# Committee of Council Regular Agenda

Council Chambers, 3rd Floor City Hall, 2580 Shaughnessy Street, Port Coquitlam, BC
**Tuesday, February 5, 2019**
Time: 2:00 p.m.

## 1. CALL TO ORDER

## 2. ADOPTION OF THE AGENDA

### 2.1 Adoption of the Agenda

Recommendation:
*That the February 5, 2019, Regular Committee of Council Meeting Agenda be adopted as circulated.*

## 3. CONFIRMATION OF MINUTES

### 3.1 Minutes of Committee of Council

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

- *January 15, 2019, Regular Committee of Council Meeting*
- *January 22, 2019, Regular Committee of Council Meeting.*

## 4. DELEGATIONS

### 4.1 Coquitlam River Watershed Roundtable

## 5. REPORTS

### 5.1 Donation Bins

Recommendation:
*None.*

### 5.2 Opioid Substitution Therapy Clinics and Dispensaries

Recommendation:
*That Committee of Council direct staff to prepare a draft amendment to the Zoning Bylaw that would restrict methadone clinics as a permitted use and provide that methadone clinics may be approved on a site-specific basis for Council consideration.*

### 5.3 Business Licence Review (3200 Westwood Street)

Recommendation:
*None.*

### 5.4 Taylight Brewing - Licensed Establishment & Development Variance Permit Applications

Recommendation:

1. *That Committee of Council authorize staff to provide notice of application DVP00062, which would vary parking requirements at 402-1485 Coast Meridian Road (Taylight Brewing).*
2. *That Committee of Council recommend to Council:*
   a. *That Development Variance Permit DVP00062 be approved.*
   b. *That the Liquor & Cannabis Regulation Branch be advised as follows:*
      (i) *The City of Port Coquitlam supports a lounge endorsement amendment on Taylight Brewing Inc.'s liquor manufacturing licence to increase the lounge capacity to 50 patrons.*
      (ii) *The City of Port Coquitlam's comments on the prescribed considerations are as described in the February 5, 2019 staff report titled, Licensed Establishment LE000018 and Development Variance Permit DVP00062 Applications - 402-1485 Coast Meridian Road.*

*(iii) The views of residents were solicited through Council consideration of DVP00062. No concerns from residents were brought to the City's attention.*

**5.5 Tinhouse Brewing - Licensed Establishment Amendment & Development Variance Permit Applications**

Recommendation:

1. *That Committee of Council authorize staff to provide notice of application DVP00063, which would vary parking requirements at 2140-550 Sherling Place (Tinhouse Brewing).*
2. *That Committee of Council recommend to Council:*
   a. *That Development Variance Permit DVP00063 be approved.*
   b. *That the Liquor & Cannabis Regulation Branch be advised as follows:*
      *(i) The City of Port Coquitlam supports a lounge endorsement amendment on Tinhouse Brewing Inc.'s liquor manufacturing licence to increase the lounge capacity to 50 patrons.*
      *(ii) The City of Port Coquitlam's comments on the prescribed considerations are as described in the February 5, 2019 staff report titled, Licensed Establishment Amendment LE000019 and Development Variance Permit DVP00063 Applications - 2140-550 Sherling Place.*
      *(iii) The views of residents were solicited through Council consideration of DVP00063. No concerns from residents were brought to the City's attention.*

**5.6 Northpaw Brewing Company - Licensed Establishment Amendment & Development Variance Permit Applications**

Recommendation:

1. *That Committee of Council authorize staff to provide notice of application DVP00064, which would vary parking requirements at 2150-570 Sherling Place (Northpaw Brewing Company).*
2. *That Committee of Council recommend to Council:*
   a. *That Development Variance Permit DVP00064 be approved.*
   b. *That the Liquor & Cannabis Regulation Branch be advised as follows:*
      *(i) The City of Port Coquitlam supports a lounge endorsement amendment on Northpaw Brewing Company's liquor manufacturing licence to increase the lounge capacity to 50 patrons.*
      *(ii) The City of Port Coquitlam's comments on the prescribed considerations are as described in the February 5, 2019 staff report titled, Licensed Establishment Amendment LE000020 and Development Variance Permit DVP00064 Applications - 2150-570 Sherling Place.*
      *(iii) The views of residents were solicited through Council consideration of DVP00064. No concerns from residents were brought to the City's attention.*

**5.7 Accessory Liquor Sales at Farmer and Artisan Markets**

Recommendation:

*That Committee of Council recommend to Council that the Zoning Bylaw be amended to increase the number of vendors permitted to sell packaged liquor products at farmer and artisan markets.*

**5.8 Boston Pizza (300-2325 Ottawa Street) – Hours Extension**

Recommendation:

*That the Committee of Council advise the Liquor and Cannabis Regulation Branch of the following:*

a. *That the City of Port Coquitlam supports an extension to service of liquor to 2:00 a.m. seven days a week on Boston Pizza Restaurant & Sports Bar's food primary licence.*
b. *The City of Port Coquitlam's comments on the prescribed considerations are as described in the staff report titled, Licensed Establishment Application LE000017 – 300-2325 Ottawa Street.*

c. *The views of residents were solicited through a Committee of Council meeting. No concerns from residents were brought to the City's attention.*

**5.9 2338 Kelly Avenue - Development Permit Amendment**

Recommendation:

*That Committee of Council approve Development Permit DP000203 Amendment 1 to extend the date of expiry until October 13, 2019.*

**5.10 Cannabis Production Facility (1840 Broadway Street) - Rezoning & Development Variance Permit Applications**

Recommendation:

*That Committee of Council:*

1. *Not authorize notification of Development Variance Permit DVP00059;*
2. *Recommend to Council the following:*
   a. *That 1st and 2nd Readings be given to a rezoning bylaw to amend the zoning of 1840 Broadway Street to permit a cannabis production facility use within Building B and,*
   b. *That the following conditions must be met prior to the adoption of the rezoning to the satisfaction of the Director of Development Services:*
      i. *Completion of detailed design and submission of securities and fees for offsite works and services, including reconstruction of Langan Avenue and the lane, corner cut-offs at the Broadway/Langan and Broadway/lane intersections and a water meter chamber;*
      ii. *Completion of an acceptable design for on-site landscaping and submission of securities and fees;*
      iii. *Submission from a qualified energy professional and mechanical engineer on how the building will be designed and upgraded to eliminate odour and to reduce energy consumption and the registration of a legal agreement to ensure the installation of specified equipment to eliminate odour and measures in place to appropriately maintain the equipment;*
   c. *That Council set the following conditions of rezoning approval to be met to the satisfaction of the Director of Engineering and Public Works:*
      i. *Installation of signage to indicate no left turns are permitted onto Broadway Street;*
      ii. *Submission of a security to provide for the construction of a right-turn island point or delineators at the Broadway driveway exit; and,*
      iii. *Construction of a barrier between the driveway and the lane to restrict vehicles other than garbage trucks.*

**5.11 Development Variance Permit Application - 1244/1248 Pitt River Road**

Recommendation:

*That the Committee of Council:*

1) *Authorize staff to provide notice of an application to vary underground servicing requirements for a proposed 4-lot subdivision at 1244-1248 Pitt River Road, and*
2) *Advise Council that it supports approval of Development Variance Permit DVP00060.*

## 6. COUNCILLOR'S UPDATE

## 7. MAYOR'S UPDATE

## 8. CAO UPDATE

## 9. RESOLUTION TO CLOSE

### 9.1 Resolution to Close the February 5, 2019, Regular Committee of Council Meeting to the Public

Recommendation:

*That the Regular Committee of Council Meeting of February 5, 2019, be closed to the public pursuant to the following subsection(s) of Section 90(1) of the Community Charter:*

*Item 4.1*

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

# Committee of Council Special Minutes

Council Chambers, 3rd Floor City Hall, 2580 Shaughnessy Street, Port Coquitlam, BC
**January 15, 2019**

**Present:**
Chair – Mayor West
Councillor Darling
Councillor Dupont
Councillor McCurrach
Councillor Pollock
Councillor Washington

**Absent:**
Councillor Penner

## 1. CALL TO ORDER

The meeting was called to order at 2:45 p.m.

## 2. ADOPTION OF THE AGENDA

### 2.1 Adoption of the Agenda

Moved - Seconded:
*That the January 15, 2019, Special Committee of Council Meeting Agenda be adopted as circulated.*
Carried

## 3. PRESENTATION

### 3.1 Asset Management Strategy

Staff presented the Asset Management Strategy.

## 4. COUNCILLOR'S UPDATE

Council provided updates on City business.

## 5. MAYOR'S UPDATE

No update provided.

## 6. CAO UPDATE

No update provided.

## 7. ADJOURNMENT

### 7.1 Adjournment of the Meeting

Moved - Seconded:
*That the January 15, 2019, Special Committee of Council Meeting be adjourned at 4:31 p.m.*
Carried

Certified Correct,

Mayor

Corporate Officer

DRAFT

# Committee of Council Special Minutes

Council Chambers, 3rd Floor City Hall, 2580 Shaughnessy Street, Port Coquitlam, BC
**Tuesday, January 22, 2019**

**Present:**
Chair – Mayor West
Councillor Darling
Councillor Dupont
Councillor McCurrach
Councillor Pollock
Councillor Washington

**Absent:**
Councillor Penner

## 1. CALL TO ORDER

The meeting was called to order at 2:02 p.m.

## 2. ADOPTION OF THE AGENDA

### 2.1 Adoption of the Agenda

Moved - Seconded:

*That the January 15, 2019, Special Committee of Council Meeting Agenda be adopted as circulated with the following changes:*

- *Addition of subsection(s) of Section 90 of the Community Charter:*
  *Item 5.4*
  *(1)(g) litigation or potential litigation affecting the municipality;*
  *(2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.*

Carried

## 3. CONFIRMATION OF MINUTES

### 3.1 Minutes of Committee of Council

Moved - Seconded:

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

- *January 8, 2019, Special Committee of Council Meeting.*

Carried

## 4. REPORTS

### 4.1 KPMG Audit Planning Report

Auditors provided an overview of the Audit Planning report.

### Resolution to Close

Moved - Seconded:

*That the Special Committee of Council Meeting of January 22, 2019, be closed to the public at 2:10 p.m.*

Carried

### Motion to Reconvene

Moved - Seconded:

*That the January 22, 2019, Special Committee of Council Meeting Reconvene at 2:47 p.m.*

Carried

DRAFT

**4.2 Patricia Avenue Multi Use Path – Open House Summary**

Moved - Seconded:

*That Committee of Council direct staff to defer consideration of the Patricia Avenue multi-use path until revision of the Master Transportation Plan in 2020.*

Carried

**4.3 Proposed Policy for Trees and a new Tree Bylaw**

Moved - Seconded:

*That Committee of Council recommend that Council:*

- *Give first three readings to a new Tree Bylaw;*
- *Give first three readings to amending the Fees and Charges Bylaw, Delegation of Authority Bylaw, Bylaw Notice Enforcement Bylaw, and Ticket Information Bylaw; and*
- *That Committee of Council direct staff to provide a report outlining a strategy to achieve a tree canopy target of 30% by 2035, including recommended changes to the tree bylaw and city budget, before making a decision on amending the Official Community Plan.*

Amendment

Moved - Seconded:

*That the words "by 2035" be replaced by "with a variety of options to achieve the target".*

Carried

Amended Motion

*That Committee of Council recommend that Council:*

- *Give first three readings to a new Tree Bylaw;*
- *Give first three readings to amending the Fees and Charges Bylaw, Delegation of Authority Bylaw, Bylaw Notice Enforcement Bylaw, and Ticket Information Bylaw; and*
- *That Committee of Council direct staff to provide a report outlining a strategy to achieve a tree canopy target of 30%, with a variety of options to achieve the target, including recommended changes to the tree bylaw and city budget, before making a decision on amending the Official Community Plan.*

Carried

Councillor McCurrach left the meeting at 3:40 p.m. and returned at 3:42 p.m.

**4.4 November/December Community Recreation Complex Planning Update (Verbal)**

Staff provided an update and answered questions of Council.

Councillor Pollock left the meeting at 4:14 p.m. and returned at 4:15 p.m.

## 5. COUNCILLOR'S UPDATE

Council provided updates on City business.

## 6. MAYOR'S UPDATE

Mayor West provided an update on City business.

## 7. CAO UPDATE

None.

DRAFT

## 8. RESOLUTION TO CLOSE

### 8.1 Resolution to Close the January 22, 2019, Special Committee of Council Meeting to the Public

Moved - Seconded:

*That the Special Committee of Council Meeting of January 22, 2019, be closed to the public pursuant to the following subsection(s) of Section 90(1) of the Community Charter:*

*Item 5.1*

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

*Item 5.2*

*g) litigation or potential litigation affecting the municipality.*

*Item 5.3*

*b) personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity.*

Carried

Certified Correct,

Mayor

Corporate Officer

DRAFT

# Donation Bins

**RECOMMENDATION:**

None.

## PREVIOUS COUNCIL/COMMITTEE ACTION

At the January 8th, 2018 Committee of Council meeting, the following resolution was passed:

*"That staff contact all local businesses and organizations who currently have clothing donation bins on their property to inform them of Council's concern regarding the public safety of these bins and express the City's desire for these to be removed."*

## REPORT SUMMARY

This report presents an overview and update of the current donation bin situation in Port Coquitlam as a result of Bylaw Services staff being tasked with gaining voluntary compliance in the removal of all donation bins. All but one bin has been removed as a result of this initiative. However, two of the organizations providing bins advise they wish to maintain the service. Staff recommends that bins be discouraged to avoid issues associated with dumping, loitering, and public safety.

## BACKGROUND

Due to recent safety concerns surrounding donation bins, Council requested that staff attempt to obtain voluntary compliance in removal of donation bins within the City. There are no clothing donation bins on City-owned property. Safety concerns include people getting trapped in bins and having to be rescued as well as deaths resulting from individuals becoming trapped.

## DISCUSSION

Bylaw Services staff has identified five companies/associations that had (or have) bins on private property. Four of these, Developmental Disabilities, Kinsight, Diabetes Canada, and Inclusion BC are non-profit, while Green Inspiration BC is a for-profit company. Staff found approximately 25 bins located throughout the community, however, there is no central registry for these bins so many were identified by simply driving by and observing bin locations. Over the years there have been many calls for cleanup in and around donation bins as they are a primary attractant for dumping of many items unrelated to the donation bin.

In general all of the companies and businesses were receptive to moving the bins voluntarily and worked quickly to remove bins from private properties. There was some initial resistance from Green Inspiration however it has removed all but one bin. The bin is scheduled to be removed by the end of the January 2019.

## Donation Bins

Developmental Disabilities and Green Inspiration advise that they have modified their bins for safety and would like to be permitted to locate these modified bins on private property. City staff do not have the expertise to assess the safety of the modified bins and there is no safety standard to determine if the modifications would be sufficient to address safety concerns. As donation bins are also an attractant for dumping, staff preference is that bins not be permitted (see Attachment 1).

Many other municipalities such as Delta, Surrey, Port Moody, Burnaby, and Maple Ridge are requesting voluntary compliance in the removal of donation bins. Other municipalities such as Pitt Meadows, West Vancouver and Vancouver have ordered that all bins be removed from public and private properties.

**OPTIONS**

(Check = Staff Recommendation)

| # | Description |
|---|---|
| 1 ✓ | Take no action. Staff will continue to monitor for the use of donation bins and seek voluntary removal. |
| 2 | Direct staff to provide a report on options for regulating donation bin use. |

**ATTACHMENTS**

Attachment #1: photo-donation bin dumping

**Lead author(s): Paula Jones**

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coldzone
THANK YOU
for your generosity
LIFT HANDS UP
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# Opioid Substitution Therapy Clinics and Dispensaries

**RECOMMENDATIONS:**

That Committee of Council direct staff to prepare a draft amendment to the Zoning Bylaw that would restrict methadone clinics as a permitted use and provide that methadone clinics may be approved on a site-specific basis for Council consideration.

## PREVIOUS COUNCIL/COMMITTEE ACTION

At the October 9, 2018, Community and Intergovernmental Committee meeting, the following motion was passed:

*That Community & Intergovernmental Committee direct staff to review the use of methadone clinics as a land use and provide a report with options for limiting this use.*

## REPORT SUMMARY

This report responds to a request for information about restricting methadone clinics and presents options that the City could consider taking if it wished to amend regulations. It identifies the value of existing programs and implementation processes and support for this use by Fraser Health. Staff recommend that the potential impacts of this use be addressed by a bylaw amendment in line with actions being taken by other local governments, but not to prohibit the use.

## BACKGROUND

Methadone clinics or dispensaries are premises where individuals in an outpatient opioid treatment program may obtain prescription drugs to help manage an opioid addiction and reduce potential harm from overdose and hospitalization. In an opioid substitution therapy program, a patient is prescribed an opioid substitution drug (in BC, this is usually methadone) by a doctor and a pharmacist dispenses and witnesses ingestion of the daily dose. These services can be prescribed by a patient's regular doctor and dispensed by a pharmacist, or they can be delivered together in one location at a clinic.

Health Link B.C. identifies one agency offering opioid treatment in Port Coquitlam, the Tri Cities Clinic located at 3200 Westwood Street. The Opiate Addiction Treatment and Resource website's directory does not identify any sites in Port Coquitlam. Fraser Health operates a clinic in Port Moody. Some private operators may have also have medical practices or pharmacies primarily devoted to treating clients in a program.

The City's regulations would allow for a business offering opioid substitution therapy as a portion or focus of its business to be located as follows:

- Clinics would be permitted as a health service use in the Community Commercial zone and at specific locations where a health service use is permitted in the District Commercial zone;

- Pharmacies dispensing methadone would be permitted as a retail sales use in the Community Commercial zone and, if in a larger premises (minimum 279 $m^2$), within the District Commercial zone.

The presence of an opioid substitution therapy clinic or dispensary can cause concern for surrounding businesses and residents related to the presence of individuals with an addiction disability who are seeking treatment. Issues may also arise if a facility does not have sufficient space to accommodate clients, is mismanaged or there is congestion with line-ups at peak times. To avoid these types of potential impacts, some municipalities in the Lower Mainland have introduced specific regulations for opioid substitution therapy. These include:

- The City of Coquitlam prohibits methadone clinics in all zones. It permits methadone dispensaries but requires that businesses be at least 1 kilometre apart from each other. The report, "3030 Gordon Emergency Shelter Task Force Summary Report & Action Plan" recommends that these restrictions be reconsidered to allow for greater accessibility to treatment programs.
- Surrey requires methadone clinics to be accessory to a hospital; it requires methadone dispensaries to be separated by at least 400m.
- New Westminster limits the number of persons registered in the BC Methadone Maintenance Program that may be served at pharmacies to 30 persons; it requires site-specific zoning for methadone clinics or dispensaries.
- Vancouver utilizes its conditional approval power to regulate small-scale pharmacies to impose good neighbour conditions related to issues such as lineups and maintenance. It also requires small-scale pharmacies include a minimum 25$m^2$ of publicly accessible space to accommodate clients waiting to be served and that these businesses be at least 400m from each other.

Legal concerns have been raised with respect to prohibitions and overly restrictive regulation of methadone clinics as these actions may not only be discriminatory but also violate the Canadian Charter of Rights and Freedoms to reasonable access to medical treatment. Several municipalities, including Abbotsford, have repealed their bylaws prohibiting harm reduction services in the face of impending litigation.

**DISCUSSION:**

In order to address impacts related to opioid substitution therapy clinics and dispensaries, staff suggest two changes.

The first is to consider including a policy in the Official Community Plan (OCP) that will guide land use decisions with respect to clinics and dispensaries siting, similar to the approach now being taken for both liquor sales and cannabis retail outlets. Such a policy could indicate Council support to allowing for clinics as they assist those endeavouring to manage or overcome addictions while ensuring they would not be located close to another clinic and away from sensitive uses such as

schools, playgrounds and child care facilities. It is further suggested that this consideration be given as part of the larger discussion of social issues when the OCP is updated, rather than seeking an amendment at this time.

The second suggestion is to require site-specific zoning for any new methadone clinic (defined as something such as a "clinic offering pharmaceutical uses whereby the majority of clientele are seeking treatment for opioid addictions"). If this suggestion is endorsed by Committee, staff would work with the municipal solicitor in drafting a bylaw amendment. Similar to the approach taken by New Westminster, it is also suggested that the bylaw amendment would set a maximum number of clients who could be accommodated at any one time within a clinic. If a clinic is considered for approval, Council may also set conditions of approval such as registration of a good neighbour agreement on title or specific design requirements. It is expected that the existing clinic would be permitted to continue operation as a legally non-conforming use, but the amendment would ensure consideration is given to the siting of future clinics.

