rental rate, Arena Attendants and/or Skating Instructors are billable for required rentals.*

Individuals	2019 Rate	2020 Rate
General Public - Residents	\$290.00/hour	\$275.00/hour
General Public - Non-Residents	\$314.00/hour	\$330.00/hour

Organizations	2019 Rate	2020 Rate
Local Non-Profit - Youth/Schools	\$110.00/hour	\$110.00/hour
Local Non-Profit - Adult	\$237.00/hour	\$220.00/hour
Local Private	\$290.00/hour	\$275.00/hour
Commercial/Non-Resident/Political	\$314.00/hour	\$330.00/hour

CITY OF PORT COQUITLAM  
FEES & CHARGES BYLAW, 2019

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Schedule C

Effective: January 1, 2020

**Arenas - Dry Floor**

*Facilities:*

- **Port Coquitlam Community Centre:** Arena 2, Arena 3

Individuals	2019 Rate	2020 Rate
General Public - Residents	\$102.40/hour	\$104.55/hour
General Public - Non-Residents	\$123.00/hour	\$125.50/hour

Organizations	2019 Rate	2020 Rate
Local Non-Profit - Youth/Schools	\$41.00/hour	\$41.85/hour
Local Non-Profit - Adult	\$82.00/hour	\$83.65/hour
Local Private	\$102.40/hour	\$104.55/hour
Commercial/Non-Resident/Political	\$123.00/hour	\$125.50/hour



CITY OF PORT COQUITLAM  
FEES & CHARGES BYLAW, 2019

BYLAW NO. 3892  
Schedule C

Effective: January 1, 2020

**Fields - Artificial Turf**

*Facilities:*

- **Gates Park:** Artificial Turf 1, Artificial Turf 2

*Notes:*

- *In July/August, turf rentals are lowered to the Local Non-Profit - Youth/Schools rate for all user groups*
- *Turf fields may be divided into halves; each side is rented out at half the price of an entire turf field.*

Individuals	2019 Rate	2020 Rate
General Public - Residents	\$57.70/hour	\$58.75/hour
General Public - Non-Residents	\$69.20/hour	\$70.50/hour

Organizations	2019 Rate	2020 Rate
Local Non-Profit - Youth/Schools	\$23.10/hour	\$23.50/hour
Local Non-Profit - Adult	\$46.10/hour	\$47.00/hour
Local Private	\$57.70/hour	\$58.75/hour
Commercial/Non-Resident/Political	\$69.20/hour	\$70.50/hour

CITY OF PORT COQUITLAM  
FEES & CHARGES BYLAW, 2019

BYLAW NO. 3892  
Schedule C

Effective: January 1, 2020

**Fields - Artificial Turf Warm-up**

*Facility:*

- **Gates Park:** Artificial Turf Warm-up.

Individuals	2019 Rate	2020 Rate
General Public - Residents	\$16.70/hour	\$17.05/hour
General Public - Non-Residents	\$20.20/hour	\$20.50/hour

Organizations	2019 Rate	2020 Rate
Local Non-Profit - Youth/Schools	\$6.60/hour	\$6.85/hour
Local Non-Profit - Adult	\$13.40/hour	\$13.65/hour
Local Private	\$16.70/hour	\$17.05/hour
Commercial/Non-Resident/Political	\$20.20/hour	\$20.50/hour

CITY OF PORT COQUITLAM  
FEES & CHARGES BYLAW, 2019

BYLAW NO. 3892  
Schedule C

Effective: January 1, 2020

**Fields - A-Level Grass**

*Facilities:*

- **Aggie Park:** 1 Softball Diamond, 1 Soccer Field. **Cedar Park:** 1 Softball Diamond, 1 Baseball Diamond, 1 Soccer Field. **Citadel Middle School:** 1 Baseball Diamond, 1 Softball Diamond, 1 Soccer Field. **E'cole des Pionniers:** 1 Soccer Field. **Evergreen Park:** 1 Softball Diamond, 1 Soccer Field. **Gates Park:** 1 Baseball Diamond, 3 Softball Diamonds, 3 Soccer Fields. **McLean Park:** 4 Softball Diamonds, 1 Soccer Field. **Minnehada Middle School:** 1 Soccer Field. **Terry Fox Park:** 1 Softball Diamond, 1 Soccer Field. **Thompson Park:** 3 Baseball Diamonds.

Individuals	2019 Rate	2020 Rate
General Public - Residents	\$21.20/hour	\$21.45/hour
General Public - Non-Residents	\$25.30/hour	\$25.70/hour

Organizations	2019 Rate	2020 Rate
Local Non-Profit - Youth/Schools	\$8.40/hour	\$8.55/hour
Local Non-Profit - Adult	\$19.90/hour	\$17.15/hour
Local Private	\$21.20/hour	\$21.45/hour
Commercial/Non-Resident/Political	\$25.30/hour	\$25.70/hour

CITY OF PORT COQUITLAM  
FEES & CHARGES BYLAW, 2019

BYLAW NO. 3892  
Schedule C

Effective: January 1, 2020

**Fields - B-Level Grass**

*Facility:*

- **Pitt River Middle School: 1 Soccer Field.**

Individuals	2019 Rate	2020 Rate
General Public - Residents	\$15.70/hour	\$16.05/hour
General Public - Non-Residents	\$18.70/hour	\$19.30/hour

Organizations	2019 Rate	2020 Rate
Local Non-Profit - Youth/Schools	\$6.40/hour	\$6.45/hour
Local Non-Profit - Adult	\$12.60/hour	\$12.85/hour
Local Private	\$15.70/hour	\$16.05/hour
Commercial/Non-Resident/Political	\$18.70/hour	\$19.30/hour

CITY OF PORT COQUITLAM  
FEES & CHARGES BYLAW, 2019

BYLAW NO. 3892  
Schedule C

Effective: January 1, 2020

**Fields - C-Level Grass**

*Facilities:*

- **Central Elementary School:** 2 Baseball Diamonds. **Central Park:** 1 Baseball Diamond. **Sun Valley Park:** 1 Baseball Diamond.

Individuals	2019 Rate	2020 Rate
General Public - Residents	\$9.10/hour	\$9.20/hour
General Public - Non-Residents	\$10.70/hour	\$11.05/hour

Organizations	2019 Rate	2020 Rate
Local Non-Profit - Youth/Schools	\$3.70/hour	\$3.70/hour
Local Non-Profit - Adult	\$7.20/hour	\$7.35/hour
Local Private	\$9.10/hour	\$9.20/hour
Commercial/Non-Resident/Political	\$10.70/hour	\$11.05/hour

CITY OF PORT COQUITLAM  
FEES & CHARGES BYLAW, 2019

BYLAW NO. 3892  
Schedule C

Effective: January 1, 2020

**Indoor Pools - Lap**

*Facility:*

- **Hyde Creek Recreation Centre: Lap Pool.**

*Notes:*

- *In addition to the base rental rate:*
  - *two Aquatic Leaders are required for attendance levels of 1-40*
  - *three Aquatic Leaders are required for attendance levels of 41-80*
  - *four Aquatic Leaders are required for attendance levels of 81-120*
  - *five Aquatic Leaders are required for attendance levels of 121-300.*
- *Swim clubs that provide National Lifeguard certified supervision may not require Aquatic Leaders.*
- *The Lap Pool can be divided into six lanes during operating hours; each lane may be rented out at 1/6 the price of the entire pool.*

Individuals	2019 Rate	2020 Rate
General Public - Residents	\$107.40/hour	\$109.40/hour
General Public - Non-Residents	\$129.00/hour	\$131.25/hour

Organizations	2019 Rate	2020 Rate
Local Non-Profit - Youth/Schools	\$42.50/hour	\$43.75/hour
Local Non-Profit - Adult	\$85.80/hour	\$87.50/hour
Local Private	\$107.40/hour	\$109.40/hour
Commercial/Non-Resident/Political	\$129.00/hour	\$131.25/hour

CITY OF PORT COQUITLAM  
FEES & CHARGES BYLAW, 2019

BYLAW NO. 3892  
Schedule C

Effective: January 1, 2020

**Indoor Pools - Leisure**

*Facilities:*

**Hyde Creek Recreation Centre:** Leisure Pool. **Port Coquitlam Community Centre:** Leisure Pool.

*Notes:*

- *In addition to the base rental rate:*
  - *two Aquatic Leaders are required for attendance levels of 1-40*
  - *three Aquatic Leaders are required for attendance levels of 41-80*
  - *four Aquatic Leaders are required for attendance levels of 81-120*
  - *five Aquatic Leaders are required for attendance levels of 121-300.*
  
- *Swim clubs that provide National Lifeguard certified supervision may not require Aquatic Leaders.*

Individuals	2019 Rate	2020 Rate
General Public - Residents	\$93.00/hour	\$94.90/hour
General Public - Non-Residents	\$112.10/hour	\$113.85/hour

Organizations	2019 Rate	2020 Rate
Local Non-Profit - Youth/Schools	\$36.80/hour	\$37.95/hour
Local Non-Profit - Adult	\$74.40/hour	\$75.90/hour
Local Private	\$93.00/hour	\$94.90/hour
Commercial/Non-Resident/Political	\$112.10/hour	\$113.85/hour

CITY OF PORT COQUITLAM  
FEES & CHARGES BYLAW, 2019

BYLAW NO. 3892  
Schedule C

Effective: January 1, 2020

**Outdoor Pools**

*Facilities:*

- **Aggie Park:** Centennial Pool. **Robert Hope Park:** Outdoor Pool.

*Notes:*

- *In addition to the base rental rate:*
  - *two Aquatic Leaders are required for attendance levels of 1-40*
  - *three Aquatic Leaders are required for attendance levels of 41-80*
  - *four Aquatic Leaders are required for attendance levels of 81-120*
  - *five Aquatic Leaders are required for attendance levels of 121-300.*
- *Swim clubs that provide National Lifeguard certified supervision may not require Aquatic Leaders.*
- *Rentals outside of regular hours may be subject to extra fees for opening/closing the outdoor pool.*
- *Centennial Pool can be divided into six lanes during operating hours; each lane may be rented out at 1/6 the price of the entire pool.*

Individuals	2019 Rate	2020 Rate
General Public - Residents	\$44.80/hour	\$45.50/hour
General Public - Non-Residents	\$53.80/hour	\$54.60/hour

Organizations	2019 Rate	2020 Rate
Local Non-Profit - Youth/Schools	\$17.60/hour	\$18.20/hour
Local Non-Profit - Adult	\$35.70/hour	\$36.40/hour
Local Private	\$44.80/hour	\$45.50/hour
Commercial/Non-Resident/Political	\$53.80/hour	\$54.60/hour



CITY OF PORT COQUITLAM  
FEES & CHARGES BYLAW, 2019

BYLAW NO. 3892  
Schedule C

Effective: January 1, 2020

**Outdoor Pools - Wading**

*Facilities:*

- **Routley Pool:** Wading Pool. **Sun Valley Park:** Wading Pool.

*Note:*

- *In addition to the base rental rate, one Aquatic Leader is billable.*

Individuals	2019 Rate	2020 Rate
General Public - Residents	\$43.50/hour	\$44.25/hour
General Public - Non-Residents	\$52.20/hour	\$53.10/hour

Organizations	2019 Rate	2020 Rate
Local Non-Profit - Youth/Schools	\$17.20/hour	\$17.70/hour
Local Non-Profit - Adult	\$34.70/hour	\$35.40/hour
Local Private	\$43.50/hour	\$44.25/hour
Commercial/Non-Resident/Political	\$52.20/hour	\$53.10/hour

CITY OF PORT COQUITLAM  
FEES & CHARGES BYLAW, 2019

BYLAW NO. 3892  
Schedule C

Effective: January 1, 2020

**Outdoor Lacrosse Boxes**

*Facilities:*

- **Minnekhada School:** Lacrosse Box. **Rowland Park:** Lacrosse Box. **Terry Fox Park:** Lacrosse Box.

Individuals	2019 Rate	2020 Rate
General Public - Residents	\$19.40/hour	\$19.75/hour
General Public - Non-Residents	\$23.10/hour	\$23.70/hour

Organizations	2019 Rate	2020 Rate
Local Non-Profit - Youth/Schools	\$7.80/hour	\$7.90/hour
Local Non-Profit - Adult	\$15.50/hour	\$15.80/hour
Local Private	\$19.40/hour	\$19.75/hour
Commercial/Non-Resident/Political	\$23.10/hour	\$23.70/hour

CITY OF PORT COQUITLAM  
FEES & CHARGES BYLAW, 2019

BYLAW NO. 3892  
Schedule C

Effective: January 1, 2020

**Tennis Courts**

*Facilities:*

- **Gates Park:** Tennis Courts 1-6. **Terry Fox Park:** Tennis Courts 1-4.

Individuals	2019 Rate	2020 Rate
General Public - Residents	\$6.25/hour	\$6.40/hour
General Public - Non-Residents	\$7.50/hour	\$7.65/hour

Organizations	2019 Rate	2020 Rate
Local Non-Profit - Youth/Schools	\$2.50/hour	\$2.55/hour
Local Non-Profit - Adult	\$5.00/hour	\$5.10/hour
Local Private	\$6.25/hour	\$6.40/hour
Commercial/Non-Resident/Political	\$7.50/hour	\$7.65/hour

CITY OF PORT COQUITLAM  
FEES & CHARGES BYLAW, 2019

BYLAW NO. 3892  
Schedule C

Effective: January 1, 2020

**Miscellaneous Items**

Extra Fees	2019 Rate	2020 Rate
Outdoor Event with Alcohol	\$156.60/day	\$157.75/day
Banners on Underpass - Local Non-Profit Groups	\$56.70/week	\$57.85/week
Banners on Underpass - Other Customer Types	\$111.20/week	\$113.40/week
Kitchen Rental (Gathering Place)	\$34.00/event	\$34.70/event
Commercial Kitchen Rental (Port Coquitlam Community Centre) <i>* Pre-Approval Required</i>	N/A	\$90.85/event
Clean-up Charge	\$58.20/event	\$68.15/event
Damage Deposit	\$500.00/event	\$500.00/event
Set-Up Charge - Tables & Chairs for 1-100 people	\$66.00/event	\$68.15/event
Set-Up Charge - Tables & Chairs for 101-199 people	\$123.00/event	\$136.30/event
Set-Up Charge - Tables & Chairs for 200-300 people	\$163.00/event	\$181.70/event
Set-Up Charge - City Owned Stage <i>* Pre-Approval Required</i>	N/A	\$90.85/event

CITY OF PORT COQUITLAM  
FEES & CHARGES BYLAW, 2019

BYLAW NO. 3892  
Schedule C

Effective: January 1, 2020

## ADMISSIONS PRICING

**ONE CITY PASS:** includes access to drop-in programs, indoor and outdoor swimming pools, fitness areas, and arenas. Registered programs are excluded.

**VISIT PASS:** 10 and 20 visit passes are redeemed as one admission per scan (e.g. if a customer scans a pass at Hyde Creek Recreation Centre to swim and then visits the Port Coquitlam Community Centre to skate, the member would redeem two visits).

- 10-visit pass is based on the cost of 9 single admissions (10% discount).
- 20-visit pass is based on the cost of 16 single admissions (20% discount).

**MONTHLY PASS:** monthly commitment, optional auto-renewal until deactivation is requested.

- Based on the cost of 9 single admissions (10% discount).

**ANNUAL PASS:** commitment of one year.

- Price is calculated at 9x the monthly rate (25% discount).

**FAMILY:** Price is calculated at the rate of one adult and two children, with the exception of the Family Outdoor Summer Pool Pass, which is calculated as one adult and one child.

## Passes & Admissions

Child (4-12)	2019 Rate	2020 Rate
Single Admission - HC, PCCC	\$3.05	\$3.10
Single Admission - Outdoor Pools (CE, RH)	\$1.90	\$1.90
Outdoor Summer Pool Pass	\$19.05	\$19.05
10-Visit Pass	\$27.43	\$27.90
20-Visit Pass	\$48.76	\$49.60
One City Monthly Pass	\$27.43	\$27.90
One City Annual Pass	\$253.56	\$251.10

CITY OF PORT COQUITLAM  
FEES & CHARGES BYLAW, 2019

BYLAW NO. 3892  
Schedule C

Effective: January 1, 2020

Youth/Young Adult (13-24)	2019 Rate	2020 Rate
Single Admission - HC, PCCC	\$4.48	\$4.65
Single Admission - Outdoor Pools (CE, RH)	\$1.90	\$1.90
Outdoor Summer Pool Pass	\$19.05	\$19.05
Youth Access Annual Membership	\$15.00	\$15.30
10-Visit Pass	\$40.29	\$41.85
20-Visit Pass	\$71.62	\$74.40
One City Monthly Pass	\$40.29	\$41.85
One City Annual Pass	\$372.42	\$376.65

Adult (25-59)	2019 Rate	2020 Rate
Single Admission - HC, PCCC	\$6.10	\$6.20
Single Admission - Outdoor Pools (CE, RH)	\$1.90	\$1.90
10-Visit Pass	\$54.86	\$55.80
20-Visit Pass	\$97.52	\$99.20
One City Monthly Pass	\$54.86	\$55.80
One City Annual Pass	\$507.12	\$502.20

Senior (60-84)	2019 Rate	2020 Rate
Single Admission - HC, PCCC	\$4.48	\$4.65
Single Admission - Outdoor Pools (CE, RH)	\$1.90	\$1.90
Wilson Centre Annual Membership	\$18.75	\$19.15
10-Visit Pass	\$40.29	\$41.85
20-Visit Pass	\$71.62	\$74.40
One City Monthly Pass	\$40.29	\$41.85

CITY OF PORT COQUITLAM  
FEES & CHARGES BYLAW, 2019

BYLAW NO. 3892  
Schedule C

Effective: January 1, 2020

One City Annual Pass	\$372.42	\$376.65
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Super Senior (85+)	2019 Rate	2020 Rate
Single Admission - HC, PCCC	\$3.05	\$3.10
Single Admission - Outdoor Pools (CE, RH)	\$1.90	\$1.90
Wilson Centre Annual Membership	\$18.75	\$19.15
10-Visit Pass	\$27.43	\$27.90
20-Visit Pass	\$48.76	\$49.60
One City Monthly Pass	\$27.43	\$27.90
One City Annual Pass	\$253.56	\$251.10

Family	2019 Rate	2020 Rate
Single Admission - HC, PCCC	\$12.19	\$12.40
Single Admission - Outdoor Pools (CE, RH)	\$5.71	\$5.70
Outdoor Summer Pool Pass	\$38.10	\$38.10
10-Visit Pass	\$109.71	\$111.60
20-Visit Pass	\$195.05	\$198.40
One City Monthly Pass	\$109.71	\$111.60
One City Annual Pass	\$1,014.25	\$1,004.40

### PoCo Proposed Facility Rental Market Comparison

Multi-Purpose Room - Small (1-50)	PoCo (Jan 2020)	Coquitlam (Apr 2019)	Maple Ridge (Jan 2014)	New West (Apr 2019)	Port Moody (Jan 2020)	Neighbor Average	Compared to Avg
Local NP Group - Youth/Schools	\$8.55	\$8.75	\$9.01	\$5.95	\$12.00	\$8.93	96%
Local NP Group - Adult	\$17.05	\$8.75	\$13.52	\$5.95	\$12.00	\$10.06	170%
Local Private Group	\$21.30	\$34.75	\$22.53	\$17.86	\$20.00	\$23.79	90%
Commercial/Non-Res/Political	\$25.60	\$47.00	\$27.67	\$17.86	\$30.00	\$30.63	84%

Multi-Purpose Room - Medium (51-100)	PoCo (Jan 2020)	Coquitlam (Apr 2019)	Maple Ridge (Jan 2014)	New West (Apr 2019)	Port Moody (Jan 2020)	Neighbor Average	Compared to Avg
Local NP Group - Youth/Schools	\$23.10	\$9.25	\$13.94	\$11.90	\$17.00	\$13.02	177%
Local NP Group - Adult	\$46.20	\$9.25	\$20.91	\$11.90	\$17.00	\$14.77	313%
Local Private Group	\$57.75	\$37.50	\$34.85	\$35.71	\$34.00	\$35.52	163%
Commercial/Non-Res/Political	\$69.30	\$50.50	\$45.36	\$35.71	\$50.00	\$45.39	153%