## PUBLIC CONSULTATION

There has been no public consultation in preparation of this report; the zoning bylaw amendment would require a public hearing.

## OPTIONS

(Check = Staff Recommendation)

| # | Description |
|---|---|
| 1 ✔ | Direct staff to bring forward an amending bylaw to restrict methadone clinics as a permitted use and provide that methadone clinics may be approved on a site-specific basis. |
| 2 | Direct staff to proceed with a consultation process which would include Fraser Health and others to develop a policy and proposed bylaw amendment that would guide the siting and design of opioid substitution therapy (methadone) clinics and dispensaries, prior to making any changes. |
| 3 | Determine that it does not wish to restrict methadone clinics and dispensaries at this time. |

# Business Licence Review (3200 Westwood Street)

**RECOMMENDATIONS:**

None

## PREVIOUS COUNCIL/COMMITTEE ACTION

At the October 9, 2018, Community and Intergovernmental Committee meeting, the following motion was passed:

> *That Community & Intergovernmental Committee direct staff to review the business licence for the Tri Cities Clinic located at #107-3200 Westwood Street and bring back options to revoke the business licence.*

## REPORT SUMMARY

The report provides information on staff's investigation of business activities at 3200 Westwood Street, including the status and impacts of businesses providing opioid substitution and therapy services within the mixed-use commercial property. It concludes that the issues leading to Committee's direction cannot be directly attributed to a business's operations but relates to larger issues associated with persons who congregate at or near the property and notes recommendations proposed by the 3030 Gordon Task Force could help address some of these issues. The report does not put forward any recommendations for action to be taken by Committee at this time as staff intend to continue to work with the property managers to resolve any issues and monitor activities at this site.

## BACKGROUND

The property at 3200 Westwood Street (corner of Westwood Street and Davies Avenue) is developed with a 3-storey mixed-use building which includes 11 ground-floor commercial units and 34 dwelling units on the upper two floors. It is set back from the street by a surface parking lot. Current businesses include the Tri-Cities Medical Clinic, Synergy Pharmacy, a childcare, a bike shop, a veterinarian, an aesthetics salon and a physiotherapy clinic. The site is located in close proximity to The Shelter at 3030 Gordon Avenue in the City of Coquitlam, which is a facility offering 30 transitional housing units and 30 emergency beds to accommodate homeless individuals.

The Tri-City Medical Clinic obtained a business licences pursuant to the provisions of the City's Business Bylaw in 2017 and its attending physician obtained a licence in 2018. The operators have advised that the clinic is open 16 hours a week, with the medical doctor attending 4 hours a week and that it currently serves around 50 patients. Approximately 80% of the business is related to addiction services. The clinic's operators further advise that they are looking to offer a more general walk-in practice with extended hours, but have been unable to secure physician services to support this extension. Its business activities remain in keeping with uses permitted by the Zoning Bylaw and the specific uses described at the time of application for the business licence. The

operator of the pharmacy located next to the medical clinic, Synergy Pharmacy, advises that opioid substitution therapy is dispensed to approximately 20 patients, some of whom attend the site daily for their oral dose. This activity is also in keeping with uses permitted by the Zoning Bylaw and the specific uses described at the time of application for the business licence.

In the past several years the City has received complaints about illegal business activities and loitering at the property. The City and the RCMP have worked with the site's property managers to shut down a business operating a body rub service (this use is not allowed). More recently, staff investigated a complaint that the Tri-City Medical Clinic's operation of an opioid substitution therapy program was impacting adjoining businesses, including a child care business. This concern resulted in Council's request for information about revoking the clinic's business licence.

City records, recent inspections and conversations with the property's management company, business owners and members of the homeless population reveal the following additional information on activities at 3200 Westwood Street:

- Homeless individuals are known to come onto the property during the day and to set up overnight shelters, often using the outdoor electric sockets without permission
- Drug paraphernalia has been found on site
- Some businesses on the property have employed homeless individuals to do odd jobs (such as cleaning windows)
- The property management company is concerned about the number of past and present issues being experienced at this location and is working with tenants on mechanisms to address them where possible and within confines of existing leases
- The cold wet weather mat program had used the parking lot for morning drop off but this activity was discontinued
- Staff at the daycare business expressed concern about homeless persons loitering on property as well as noise from mall patrons impacting the children's quiet / nap time. They did not identify any safety issues specifically associated with the medical clinic or pharmacy, but advised they have introduced a secure access system to address perceived safety concerns which had been expressed by parents and staff, and
- Staff at a business identified a concern with patrons requesting services offered by the previous body rub establishment.

The investigation did not identify any activities of concern specific to the operations of the Tri-Cities Medical Clinic or Synergy Pharmacy.

**DISCUSSION:**

In accordance with Division 9 of the *Community Charter*, the City must have reasonable cause to revoke or suspend a business licence. T*he Port Coquitlam Business Bylaw* defines reasonable cause to include:

- *a false declaration or a misrepresented or concealed a material fact with respect to the licence application;*
- *failure to maintain the standard of qualification required to carry on the business;*
- *failure to comply with the Business Bylaw or with a term or condition of the licence;*
- *in the opinion of the Council, if the Licensee engaged in misconduct warranting suspension or cancellation of the licence;*
- *the Licensee committed a violation of a City bylaw or offence under a federal or provincial enactment in respect of the business or premises for which the licence was issued; or,*
- *the Licensee is convicted of an indictable offence in Canada, which is, in the opinion of the Council, directly related to the conduct of the business.*

The Tri-Cities Medical Clinic is currently operating in accordance with uses permitted in the Zoning Bylaw, the regulations of the Business Bylaw and its licence. There is no reasonable cause to cancel or suspend this licence.

A report prepared by the City of Coquitlam's 3030 Gordon Task Force includes several recommendations that may be helpful to alleviate some of the concerns, such as increasing litter pickup and litter bins, offering a review of business premises to make alterations in accordance with crime prevention through environmental design principles and implementing a neighbourhood watch program. The City will be working with Coquitlam representatives in coming months to determine how these recommendations are best implemented. In addition, staff will work with the property management company and continue to monitor the property to address any issues that may arise related to land uses and business operations.

**FINANCIAL IMPLICATIONS**

None.

**OPTIONS**

(Check = Staff Recommendation)

| # | Description |
|---|---|
| 1 ✓ | Not take any action at this time. Staff will continue to monitor the property and work with the property managers to address any concerns related to land use and business activities. |
| 2 | Request staff provide additional information. |

# Taylight Brewing - Licensed Establishment & Development Variance Permit Applications

**RECOMMENDATION:**

1. That Committee of Council authorize staff to provide notice of application DVP00062, which would vary parking requirements at 402-1485 Coast Meridian Road (Taylight Brewing).
2. That Committee of Council recommend to Council:
   a. That Development Variance Permit DVP00062 be approved.
   b. That the Liquor & Cannabis Regulation Branch be advised as follows:
      (i) The City of Port Coquitlam supports a lounge endorsement amendment on Taylight Brewing Inc.'s liquor manufacturing licence to increase the lounge capacity to 50 patrons.
      (ii) The City of Port Coquitlam's comments on the prescribed considerations are as described in the February 5, 2019 staff report titled, Licensed Establishment LE000018 and Development Variance Permit DVP00062 Applications - 402-1485 Coast Meridian Road.
      (iii) The views of residents were solicited through Council consideration of DVP00062. No concerns from residents were brought to the City's attention.

## PREVIOUS COUNCIL/COMMITTEE ACTION

At the Smart Growth Committee meeting dated February 20th, 2018, Committee directed staff to advise the Liquor Control and Licensing Branch as follows:

*a. The City of Port Coquitlam supports a lounge endorsement on Taylight Brewing Inc.'s liquor manufacturing licence subject to the following restrictions:*
   *(i) lounge capacity of 25 patrons;*
   *(ii) the closing time for the lounge be not later than 9pm Monday to Thursday, 10pm Friday and Saturday and 8pm Sunday.*

*b. The City of Port Coquitlam's comments on the prescribed considerations are as described in the February 20, 2018 staff report titled, Liquor Establishment Licence 402-1485 Coast Meridian Road.*

*c. The views of residents were solicited through a Smart Growth Committee Meeting. No concerns from residents were brought to the City's attention.*

## REPORT SUMMARY

The Liquor and Cannabis Regulation Branch (LCRB) has requested comment from the City on an application by Taylight Brewing Inc. for a 25-seat increase in its seating capacity. As this amendment would require 14 parking stalls but only 11 are available, Taylight has also submitted an application to vary parking requirements. This report recommends that the variance application be considered by Council and, if no concerns are raised at the public input opportunity, then it approve both the variance application and advising the LCRB that the City supports the increase in seating capacity.

## BACKGROUND

Taylight Brewing Inc. is a liquor manufacturing business (craft brewery) with a 25-seat lounge endorsement area to complement their brewery operation at 402-1485 Coast Meridian Road. The endorsement area was designed to allow for additional seating capacity without significant building modifications. With Council's recent amendment to the Zoning Bylaw allowing for an increase in the number of seats, Taylight has submitted an application to expand its seating capacity to 50.

The business is located in the Meridian Industrial Park within a multi-tenant industrial site facing Kebet Way and across from Peace Park. The business has 11 parking stalls, meeting current regulations, but requires 3 additional stalls to accommodate the requested expansion.

The applicant advises that during the evenings after 5 p.m. and on weekends, parking for the building complex is underutilized and that there is street parking available in the immediate area along both Coast Meridian Road and Kebet Way. The applicant has provided a letter of support to use additional parking stalls outside of regular business hours from other businesses within the complex, and confirms that the primary demand for parking spaces occurs during these hours.

## DISCUSSION

Noise impacts from the proposed increase in seating are expected to be minimal as the site is located in a general industrial area. Parking impacts are expected to be mitigated by the opportunity for shared use of parking spaces. The brewery's business hours are from 1 p.m. to 9 p.m. on weekdays, with peak activity occurring outside of the regular hours of surrounding businesses, which are generally open between 8 a.m. and 4:30 p.m. This results in some of the on-site parking spaces used by other businesses being available for use by brewery patrons after hours, as indicated by the letter of support. Furthermore, on-street parking is available on adjacent streets and near Peace Park after the area businesses close. To date, there have not been any complaints received related to this business and it is recommended that the City support the application.

## FINANCIAL IMPLICATIONS

None.

**OPTIONS**

(Check = Staff Recommendation)

| # | Description |
|---|---|
| 1 ✓ | Recommend notification of the variance application, approval of the variance, and notification to the LCRB that Council supports the expansion to 50 seats |
| 2 | Request additional information prior to making a decision |
| 3 | Determine that it does not wish to consider varying the parking requirements and advise the LCRB that it does not support the expansion to 50 seats. |

**ATTACHMENTS**

Attachment #1: Location Map: 402-1485 Coast Meridian Road

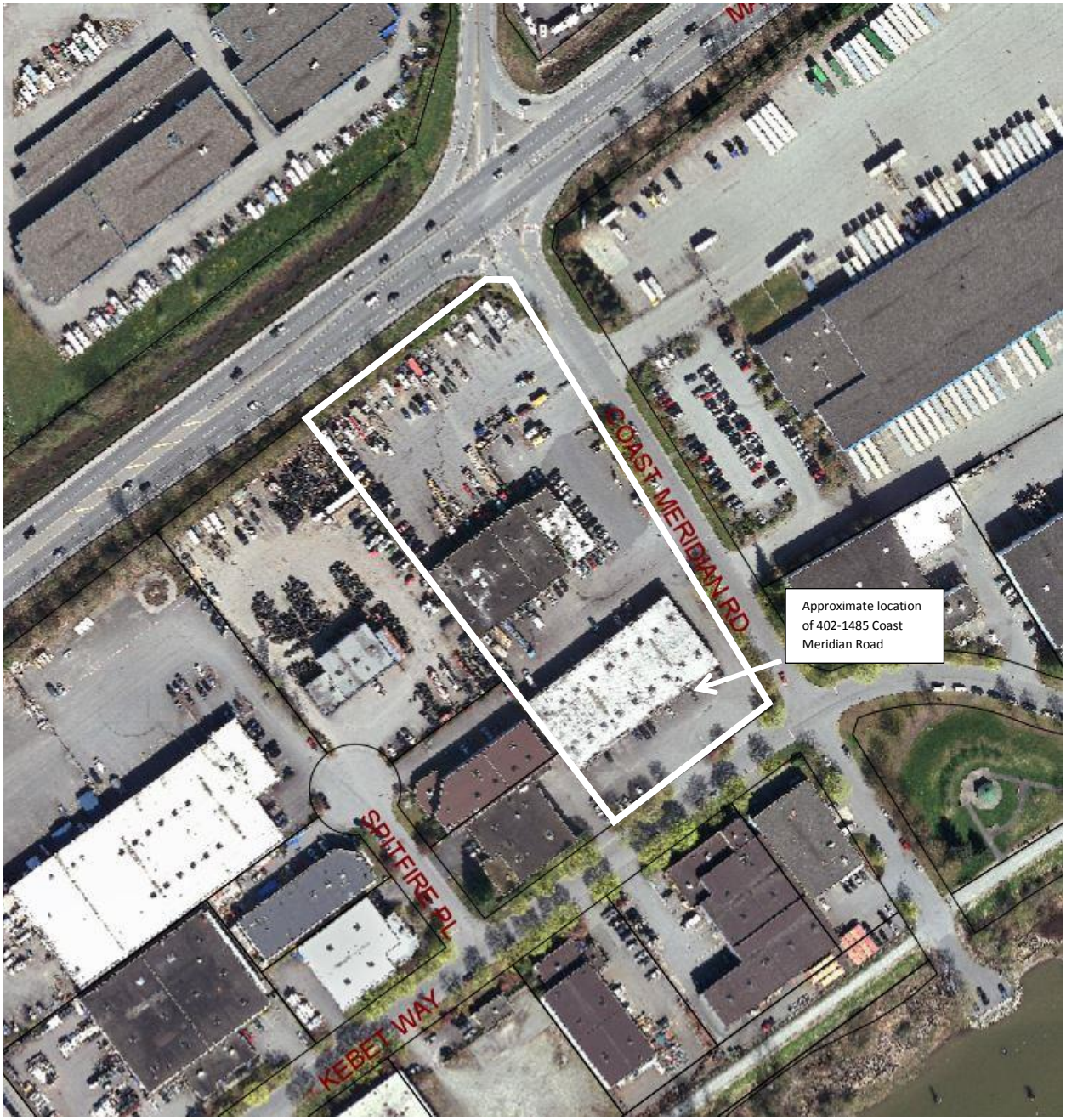
Attachment #2: Letter of support from surrounding businesses

**ATTACHMENT 1**

CITY OF PORT COQUITLAM
LICENSED ESTABLISHMENT & DEVELOPMENT VARIANCE PERMIT LOCATION

**PROJECT ADDRESS: 402-1485 Coast Meridian Road** **FILE NO: LE000018**

**DVP00062**



taylight

BREWING INC.

Neighbours of Taylight,

As per a bylaw recently approved by the city of Port Coquitlam, Microbreweries/Lounges in Port Coquitlam are now able to raise their tasting room capacity to 50 seats.

We are now in the process of renewing our applications to the city, and with that they require to know if we have sufficient parking to support this increase.

Would you please sign this document to show you will allow us to use your parking stalls during non-business hours, meaning evenings and weekends?

We appreciate your support in this,

Thank you,

(Kaitlyn Wright, Operations Manager)

Taylight Brewing Inc.

| | |
|---|---|
| CAA INT. DIST. INC. | DONNA BLOMDHEIM |
| Business Name | Authorized Signee (Please Print and Sign Name) |
| RE-FLOW SOLUTIONS | RICHARD GAGNÉ. |
| Business Name | Authorized Signee (Please Print and Sign Name) |
| S3E Aluminum Co. | Frank Hammer. |
| Business Name | Authorized Signee (Please Print and Sign Name) |
| | |
| Business Name | Authorized Signee (Please Print and Sign Name) |

# Tinhouse Brewing - Licensed Establishment Amendment & Development Variance Permit Applications

**RECOMMENDATION:**

1. That Committee of Council authorize staff to provide notice of application DVP00063, which would vary parking requirements at 2140-550 Sherling Place (Tinhouse Brewing).
2. That Committee of Council recommend to Council:
   a. That Development Variance Permit DVP00063 be approved.
   b. That the Liquor & Cannabis Regulation Branch be advised as follows:
      (i) The City of Port Coquitlam supports a lounge endorsement amendment on Tinhouse Brewing Inc.'s liquor manufacturing licence to increase the lounge capacity to 50 patrons.
      (ii) The City of Port Coquitlam's comments on the prescribed considerations are as described in the February 5, 2019 staff report titled, Licensed Establishment Amendment LE000019 and Development Variance Permit DVP00063 Applications - 2140-550 Sherling Place.
      (iii) The views of residents were solicited through Council consideration of DVP00063. No concerns from residents were brought to the City's attention.

## PREVIOUS COUNCIL/COMMITTEE ACTION

At the Smart Growth Committee meeting dated September 18th, 2018, Committee directed staff to advise the Liquor Control and Licensing Branch as follows:

*a. The City of Port Coquitlam supports a lounge endorsement on Tin Shed Brewing Inc.'s liquor manufacturing licence subject to the following conditions:*
   *(i) Lounge capacity of 25 patrons*
   *(ii) The closing time for the lounge be not later than 9pm Monday to Thursday, 10pm Friday and Saturday and 8 pm Sunday.*

*b. The City of Port Coquitlam's comments on the prescribed considerations are as described in the September 18, 2018 staff report titled, Licensed Establishment Application LE000016 – 2140 -550 Sherling Place.*

*c. The views of residents were solicited through a Smart Growth Committee. No concerns from residents were brought to the City's attention.*

## REPORT SUMMARY

The Liquor and Cannabis Regulation Branch (LCRB) has requested comment from the City on an application by Tinhouse Brewing Inc. (formerly Tin Shed Brewing) for a 25-seat increase in its seating capacity. As this amendment would require 17 parking stalls but only 13 are available, Tinhouse Brewing Inc. has also submitted an application to vary parking requirements. This report recommends that the variance application be considered by Council and, if no concerns are raised at the public input opportunity, then it approve both the variance application and advise the LCRB that the City supports the increase in seating capacity.

# Tinhouse Brewing - Licensed Establishment Amendment & Development Variance Permit Applications

## BACKGROUND

Tinhouse Brewing Inc. proposes to be a liquor manufacturing business (craft brewery) at 2140-550 Sherling Place with a 25-seat lounge endorsement area. A building permit has been issued and construction is underway for the lounge and manufacturing area with anticipated opening early this year. The endorsement area has been designed to accommodate 50 seats and, with Council's recent amendment to the Zoning Bylaw allowing for an increase in the number of seats at a craft brewery, Tinhouse has submitted an application to expand its approved seating capacity to 50.

The business is located within the Dominion Triangle in a multi-tenant industrial site adjacent to the Fremont Connector with access off Sherling Place. The business has been allocated 13 parking stalls, which meets current regulations, but it will require 4 additional stalls to accommodate the requested expansion.

The applicant advises that during the evenings after 6 p.m. and on weekends, parking for the adjacent business to the east, Natu'oil Services Inc., is underutilized. The applicant has provided a letter of support from this business to use additional shared parking stalls outside of regular business hours and confirms that the primary demand for parking spaces is anticipated to occur during these hours.

## DISCUSSION

Noise impacts from the proposed increase in seating are expected to be minimal as the site is located in a light industrial area. Parking impacts are expected to be mitigated by the opportunity for shared use of parking spaces. The brewery's business hours will be from 12 p.m. to 8 p.m. on weekdays, with peak activity anticipated to occur outside of the regular hours from Natu'oil Services Inc., which is open between 8:30 a.m. and 5:30 p.m. This results in a significant amount of additional on-site parking spaces used by the business to be available by brewery patrons after hours, as indicated by the letter of support. While the applicant did not contact other businesses within the complex, the notification of the variance application would ensure their opinions would be obtained.

## FINANCIAL IMPLICATIONS

None.