Multi-Purpose Room - Large (101+)	PoCo (Jan 2020)	Coquitlam (Apr 2019)	Maple Ridge (Jan 2014)	New West (Apr 2019)	Port Moody (Jan 2020)	Neighbor Average	Compared to Avg
Local NP Group - Youth/Schools	\$28.35	\$38.75	\$49.35	\$0.00	\$40.00	\$32.03	89%
Local NP Group - Adult	\$56.70	\$38.75	\$74.02	\$40.00	\$40.00	\$48.19	118%
Local Private Group	\$70.90	\$151.00	\$123.37	\$120.95	\$95.00	\$122.58	58%
Commercial/Non-Res/Political	\$85.05	\$232.00	\$132.64	\$120.95	\$120.00	\$151.40	56%

Park Shelters	PoCo (Jan 2020)	Coquitlam (Apr 2019)	Maple Ridge (Jan 2014)	New West (Apr 2019)	Port Moody (Jan 2020)	Average	Compared to Avg
Local NP Group - Youth/Schools	\$70.00	\$107.00	\$70.00	\$115.24	\$79.70	\$92.99	75%
Local NP Group - Adult	\$70.00	\$107.00	\$70.00	\$115.24	\$79.70	\$92.99	75%
Local Private Group	\$70.00	\$107.00	\$70.00	\$115.24	\$79.70	\$92.99	75%
Commercial/Non-Res/Political	\$85.00	\$107.00	\$70.00	\$115.24	\$79.70	\$92.99	91%

Arena - Ice	PoCo (Jan 2020)	Coquitlam (Apr 2019)	Maple Ridge (Jan 2014)	New West (Apr 2019)	Port Moody (Jan 2020)	Neighbor Average	Compared to Avg
Local NP Group - Youth/Schools	\$110.00	\$101.75	\$110.34	\$80.95	\$126.15	\$104.80	105%
Local NP Group - Adult	\$220.00	\$105.00	\$165.50	\$269.52	\$126.15	\$166.54	132%
Local Private Group	\$275.00	\$295.20	\$275.84	\$269.52	\$301.65	\$285.55	96%
Commercial/Non-Res/Political	\$330.00	\$295.20	\$295.04	\$269.52	\$301.65	\$290.35	114%

Arena - Dry Floor	PoCo (Jan 2020)	Coquitlam (Apr 2019)	Maple Ridge (Jan 2014)	New West (Apr 2019)	Port Moody (Jan 2020)	Neighbor Average	Compared to Avg
Local NP Group - Youth/Schools	\$41.85	\$43.40	\$44.03	\$149.52	\$46.20	\$70.79	59%
Local NP Group - Adult	\$83.65	\$51.60	\$66.05	\$149.52	\$46.20	\$78.34	107%
Local Private Group	\$104.55	\$101.35	\$110.08	\$299.05	\$98.40	\$152.22	69%
Commercial/Non-Res/Political	\$125.50	\$101.35	\$131.85	\$299.05	\$103.65	\$158.98	79%



### PoCo Proposed Facility Rental Market Comparison

Artificial Turf Fields	PoCo (Jan 2020)	Coquitlam (Apr 2019)	Maple Ridge (Jan 2014)	New West (Apr 2019)	Port Moody (Jan 2020)	Neighbor Average	Compared to Avg
Local NP Group - Youth/Schools	\$23.50	\$0.00	\$0.00	\$21.90	\$16.80	\$9.68	243%
Local NP Group - Adult	\$47.00	\$40.00	\$12.70	\$43.81	\$40.65	\$34.29	137%
Local Private Group	\$58.75	\$59.00	\$22.07	\$43.81	\$50.00	\$43.72	134%
Commercial/Non-Res/Political	\$70.50	\$62.50	\$26.48	\$87.62	\$60.00	\$59.15	119%

Artificial Turf Warm-Up Fields	PoCo (Jan 2020)	Coquitlam (Apr 2019)	Maple Ridge (Jan 2014)	New West (Apr 2019)	Port Moody (Jan 2020)	Neighbor Average	Compared to Avg
Local NP Group - Youth/Schools	\$6.85						
Local NP Group - Adult	\$13.65						
Local Private Group	\$17.05						
Commercial/Non-Res/Political	\$20.50						

"A" Level Fields	PoCo (Jan 2020)	Coquitlam (Apr 2019)	Maple Ridge (Jan 2014)	New West (Apr 2019)	Port Moody (Nov 2018)	Neighbor Average	Compared to Avg
Local NP Group - Youth/Schools	\$8.55	\$0.00	\$0.00	\$0.00	\$0.95	\$0.24	3600%
Local NP Group - Adult	\$17.15	\$9.25	\$12.70	\$10.95	\$15.95	\$12.21	140%
Local Private Group	\$21.45	\$26.00	\$22.07	\$10.95	\$15.95	\$18.74	114%
Commercial/Non-Res/Political	\$25.70	\$31.00	\$26.48	\$21.90	\$15.95	\$23.83	108%

"B" Level Fields	PoCo (Jan 2020)	Coquitlam (Apr 2019)	Maple Ridge (Jan 2014)	New West* (Apr 2019)	Port Moody (Jan 2020)	Neighbor Average	Compared to Avg
Local NP Group - Youth/Schools	\$6.45	\$0.00	\$0.00	\$0.00	\$0.90	\$0.23	2867%
Local NP Group - Adult	\$12.85	\$9.25	\$16.44	\$10.95	\$2.50	\$9.79	131%
Local Private Group	\$16.05	\$26.00	\$16.44	\$10.95	\$16.05	\$17.36	92%
Commercial/Non-Res/Political	\$19.30	\$31.00	\$19.73	\$21.90	\$21.40	\$23.51	82%

"C" Level Fields	PoCo (Jan 2020)	Coquitlam (Apr 2019)	Maple Ridge (Jan 2014)	New West (Apr 2019)	Port Moody (Jan 2020)	Neighbor Average	Compared to Avg
Local NP Group - Youth/Schools	\$3.70	\$0.00	\$0.00	\$0.00	\$0.90	\$0.23	1644%
Local NP Group - Adult	\$7.35	\$9.25	\$0.00	\$10.95	\$2.50	\$5.68	130%
Local Private Group	\$9.20	\$26.00	\$5.49	\$10.95	\$16.05	\$14.62	63%
Commercial/Non-Res/Political	\$11.05	\$31.00	\$6.59	\$21.90	\$21.40	\$20.22	55%

Indoor Pools - Lap (+ Aquatic Leaders)	PoCo (Jan 2020)	Coquitlam (Apr 2019)	Maple Ridge (Jan 2014)	New West (Apr 2019)	Port Moody (Jan 2020)	Neighbor Average	Compared to Avg
Local NP Group - Youth/Schools	\$43.75	\$49.80	\$26.75			\$38.28	114%
Local NP Group - Adult	\$87.50	\$49.80	\$40.13			\$44.97	195%
Local Private Group	\$109.40	\$126.00	\$66.88			\$96.44	113%
Commercial/Non-Res/Political	\$131.25	\$174.00	\$68.14			\$121.07	108%

### PoCo Proposed Facility Rental Market Comparison

Indoor Pools - Leisure (+ Aquatic Leaders)	PoCo (Jan 2020)	Coquitlam (Apr 2019)	Maple Ridge (Jan 2014)	New West (Apr 2019)	Port Moody (Jan 2020)	Neighbor Average	Compared to Avg
Local NP Group - Youth/Schools	\$37.95	\$49.80	\$26.75			\$38.28	99%
Local NP Group - Adult	\$75.90	\$49.80	\$40.13			\$44.97	169%
Local Private Group	\$94.90	\$126.00	\$66.88			\$96.44	98%
Commercial/Non-Res/Political	\$113.85	\$174.00	\$68.14			\$121.07	94%

Outdoor Pools - CE & RH (+ Aquatic Leaders)	PoCo (Jan 2020)	Coquitlam (Apr 2019)	Maple Ridge (Jan 2014)	New West (Apr 2019)	Port Moody (Jan 2020)	Neighbor Average	Compared to Avg
Local NP Group - Youth/Schools	\$18.20	\$40.00		\$68.57	\$55.15	\$54.57	33%
Local NP Group - Adult	\$36.40	\$40.00		\$68.57	\$55.15	\$54.57	67%
Local Private Group	\$45.50	\$156.80		\$68.57	\$134.00	\$119.79	38%
Commercial/Non-Res/Political	\$54.60	\$188.00		\$68.57	\$134.00	\$130.19	42%

Outdoor Pools - Wading (+ Aquatic Attendants)	PoCo (Jan 2020)	Coquitlam (Apr 2019)	Maple Ridge (Jan 2014)	New West (Apr 2019)	Port Moody (Jan 2020)	Neighbor Average	Compared to Avg
Local NP Group - Youth/Schools	\$17.70	\$40.00		\$68.57	\$55.15	\$54.57	32%
Local NP Group - Adult	\$35.40	\$40.00		\$68.57	\$55.15	\$54.57	65%
Local Private Group	\$44.25	\$156.80		\$68.57	\$134.00	\$119.79	37%
Commercial/Non-Res/Political	\$53.10	\$188.00		\$68.57	\$134.00	\$130.19	41%

Outdoor Lacrosse Boxes	PoCo (Jan 2020)	Coquitlam (Apr 2019)	Maple Ridge (Jan 2014)	New West (Apr 2019)	Port Moody (Jan 2020)	Neighbor Average	Compared to Avg
Local NP Group - Youth/Schools	\$7.90	\$0.00		\$0.00		\$0.00	N/A
Local NP Group - Adult	\$15.80	\$6.25		\$5.24		\$5.75	275%
Local Private Group	\$19.75	\$12.00		\$5.24		\$8.62	229%
Commercial/Non-Res/Political	\$23.70	\$30.75		\$10.48		\$20.62	115%

Tennis Courts	PoCo (Jan 2020)	Coquitlam (Apr 2019)	Maple Ridge (Jan 2014)	New West (Apr 2019)	Port Moody (Jan 2020)	Neighbor Average	Compared to Avg
Local NP Group - Youth/Schools	\$2.55	\$0.00		\$0.00	\$3.00	\$1.00	255%
Local NP Group - Adult	\$5.10	\$6.25		\$5.24	\$3.00	\$4.83	106%
Local Private Group	\$6.40	\$12.00		\$5.24	\$3.00	\$6.75	95%
Commercial/Non-Res/Political	\$7.65	\$30.75		\$10.48	\$3.00	\$14.74	52%