## OPTIONS

(Check = Staff Recommendation)

| # | Description |
|---|---|
| 1 ✓ | Authorize notification of the variance application and recommend approval of the variance and notification to the LCRB that Council supports the expansion to 50 seats. |

| | |
|---|---|
| 2 | Request additional information prior to making a decision |
| 3 | Determine that it does not wish to consider varying the parking requirements and advise the LCRB that it does not support the expansion to 50 seats. |

**ATTACHMENTS**

Attachment #1: Location Map: 2140-550 Sherling Place

Attachment #2: Email of support from adjacent business

**ATTACHMENT 1**

CITY OF PORT COQUITLAM
LICENSED ESTABLISHMENT & DEVELOPMENT VARIANCE PERMIT LOCATION

**PROJECT ADDRESS: 2140-550 Sherling Place** **FILE NO: LE000019**

**DVP00063**

## RE: Reconfirming parking after hours

Jamil Jaffer <jamil@natuoil.com>
Mon 2018-12-24, 8:53 AM
To: Andrea MacIntosh <amac@tinhousebrewing.ca>

Dear Andrea,

Everyone is usually out of the office around 6pm (Monday to Friday), save one or two stragglers.

Best wishes,
Jamil

**From:** Andrea MacIntosh <amac@tinhousebrewing.ca>
**Sent:** Monday, December 24, 2018 8:30 AM
**To:** Jamil Jaffer <jamil@natuoil.com>
**Subject:** Reconfirming parking after hours

Hi Jamil, I just wanted to confirm that Natuoil is still ok with use of parking spaces after hours, as per the attached email from earlier this year. We are planning on applying to the city to increase our occupancy, so they will ask about parking. Thanks, Andrea

This message is for the designated recipient only and may contain privileged, proprietary, or otherwise private information. If you have received it in error, please notify the sender immediately and delete the original. Any other use of the email by you is prohibited.

This message is for the designated recipient only and may contain privileged, proprietary, or otherwise private information. If you have received it in error, please notify the sender immediately and delete the original. Any other use of the email by you is prohibited.

# Northpaw Brewing Company - Licensed Establishment Amendment & Development Variance Permit Applications

**RECOMMENDATION:**

1. That Committee of Council authorize staff to provide notice of application DVP00064, which would vary parking requirements at 2150-570 Sherling Place (Northpaw Brewing Company).
2. That Committee of Council recommend to Council:
   a. That Development Variance Permit DVP00064 be approved.
   b. That the Liquor & Cannabis Regulation Branch be advised as follows:
      (i) The City of Port Coquitlam supports a lounge endorsement amendment on Northpaw Brewing Company's liquor manufacturing licence to increase the lounge capacity to 50 patrons.
      (ii) The City of Port Coquitlam's comments on the prescribed considerations are as described in the February 5, 2019 staff report titled, Licensed Establishment Amendment LE000020 and Development Variance Permit DVP00064 Applications - 2150-570 Sherling Place.
      (iii) The views of residents were solicited through Council consideration of DVP00064. No concerns from residents were brought to the City's attention.

## PREVIOUS COUNCIL/COMMITTEE ACTION

At the Smart Growth Committee meeting dated December 5th, 2017, Committee directed staff to advise the Liquor Control and Licensing Branch as follows:

*a. The City of Port Coquitlam supports a lounge endorsement on Northpaw Brewing Company's liquor manufacturing licence subject to the following restrictions:*
   *(i) lounge capacity of 25 patrons;*
   *(ii) the closing time for the lounge be not later than 9pm Monday to Thursday, 10pm Friday and Saturday and 8pm Sunday.*

*b. The City of Port Coquitlam's comments on the prescribed considerations are as described in the December 5th, 2017 staff report titled, 2150-570 Sherling Place (Northpaw Brew Company).*

*c. The views of residents were solicited through a Smart Growth Committee Meeting. No concerns from residents were brought to the City's attention.*

At the Council meeting dated November 28th, 2017, Council directed staff as follows:

*a. Development Variance Permit DVP00048, which would allow for a parking space variance of one stall at 2150-570 Sherling Place be approved.*

## REPORT SUMMARY

The Liquor and Cannabis Regulation Branch (LCRB) has requested comment from the City on an application by Northpaw Brewing Company for a 25-seat increase in its seating capacity. As this amendment would require 11 parking stalls (including the initial variance) but only 6 are available, Northpaw Brewing Company has also submitted an application to further vary parking

requirements. This report recommends that the variance application be considered by Council and, if no concerns are raised at the public input opportunity, then it approve both the variance application and advise the LCRB that the City supports the increase in seating capacity.

## BACKGROUND

Northpaw Brewing Company is a liquor manufacturing business (craft brewery) with a 25-seat lounge endorsement area to complement their brewery operation at 2150-570 Sherling Place. The endorsement area was designed to allow for additional seating capacity without significant building modifications. With Council's recent amendment to the Zoning Bylaw allowing for an increase in the number of seats, Northpaw Brewing has submitted an application to expand its seating capacity to 50.

The business is located within the Dominion Triangle area in a multi-tenant industrial site adjacent to the Fremont Connector with access off Sherling Place. It has 6 parking spaces, but as 7 were required, a development variance permit to permit a 1-space variance was approved by Council November 28th, 2017. Northpaw is also currently renting 6 additional parking stalls from the property manager, directly across from the brewery. Five parking spaces are required to accommodate the requested expansion.

The applicant advises that during the evenings after 4:30 p.m. and on weekends, parking for the building complex is underutilized. Documentation of support has been provided for Northpaw Brewing to use additional parking stalls outside of regular business hours from other units within the complex, and the applicant confirms that the primary demand for parking spaces occurs during these hours.

## DISCUSSION

Noise impacts from the proposed increase in seating are expected to be minimal as the site is located in a light industrial area. Parking impacts are expected to be mitigated by the opportunity for shared use of parking spaces. The brewery's business hours are primarily from 1 p.m. to 9 p.m. on weekdays, with peak activity anticipated to occur outside of the regular hours from HSL Automation, which is open between 8 a.m. and 4 p.m. This results in some of the on-site parking spaces used by the adjacent business being available for use by brewery patrons after hours, as indicated by the letter of support. There is no on-street parking is available along Sherling Place. To date, there have not been any complaints received related to this business and it is recommended that the City support the application.

## FINANCIAL IMPLICATIONS

None.

## OPTIONS

(Check = Staff Recommendation)

| # | Description |
|---|---|
| 1 ✓ | Authorize notification of the variance application and recommend Council approval of the variance and notification to the LCRB that Council supports the expansion to 50 seats |
| 2 | Request additional information prior to making a decision |
| 3 | Determine that it does not wish to consider varying the parking requirements and advise the LCRB that it does not support the expansion to 50 seats. |

**ATTACHMENTS**

Attachment #1: Location Map: 2150-570 Sherling Place

Attachment #2: Letter of support from surrounding businesses

**ATTACHMENT 1**

CITY OF PORT COQUITLAM
LICENSED ESTABLISHMENT & DEVELOPMENT VARIANCE PERMIT LOCATION

**PROJECT ADDRESS: 2150-570 Sherling Place** **FILE NO: LE000020**

**DVP00064**

HSL AUTOMATION
...Driven by Excellence

Date: August 15, 2017

To: City of Port Coquitlam

Attn: Bryan Sherrell

Re: HSL & Northpaw Brewco parking

Bryan,

Please accept this letter as confirmation that HSL Automation has agreed to grant Northpaw Brewco access to our parking stalls located at 570 Sherling Unit 2140. Access is based on availability after 4:30PM Monday thru Friday and anytime Saturday's & Sunday's.

Grant Huff
Partner
HSL Automation Ltd.

# Accessory Liquor Sales at Farmer and Artisan Markets

**RECOMMENDATION:**

That Committee of Council recommend to Council that the Zoning Bylaw be amended to increase the number of vendors permitted to sell packaged liquor products at farmer and artisan markets.

## PREVIOUS COUNCIL/COMMITTEE ACTION

None

## REPORT SUMMARY

In response to consumer and industry demand, this report recommends an amendment to the Zoning Bylaw to permit an increase in the number of vendors permitted to sell packaged liquor at farmer and artisan markets in Port Coquitlam.

## BACKGROUND

Liquor manufacturers licenced by the Liquor and Cannabis Regulation Branch (LCRB) with an on-site store endorsement can apply to the LCRB for a Market Authorization to provide samples and sell their packaged products at farmer or artisan markets.

Liquor manufacturers were first permitted at the Port Coquitlam Farmers Market in 2015 through issuance of a temporary use permit. The community responded favourably to these vendors and in 2016 the Zoning Bylaw was amended to permit packaged liquor vendors at markets in the P1 (Civic Institutional) and P3 (Parks and Natural Areas) zones. To minimize potential impacts, the maximum number of vendors is currently limited to three at any one time.

The City currently facilitates three markets: the Port Coquitlam Farmers Market, the May Day Artisan Market and the Winter Artisan Market, at which between 45 and 60 vendors typically set up. Market organizers indicate the liquor manufacturers are well received by patrons and they have requested an increase in the permitted number of vendors. This would allow them to allow for a wider selection of products and ensure sufficient opportunities for those local liquor manufacturing businesses who may wish to participate as vendors. The City currently has 6 licenced manufacturers with several more applications in process and, through the selection processes, these local vendors would be prioritized.

## DISCUSSION

It is proposed that the Zoning Bylaw be amended to permit more than 3 vendors at a market to sell packaged liquor products. The intent is to offer organizers greater flexibility by replacing the current limitation to 3 vendors with a provision that would allow up to 20% of market vendors to sell packaged liquor products. This amendment would support inclusion of more manufacturers, including local businesses, while ensuring the overall focus of the market remains balanced with

other types of vendors. The bylaw amendment will also clarify that these uses are permitted at farmer and artisan markets in the P1 and P3 zones.

The sale of packaged liquor products at the markets has not resulted in any identified community impacts and no concerns have been raised that these vendors may have impacted established businesses offering packaged liquor sales. Approval is recommended.

## FINANCIAL IMPLICATIONS

None

## OPTIONS

| # | Description |
|---|---|
| 1 ✓ | Amend the Zoning Bylaw to permit up to 20% of vendors to sell packaged liquor at farmer and artisan markets in the P1 and P3 zones. |
| 2 | Request further information prior to making a decision |
| 3 | Take no action (current restrictions would remain in place) |

# Boston Pizza (300-2325 Ottawa Street) – Hours Extension

**RECOMMENDATION:**

That the Committee of Council advise the Liquor and Cannabis Regulation Branch of the following:

a. That the City of Port Coquitlam supports an extension to service of liquor to 2:00 a.m. seven days a week on Boston Pizza Restaurant & Sports Bar's food primary licence.
b. The City of Port Coquitlam's comments on the prescribed considerations are as described in the staff report titled, Licensed Establishment Application LE000017 – 300-2325 Ottawa Street.
c. The views of residents were solicited through a Committee of Council meeting. No concerns from residents were brought to the City's attention.

## PREVIOUS COUNCIL/COMMITTEE ACTION

None.

## REPORT SUMMARY

The Liquor and Cannabis Regulation Branch (LCRB) has requested comment from the City on an application to amend the food primary licence for Boston Pizza Restaurant & Sports Bar so that it can extend the hours it is permitted to serve liquor beverages from midnight to 2 a.m. As it is not expected there would be significant neighbourhood impacts, this report recommends that the LCRB be advised that the City supports the application.

## BACKGROUND

Boston Pizza Restaurant & Sports Bar, located at the corner of Ottawa Street and Lougheed Highway, has a food primary licence which permits service of food and liquor from 9 a.m. to 12 a.m., seven days a week. Rising Tide Consultants, on behalf of the Boston Pizza, has submitted an application to amend the hours to extend the service to 2 a.m., seven days a week. The applicant advises that the extension would better serve the community by allowing increased flexibility for patrons who enjoy late night dining as well as an ability to compete with other food primary licensed establishments that stay open past midnight. For example, the Orrange Restaurant and Bar is permitted to serve liquor until 2 a.m.

Boston Pizza is located within a commercial area where there extensive surface parking. It is not expected that there would be any significant impacts resulting from the extension of hours as there are no residential properties within the immediate vicinity and the extension is in line with permitted hours of operation of similar businesses. The applicant advises that the business will adhere to the City's noise bylaw.

## DISCUSSION

Pursuant to the *Liquor Control and Licensing Act* and associated Regulation, local governments are given the opportunity to comment on an application for a permanent change to a liquor licence such as a change in hours. The City's resolution must give specific consideration to the potential for noise and other impacts on the community within the context of the location, person capacity, and hours of operation. Council has delegated the authority to adopt a resolution to provide comment on the application to Committee of Council.

Based on the location and surrounding context, no concerns have been identified and staff recommend to Committee that the LCRB be advised that the request is supported.

## FINANCIAL IMPLICATIONS

None.

## OPTIONS

| # | Description |
|---|---|
| 1 ✓ | Advise the LCRB that the extension of hours to Boston Pizza Restaurant & Sports Bar's food primary licence to 2 a.m. is supported |
| 2 | Request additional information or call for public input prior to making a decision; |
| 3 | Decline to exercise its delegated authority in which case staff would forward the request for comment to Council; or |
| 4 | Decline to provide comment to the LCRB. |

## ATTACHMENTS

Attachment #1: Location Map: 2325 Ottawa Street.

**Attachment #1**

CITY OF PORT COQUITLAM
LICENSED ESTABLISHMENT LOCATION MAP

# 2338 Kelly Avenue - Development Permit Amendment

**RECOMMENDATION:**

That Committee of Council approve Development Permit DP000203 Amendment 1 to extend the date of expiry until October 13, 2019.

## PREVIOUS COUNCIL/COMMITTEE ACTION

October 11, 2016 Council amended the Zoning Bylaw to permit a rowhouse use; October 13, 2016 Smart Growth Committee approved issuance of Development Permit DP000203.

## REPORT SUMMARY

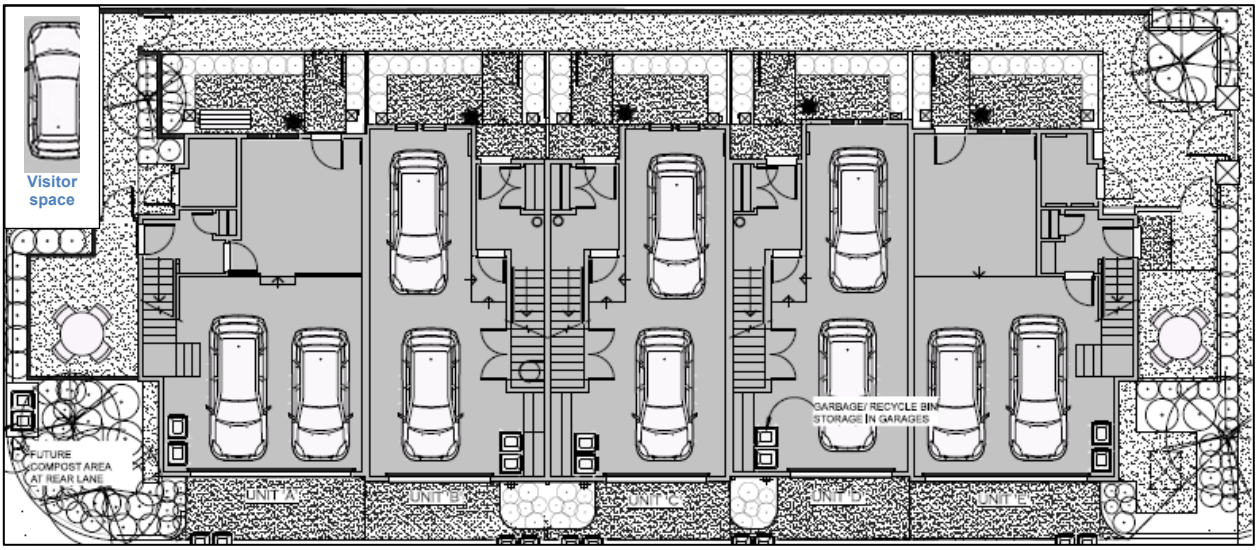
This report provides for Committee's consideration of a request to extend the date of expiry for a development permit by one year. The builder has been working diligently with the Building Division towards issuance of the building permit but the process has taken longer than the two-year limitation imposed by the development permit. Committee's consideration of this extension is required since the development does not comply with a bylaw amendment since approved by Council. Three of the five units in the rowhouse development were designed with tandem parking whereas the City now restricts tandem spaces to 40% of parking spaces (i.e., two units). Approval of the extension is recommended because it is not feasible to amend the design to increase non-tandem spaces and the proposal includes a visitor parking space to offset the potential impact.

## BACKGROUND

Development Permit DP000203 regulates a small infill rowhouse development at 2338 Kelly Avenue. The proposed building consists of five, 3-storey, 3-bedroom rowhouse units.

Lane (east) façade facing the lane – the 3 interior units have tandem spaces

Since the development permit was approved, the parking bylaw was amended to restrict tandem parking to a maximum of 40%. The design as previously approved is now non-compliant with the current bylaw as it includes 3 units (60%) with tandem spaces and only 2 units (40%) with side-by-side parking.




Parking configuration

The Zoning Bylaw was also amended since this development was approved to require electric vehicle rough-ins to facilitate future installation of vehicle charging systems in each garage. The applicant has indicated a willingness to add the rough-ins but the site does not have the lot depth to widen the garages to enable side by side parking and retain the 5 units.

## DISCUSSION

Development permits require buildings to be under construction within two years of development permit approval or the permit will expire. This time frame provides an opportunity for the City to apply any changes to municipal regulations if a project does not proceed within a reasonable time frame. The Development Procedures Bylaw allows for a one-year extension to be approved by the Director of Development Services unless there have been any regulatory changes which impact the application.

In this case, two changes apply: a requirement for electric vehicle rough-ins and a limit on tandem parking. The applicant can accommodate the electric vehicle rough-ins but the design cannot be amended to reduce the percentage of tandem spaces to the new 40% restriction.

The 3-bedroom rowhouse units support family-friendly housing objectives. While the project's parking configuration does not meet new parking regulations, the tandem parking spaces are generous in size and there is space for storage in addition to parking. The proposal also includes a visitor's parking space along the rear lane. This space is not required by the parking bylaw and helps mitigate the potential impacts of the tandem spaces.

## FINANCIAL IMPLICATIONS

None associated with issuance of the development permit amendment.

## OPTIONS

(Check = Staff Recommendation)

| # | Description |
|---|---|
| 1 ✓ | Approve Development Permit DP000203 Amendment 1. |
| 2 | Request additional information |
| 3 | Reject the amendment if Committee does not support the variance to the tandem parking. Pursuant to Committee's delegated authority, the applicant may then request the request for extension be considered by Council. |

## ATTACHMENTS

Attachment #1: Development Permit DP000203 Amendment 1

Attachment #2: Report dated October 13, 2016 to Smart Growth Committee

**Lead author(s):** Bryan Sherrell

ATTACHMENT 1

THE CORPORATION OF THE CITY OF PORT COQUITLAM

"DEVELOPMENT PROCEDURES BYLAW, 2013, NO. 3849"

DEVELOPMENT PERMIT

NO. DP000203 Amendment 1

Issued to: 679484 BC LTD
(Owner as defined in the Local Government Act,
hereinafter referred to as the Permittee)

Address: 217 SEA AVE N BURNABY BC V5B 1K6

1. This Development Permit Amendment applies to and only to Development Permit DP000203 approved October 13, 2016.

2. Development Permit DP000203 is amended to:
   a. extend the date of expiry until October 13, 2019; and
   b. add the following environmental conservation measure to Schedule A, "Roughed-in electric vehicle charging infrastructure including an electrical outlet box located within 3 metres of the units' required parking spaces for a minimum of 1 parking space per rowhouse unit".

3. This permit is not a building permit.

APPROVED BY THE COMMITTEE OF COUNCIL THE ____ DAY OF _____, 2019.

SIGNED THIS _____ DAY OF _____, 2019.

_____
Mayor

_____
Corporate Officer

I ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND THE TERMS AND

CONDITIONS UPON WHICH THIS PERMIT IS ISSUED.

_____
Applicant (or Authorized Agent or
Representative of Applicant)

CITY OF PORT COQUITLAM

# Report to Committee

**DATE:** October 6, 2016

**TO:** Smart Growth Committee (SGC)

**FROM:** Laura Lee Richard, Director of Development Services

**SUBJECT:** **2338 KELLY AVENUE**
**DEVELOPMENT PERMIT APPICATION DP000203**

**EXECUTIVE SUMMARY:** This report provides for regulation of a proposed 5-unit rowhouse development to be located at 2338 Kelly Avenue. The project has been designed to comply with the design and environmental conservation guidelines of the OCP and minor siting variances are not expected to have any substantive impacts.