### PoCo Proposed Membership and Admission Market Comparison

Children (4-12)	PoCo (Jan 2020)	Coquitlam (Apr 2019)	Maple Ridge (Jan 2014)	New West* (Apr 2019)	Burnaby (Sep 2018)	Neighbor Average	Compared to Avg
Single Admission - HC, PCCC	\$3.10	\$3.10	\$2.90	\$3.00	\$3.19	\$3.05	102%
Single Admission - Outdoor Pools (CE, RH)	\$1.90	\$1.90	\$1.76	\$1.80	\$2.90	\$2.09	91%
Outdoor Annual Pool Pass	\$19.05	\$37.81	\$31.68		\$59.10	\$42.86	44%
10 Visit Pass	\$27.90	\$26.00	\$26.10	\$24.00	\$28.70	\$26.20	106%
20 Visit Pass	\$49.60		\$46.40			\$46.40	107%
All Inclusive Monthly Membership	\$27.90	\$28.67	\$26.10	\$27.00	\$28.70	\$27.62	101%
All Inclusive Annual Membership	\$251.10	\$225.29	\$261.00	\$237.60	\$206.65	\$232.64	108%

Youth (13-18)	PoCo (Jan 2020)	Coquitlam (Apr 2019)	Maple Ridge (Jan 2014)	New West* (Apr 2019)	Burnaby (Sep 2018)	Neighbor Average	Compared to Avg
Single Admission - HC, PCCC	\$4.65	\$4.66	\$3.90	\$4.05	\$4.75	\$4.34	107%
Single Admission - Outdoor Pools (CE, RH)	\$1.90	\$1.90	\$2.37	\$2.00	\$3.19	\$2.37	81%
Outdoor Annual Pool Pass	\$19.05	\$37.81	\$42.66			\$40.24	47%
10 Visit Pass	\$41.85	\$39.20	\$35.10	\$32.38	\$42.80	\$37.37	112%
20 Visit Pass	\$74.40		\$62.40			\$62.40	119%
All Inclusive Monthly Membership	\$41.85	\$43.05	\$35.10	\$36.43	\$42.80	\$39.34	106%
All Inclusive Annual Membership	\$376.65	\$337.90	\$351.00	\$320.76	\$308.15	\$329.45	114%

Adult (19-59)	PoCo (Jan 2020)	Coquitlam (Apr 2019)	Maple Ridge (Jan 2014)	New West* (Apr 2019)	Burnaby (Sep 2018)	Neighbor Average	Compared to Avg
Single Admission - HC, PCCC	\$6.20	\$6.19	\$5.70	\$5.95	\$6.38	\$6.06	102%
Single Admission - Outdoor Pools (CE, RH)	\$1.90	\$1.90	\$3.03	\$2.52	\$4.05	\$2.88	66%
10 Visit Pass	\$55.80	\$51.90	\$51.30	\$47.62	\$57.00	\$51.96	107%
20 Visit Pass	\$99.20		\$91.20			\$91.20	109%
All Inclusive Monthly Membership	\$55.80	\$57.38	\$51.30	\$53.57	\$57.00	\$54.81	102%
All Inclusive Annual Membership	\$502.20	\$450.57	\$513.00	\$471.43	\$410.40	\$461.35	109%

Senior (60-84)	PoCo (Jan 2020)	Coquitlam (Apr 2019)	Maple Ridge (Jan 2014)	New West* (Apr 2019)	Burnaby (Sep 2018)	Neighbor Average	Compared to Avg
Single Admission - HC, PCCC	\$4.65	\$4.66	\$3.90	\$4.29	\$4.75	\$4.40	106%
Single Admission - Outdoor Pools (CE, RH)	\$1.90	\$1.90	\$2.37	\$2.00	\$3.19	\$2.37	81%
10 Visit Pass	\$41.85	\$39.20	\$35.10	\$34.29	\$42.80	\$37.85	111%
20 Visit Pass	\$74.40		\$62.40			\$62.40	119%
All Inclusive Monthly Membership	\$41.85	\$43.05	\$35.10	\$38.10	\$42.80	\$39.76	105%
All Inclusive Annual Membership	\$376.65	\$337.90	\$351.00	\$340.00	\$308.15	\$334.26	113%

Super Senior (85+)	PoCo (Jan 2020)	Coquitlam (Apr 2019)	Maple Ridge (Jan 2014)	New West* (Apr 2019)	Burnaby (Sep 2018)	Neighbor Average	Compared to Avg
Single Admission - HC, PCCC	\$3.10	\$3.10	\$3.90	\$4.29	\$4.75	\$4.01	77%
Single Admission - Outdoor Pools (CE, RH)	\$1.90	\$1.90	\$2.37	\$2.00	\$3.19	\$2.37	81%
10 Visit Pass	\$27.90	\$26.00	\$35.10	\$34.29	\$42.80	\$34.55	81%
20 Visit Pass	\$49.60		\$62.40			\$62.40	79%

### PoCo Proposed Membership and Admission Market Comparison

All Inclusive Monthly Membership	\$27.90	\$28.67	\$35.10	\$38.10	\$42.80	\$36.17	77%
All Inclusive Annual Membership	\$251.10	\$225.29	\$351.00	\$340.00	\$308.15	\$306.11	82%

Family	PoCo (Jan 2020)	Coquitlam (Apr 2019)	Maple Ridge (Jan 2014)	New West* (Apr 2019)	Burnaby (Sep 2018)	Neighbor Average	Compared to Avg
Single Admission - HC, PCCC	\$12.40		\$10.44			\$10.44	119%
Single Admission - Outdoor Pools (CE, RH)	\$5.71		\$6.68			\$6.68	86%
Outdoor Annual Pool Pass	\$38.10		\$120.24			\$120.24	32%
10 Visit Pass	\$111.60		\$98.50			\$98.50	113%
20 Visit Pass	\$198.40		\$167.20			\$167.20	119%
All Inclusive Monthly Membership	\$111.60		\$98.46			\$98.46	113%
All Inclusive Annual Membership	\$1,004.40		\$984.60			\$984.60	102%

Other/Misc	PoCo (Jan 2020)	Coquitlam (Apr 2019)	Maple Ridge (Jan 2014)	New West* (Apr 2019)	Burnaby (Sep 2018)	Neighbor Average	Compared to Avg
Corffit 1 Month	\$ 33.00		\$ 41.45		\$ 35.10	\$36.52	90%

## Zoning Amendment Bylaw No. 4141 for 985 Nicola Avenue – Rescind & Re-read Second Reading

### **RECOMMENDATIONS:** (Motions to be given separately)

1. *That Council rescind Second Reading of Zoning Amendment Bylaw No. 4141.*
2. *That Council amend Zoning Amendment Bylaw No. 4141 by adding the following clause after “625 m<sup>2</sup>”:*
  - “and one retail sales and display area not to exceed “247 m<sup>2</sup> within that floor area”; and*That Council give Second Reading to Bylaw 4141 as amended.*


### **PREVIOUS COUNCIL / COMMITTEE ACTION**

At the October 8, 2019, Committee of Council meeting, Committee adopted the following resolution:

*That Committee of Council recommend that Council:*

- *Rescind second reading of Bylaw 4141;*
- *Amend Bylaw 4141 to limit retail area to 247 metre<sup>2</sup> and re-read second reading.*

### **OPTIONS** (✓ = Committee Recommendation)

#	Description
1 	Rescind second reading of Bylaw 4141. Then amend Bylaw 4141 to include a maximum floor area for cannabis retail sales use and re-read second reading. (A new Public Hearing will then be scheduled)
2	Take no action. (A Public Hearing will be scheduled for Zoning Amendment Bylaw 4141 without amendments)

Attachment 1: Zoning Amendment Bylaw No. 4141 including recommended amendment shown in track changes

CITY OF PORT COQUITLAM  
ZONING AMENDMENT BYLAW, 2019  
Bylaw No. 4141

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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. 4141".

2. ADMINISTRATION

2.1 That "Zoning Bylaw, 2008, No. 3630" be amended in Table 3.3: Commercial Zones Permitted Uses, by adding the following location in numerical order to Note 34:

"Lot 38 Section 8 Block 6 North Range 1 East New Westminster District Plan 27244 (985 Nicola Avenue), not to exceed an interior floor area of 625 m<sup>2</sup> and one retail sales and display area not to exceed 247m<sup>2</sup> within that floor area".

READ A FIRST TIME this	9 <sup>th</sup> day of	July, 2019
READ A SECOND TIME this	9 <sup>th</sup> day of	July, 2019
PUBLIC HEARING HELD this	23 <sup>rd</sup> day of	July, 2019
RESCINDED SECOND READING this		
RE-READ SECOND READING this		

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Mayor

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Corporate Officer

## Rezoning Application – 985 Nicola Avenue (Additional Information)

### RECOMMENDATIONS:

That Committee of Council direct staff to schedule a new Public Hearing for Zoning Amendment Bylaw 4141.

### **PREVIOUS COUNCIL/COMMITTEE ACTION**

On July 23<sup>rd</sup>, 2019, following a Public Hearing held to consider Zoning Amendment Bylaw No. 4141 for 985 Nicola Avenue, Council referred the application back to staff to provide additional information on the size of the proposed retail outlet.

On June 25<sup>th</sup>, 2019, Committee of Council had passed the following motion:

*That Committee of Council recommend to Council that:*

- 1. The Zoning Bylaw be amended to allow for a cannabis retail sales use at 985 Nicola Avenue; and,*
- 2. Prior to adoption of the amending bylaw, the following community benefits be secured to the satisfaction of the Director of Development Services:*
  - a. Dedication of road allowance along the property's Nicola Avenue frontage; and*
  - b. Posting of signs within the interior and exterior buildings informing the public of the Smoking Bylaw.*

### **REPORT SUMMARY**

At the Council meeting held July 23<sup>rd</sup>, 2019, Council considered the application to rezone 985 Nicola Avenue to permit a cannabis retail sales use and referred the application back to staff to address its concern with the size of the proposed outlet. The applicant has provided an interior layout to indicate how the space would be used for the sales operation. In addition, the report further explains why retail spaces in the Dominion Triangle are typically larger than other areas.