## RECOMMENDATION

Development Permit DP000203, which regulates a rowhouse development at 2338 Kelly Avenue, be approved.

## 1. BACKGROUND

**1.1. The Proposal:** The owner, Peter Banicevic, wishes to develop five rowhouses at 2338 Kelly Avenue with access to the units from the adjoining lanes.

**1.2. Prior Resolutions or History:** This report is being forwarded to Committee in anticipation of Council's adoption of an amendment bylaw on October 11th, 2016 that will rezone the site to permit a rowhouse use.

## 2. POLICY & REGULATIONS

**2.1. Official Community Plan (OCP):** The policies of the OCP encourage a variety of housing types to accommodate the needs of Port Coquitlam's growing population; the land use designation of the site is Apartment (A).

**2.2. Zoning Bylaw:** The site is to be zoned Residential Rowhouse (RRh).

**2.3. Development Permit:** The site is subject to the Downtown and Environmental Conservation development permit area objectives and guidelines.

## 3. COMMENTS AND ANALYSIS

**3.1. Site Characteristics and Context:** The vacant site is located on the south side of Kelly Avenue **and** west of Shaughnessy Street. **There is a lane to the east and at the rear of the lot and an older house on the lot to the west. It** is within walking distance of the Downtown, transit, schools, parks and recreation facilities.

**3.2. Project Profile:**

| | Bylaw Regulations[1] | Proposed[2] | Requested Variances |
|---|---|---|---|
| **Site Area** | 180 $m^2$ (1,938 $ft^2$) | 594.04 $m^2$ | - |
| **Floor Area Ratio** | 1.0 | 0.97 | - |
| **Lot Coverage** | 55% | 51.4 % | - |
| **Cluster Length** | Min'm 19.5m / max'm 39m | 30.2 m | - |
| **Setbacks[3]** | | | |
| **Front (Kelly Ave)** | 3 m | 3 to 4.08 m | - |
| **Rear (south lane)** | 7.5 m | 3.9 to 5.06 m | 3.6 m |
| **Interior side (west)** | 1.8 m | 2.7 m | - |
| **Interior side (east lane)** | 1.8 m | 1.74 to 1.9 m | 0.06 m |
| **Building Height** | 9.5 m | 9.5 m | - |
| **Useable Open Space** | Min'm 40 $m^2$ per unit | 23 - 39 $m^2$ / unit | 1 to 17 $m^2$ |
| **Parking Spaces - total** | 10 (2/unit) | 11 | - |
| **Resident** | 10 | 10 | - |
| **Visitor** | Not required | 1 | - |
| **Small Car** | Max'm 25% (3) | 3 | - |
| **Impervious surfaces** | n/a | 73% | - |

1 Refer to Zoning Bylaw No. 3630

2 Information provided by applicant

3 Setbacks to principal building only.

**3.3. Project Description:** The proposed development consists of 5, 3-storey, 3-bedroom units ranging in size from 105m$^2$ (1,132 ft$^2$) to 127m$^2$ (1364 ft$^2$). A walkway located on the west side of the complex provides for pedestrian entries to all the units. The parking spaces are located in individual garages and accessed from the east lane. Two of the rowhouse units have side-by-side parking spaces and the three interior units are designed to accommodating their parking requirements in a tandem arrangement. The applicant has also included one visitor parking space parallel to the south lane. The developer will be required to upgrade Kelly Avenue, including a sidewalk along the property frontage, and to reconstruct both adjoining lanes.

The project architect describes the design as inspired by the 20th Century period and features dark blue shingle and white horizontal siding, gable roofs, upper floor balconies, bay windows, flower boxes and white wood trim. Garbage and recycling space is included within the garages. The landscape plan includes a prominent wood entry arbour and gate, fencing, permeable pavers, street trees and on-site trees, hedges, shrubs, grasses and perennials.

**3.4. Variances to Regulations:** The applicant has proposed a number of minor variances as follows:

a) Interior side yard (east): The 2-inch variance for portions of the building wall provides for articulation of the building façade along the lane;
b) Rear yard setback (south): The requested variance allows two of the units to have side-by-side, 2-car garages. This setback is similar to that of apartment developments in the area and is unlikely to have any significant impact.
c) Usable open space: This minor variance to the area of private outdoor space is mitigated by the project's at-grade patios, second floor balconies and proximity to public parks.

**3.5. Environmental Conservation:** A legal agreement registered on the property title as a condition of the rezoning requires this development to achieve an EnerGuide 80 rating. The EnerGuide rating promotes energy efficiency higher than that required by the current BC Building Code. The applicant has also proposed a number of other measures to promote the reduction of GHG emissions, water conservation and sustainable development including use of permeable landscape pavers for hard surfaces to promote water percolation, use of durable fibre-cement cladding, Energy Star® rated appliances and low-flow fixtures.

**3.6. Discussion:** The proposed development adheres to the building and landscape design and environmental conservation guidelines of the OCP. The minor variances to building setbacks and useable open space are not expected to have any significant impacts. Staff recommend approval.

**3.1. Consultation:** A development sign has been posted on Kelly Avenue since January 2014. Consultation undertaken prior to the rezoning included input from the owner

of the adjoining property at 2342 Kelly Avenue who raised a concern about potential drainage issues. The applicant advises installation of perimeter drainage and downspouts connected to the City storm sewer through redevelopment of the site should keep stormwater from migrating to the adjacent property. No further design concerns were raised at the Public Hearing held Oct 13, 2015 or provided to staff in the interim.

## 4. OPTIONS

The Smart Growth Committee may:

1. Approve Development Permit DP000203 (recommended);
2. Request additional information or amendments if the Committee is of the opinion that such information or amendment would assist in its evaluation of how the design complies with the development permit area designation and bylaw regulations;
3. Recommend rejection of the application if the Committee is of the opinion the application does not meet the development permit guidelines or support the variances. The applicant may then request the application be forwarded to Council for consideration.

Laura Lee Richard, MCIP
Director of Development Services

Attachments:

1. Location Map
2. Draft Development Permit DP000203

**ATTACHMENT 1**

**CITY OF PORT COQUITLAM**
**DEVELOPMENT APPLICATION LOCATION MAP**

**PROJECT ADDRESS: 2338 Kelly Avenue** **FILE NO: DP000203**

THE CORPORATION OF THE CITY OF PORT COQUITLAM

"DEVELOPMENT PROCEDURES BYLAW, 2013, NO. 3849"

DEVELOPMENT PERMIT

NO. DP000203

Issued to: 679484 BC LTD
(Owner as defined in the Local Government Act, hereinafter referred to as the Permittee)

Address: 7064 SIERRA DR BURNABY BC V5A 1A5

1. This Development Permit is issued subject to compliance with all of the Bylaws of the Municipality applicable thereto, except as specifically varied by this Permit.

2. This Development Permit applies to and only to those lands within the Municipality described below, and any and all buildings, structures and other development thereon:

| | |
|---|---|
| Address: | 2338 Kelly Avenue |
| Legal Description: | LOT 5, BLOCK 6, DISTRICT LOT 289, NEW WEST DISTRICT, PLAN 2080 |
| P.I.D.: | 000-947-440 |

3. The above property has been designated as a Development Permit Area under Section 9.0 – Development Permit Area in the "Official Community Plan Bylaw, 2013, No. 3838".

4. "Port Coquitlam Zoning Bylaw, 2008, No. 3630" and "Parking and Development Management Bylaw, 2005, No.3525" are varied, supplemented or both in accordance with the following:

   a. The form and character of the building, including the siting, height and general design, shall be as shown on drawings numbered DP000203 (a) to DP000203 (m) which are attached hereto and form part of this permit.

   b. The form and character of on-site landscaping shall be as shown on drawings numbered DP000203 (l) and DP000203 (m) and the following standards for landscaping are imposed:

      (i) All landscaping works and planting materials shall be provided in accordance with the landscaping plan and specifications thereon, which form part of this permit and is attached hereto.

      (ii) All planting materials shall be able to survive for a period of one year from the date of the site landscape approval by the Municipality.

c. The building and landscaping shall provide the energy conservation, water conservation and GHG emission reduction elements as shown on Schedule A to the drawings which are attached hereto and form part of this permit.

5. **Landscape Security**

(a) As a condition of the issuance of this permit, the security set out below will be held by the Municipality prior to the issuance of a building permit to ensure satisfactory provision of landscaping in accordance with the terms and conditions as set forth in Clause 4 above. There is filed accordingly an irrevocable Letter of Credit or cash security in the amount **$22,708.00** for the purpose of landscaping.

(b) Should any interest be earned upon the security, it shall accrue to the Permittee and be paid to the Permittee if the security is returned. A condition of the posting of the security is that should the Permittee fail to carry out the works or services as hereinabove stated, according to the terms and conditions of this permit within the time provided, the Municipality may use the security to complete these works or services by its servants, agents or contractors, and any surplus shall be paid over to the Permittee.

(c) The Permittee shall complete the landscaping works required by this permit within six months of the final inspection for the final phase of the development. Within the six month period, the required landscaping must be installed by the Permittee, and inspected and approved by the Municipality.

If the landscaping is not approved within the six month period, the Municipality has the option of continuing to hold the security until the required landscaping is completed or has the option of drawing the security and using the funds to complete the required landscaping, and recoup additional costs from the Permittee if necessary. In such a case, the Municipality or its agents have the irrevocable right to enter into the property to undertake the required landscaping for which the security was submitted.

(d) Should the Permittee carry out the works and services permitted by this permit within the time set out above, the security shall be returned to the Permittee.

6. The land described herein shall be developed strictly in accordance with the terms and conditions and provisions of this permit and any plans and specifications attached to this permit, which shall form a part hereof.

7. This permit shall lapse if the Permittee does not substantially commence the construction permitted by this permit within two years of the (issuance) date of this permit.

8. The terms of this permit or any amendment to it, are binding on all persons who acquire an interest in the land affected by this permit.

9. This permit is not a building permit.

APPROVED BY THE SMART GROWTH COMMITTEE THE [CLICK **HERE** - ENTER THE DAY (IE 12TH)] DAY OF [CLICK **HERE** - ENTER THE MONTH, YEAR].

SIGNED THIS [CLICK **HERE** - ENTER THE DAY (IE 12TH)] DAY OF [CLICK **HERE** - ENTER THE MONTH, YEAR].

_____
Mayor

_____
Corporate Officer

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

_____
Applicant (or Authorized Agent or Representative of Applicant)

CITY OF PORT COQUITLAM
RECEIVED - PLANNING

SEP 2 6 2016

FILE:_____

## 2338 Kelly Avenue
## Port Coquitlam, BC

### List of Drawings


A00- Cover Sheet/ Project Data
A01- Contextual Analysis
A02- Contextual Photoboard
A03- Contextual Photoboard
A04- Outdoor Amenity Area Drawing
A05- Garbage & Recycling Management Plan
A10- Site Plan
A11- Impermeable Surface Drawing
A20- Floor Plan- Basement
A21- Floor Plan- Main Floor
A22- Floor Plan- Upper Floor
A23- Roof Plan
A30- Elevations
A31- Elevations
A40- Building Section
A41- Building Details
A42- Building Details
A43- Building Details
A50- Building Envelope Details
A51- Building Envelope Details
A52- Building Envelope Details
A53- Party Wall Details
A54- Building Envelope Details
A60- General Notes
A61- Rainscreen Details
A62- Rainscreen Details


### List of Consultants


1. Architectural
Doug Massie
Chercover Massie and Associates
Phone: 604-264-1450
Email: cma@shawlink.ca
#120-1200 West 73rd Avenue
Vancouver, B.C., V6P 6G5

Keith Jakobsen
Jakobsen Associates
Phone: 604-261-5619
Email: jakobsfak@netron.fr.com
1862 West 75th Avenue
Vancouver, B.C., V6P 6G2

2. Structural Engineer
Eric Man
KSM Associates Ltd
Phone: 604-603-2122
Email: ericman@gmail.com
7705 Lawrence Drive
Burnaby B.C. V5A 3M6

3. Survey
Lucky Grewal
Grewal and Associates
Phone: 604-597-8567
Email: office@grewalsurveys.com
#204-15299 68th Avenue
Surrey, B.C., V3S 2C1

4. Civil Engineer
Derek Rempel
H.Y. Engineering Ltd.
Phone: 604-583-1616
Email: Derek.rempel@hyengineering.com
#200-9128 152nd Street
Surrey, B.C. V3R 4E7

5. Mechanical / Electrical Engineer
Carlo Ambito
Cada and Associates Consulting Ltd
Phone: 604-210-0017
Email: carlo.ambito@cadaconsultants.com
1312 SE Marine Drive
Vancouver, B.C. V5X 4K4

6. Geotechnical Engineer
Jacob Szary
Geopacific Engineering Ltd
Phone: 604-429-0922
Email: szary@geopacific.ca
#215-1200 West 73rd Avenue
Vancouver, B.C. V6P 6G5

7. Building Envelope Engineer
Aaron MacLellan
Aqua Coast Engineering Ltd.
Phone: 604-946-9910
Email:
#201-5155 Ladner Trunk Road
Delta, B.C. V4K 1W4

8. Environmental Audit Consultant
Gilles Lesage
Total Home Solutions
Phone: 778-484-5002
Email: gilles@totalhome.ca

9. Landscape Architect
Mary Chan Yip
PMG Landscape Architects
Phone: 604-294-0011
Email: mary@pmglandscape.com
C100-4185 Still Creek Drive
Burnaby, B.C. V5C 6G9


### Project Data

Civic Address: 2338 Kelly Avenue, Port Coquitlam, BC
Zoning: RA-1
Legal Description:
Lot 5 of Block 6
District Lot 289, Group 1
N.W.D. Plan 2080

Site Area: 122.01 x 52.49 = 6404.3 sf
37.19 m x 16.0 m = 595.04 m.

Floor Space Ratio (1.0% FSR)
Allowable: 6404.3 sf (595.04 m.)
Proposed: 6179.0 sf (574.05 m.)

Proposed FSR
Basement: (not counted) 3250.00 sf
Main Floor: 3084.00 sf
Upper Floor: 3095.00 sf
Proposed Total: 6179.00 sf (574.05 m.)

Site Coverage:
Allowable: (55.0%) 3522.37 SF (327.27 m.)
Proposed: (51.4%) 3290.0 SF (305.65 m.)

Building Height (to midpoint of roof)
Allowable: 31.2' (9.50 m)
Proposed: 31.2' (9.50 m)

Minimum Lot Area
Allowable: 1938.0 sf (180.14 m.)
Proposed: 6289.0 sf (584.27 m.)

Minimum Lot Depth
Allowable: 91.9 ft. (28.0 m)
Proposed: 122.01 ft. (37.19 m)

Minimum Lot Frontage
Allowable: 16.0 ft. (4.88 m)
Proposed: 52.6 ft. (16.03 m)

Minimum Row House Depth
Allowable: 62.3-127.9 ft. (19.5-22 m)
Proposed: 99.0 ft. (30.19 m)

### Project Data (cont.)

Setbacks
Front Yard- North
Allowable/ Required: 9.84 ft. (3.0 m)
Proposed (stepped): 9.84 ft. (3.0 m) & 13.4 ft. (4.08 m)

Rear Yard- South
Allowable/ Required: 24.6 ft. (7.5 m)
Proposed (stepped): 13.1 ft. (3.98 m) & 16.6 ft. (5.06 m)

Sideyard- West
Allowable/ Required: 5.9 ft. (1.8 m)
Proposed: 8.86 ft. (2.7 m)

Sideyard- East (alley)
Allowable/ Required: 5.9 ft. (1.8 m)
Proposed (stepped): 6.2 ft. (1.9 m) & 5.7 ft. (1.74 m)

### Parking Stall Requirements

Large Parking Stall (75% of stalls)
Allowable: 18' x 8.8' (5.5m x 2.7m)
Proposed: 7 out of 10 stalls
(+ 0.98' (30cm) if abutting an interior wall)

Small Parking Stall (25% of stalls)
Allowable: 16.4' x 8.2' (5.0m x 2.5m)
Proposed: 3 out of 10 stalls
(+ 0.98' (30cm) if abutting an interior wall)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| Revision | Subject | Date |
|---|---|---|
| | | |

| | Issued | Date |
|---|---|---|
| SP | DP Submission | 2016/09/16 |
| SP | | |
| FC | | |

Consultant

JAKOBSEN ASSOCIATES

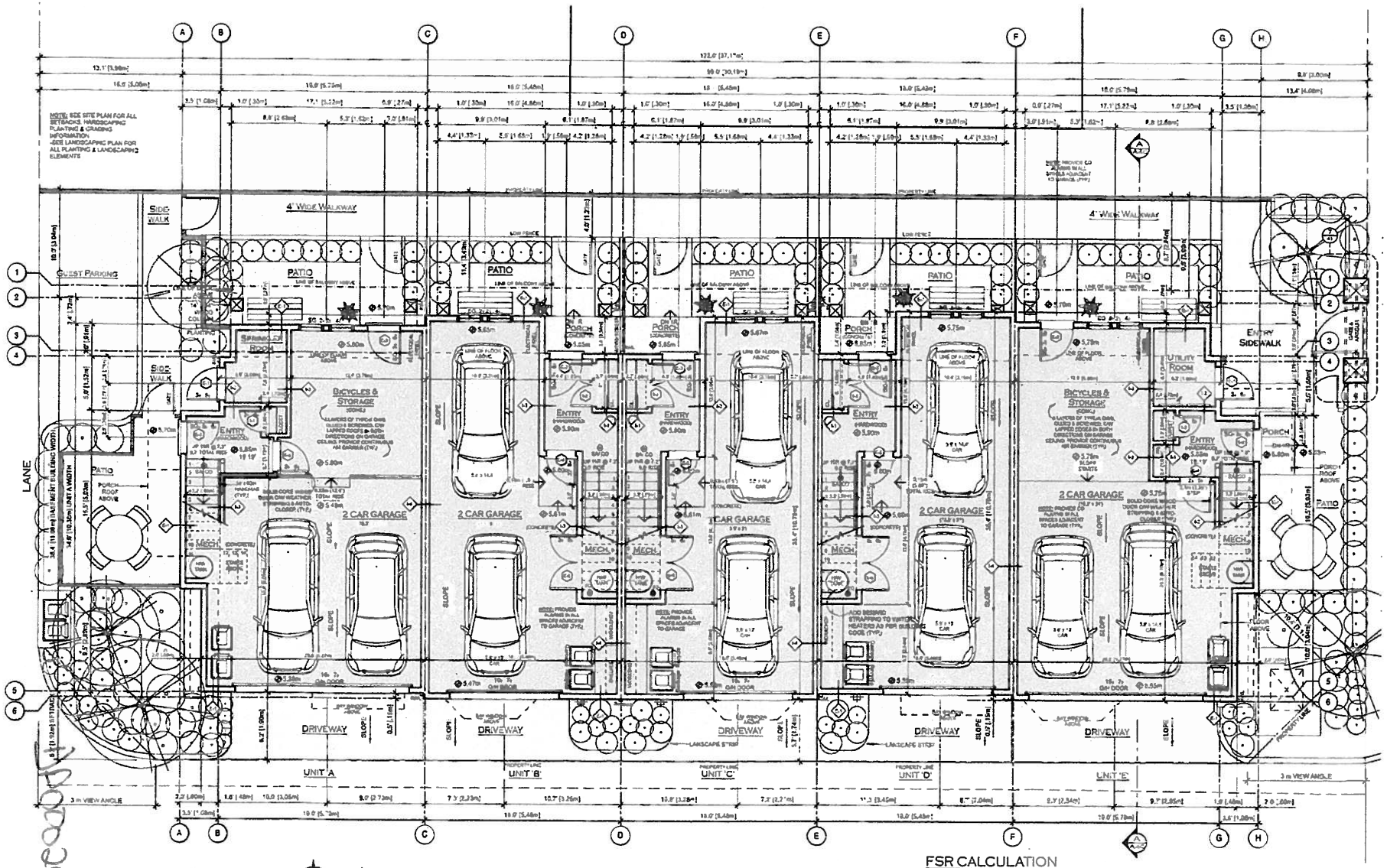
CHERCOVER MASSIE & ASSOCIATES LTD.
ARCHITECTURE & ENGINEERING

Project:
TOWNHOUSE DEVELOPMENT
2338 KELLY AVENUE
PORT COQUITLAM, B.C.

Drawing Title:
COVER SHEET & PROJECT DATA

| | |
|---|---|
| Drawn: TD/JS | A00 |
| Date: June 2016 | OF |
| Scale: NTS | |
| Project No: 216-107 | Rev. |

DP000203 (a)




BASEMENT PLAN

## FSR CALCULATION

| AREA CALCULATIONS (SF) | UNIT A | UNIT B | UNIT C | UNIT D | UNIT E | TOTAL |
|---|---|---|---|---|---|---|
| BASEMENT | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 |
| MAIN FLOOR | 660.0 | 588.0 | 588.0 | 574.0 | 674.0 | 3084.0 |
| UPPER FLOOR | 647.0 | 600.0 | 600.0 | 558.0 | 690.0 | 3095.0 |
| TOTAL | 1,307.0 | 1188.0 | 1188.0 | 1132.0 | 1364.0 | 6179.0 |
| | | | | | | 574.05 m2 |

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| DP | | |
| FC | | |

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JAKOBSEN ASSOCIATES

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PROJECT:
TOWNHOUSE DEVELOPMENT
2338 KELLY AVENUE
PORT COQUITLAM, B.C.

DRAWING TITLE
BASEMENT PLAN

DRAWN: TD/JS
DATE: JUNE 2016
SCALE: 1/4" = 1'-0"
PROJECT No: 216-127

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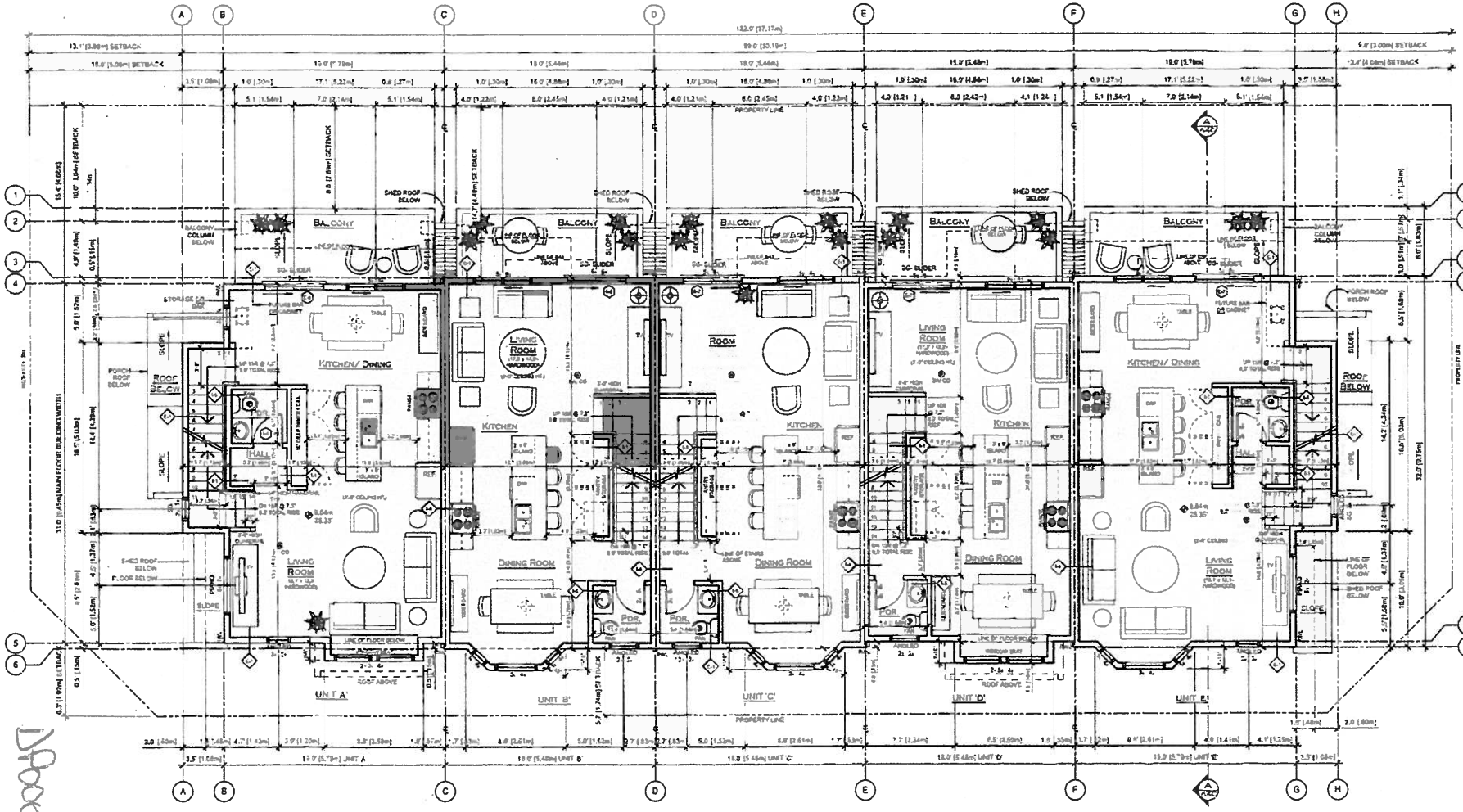


PROPOSED MAIN FLOOR

## FSR CALCULATION

| AREA CALCULATIONS (SF) | UNIT A | UNIT B | UNIT C | UNIT D | UNIT E | TOTAL |
|---|---|---|---|---|---|---|
| BASEMENT | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 |
| MAIN FLOOR | 600.0 | 586.0 | 586.0 | 574.0 | 674.0 | 3084.0 |
| UPPER FLOOR | 647.0 | 600.0 | 600.0 | 558.0 | 690.0 | 3095.0 |
| TOTAL | 1307.0 | 1186.0 | 1186.0 | 1132.0 | 1364.0 | 6179.0 |
| | | | | | | 5704.05 |

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| BP | | |
| EC | | |

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ARCHITECTURE & BUILDING

PROJECT:
TOWNHOUSE DEVELOPMENT
2338 KELLY AVENUE
PORT COQUITLAM, B.C.

DRAWING TITLE:
MAIN FLOOR PLAN

DRAWN: TD/JS
DATE: JUNE 2016
SCALE: 1/4" = 1'-0"
PROJECT No: 216-107

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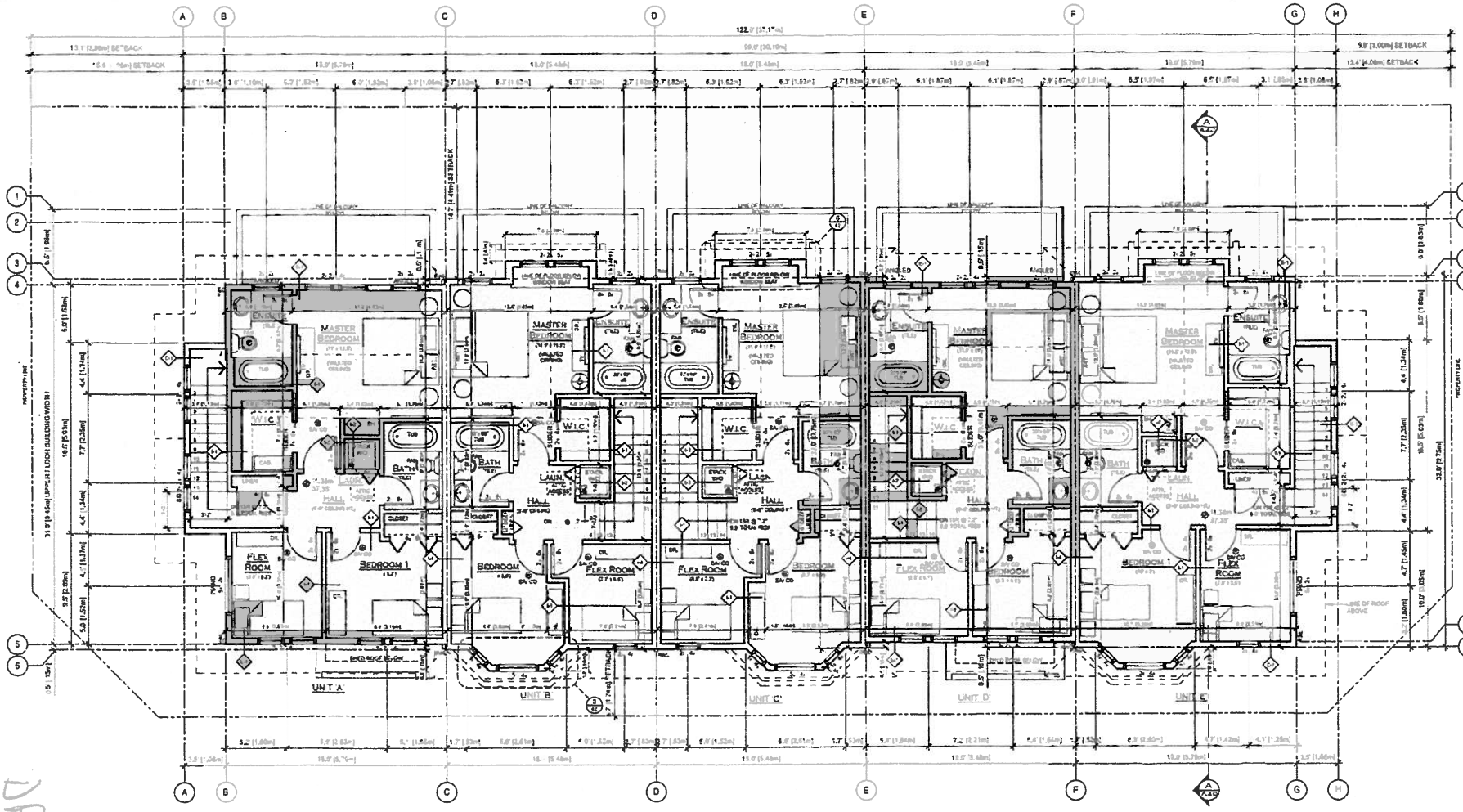


PROPOSED UPPER FLOOR

## FSR CALCULATION

| AREA CALCULATIONS (SF) | UNIT A | UNIT B | UNIT C | UNIT D | UNIT E | TOTAL |
|---|---|---|---|---|---|---|
| BASEMENT | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 |
| MAIN FLOOR | 660.0 | 588.0 | 588.0 | 574.0 | 674.0 | 3084.0 |
| UPPER FLOOR | 647.0 | 600.0 | 600.0 | 558.0 | 690.0 | 3095.0 |
| TOTAL | 1307.0 | 1188.0 | 1188.0 | 1132.0 | 1364.0 | 6179.0 |
| | | | | | | 574.06 m² |

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| | ISSUED | DATE |
|---|---|---|
| DP | DP SUBMISSION | [illegible] |
| DP | | |
| DP | | |

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JAKOBSEN ASSOCIATES

CHERCOVER MASSIE & ASSOCIATES LTD.

ARCHITECTURE & PLANNING

PROJECT:

TOWNHOUSE DEVELOPMENT

2338 KELLY AVENUE
PORT COQUITLAM, B.C.

DRAWING

UPPER FLOOR PLAN

A22
OF

JUNE 2016

1/4" = 1'-0"

Nov 21 '07

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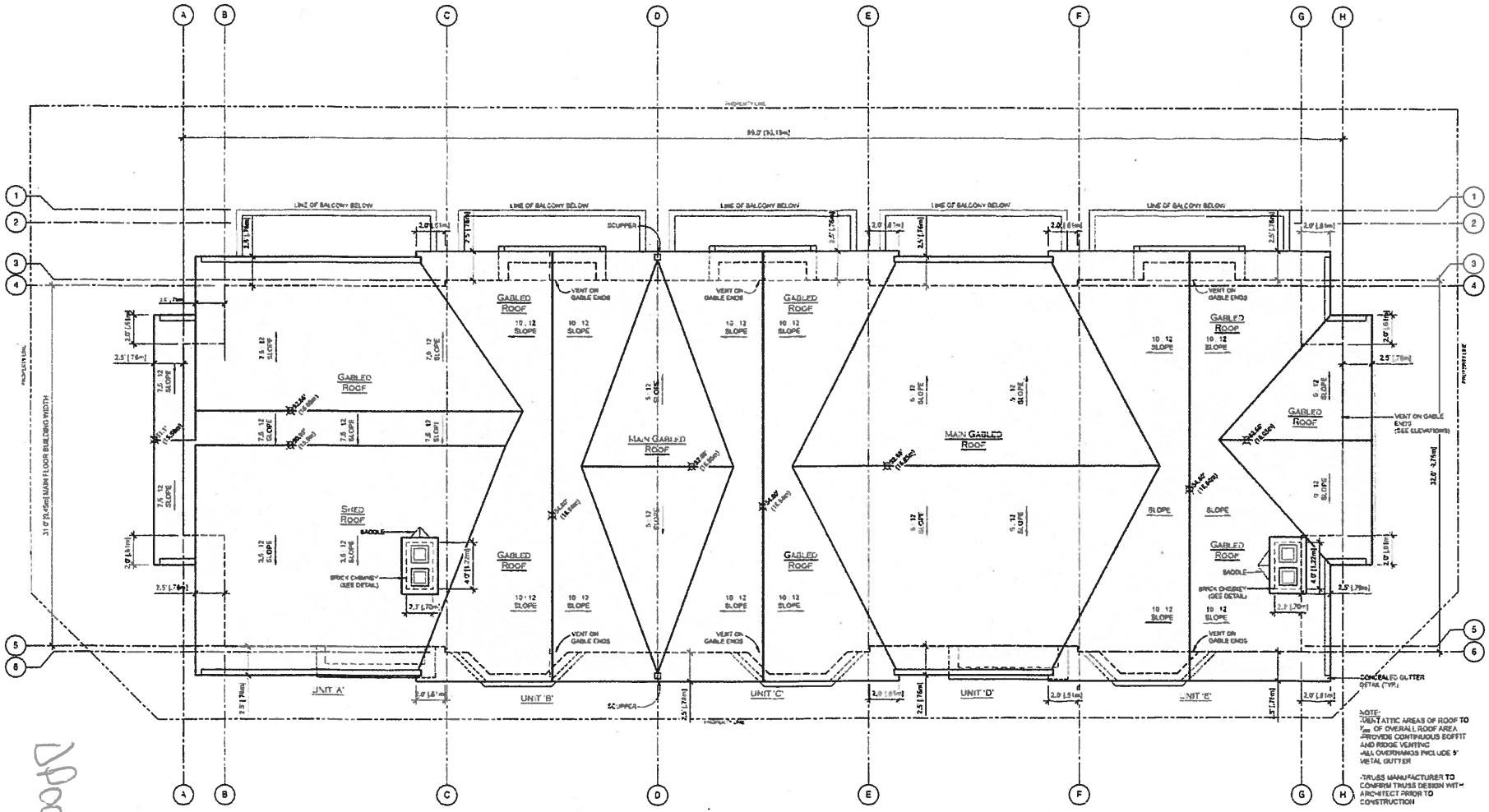


PROPOSED ROOF PLAN

NOTE:
- VENT ATTIC AREAS OF ROOF TO 1/300 OF OVERALL ROOF AREA
- PROVIDE CONTINUOUS SOFFIT AND RIDGE VENTING
- ALL OVERHANGS INCLUDE 5" METAL GUTTER
- TRUSS MANUFACTURER TO CONFIRM TRUSS DESIGN WITH ARCHITECT PRIOR TO CONSTRUCTION

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| | ISSUED | DATE |
|---|---|---|
| DP | DP SUBMISSION | 25/06/15 |
| BP | | |
| IC | | |

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ARCHITECTURE & ENGINEERING

PROJECT:
TOWNHOUSE DEVELOPMENT
2338 KELLY AVENUE
PORT COQUITLAM, B.C.

DRAWING TITLE:
ROOF PLAN

DRAWN: TD/JS
DATE: JUNE 2016
SCALE: 1/4" = 1'-0"
PROJECT No: 216-157

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DP000203 (e)

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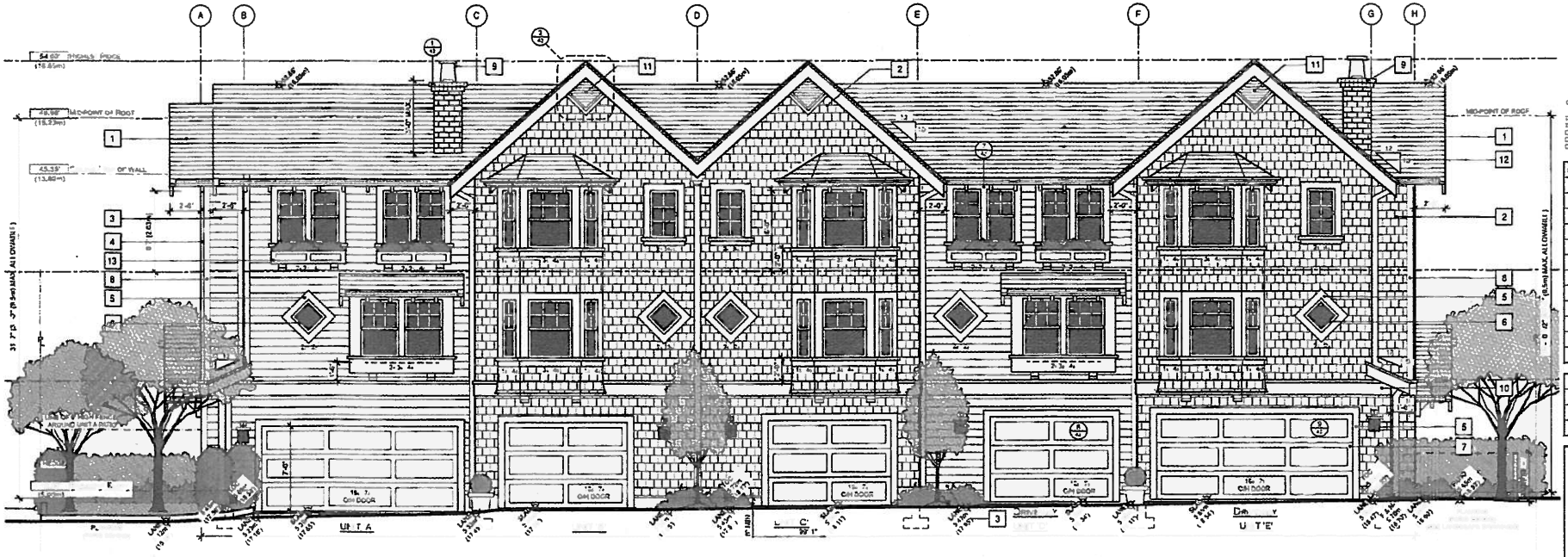
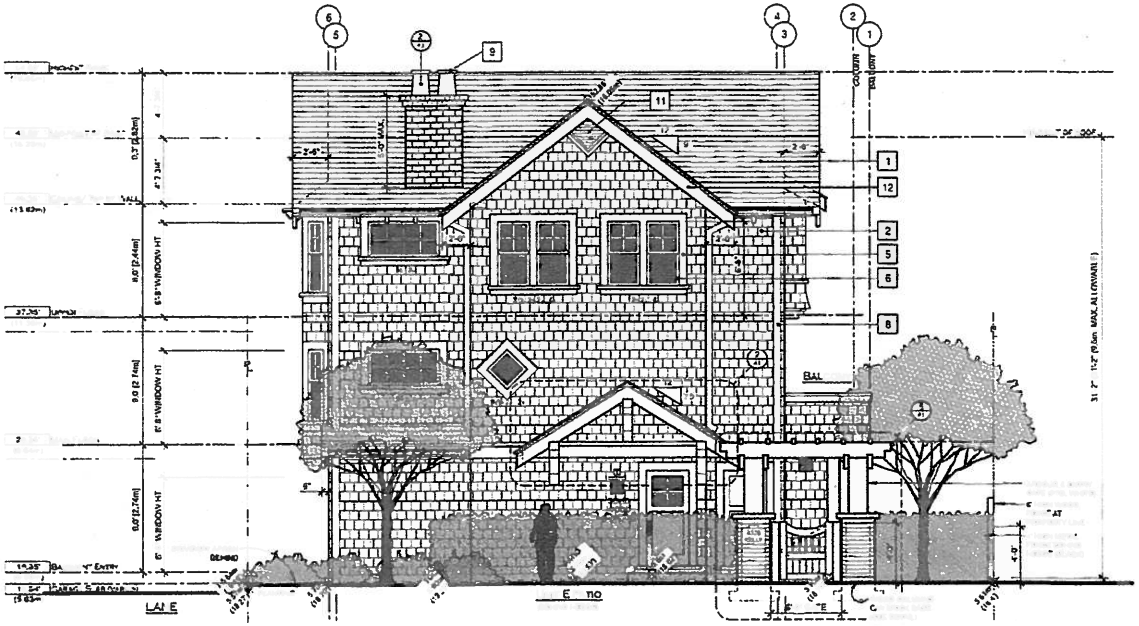


EAST ELEVATION- VIEW FROM LANE



NORTH ELEVATION

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|---|---|---|
| | | |

TOWNHOUSE DEVELOPMENT
2338 KELLY AVENUE
PORT COQUITLAM, B.C.