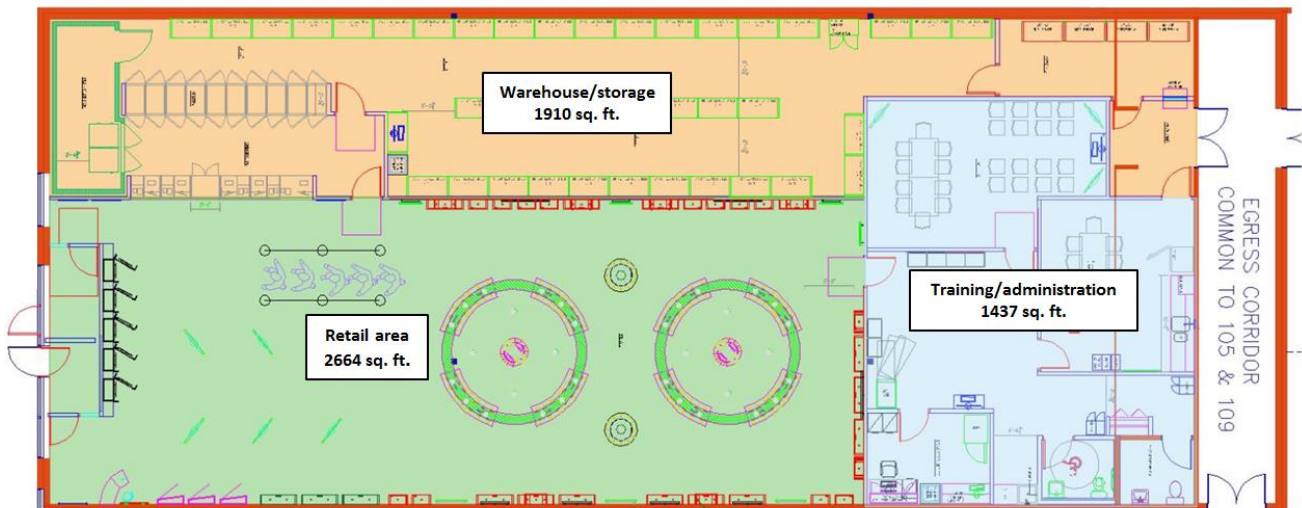
### **BACKGROUND**

At the Public Hearing held in consideration of the proposal from the Liquor Distribution Branch to offer cannabis retail sales within an existing commercial complex at 985 Nicola Avenue, a concern was raised about the large size of the proposed outlet.

### **DISCUSSION**

The total size of the commercial unit to be leased by the applicant is approximately 6,000 sq.ft. However, the retail floor area at the front of this unit is only 2,664 sq. ft., as shown by the floor plan. This space is designed to be large enough to accommodate the retail sales as well as future expansion for the sale of products such as edibles, beverages and topicals once permitted. The applicant advises that the back portion of the unit is intended to be used as a training centre to provide education to BC Cannabis Store employees across the province and office space for regional managers.

## Rezoning Application – 985 Nicola Avenue (Additional Information)



**Preliminary floor plan for the proposed cannabis retail outlet at 985 Nicola Avenue**

For further information, the proposed size of this retail area compares to the size of the three sites approved by Council last month as follows:

- 2755 Lougheed Highway (Burb Cannabis) – retail area is approximately 500 sq. ft.
- 1502 Broadway Street (Burb Cannabis) – retail area is approximately 2000 sq. ft.
- 1971 Lougheed Highway (BC Cannabis Store) – retail area is approximately 1750 sq. ft.

The larger size of retail units within the PoCo Power Centre at 985 Nicola Avenue is in accordance with policies of the Official Community Plan which promote large commercial spaces with an automobile orientation to be located in the Dominion Triangle area. This policy and the site's Highway Commercial land use designation in the Plan reflect the City's intent that smaller community commercial uses would be concentrated in the Downtown and Northside Centre and that larger, automobile-oriented premises would be located within the Dominion Triangle. To implement the policy, the site's zoning is District Commercial, a zone which is specifically intended "to accommodate and regulate auto-oriented commercial uses and a range of commercial uses located in large premises".

In summary, the additional information provided by the applicant indicates that the size for the retail space would not utilize the full size of the unit or result in a "big box cannabis store". Proceeding with further consideration of the Bylaw 4141 as given first two readings is recommended.


### **FINANCIAL IMPLICATIONS**

None.



## Rezoning Application – 985 Nicola Avenue (Additional Information)

### OPTIONS

	Description
1 	Direct staff to schedule a new Public Hearing for Zoning Bylaw 4141. If this recommendation is approved, a new public hearing would be held in November.
2	Request an amendment to Zoning Bylaw 4141. For example, Committee may wish to set a maximum floor area that may be used for a retail sales use within the unit.
3	Determine that Committee wishes to change its former recommendation to Council and refuse the rezoning application.

### ATTACHMENTS

Attachment #1: Report to Committee of Council June 25<sup>th</sup>, 2019

Attachment #2: Bylaw 4141

## Rezoning Application RZ000190 – 985 Nicola Avenue

### RECOMMENDATIONS:

That Committee of Council recommend to Council that:

1. The Zoning Bylaw be amended to allow for a cannabis retail sales use at 985 Nicola Avenue; and,
2. Prior to adoption of the amending bylaw, the following community benefits be secured to the satisfaction of the Director of Development Services:
  - a. Dedication of road allowance along the property's Nicola Avenue frontage; and
  - b. Posting of signs within the interior and exterior buildings informing the public of the Smoking Bylaw.

### PREVIOUS COUNCIL/COMMITTEE ACTION

*April 16, 2019: Committee of Council resolved to give further consideration to a rezoning application for a cannabis retail sales use at 970 Dominion Avenue.*

### REPORT SUMMARY

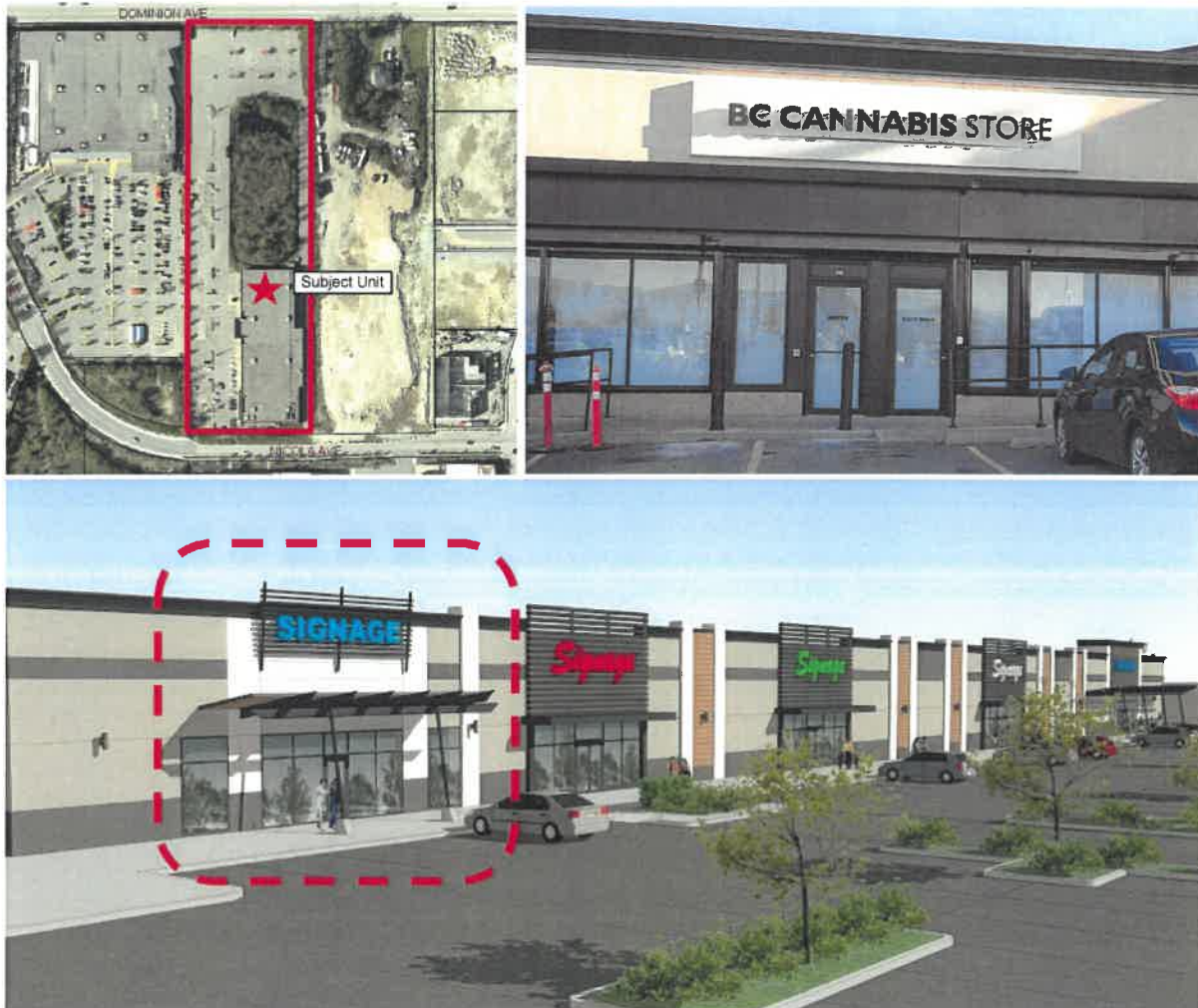
The Liquor Distribution Branch is proposing to locate a cannabis retail sales use within an existing commercial development at 985 Nicola Avenue (former address 970 Dominion Avenue). This report describes how the proposal complies with the City's *Cannabis Establishment Policy* and recommends the bylaw amendment, subject to securing the proposed community benefit as a condition of approval.