NORTH & EAST ELEVATIONS

DRAWN: TD/JS
DATE: JUNE 2016
SCALE: 1/4" = 1'-0"
PROJECT No: 216-107

A30
OF

WEST ELEVATION- V EW FROM LANE

LIMITING DISTANCE CALC.

| | |
|---|---|
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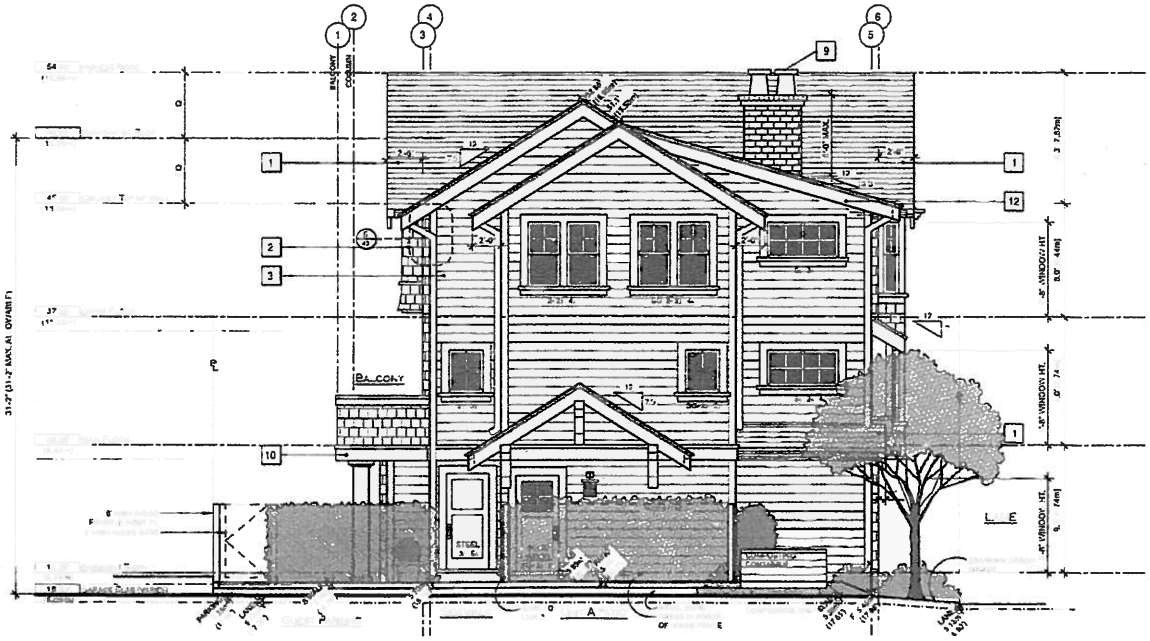
| ALL | 1 |



SOUTH ELEVATION

JAK EN ASSOCIATES

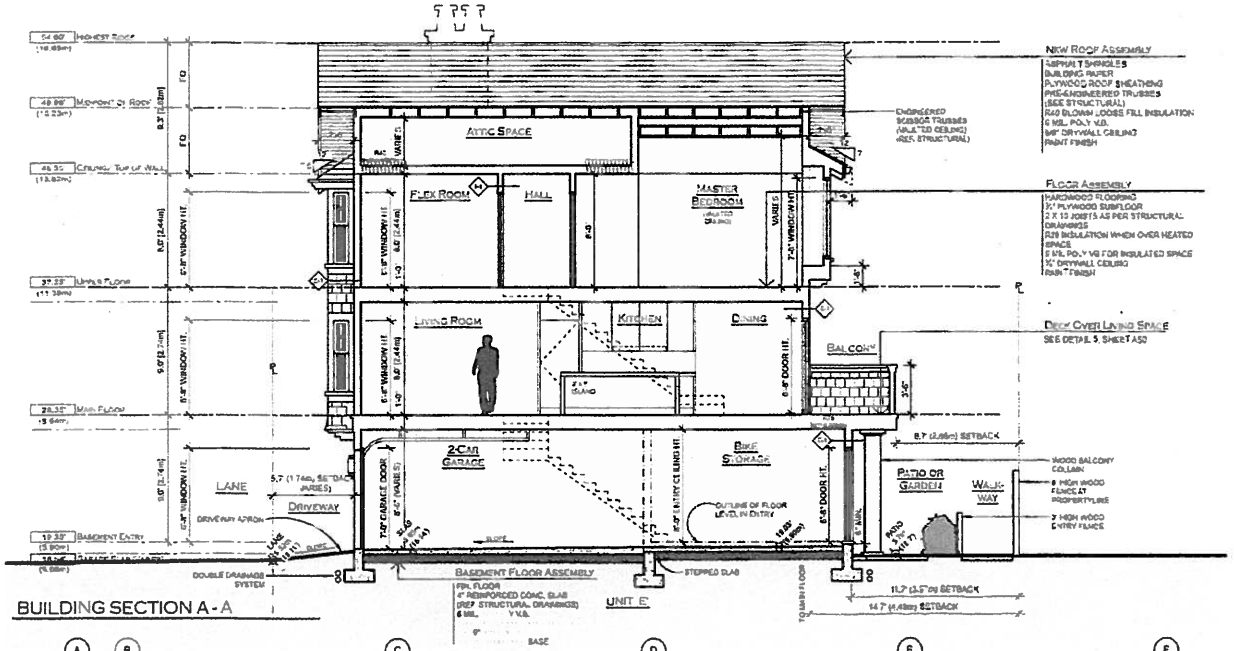
TO HOUSE
DEVELOP NT

2338 KELLY AVENUE
PORT COQUITLAM, B.C.

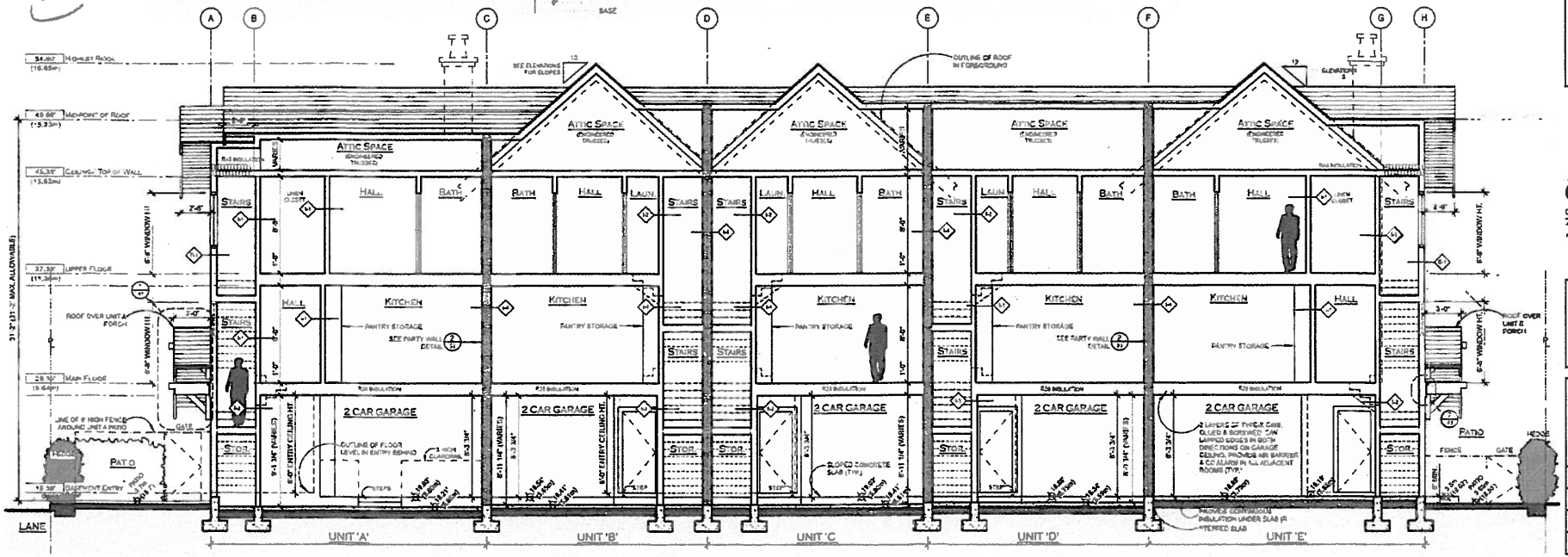
SOUTH & WEST
ELEVATIONS

A31
OF

56




BUILDING SECTION A - A




BUILDING SECTION B - B

INTERIOR WALL - 2 X 4 WOOD STUDS (I-1)
- 1 LAYER OF 1/2" GWB (PTD.)
- 2 X 4 WOOD STUDS (1.5" X 3.5") @ 16" O.C. (REF. STRUCTURAL)
- 1 LAYER OF 1/2" GWB (PTD.)
- CEMENTITIOUS BACKER BOARD @ TILE INSTALLATION

INTERIOR INSULATED WALL - 2 X 4 WOOD STUDS (I-2)
- 1 LAYER OF 1/2" GWB (PTD.)
- 2 X 4 WOOD STUDS (1.5" X 3.5") @ 16" O.C. (REF. STRUCTURAL)
- BATT INSULATION
- 1 LAYER OF 1/2" GWB (PTD.)

INTERIOR GARAGE WALL - 2 X 6 WOOD STUDS (I-3)
- 1 LAYER OF 1/2" GWB (PTD.)
- 2 X 6 WOOD STUDS (1.5" X 5.5") @ 16" O.C. (REF. STRUCTURAL)
- BATT INSULATION
- 2 LAYERS OF TYPE X 5/8" GWB ON GARAGE SIDE (PTD)

DEMISING/ PARTY WALL - DOUBLE WOOD STUDS (I-4)
- 2 LAYERS OF TYPE X 5/8" GWB (PTD)
- 2 X 4 WOOD STUDS (1.5" X 3.5") @ 16" O.C. (REF. STRUCTURAL)
- 1" AIR SPACE BETWEEN STUDS
- 2 X 4 WOOD STUDS (1.5" X 3.5") @ 16" O.C. (REF. STRUCTURAL)
- BATT INSULATION
- 2 LAYERS OF TYPE X 5/8" GWB (PTD)

INTERIOR PLUMBING WALL - 2 X 6 WOOD STUDS (I-5)
- 1 LAYER OF 1/2" GWB (PTD.)
- 2 X 6 WOOD STUDS (1.5" X 5.5") @ 16" O.C. (REF. STRUCTURAL)
- BATT INSULATION
- 1 LAYER OF 1/2" GWB (PTD.)
- CEMENTITIOUS BACKER BOARD @ TILE INSTALLATION

EXTERIOR WALL - 2 X 6 WOOD STUDS (E-1)
- HARDBOARD FIBER REINFORCED CEMENT SIDING OR WOOD SHINGLE (AS PER ELEVATIONS) (PTD)
- ON 1 x 4 PRESSURE TREATED VERTICAL WOOD STRAPPING VENTILATION SPACE)
- TYVEK COMMERCIAL WRAP (AIR BARRIER)
- 1/2" EXTERIOR PLYWOOD SHEATHING
- 2 x 6 WOOD STUD WALL (1.5" X 5.5") (REF. STRUCTURAL)
- R22 BATT INSULATION
- 6 MIL POLYETHELENE V.B.
- 1/2" GWB INTERIOR WALLS

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| REVISION | ISSUED | DATE |
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| | ISSUED | DATE |
|---|---|---|
| DF | DP SUBMISSION | 25/05/15 |
| DF | | |
| FC | | |

JAKOBSEN ASSOCIATES

PROJECT
TOWNHOUSE DEVELOPMENT
2338 KELLY AVENUE
PORT COQUITLAM, B.C.

BUILDING SECTIONS

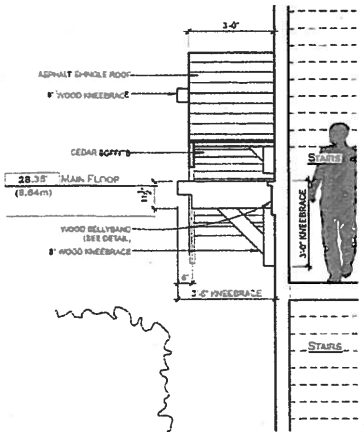
A40
OF

1/4" = 0"

1 0 2

1 0 2

1000203 (h)




1 PORCH ROOF- SECTION
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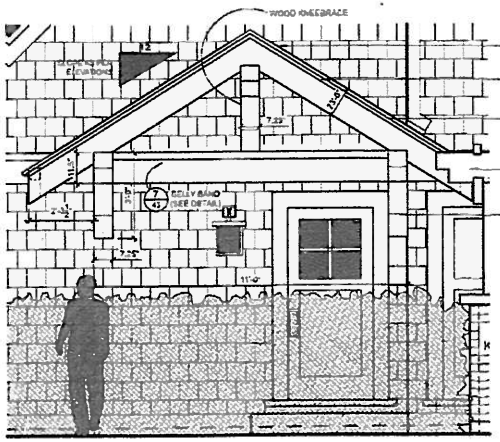
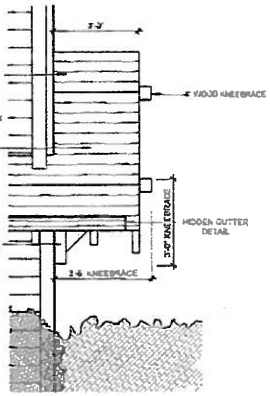
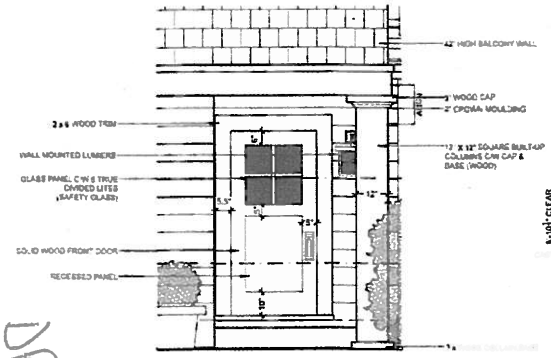



2 PORCH ROOF- FRONT VIEW
SCALE: 1/2" = 1'-0"




3 PORCH ROOF- SIDE VIEW
SCALE: 1/2" = 1'-0"




4 EXTERIOR DOOR & COLUMN
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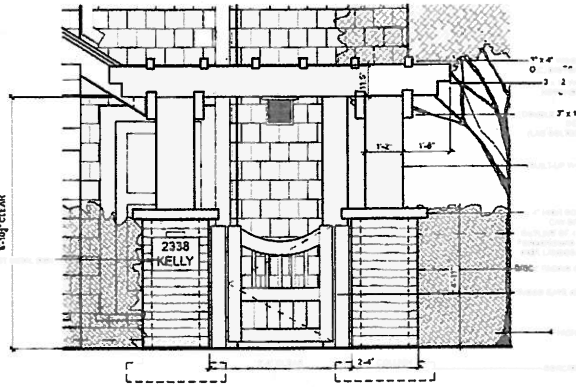
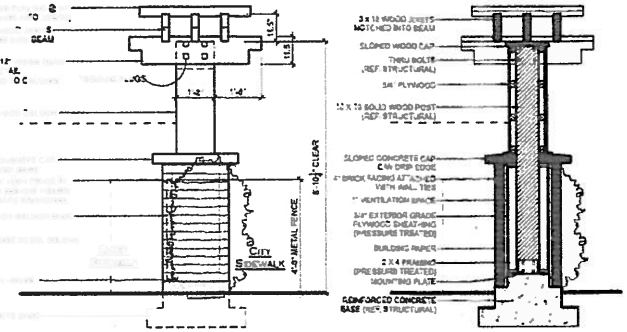
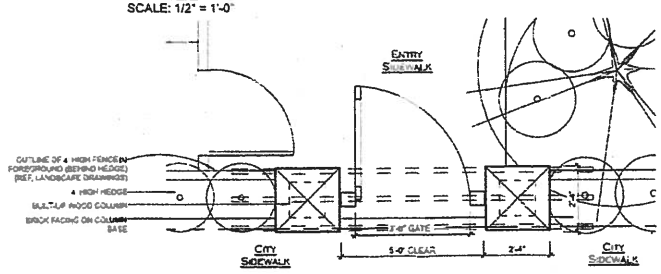


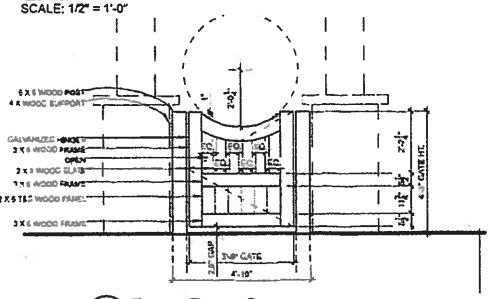

5 ARBOUR & FRONT ENTRY GATE -FRONT VIEW
SCALE: 1/2" = 1'-0"




6 ARBOUR & FRONT ENTRY GATE -SIDE VIEW
SCALE: 1/2" = 1'-0"




7 ARBOUR & FRONT ENTRY GATE -PLAN VIEW
SCALE: 1/2" = 1'-0"




8 FRONT ENTRY GATE -STREET VIEW
SCALE: 1/2" = 1'-0"

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| REVISION | SUBJECT | DATE |
|---|---|---|
| | | |

| | ISSUED | DATE |
|---|---|---|
| DP | DP SUBMISSION | 03/05/13 |
| BP | | |
| IFC | | |

CONSULTANT

JAKOBSEN ASSOCIATES

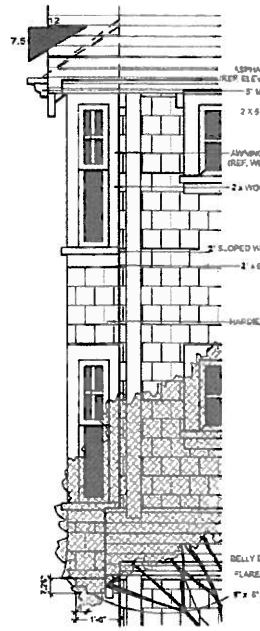
CHERCOVER MASSIE & ASSOCIATES LTD.
ARCHITECTURE & ENGINEERING

PROJECT:
TOWNHOUSE DEVELOPMENT
2338 KELLY AVENUE
PORT COQUITLAM, B.C.