### BACKGROUND

In 2018, the City conducted a comprehensive review process that included consultation with cannabis industry representatives, local businesses and the broader community to determine the appropriate regulations and policies to be applied to land use decisions related to the production and retail sale of cannabis in Port Coquitlam. Following the completion of this review, Council adopted an approach that would allow for its consideration of cannabis retail outlets on a site-specific basis and approved the *Cannabis Establishment Policy* to guide this future consideration through the rezoning process. Anticipating multiple applications, Council further directed that it would provide a 30-day window during which applications would be received in order to provide for their concurrent evaluation. The site at 985 Nicola is one of four sites selected to be given further consideration at this time.

The Liquor Distribution Branch is proposing to offer cannabis retail sales in a large unit within an existing commercial complex, the PoCo Power Centre at 985 Nicola (formerly 970 Dominion Avenue). The unit is located on the north portion of the building, shown in the image below. The Liquor Distribution Branch has confirmed that, as a Provincial agency, a cannabis retail sales licence from the Liquor and Cannabis Licensing Branch would not be required.

## Rezoning Application RZ000190 – 985 Nicola Avenue



Shown above is the subject property (top left), proposed storefront design (top right), and an elevation drawing of the commercial frontage (PoCo Power Centre).

### Evaluation of 985 Nicola Avenue Rezoning Application RZ000190

#### Cannabis Establishment Policy - Siting Criteria

i. Designated as Downtown Commercial, Neighbourhood Commercial, Highway Commercial or Transit Corridor Commercial the Official Community Plan;	Complies with Highway Commercial land use designation
ii. Located at least 1 kilometre from a property zoned to permit a cannabis retail sales use;	No sites are zoned and no proposals are under consideration for this use within 1km
iii. Located at least 250 metres from a school, playground, community centre or sports field.	Complies

#### Cannabis Establishment Policy - Evaluation Factors

i. Distance to other uses, such as child care facilities, community gathering spaces, recovery	None within the vicinity
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## Rezoning Application RZ000190 – 985 Nicola Avenue

Evaluation of 985 Nicola Avenue Rezoning Application RZ000190	
homes and emergency shelters;	
ii. Potential impacts to residents, if in a building with a mix of commercial and residential uses;	Not applicable
iii. Access for vehicles, including potential traffic impacts and parking availability;	Access through 1069 Nicola Avenue (Home Depot)
iv. Access for pedestrians and cyclists, including proximity to public transit;	Accessible via bicycle and bus route along Dominion Avenue
v. The proposed size of the outlet is appropriate to the site's context;	Proposal is appropriate at 618 m <sup>2</sup>
vi. The proposed interior layout does not include space that could accommodate product sampling;	No space identified
vii. The proposed exterior design is sensitive to the design and character of surrounding land uses, discreet location and design of signage, overall design character is visually appealing; and	Signage and exterior character is sensitive to the overall design of the site
viii. Storefronts do not include opaque window coverings, bars on windows, metal shutters or signage in windows.	In accordance with Provincial regulations, the storefront uses a light grey, opaque window cover, with a layered white window graphic depicting trees
Additional Information relevant to the proposed Cannabis Retail Sales Use	
i. Site Zoning	District Commercial (DC)
ii. Proposed hours of operation	10am-10pm
iii. Potential for odour	Filtration system and vacuum sealed air-tight products
iv. Security considerations	Security plan provided to satisfy provincial and federal legislative requirements
v. Staffing	Estimate 13 employees, with an additional 4-6 auxiliary staff (all union members)
vi. Public Consultation with surrounding residents and businesses	The applicant has provided documentation of consultation with the commercial tenants

The applicant notes that, as a government store, revenues would be directed back to the Province to support public services. Liquor Distribution Branch employees, who would be union members, also undertake fundraising and education campaigns. In keeping with the *Cannabis Establishment Policy*, the applicant would be required to post signs within the interior and exterior of the building providing information to the public on the City's Smoking Bylaw.

Nicola Avenue, to the south of the property, is being developed as a collector route linking the Fremont Connector with Ottawa Street but the road has not been constructed to meet City standards where adjacent to the subject property. It is recommended that, as an additional public benefit, the property owner be required to dedicate approximately 5 metres along the Nicola frontage to allow the City to complete construction of the road and improve traffic flow through the area.

## Rezoning Application RZ000190 – 985 Nicola Avenue

### **DISCUSSION**

The rezoning application meets the criteria set by the *Cannabis Establishment Policy* and would provide community benefit through completion of Nicola Avenue, as well as public employment, education and revenues. Approval is recommended.


### **FINANCIAL IMPLICATIONS**

None.

### **PUBLIC CONSULTATION**

A rezoning sign is posted on the property. To date, staff have not received any comments pertaining to a cannabis retail sales use at this location.

### **OPTIONS**

	Description
1 	Recommend to Council that the Zoning Bylaw be amended to allow for cannabis retail sales at 985 Nicola Ave (formerly 970 Dominion Ave) subject to a commitment to secure the proposed community benefits.
2	Request additional information or amendments to the application to address specified issues prior to making a decision on the application.
3	Recommend to Council that the rezoning application be refused.

### **ATTACHMENTS**

Attachment #1: Location Map

Lead author(s): Graeme Muir, Jennifer Little



**CITY OF PORT COQUITLAM  
REZONING APPLICATION LOCATION**

**PROJECT ADDRESS: 985 Nicola Avenue**

**FILE NO: RZ000190**



CITY OF PORT COQUITLAM  
ZONING AMENDMENT BYLAW, 2019

Bylaw No. 4141

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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. 4141".

2. ADMINISTRATION

2.1 That "Zoning Bylaw, 2008, No. 3630" be amended in Table 3.3: Commercial Zones Permitted Uses, by adding the following location in numerical order to Note 34:

"Lot 38 Section 8 Block 6 North Range 1 East New Westminster District Plan 27244 (985 Nicola Avenue), not to exceed an interior floor area of 625 m<sup>2</sup>."

READ A FIRST TIME this	9 <sup>th</sup> day of	July, 2019
READ A SECOND TIME this	9 <sup>th</sup> day of	July, 2019
PUBLIC HEARING HELD this	23 <sup>rd</sup> day of	July, 2019
READ A THIRD TIME this	day of	, 2019
ADOPTED this	day of	, 2019

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Mayor

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Corporate Officer

## Rezoning Application RZ000190 – 985 Nicola Avenue – Further Information

### RECOMMENDATIONS:

That Committee of Council recommend to Council that Zoning Amendment Bylaw 4141 be further considered.

### PREVIOUS COUNCIL/COMMITTEE ACTION

On July 23<sup>rd</sup>, 2019, Council passed the following motion:

*That Bylaw 4141 be referred back to staff to provide additional information on the size of the proposed retail outlet.*

On July 9<sup>th</sup>, 2019, Council had passed the following motion:

*That Council give Zoning Amendment Bylaw No. 4141 for 985 Nicola Avenue first two readings.*

On June 25<sup>th</sup>, 2019, Committee of Council had passed the following motion:

1. *The Zoning Bylaw be amended to allow for a cannabis retail sales use at 985 Nicola Avenue; and,*
2. *Prior to adoption of the amending bylaw, the following community benefits be secured to the satisfaction of the Director of Development Services:*
  - a. *Dedication of road allowance along the property's Nicola Avenue frontage; and*
  - b. *Posting of signs within the interior and exterior buildings informing the public of the Smoking Bylaw.*

### REPORT SUMMARY

At the Council meeting held July 23<sup>rd</sup>, 2019, Council considered the application to rezone 985 Nicola Avenue to permit a cannabis retail sales use and referred the application back to staff to address its concern with the size of the proposed outlet. The applicant has provided an interior layout to indicate how the space would be used for the sales operation. In addition, the report further explains why retail spaces in the Dominion Triangle are typically larger than other areas.

### BACKGROUND

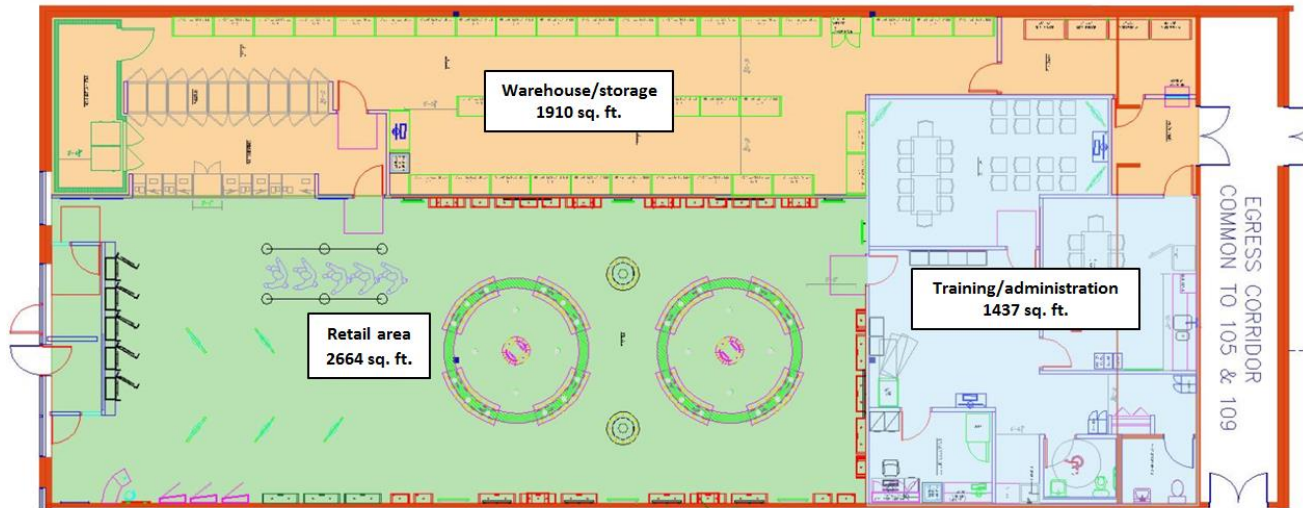
At the Public Hearing held in consideration of the proposal from the Liquor Distribution Branch to offer cannabis retail sales within an existing commercial complex at 985 Nicola Avenue, a concern was raised about the large size of the proposed outlet.

### DISCUSSION

The total size of the commercial unit to be leased by the applicant is approximately 6,000 sq.ft. However, the retail floor area at the front of this space is only 2,664 sq. ft., as shown by the floor plan. This space is designed to be large enough to accommodate future expansion for the sale of products such as edibles, beverages and topicals. The applicant advises that the back portion of the unit is intended to be used as a training centre to provide education to BC Cannabis Store employees across the province and office space for regional managers.



## Rezoning Application RZ000190 – 985 Nicola Avenue – Further Information



**Preliminary floor plan for the proposed cannabis retail outlet at 985 Nicola Avenue**

For further information, the proposed size of this retail area compares to the size of the three sites approved by Council last month as follows:


- 2755 Lougheed Highway (Burb Cannabis) – retail area is approximately 500 sq. ft.
- 1502 Broadway Street (Burb Cannabis) – retail area is approximately 2000 sq. ft.
- 1971 Lougheed Highway (BC Cannabis Store) – retail area is approximately 1750 sq. ft.

The larger size of retail units within the PoCo Power Centre at 985 Nicola Avenue is in accordance with policies of the Official Community Plan which promote large commercial spaces with an automobile orientation to be located in the Dominion Triangle area. This policy and the site's Highway Commercial land use designation in the Plan reflect the City's intent that smaller community commercial uses would be concentrated in the Downtown and Northside Centre and that larger, automobile-oriented premises would be located within the Dominion Triangle. To implement the policy, the site's zoning is District Commercial, a zone which is specifically intended "to accommodate and regulate auto-oriented commercial uses and a range of commercial uses located in large premises".

In summary, the additional information provided by the applicant indicates that the size for the retail space would not utilize the full size of the unit or result in a "big box cannabis store". Proceeding with further consideration of the Bylaw 4141 as given first two readings is recommended.

## Rezoning Application RZ000190 – 985 Nicola Avenue – Further Information

### OPTIONS

	Description
1 	Recommend to Council that further consideration be given to Zoning Bylaw 4141. If this recommendation is approved, a new public hearing must be held and the earliest date would be October 10 <sup>th</sup> , 2019.
2	Request an amendment to Zoning Bylaw 4141, if Committee wishes to set a defined amount of space that may be used for a retail sales outlet purposes by bylaw.
3	Determine that Committee wishes to change its former recommendation to Council and recommend that the rezoning application be refused.

### ATTACHMENTS

Attachment #1: Report to Committee of Council June 25<sup>th</sup>, 2019

Attachment #2: Bylaw 4141

## Zoning Amendment Bylaw No. 4141 for 985 Nicola Avenue - First Two Readings

### RECOMMENDATION:

*That Council give Zoning Amendment Bylaw No. 4141 for 985 Nicola Avenue first two readings.*


### PREVIOUS COUNCIL / COMMITTEE ACTION

At the June 25, 2019, Committee of Council meeting, Committee recommended to Council that:

1. *The Zoning Bylaw be amended to allow for a cannabis retail sales use at 985 Nicola Avenue; and,*
2. *Prior to adoption of the amending bylaw, the following community benefits be secured to the satisfaction of the Director of Development Services:*
  - a. *Dedication of road allowance along the property's Nicola Avenue frontage; and*
  - b. *Posting of signs within the interior and exterior buildings informing the public of the Smoking Bylaw.*

### OPTIONS

(Check = 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.

## Zoning Amendment Bylaw No. 4148 for 2156 Salisbury Avenue - First Two Readings

### RECOMMENDATION:

*That Council give Zoning Amendment Bylaw No. 4148 for 2156 Salisbury Avenue first two readings; and*

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


- a. Completion of design and submission of fees and securities for off-site works and services, including reconstruction of the lane to connect with the north/south lane to the west;*
- b. Registration of an access easement allowing for future vehicle access to 2162 Salisbury Avenue;*
- c. Registration of a legal agreement to require the project to achieve a minimum Built Green® Gold construction standard.*

### PREVIOUS COUNCIL / COMMITTEE ACTION

At the October 8, 2019, Committee of Council meeting, Committee recommended to Council that:

- 1. The zoning of 2156 Salisbury Avenue be amended from RS1 (Residential Single Dwelling 1) to RTh3 (Residential Townhouse 3); and that,*
- 2. Prior to adoption of the amending bylaw, the following conditions be met to the satisfaction of the Director of Development Services:*
  - a. Completion of design and submission of fees and securities for off-site works and services, including reconstruction of the lane to connect with the north/south lane to the west;*
  - b. Registration of an access easement allowing for future vehicle access to 2162 Salisbury Avenue;*
  - c. Registration of a legal agreement to require the project to achieve a minimum Built Green® Gold construction standard.*

### 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.

CITY OF PORT COQUITLAM  
ZONING AMENDMENT BYLAW, 2019

Bylaw No. 4148

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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. 4148".

2. ADMINISTRATION

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

**Civic:** 2156 Salisbury Avenue

**Legal:** Lot 32, District Lot 465, New Westminster District, Plan NWP1189, Group 1

**From:** RS1 (Residential Dwelling Zone 1)

**To:** RTh3 (Residential Townhouse 3)

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

READ A FIRST TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2019

READ A SECOND TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2019

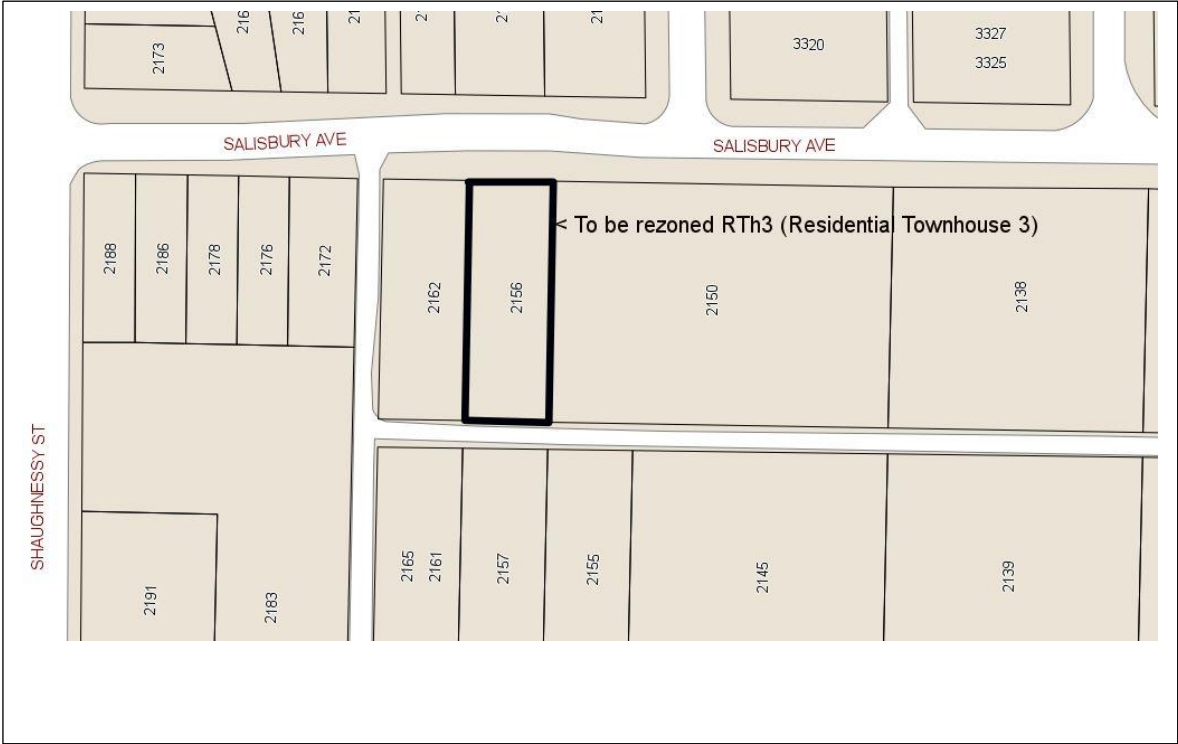
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Mayor

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Corporate Officer

SCHEDULE 1



## Rezoning Application – 2156 Salisbury Avenue

### RECOMMENDATION:

That Committee of Council recommend to Council that:

1. The zoning of 2156 Salisbury Avenue be amended from RS1 (Residential Single Dwelling 1) to RTh3 (Residential Townhouse 3); and that,
2. Prior to adoption of the amending bylaw, the following conditions be met to the satisfaction of the Director of Development Services:
  - a. Completion of design and submission of fees and securities for off-site works and services, including reconstruction of the lane to connect with the north/south lane to the west;
  - b. Registration of an access easement allowing for future vehicle access to 2162 Salisbury Avenue;
  - c. Registration of a legal agreement to require the project to achieve a minimum Built Green<sup>®</sup> Gold construction standard.

### REPORT SUMMARY

This report describes an application to provide for a 5-unit infill townhouse development at 2156 Salisbury Avenue. The proposed change in use is in keeping with the townhouse designation and development policies of the Official Community Plan and the development is designed to comply with the regulations of the Residential Townhouse RTh3 zone. The proposed unit layout would be similar to other townhouse developments currently under construction within the area, with three units fronting the street, two units oriented to the lane and an internal driveway. The project is designed to facilitate future development of the single lot to the west and the report recommends the rezoning be approved.