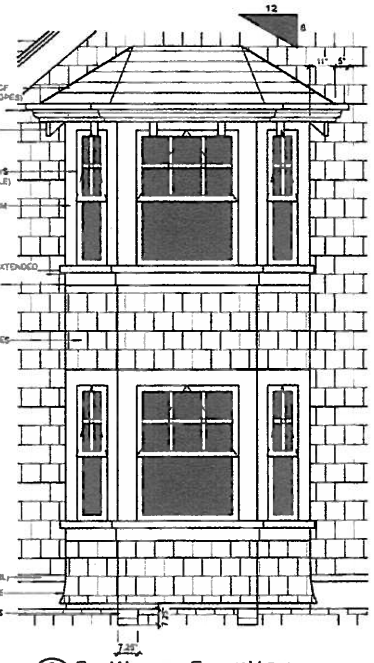
DRAWING TITLE:
BUILDING DETAILS

| | |
|---|---|
| DRAWN: TO/JS | A41 OF |
| DATE: JUNE 2012 | |
| SCALE: AS NOTED | |
| PROJECT No: 216-107 | REV. |

DP000203 (1)




1 BAY WINDOW- SIDE VIEW
SCALE: 1/2" = 1'-0"



2 BAY WINDOW- FRONT VIEW
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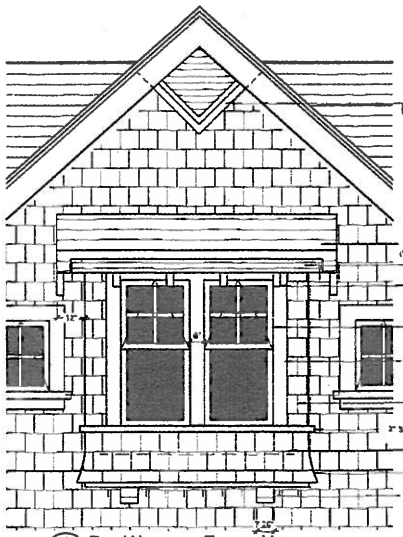


4 BAY WINDOW- FRONT VIEW
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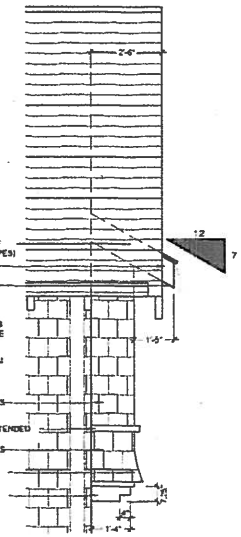
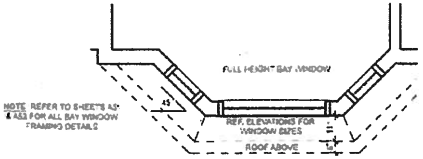
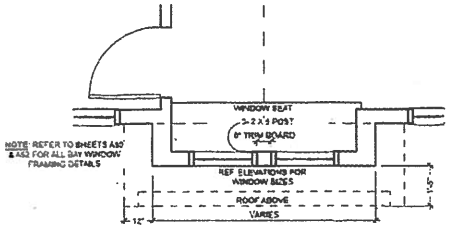


5 BAY WINDOW- SIDE VIEW
SCALE: 1/2" = 1'-0"




3 ANGLED BAY WINDOW- PLAN VIEW
SCALE: 1/2" = 1'-0"

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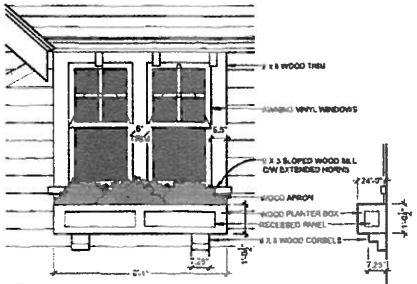


7 WINDOW & PLANTER BOX
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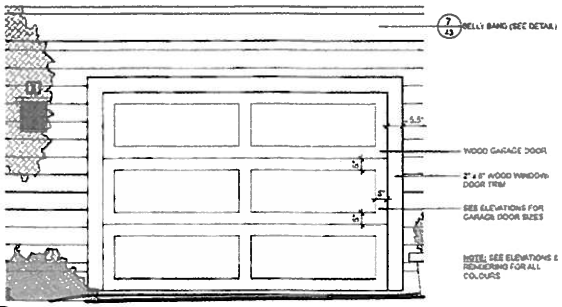
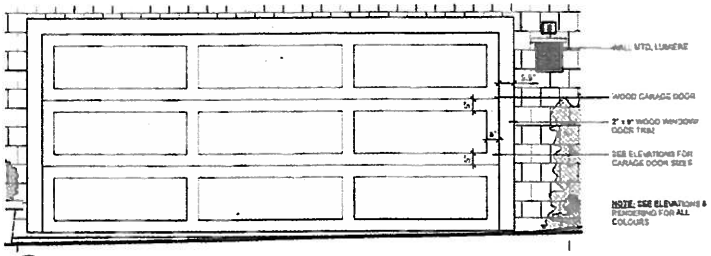



8 GARAGE DOOR
SCALE: 1/2" = 1'-0"




9 GARAGE DOOR
SCALE 1/2" = 1'-0"

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| REVISION | SUBJECT | DATE |
|---|---|---|
| | | |

| | ISSUED | DATE |
|---|---|---|
| DP | DP SUBMISSION | [illegible] |
| BP | | |
| ETC | | |

CONSULTANT

JAKOBSEN ASSOCIATES

CHERCOVER MASSIE & ASSOCIATES LTD.
ARCHITECT AIBC & ENGINEERS

PROJECT:
TOWNHOUSE DEVELOPMENT
2338 KELLY AVENUE
PORT COQUITLAM, B.C.

DRAWING TITLE:
BUILDING DETAILS

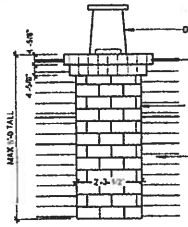
DRAWN: TD/JS
DATE: JUNE 1996
SCALE: AS NOTED
J.T. No: 216 107

A42
OF

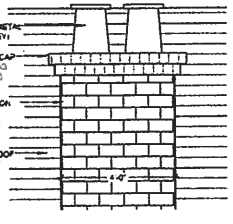
REV

B 203 (1)

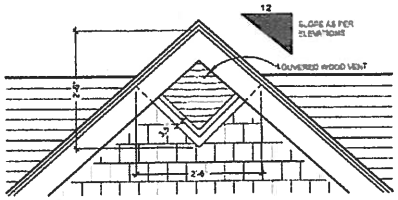
59




1 CHIMNEY- FRONT VIEW
SCALE: 1/2" = 1'-0"




2 CHIMNEY- SIDE VIEW
SCALE: 1/2" = 1'-0"




3 VENT DETAIL
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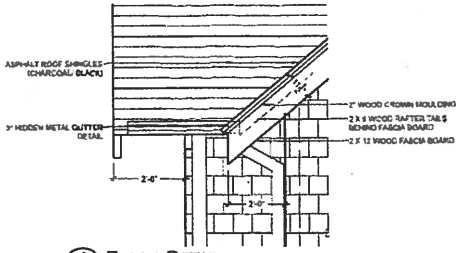
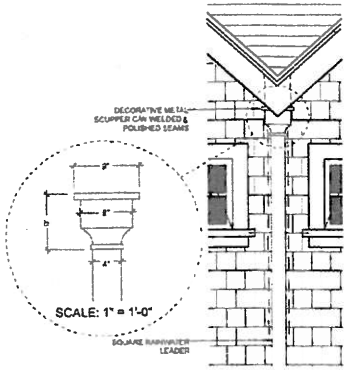
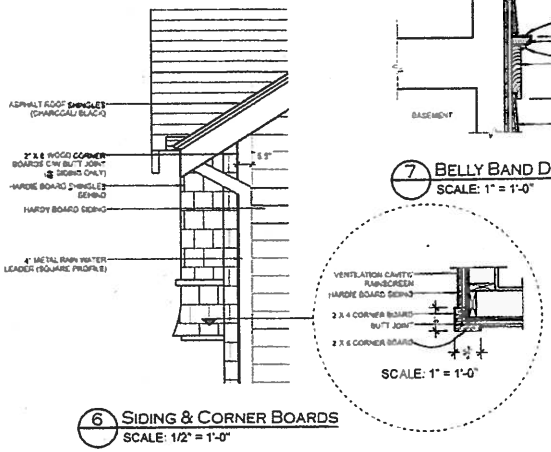


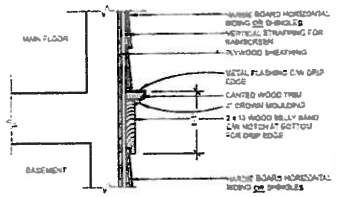

4 FASCIA DETAIL
SCALE: 1/2" = 1'-0"



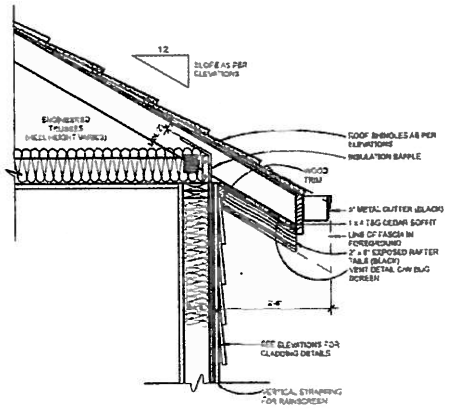

5 SCUPPER DETAIL
SCALE 1/2" = 1'-0"




6 SIDING & CORNER BOARDS
SCALE: 1/2" = 1'-0"




7 BELLY BAND DETAIL
SCALE: 1" = 1'-0"




8 SOFFIT DETAIL
SCALE: 1" = 1'-0"

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| NO/SIGN | SUBJECT | DATE |
|---|---|---|
| | | |

| | ISSUED | DATE |
|---|---|---|
| DF | DP SUBMISSION | 29/09/15 |
| BP | | |
| FC | | |

CONSULTANT

JAKOBSEN ASSOCIATES

CHERCOVER MASSIE & ASSOCIATES LTD.
ARCHITECTURE & ENGINEERING

PROJECT
TOWNHOUSE DEVELOPMENT
2338 KELLY AVENUE
PORT COQUITLAM, B.C.

DRAWING TITLE
BUILDING DETAILS

| | |
|---|---|
| DRAWN TO/JS | A43 OF |
| DATE: JUNE 2014 | |
| SCALE: AS NOTED | |
| PROJECT No. 216-107 | REV. |

DP000203 (K)

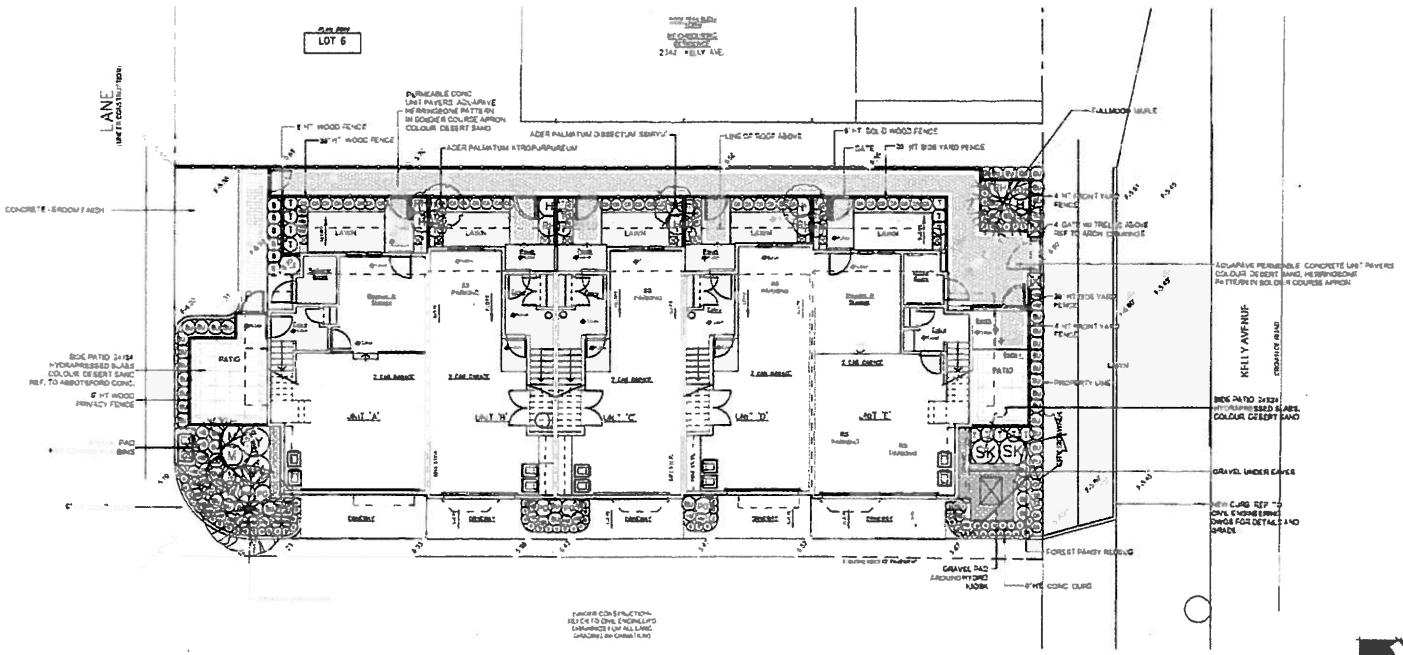
## PLANT SCHEDULE

PMG PROJECT NUMBER: 13-147

| KEY | QTY | BOTANICAL NAME | COMMON NAME | PLANTED SIZE / REMARKS |
|---|---|---|---|---|
| **TREE** | | | | |
| | 3 | ACER PALMATUM DISSECTUM 'ATROPURPUREUM' | RED CUTLEAF JAPANESE MAPLE | #7 POT, 1M BRED |
| | 1 | ACER PALMATUM DISSECTUM 'SEIRYU' | GREEN CUTLEAF JAPANESE MAPLE | #7 POT, 1.5M BRED |
| | 1 | ACER SHIRASAWANUM 'AUREUM' | FULLMOON MAPLE | 50M CAL., 1.5M STD, B&B |
| | 1 | CERCIS CANADENSIS 'FOREST PANSY' | FOREST PANSY REDBUD | 50M CAL., 1.5M STD, B&B |
| | 1 | MAGNOLIA 'IAN'S RED' | IAN'S RED MAGNOLIA | 50M CAL |
| | 1 | PARROTIA PERSICA | PERSIAN IRONWOOD | 50M CAL., B&B |
| **SHRUBS** | | | | |
| | 6 | BERBERIS THUNBERGII ATROPURPUREA NANA | RED DWARF BARBERRY | #3 POT, 30CM |
| | 66 | BUXUS MICROPHYLLA 'WINTER GEM' | LITTLE LEAF BOX | #3 POT, 40CM |
| | 7 | HEBE 'CALEDONIA' | CALEDONIA HEBE, PURPLE FLOWERS | #2 POT, 40CM |
| | 5 | HYDRANGEA MACROPHYLLA 'FA' | DWARF BIGLEAF HYDRANGEA, PINK | #2 POT, 40CM |
| | 2 | HYDRANGEA SERRATA 'BLUESTEM' | MOUNTAIN HYDRANGEA, LACECAP BLUE | #2 POT, 40CM |
| | 6 | RHODODENDRON 'VULCAN FLAME' | RHODODENDRON RED, MEDIUM SIZE | #3 POT, 50CM TM B&B |
| | 2 | SKIMMIA JAPONICA (40% MALE) | JAPANESE SKIMMIA | #3 POT, 30CM |
| | 24 | THUJA OCCIDENTALIS 'SMARAGD' | EMERALD GREEN CEDAR | 1.5M HT, B&B |
| **GRASSES** | | | | |
| | 40 | CAREX 'PRAIRIE FIRE' | PRAIRIE FIRE SEDGE | #1 POT, 30CM |
| | 63 | IMPERATA CYLINDRICA 'RED BARON' | BLOOD GRASS | #1 POT |
| | 4 | MISCANTHUS SINENSIS 'ADAGIO' | ADAGIO MAIDEN GRASS | #1 POT |
| | 5 | PENNISETUM ORIENTALE | ORIENTAL FOUNTAIN GRASS | #1 POT |
| **PERENNIALS** | | | | |
| | 12 | HELLEBORUS x HYBRIDUS | LENTEN ROSE | 15CM POT |
| | 29 | HEMEROCALLIS | DAYLILY, YELLOW | #1 POT, 1-2 FAN |

NOTES: * PLANT SIZES IN THIS LIST ARE SPECIFIED ACCORDING TO THE BC LANDSCAPE STANDARD, LATEST EDITION. CONTAINER SIZES SPECIFIED AS PER CNLA STANDARDS. BOTH PLANT SIZE AND CONTAINER SIZE ARE THE MINIMUM ACCEPTABLE SIZES. * REFER TO SPECIFICATIONS FOR DEFINED CONTAINER MEASUREMENTS AND OTHER PLANT MATERIAL REQUIREMENTS. * SEARCH AND REVIEW MAKE PLANT MATERIAL AVAILABLE FOR OPTIONAL REVIEW BY LANDSCAPE ARCHITECT AT SOURCE OF SUPPLY. AREA OF SEARCH TO INCLUDE LOWER MAINLAND AND FRASER VALLEY. * SUBSTITUTIONS OBTAIN WRITTEN APPROVAL FROM THE LANDSCAPE ARCHITECT PRIOR TO MAKING ANY SUBSTITUTIONS TO THE SPECIFIED MATERIAL. UNAPPROVED SUBSTITUTIONS WILL BE REJECTED. ALLOW A MINIMUM OF FIVE DAYS PRIOR TO DELIVERY FOR REQUEST TO SUBSTITUTE. SUBSTITUTIONS ARE SUBJECT TO BC LANDSCAPE STANDARD - DEFINITION OF CONDITIONS OF AVAILABILITY. ALL LANDSCAPE MATERIAL AND WORKMANSHIP MUST MEET OR EXCEED BC LANDSCAPE STANDARD & LATEST EDITION. ALL PLANT MATERIAL MUST BE PROVIDED FROM CERTIFIED DISEASE FREE NURSERY.

ALL MATERIALS AND WORKMANSHIP MUST COMPLY WITH BC LANDSCAPE STANDARDS LATEST EDITION

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pmg LANDSCAPE ARCHITECTS
Suite C100 - 4185 Still Creek Drive
Burnaby, British Columbia, V5C 6C9
p: 604 294-0011 f: 604 294-0022

SEAL

| NO | DATE | REVISION DESCRIPTION | DR |
|---|---|---|---|
| 6 | 15.OCT.13 | [illegible] | |
| 5 | 15.MAY.13 | [illegible] | CLG |
| 4 | 15.APR.13 | [illegible] | CLG |
| 3 | 15.MAR.13 | [illegible] | CLG |
| 2 | 15.MAR.13 | [illegible] | CLG |
| 1 | 15.MAR.13 | [illegible] | MM |

CLIENT

PROJECT

**5 UNIT TOWNHOUSE DEV.**

**2338 KELLY AVENUE**
**PORT COQUITLAM, BC**

DRAWING TITLE

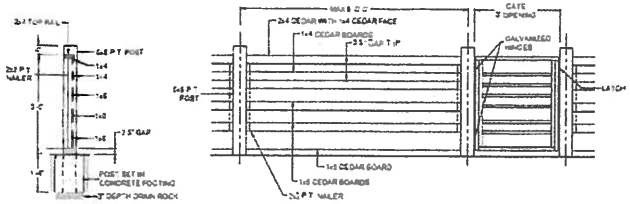
# LANDSCAPE PLAN

| | | |
|---|---|---|
| DATE | 13 OCT 03 | DRAWING NUMBER |
| SCALE | 1/8" = 1'-0" | **L1** |
| DRAWN | RH | |
| DESIGN | | |
| CHKD | MCY | OF 3 |

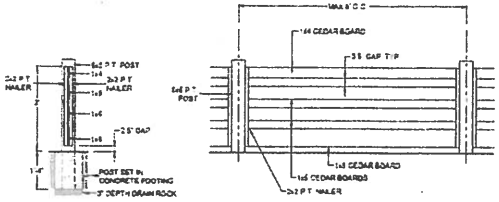
PMG PROJECT NUMBER 13-147

13147 7.ZIP

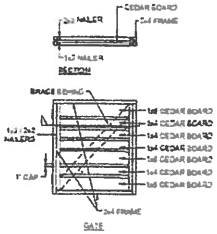
1P000203 (1)

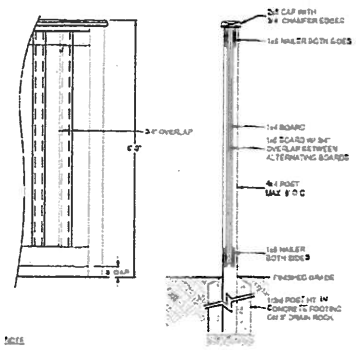



1 L2 **42" HT. FRONT YARD FENCE**




2 L2 **36" HT. SIDE YARD FENCE**

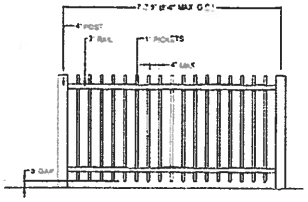


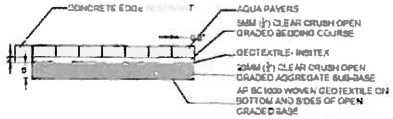

NOTE

1. ALL POSTS PRESSURE TREATED TO CSA STANDARD AND END CUTS TREATED WITH PRESERVATIVE
2. ALL OTHER MEMBERS TO BE CEDAR #2 CONSTRUCTION GRADE MINIMUM
3. ALL HARDWARE HOT DIPPED GALVANIZED
4. APPLY 2 COATS EXTERIOR STAIN TO MANUFACTURERS SPECIFICATION FINISH SELECTION AS APPROVED BY PROJECT ARCHITECT
5. ALL FENCES TO BE LEVEL CHANGES IN GRADE TO BE IN 12" 18" STEPS (MAX) GAPS TO GRADE TO FOLLOW FINISH GRADE. GAP TO BE 3-4"