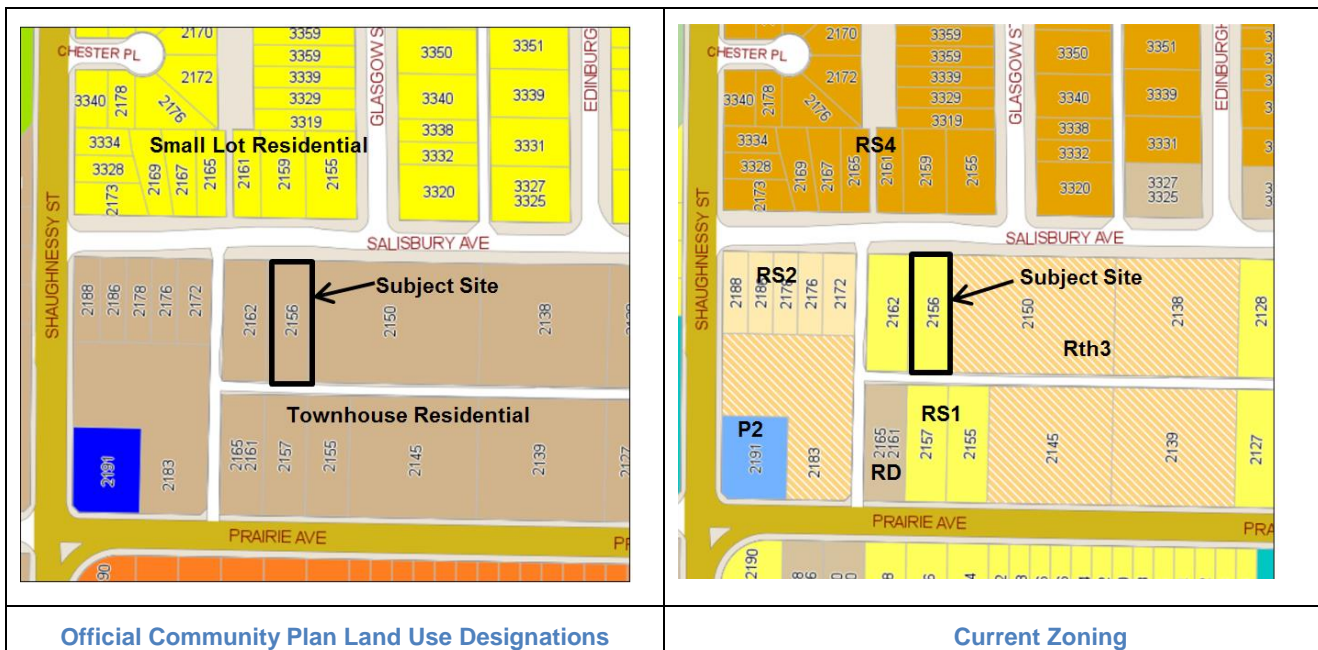
### BACKGROUND

The site is located in an area transitioning to townhouses, as indicated in the image submitted by the applicant:





## Rezoning Application – 2156 Salisbury Avenue



The site is located within an area designated Townhouse Residential in the Official Community Plan. Housing policies within this designation encourage housing variety in attached residential buildings to accommodate the needs of Port Coquitlam's population and demand for multi-family housing. The current zoning is RS1 – Residential Single Dwelling 1; the proposed zoning is RTh3 – Residential Townhouse 3.

If rezoned, the design of the development would also be regulated by a development permit to ensure compliance with the objectives and guidelines of the Intensive Residential and Environmental Conservation development permit area designations of the Official Community Plan as well as specific design guidelines set for the Aggie Park area. These guidelines promote coordinated siting and building design; use of high quality cladding materials; consideration of the relationship between buildings and open areas; and, the overall visual impact of buildings and landscaping. The environmental conservation objectives and guidelines encourage sustainable development and building design; efficient use of energy, water and other resources; and, reduction of waste and pollution. Issuance of the development permit would be considered by Committee of Council after the Zoning Bylaw amendment is adopted.

The 1,147m<sup>2</sup> (0.28 acre) site is located in a mid-block location on the south side of Salisbury Avenue, between Shaughnessy and Flint Streets. The development site is composed of one, 66' wide lot that is currently occupied by an older house (a demolition permit is pending). The neighbourhood is transitioning from older single family residential buildings to townhouse developments, including the 22-unit townhouse development under construction immediately to the east of the subject site.

The applicant advises that the owners and their realtor made numerous attempts to purchase the adjacent property to the west to facilitate a comprehensive development but were unsuccessful.



## Rezoning Application – 2156 Salisbury Avenue

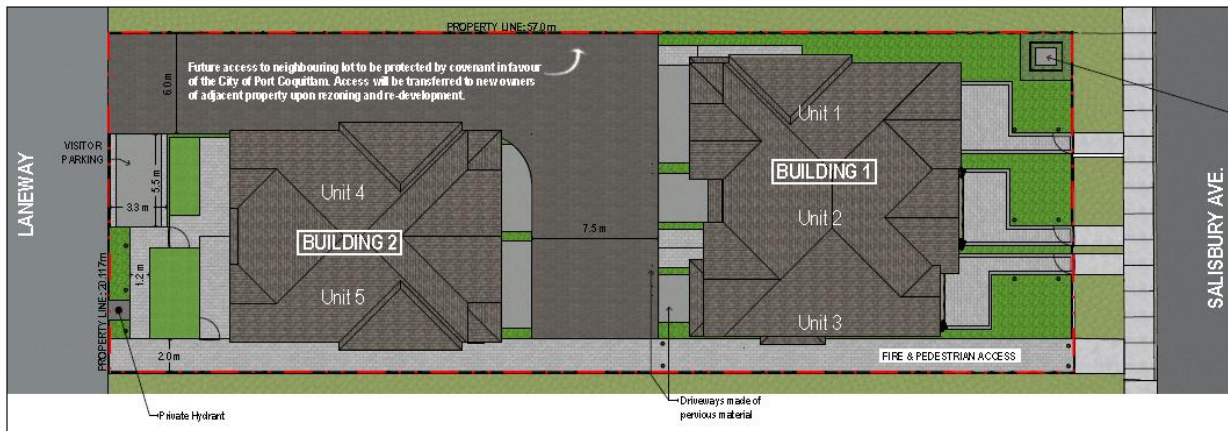


Street Front (Salisbury) Perspective



Rear Lane Perspective

The proposed townhouses are being designed to include two 3-bedroom units and three 4-bedroom units, each with an attached private outdoor area and parking within an individual garage. The required visitor parking space is located next to the lane. The units are relatively large, ranging in size from 180m<sup>2</sup> (1,937 ft<sup>2</sup>) to 246m<sup>2</sup> (2,648 ft<sup>2</sup>). As shown in the sketch below, vehicle access would be from the lane with an on-site driveway connecting with each of the garages. As a recommended condition of rezoning approval, this driveway is to be required to provide access to the lot to the west to facilitate its future development.



The applicant has also committed to construct the townhouses to a high environmental standard of Built Green Gold. It is recommended this commitment be ensured by requiring a registered legal agreement as a condition of rezoning approval.

The project is being designed to fully conform to the regulations of the proposed RTh3 zone, as indicated in the following project profile.

## Rezoning Application – 2156 Salisbury Avenue

### Project Profile

	RTh3 Bylaw Regulations <sup>1</sup>	Proposed <sup>2</sup>
Site area	1,000m <sup>2</sup>	1,147m <sup>2</sup>
Dwelling units - total	5 units (1 unit per 220m <sup>2</sup> )	5 units
Building lot coverage	40%	32.4%
Setbacks:		
Front (Salisbury Avenue)	7.5m	7.5m
Rear (lane)	7.5m	8.1m
Interior side (west)	1.8m	1.95m
Interior side (east)	1.8m	1.8m
Building Height	10.49m	10.18m
Parking: Total	9	9
Resident	8	8
Visitor	1 (1 per 5 d.u.)	1
Small Car	2 (25% max)	2
Useable Outdoor Space	Min 30m <sup>2</sup> per unit	Min 30m <sup>2</sup> per unit

This development will be required to provide for off-site improvements in accordance with the standards of the Subdivision Servicing Bylaw, including reconstructing Salisbury Avenue along the site's frontage with a sidewalk, curb and gutter, street lighting, and street trees; upgrades to the watermain and storm sewer; and, reconstruction of the lane along the site's rear property line. In addition to these requirements, it is recommended that the applicant be required to pave the lane to connect with the north/south lane intersection to the west as a condition of rezoning approval to avoid a short section of unimproved lane remaining until the adjoining property redevelops.

### DISCUSSION

The rezoning application adheres to the land use and environmental policies of the Official Community Plan and the design of the project and its landscaping is expected to result in an attractive addition to the area as it transitions to townhouses. As the project also facilitates the future development of the adjoining property for a townhouse use, approval is recommended.

### FINANCIAL IMPLICATIONS

None.

### PUBLIC CONSULTATION

The applicant informed area property owners and residents of the application in mid-May and advises that, for the most part, respondents indicated their satisfaction with the neighbourhood's emerging townhouse character, but some expressed concern about the potential loss of views, lane traffic and vermin. A development notice sign is posted fronting Salisbury Avenue


<sup>1</sup> Refer to the Zoning and Parking and Development Management Bylaws for specific regulations

<sup>2</sup> Information provided by applicant

## Rezoning Application – 2156 Salisbury Avenue

advising the community of the rezoning and development permit applications for the site. To date, no further comments have been received.

### **OPTIONS** (✓ = Staff Recommendation)

#	Description
1 	Recommend to Council that the zoning of 2156 Salisbury Avenue be amended from RS1 to RTh3 and set the recommended conditions to be met prior to adoption of the rezoning.
2	Obtain additional information prior to making a decision on the application, such as by hosting an opportunity for the neighbourhood to comment on the application or requiring the applicant to provide such an opportunity.
3	Advise Council that Committee does not recommend approval of the application to rezone 2156 Salisbury Avenue for a townhouse development.

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

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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	8 <sup>th</sup> day of	October, 2019
READ A SECOND TIME this	8 <sup>th</sup> day of	October, 2019
READ A THIRD TIME this	8 <sup>th</sup> day of	October, 2019

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Mayor

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Corporate Officer

CITY OF PORT COQUITLAM

BYLAW NOTICE ENFORCEMENT AMENDMENT BYLAW, 2019

Bylaw No. 4147

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

1. CITATION

This Bylaw is cited as "Bylaw Notice Enforcement Bylaw, 2013, No. 3814, Amendment Bylaw, 2019, No. 4147".

2. ADMINISTRATION

That the "Bylaw Notice Enforcement Bylaw, 2013, No. 3814", be amended by replacing the existing Schedule "A" for "Tree Bylaw", with Schedule "A" for "Tree Bylaw", attached hereto and forming part of this Bylaw.

READ A FIRST TIME this	8 <sup>th</sup> day of	October, 2019
READ A SECOND TIME this	8 <sup>th</sup> day of	October, 2019
READ A THIRD TIME this	8 <sup>th</sup> day of	October, 2019

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Mayor

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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 <sup>(1)</sup>
<b>Tree other than a significant or heritage tree</b>				
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
<b>Significant tree other than a heritage tree</b>				
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
<b>Significant tree further defined as a heritage tree</b>				
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
<b>Actions related to Trees and Tree Permits</b>				
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.