3 L2 **6'-0" HEIGHT SOLID WOOD FENCE**




4 L2 **4' HT. METAL PICKET FENCE**




5 L2 **PERMEABLE PAVERS**

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pmg LANDSCAPE ARCHITECTS
Suite C100 - 4185 Still Creek Drive
Burnaby, British Columbia, V5C 6C9
P: 604 294-0011 F: 604 294-0022

SEAL

| NO | DATE | REVISION DESCRIPTION | DR |
|---|---|---|---|
| 5 | 26 JULY 13 | CITY REVIEW | |
| 4 | 26 APR 13 | REVISED PER NEW SITE PLAN | CLG |
| 3 | 26 APR 13 | REVISED PER NEW SITE PLAN | CLG |
| 2 | 15 MAY 12 | REVISED PER ISSUED | CG |
| 1 | 15 MAY 12 | ISSUED FOR REVIEW | CLG |
| 0 | 15 MAY 12 | INITIAL PLAN | MM |

CLIENT

PROJECT

**5 UNIT TOWNHOUSE DEV.**

**2338 KELLY AVENUE**
**PORT COQUITLAM, BC**

DRAWING TITLE

**LANDSCAPE DETAILS**

| | | |
|---|---|---|
| DATE | 13 OCT 08 | DRAWING NUMBER |
| SCALE | 1/8"=1'-0" | **L2** |
| DRAWN | BJ | |
| DESIGN | | |
| CHKD | MCY | OF 3 |

13147 L2.DP

PMG PROJECT NUMBER **13-147**

D000203 (3)

## Schedule A

**Energy Conservation:**

| Conservation Measure | Verification Method |
|---|---|
| Building shall be designed to achieve an EnerGuide rating of 80. | BP stage; submission of environmental report/energy audit performed by an environmental consultant |
| Buildings shall be designed with moderate roof overhangs to provide shading during peak summer months | DP and BP stage; staff review of building plans |
| Window placement and size provide opportunities for natural ventilation and daylighting | DP and BP stage; staff review of building plans |
| High performance glazing or thermal breaks in windows and doors and frames | BP stage; written confirmation by Architect along with staff review of BP submission |
| All appliances are to be Energy Star rated | BP stage; written confirmation by Architect |
| Durable exterior materials for longer life span of the project | DP and BP stage; staff review of building plans |

**Water conservation:**

| Conservation Measure | Verification Method |
|---|---|
| Permeable or porous paving materials for onsite walkways and yards | DP stage; staff review of landscape plan |
| Low flow water fixture shall be used to reduce water consumption | BP stage; written confirmation by Architect |
| Minimum depth of soil for planting areas will be 30 cm | DP stage; staff review of landscape plan, site inspection by Landscape architect and City Arbourist |

**GHG Reduction:**

| Conservation Measure | Verification Method |
|---|---|
| Building materials will be selected to reduce or minimize volatile organic off-gassing potential | BP stage; written confirmation by Architect |
| Easily accessible and secure storage space provided for garbage, recycling and organic materials in individual unit garage areas | BP stage; written confirmation by Architect along with staff review of BP submission |

per OCP Sec. 9.11 Environmental Conservation DPA designation

CITY OF PORT COQUITLAM

# Report to Committee

**DATE:** October 6, 2016

**TO:** Smart Growth Committee (SGC)

**FROM:** Laura Lee Richard, Director of Development Services

**SUBJECT:** **2338 KELLY AVENUE**
**DEVELOPMENT PERMIT APPICATION DP000203**

**EXECUTIVE SUMMARY:** This report provides for regulation of a proposed 5-unit rowhouse development to be located at 2338 Kelly Avenue. The project has been designed to comply with the design and environmental conservation guidelines of the OCP and minor siting variances are not expected to have any substantive impacts.

## RECOMMENDATION

Development Permit DP000203, which regulates a rowhouse development at 2338 Kelly Avenue, be approved.

## 1. BACKGROUND

**1.1. The Proposal:** The owner, Peter Banicevic, wishes to develop five rowhouses at 2338 Kelly Avenue with access to the units from the adjoining lanes.

**1.2. Prior Resolutions or History:** This report is being forwarded to Committee in anticipation of Council's adoption of an amendment bylaw on October 11th, 2016 that will rezone the site to permit a rowhouse use.

## 2. POLICY & REGULATIONS

**2.1. Official Community Plan (OCP):** The policies of the OCP encourage a variety of housing types to accommodate the needs of Port Coquitlam's growing population; the land use designation of the site is Apartment (A).

**2.2. Zoning Bylaw:** The site is to be zoned Residential Rowhouse (RRh).

**2.3. Development Permit:** The site is subject to the Downtown and Environmental Conservation development permit area objectives and guidelines.

## 3. COMMENTS AND ANALYSIS

**3.1. Site Characteristics and Context:** The vacant site is located on the south side of Kelly Avenue **and** west of Shaughnessy Street. **There is a lane to the east and at the rear of the lot and an older house on the lot to the west. It** is within walking distance of the Downtown, transit, schools, parks and recreation facilities.

**3.2. Project Profile:**

| | Bylaw Regulations[1] | Proposed[2] | Requested Variances |
|---|---|---|---|
| **Site Area** | 180 $m^2$ (1,938 $ft^2$) | 594.04 $m^2$ | - |
| **Floor Area Ratio** | 1.0 | 0.97 | - |
| **Lot Coverage** | 55% | 51.4 % | - |
| **Cluster Length** | Min'm 19.5m / max'm 39m | 30.2 m | - |
| **Setbacks[3]** | | | |
| **Front (Kelly Ave)** | 3 m | 3 to 4.08 m | - |
| **Rear (south lane)** | 7.5 m | 3.9 to 5.06 m | 3.6 m |
| **Interior side (west)** | 1.8 m | 2.7 m | - |
| **Interior side (east lane)** | 1.8 m | 1.74 to 1.9 m | 0.06 m |
| **Building Height** | 9.5 m | 9.5 m | - |
| **Useable Open Space** | Min'm 40 $m^2$ per unit | 23 - 39 $m^2$ / unit | 1 to 17 $m^2$ |
| **Parking Spaces - total** | 10 (2/unit) | 11 | - |
| **Resident** | 10 | 10 | - |
| **Visitor** | Not required | 1 | - |
| **Small Car** | Max'm 25% (3) | 3 | - |
| **Impervious surfaces** | n/a | 73% | - |

1 Refer to Zoning Bylaw No. 3630

2 Information provided by applicant

3 Setbacks to principal building only.

**3.3. Project Description:** The proposed development consists of 5, 3-storey, 3-bedroom units ranging in size from 105m$^2$ (1,132 ft$^2$) to 127m$^2$ (1364 ft$^2$). A walkway located on the west side of the complex provides for pedestrian entries to all the units. The parking spaces are located in individual garages and accessed from the east lane. Two of the rowhouse units have side-by-side parking spaces and the three interior units are designed to accommodating their parking requirements in a tandem arrangement. The applicant has also included one visitor parking space parallel to the south lane. The developer will be required to upgrade Kelly Avenue, including a sidewalk along the property frontage, and to reconstruct both adjoining lanes.

The project architect describes the design as inspired by the 20th Century period and features dark blue shingle and white horizontal siding, gable roofs, upper floor balconies, bay windows, flower boxes and white wood trim. Garbage and recycling space is included within the garages. The landscape plan includes a prominent wood entry arbour and gate, fencing, permeable pavers, street trees and on-site trees, hedges, shrubs, grasses and perennials.

**3.4. Variances to Regulations:** The applicant has proposed a number of minor variances as follows:

a) Interior side yard (east): The 2-inch variance for portions of the building wall provides for articulation of the building façade along the lane;
b) Rear yard setback (south): The requested variance allows two of the units to have side-by-side, 2-car garages. This setback is similar to that of apartment developments in the area and is unlikely to have any significant impact.
c) Usable open space: This minor variance to the area of private outdoor space is mitigated by the project's at-grade patios, second floor balconies and proximity to public parks.

**3.5. Environmental Conservation:** A legal agreement registered on the property title as a condition of the rezoning requires this development to achieve an EnerGuide 80 rating. The EnerGuide rating promotes energy efficiency higher than that required by the current BC Building Code. The applicant has also proposed a number of other measures to promote the reduction of GHG emissions, water conservation and sustainable development including use of permeable landscape pavers for hard surfaces to promote water percolation, use of durable fibre-cement cladding, Energy Star® rated appliances and low-flow fixtures.

**3.6. Discussion:** The proposed development adheres to the building and landscape design and environmental conservation guidelines of the OCP. The minor variances to building setbacks and useable open space are not expected to have any significant impacts. Staff recommend approval.

**3.1. Consultation:** A development sign has been posted on Kelly Avenue since January 2014. Consultation undertaken prior to the rezoning included input from the owner

of the adjoining property at 2342 Kelly Avenue who raised a concern about potential drainage issues. The applicant advises installation of perimeter drainage and downspouts connected to the City storm sewer through redevelopment of the site should keep stormwater from migrating to the adjacent property. No further design concerns were raised at the Public Hearing held Oct 13, 2015 or provided to staff in the interim.

## 4. OPTIONS

The Smart Growth Committee may:

1. Approve Development Permit DP000203 (recommended);
2. Request additional information or amendments if the Committee is of the opinion that such information or amendment would assist in its evaluation of how the design complies with the development permit area designation and bylaw regulations;
3. Recommend rejection of the application if the Committee is of the opinion the application does not meet the development permit guidelines or support the variances. The applicant may then request the application be forwarded to Council for consideration.

Laura Lee Richard, MCIP
Director of Development Services

Attachments:

1. Location Map
2. Draft Development Permit DP000203

**ATTACHMENT 1**

**CITY OF PORT COQUITLAM**
**DEVELOPMENT APPLICATION LOCATION MAP**

**PROJECT ADDRESS: 2338 Kelly Avenue** **FILE NO: DP000203**

THE CORPORATION OF THE CITY OF PORT COQUITLAM

"DEVELOPMENT PROCEDURES BYLAW, 2013, NO. 3849"

DEVELOPMENT PERMIT

NO. DP000203

Issued to: 679484 BC LTD
(Owner as defined in the Local Government Act, hereinafter referred to as the Permittee)

Address: 7064 SIERRA DR BURNABY BC V5A 1A5

1. This Development Permit is issued subject to compliance with all of the Bylaws of the Municipality applicable thereto, except as specifically varied by this Permit.

2. This Development Permit applies to and only to those lands within the Municipality described below, and any and all buildings, structures and other development thereon:

| | |
|---|---|
| Address: | 2338 Kelly Avenue |
| Legal Description: | LOT 5, BLOCK 6, DISTRICT LOT 289, NEW WEST DISTRICT, PLAN 2080 |
| P.I.D.: | 000-947-440 |

3. The above property has been designated as a Development Permit Area under Section 9.0 – Development Permit Area in the "Official Community Plan Bylaw, 2013, No. 3838".

4. "Port Coquitlam Zoning Bylaw, 2008, No. 3630" and "Parking and Development Management Bylaw, 2005, No.3525" are varied, supplemented or both in accordance with the following:

   a. The form and character of the building, including the siting, height and general design, shall be as shown on drawings numbered DP000203 (a) to DP000203 (m) which are attached hereto and form part of this permit.

   b. The form and character of on-site landscaping shall be as shown on drawings numbered DP000203 (l) and DP000203 (m) and the following standards for landscaping are imposed:

      (i) All landscaping works and planting materials shall be provided in accordance with the landscaping plan and specifications thereon, which form part of this permit and is attached hereto.

      (ii) All planting materials shall be able to survive for a period of one year from the date of the site landscape approval by the Municipality.

c. The building and landscaping shall provide the energy conservation, water conservation and GHG emission reduction elements as shown on Schedule A to the drawings which are attached hereto and form part of this permit.

5. **Landscape Security**

(a) As a condition of the issuance of this permit, the security set out below will be held by the Municipality prior to the issuance of a building permit to ensure satisfactory provision of landscaping in accordance with the terms and conditions as set forth in Clause 4 above. There is filed accordingly an irrevocable Letter of Credit or cash security in the amount **$22,708.00** for the purpose of landscaping.

(b) Should any interest be earned upon the security, it shall accrue to the Permittee and be paid to the Permittee if the security is returned. A condition of the posting of the security is that should the Permittee fail to carry out the works or services as hereinabove stated, according to the terms and conditions of this permit within the time provided, the Municipality may use the security to complete these works or services by its servants, agents or contractors, and any surplus shall be paid over to the Permittee.

(c) The Permittee shall complete the landscaping works required by this permit within six months of the final inspection for the final phase of the development. Within the six month period, the required landscaping must be installed by the Permittee, and inspected and approved by the Municipality.

If the landscaping is not approved within the six month period, the Municipality has the option of continuing to hold the security until the required landscaping is completed or has the option of drawing the security and using the funds to complete the required landscaping, and recoup additional costs from the Permittee if necessary. In such a case, the Municipality or its agents have the irrevocable right to enter into the property to undertake the required landscaping for which the security was submitted.

(d) Should the Permittee carry out the works and services permitted by this permit within the time set out above, the security shall be returned to the Permittee.

6. The land described herein shall be developed strictly in accordance with the terms and conditions and provisions of this permit and any plans and specifications attached to this permit, which shall form a part hereof.

7. This permit shall lapse if the Permittee does not substantially commence the construction permitted by this permit within two years of the (issuance) date of this permit.

8. The terms of this permit or any amendment to it, are binding on all persons who acquire an interest in the land affected by this permit.

9. This permit is not a building permit.

APPROVED BY THE SMART GROWTH COMMITTEE THE [CLICK **HERE** - ENTER THE DAY (IE 12TH)] DAY OF [CLICK **HERE** - ENTER THE MONTH, YEAR].

SIGNED THIS [CLICK **HERE** - ENTER THE DAY (IE 12TH)] DAY OF [CLICK **HERE** - ENTER THE MONTH, YEAR].

_____
Mayor

_____
Corporate Officer

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

_____
Applicant (or Authorized Agent or Representative of Applicant)

CITY OF PORT COQUITLAM
RECEIVED - PLANNING

SEP 2 6 2016

FILE:_____

## 2338 Kelly Avenue
## Port Coquitlam, BC

### List of Drawings


A00- Cover Sheet/ Project Data
A01- Contextual Analysis
A02- Contextual Photoboard
A03- Contextual Photoboard
A04- Outdoor Amenity Area Drawing
A05- Garbage & Recycling Management Plan
A10- Site Plan
A11- Impermeable Surface Drawing
A20- Floor Plan- Basement
A21- Floor Plan- Main Floor
A22- Floor Plan- Upper Floor
A23- Roof Plan
A30- Elevations
A31- Elevations
A40- Building Section
A41- Building Details
A42- Building Details
A43- Building Details
A50- Building Envelope Details
A51- Building Envelope Details
A52- Building Envelope Details
A53- Party Wall Details
A54- Building Envelope Details
A60- General Notes
A61- Rainscreen Details
A62- Rainscreen Details


### List of Consultants


1. Architectural
Doug Massie
Chercover Massie and Associates
Phone: 604-264-1450
Email: cma@shawlink.ca
#120-1200 West 73rd Avenue
Vancouver, B.C., V6P 6G5

Keith Jakobsen
Jakobsen Associates
Phone: 604-261-5619
Email: jakobsfak@netrover.com
1862 West 75th Avenue
Vancouver, B.C., V6P 6G2

2. Structural Engineer
Eric Man
KSM Associates Ltd
Phone: 604-603-2122
Email: ericman@gmail.com
7705 Lawrence Drive
Burnaby B.C. V5A 3M6

3. Survey
Lucky Grewal
Grewal and Associates
Phone: 604-597-8567
Email: office@grewalsurveys.com
#204-13299 68th Avenue
Surrey, B.C., V3S 2C1

4. Civil Engineer
Derek Rempel
H.Y. Engineering Ltd.
Phone: 604-583-1616
Email: Derek.rempel@hyengineering.com
#200-9128 152nd Street
Surrey, B.C. V3R 4E7

5. Mechanical / Electrical Engineer
Carlo Ambito
Cada and Associates Consulting Ltd
Phone: 604-210-0017
Email: carlo.ambito@cadaconsultants.com
1312 SE Marine Drive
Vancouver, B.C. V5X 4K4

6. Geotechnical Engineer
Jacob Szary
Geopacific Engineering Ltd
Phone: 604-429-0922
Email: szary@geopacific.ca
#215-1200 West 73rd Avenue
Vancouver, B.C. V6P 6G5

7. Building Envelope Engineer
Aaron MacLellan
Aqua Coast Engineering Ltd.
Phone: 604-946-9910
Email:
#201-5155 Ladner Trunk Road
Delta, B.C. V4K 1W4

8. Environmental Audit Consultant
Gilles Lesage
Total Home Solutions
Phone: 778-484-5002
Email: gilles@totalhome.ca

9. Landscape Architect
Mary Chan Yip
PMG Landscape Architects
Phone: 604-294-0011
Email: mary@pmglandscape.com
C100-4185 Still Creek Drive
Burnaby, B.C. V5C 6G9


### Project Data

Civic Address: 2338 Kelly Avenue, Port Coquitlam, BC
Zoning: RA-1
Legal Description:
Lot 5 of Block 6
District Lot 289, Group 1
N.W.D. Plan 2080

Site Area: 122.01 x 52.49 = 6404.3 sf
37.19 m x 16.0 m = 595.04 m.

Floor Space Ratio (1.0% FSR)
Allowable: 6404.3 sf (595.04 m.)
Proposed: 6179.0 sf (574.05 m.)

Proposed FSR
Basement- (not counted): 3250.00 sf
Main Floor: 3084.00 sf
Upper Floor: 3095.00 sf
Proposed Total: 6179.00 sf (574.05 m.)

Site Coverage:
Allowable- (55.0%) 3522.37 SF (327.27 m.)
Proposed- (51.4%) 3290.0 SF (305.65 m.)

Building Height (to midpoint of roof)
Allowable- 31.2' (9.50 m)
Proposed- 31.2' (9.50 m)

Minimum Lot Area
Allowable- 1938.0 sf (180.14 m.)
Proposed- 6289.0 sf (584.27 m.)

Minimum Lot Depth
Allowable- 91.9 ft. (28.0 m)
Proposed- 122.01 ft. (37.19 m)

Minimum Lot Frontage
Allowable- 16.0 ft. (4.88 m)
Proposed- 52.6 ft. (16.03 m)

Minimum Row House Depth
Allowable- 62.3-127.9 ft. (19.5-22 m)
Proposed- 99.0 ft. (30.19 m)

### Project Data (cont.)

Setbacks
Front Yard- North
Allowable/ Required- 9.84 ft. (3.0 m)
Proposed (stepped) 9.84 ft. (3.0 m) & 13.4 ft. (4.08 m)

Rear Yard- South
Allowable/ Required- 24.6 ft. (7.5 m)
Proposed (stepped) 13.1 ft. (3.98 m) & 16.6 ft. (5.06 m)

Sideyard- West
Allowable/ Required- 5.9 ft. (1.8 m)
Proposed- 8.86 ft. (2.7 m)

Sideyard- East (alley)
Allowable/ Required- 5.9 ft. (1.8 m)
Proposed (stepped) 6.2 ft. (1.9 m) & 5.7 ft. (1.74 m)

### Parking Stall Requirements

Large Parking Stall (75% of stalls)
Allowable- 18' x 8.8' (5.5m x 2.7m)
Proposed- 7 out of 10 stalls
(+ 0.96' (30cm) if abutting an interior wall)

Small Parking Stall (25% of stalls)
Allowable- 16.4' x 8.2' (5.0m x 2.5m)
Proposed- 3 out of 10 stalls
(+ 0.98' (30cm) if abutting an interior wall)


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| Revision | Subject | Date |
|---|---|---|
| | | |

| | Issued | Date |
|---|---|---|
| SP | DP Submission | 2016/09/16 |
| SP | | |
| SP | | |

Consultant

JAKOBSEN ASSOCIATES

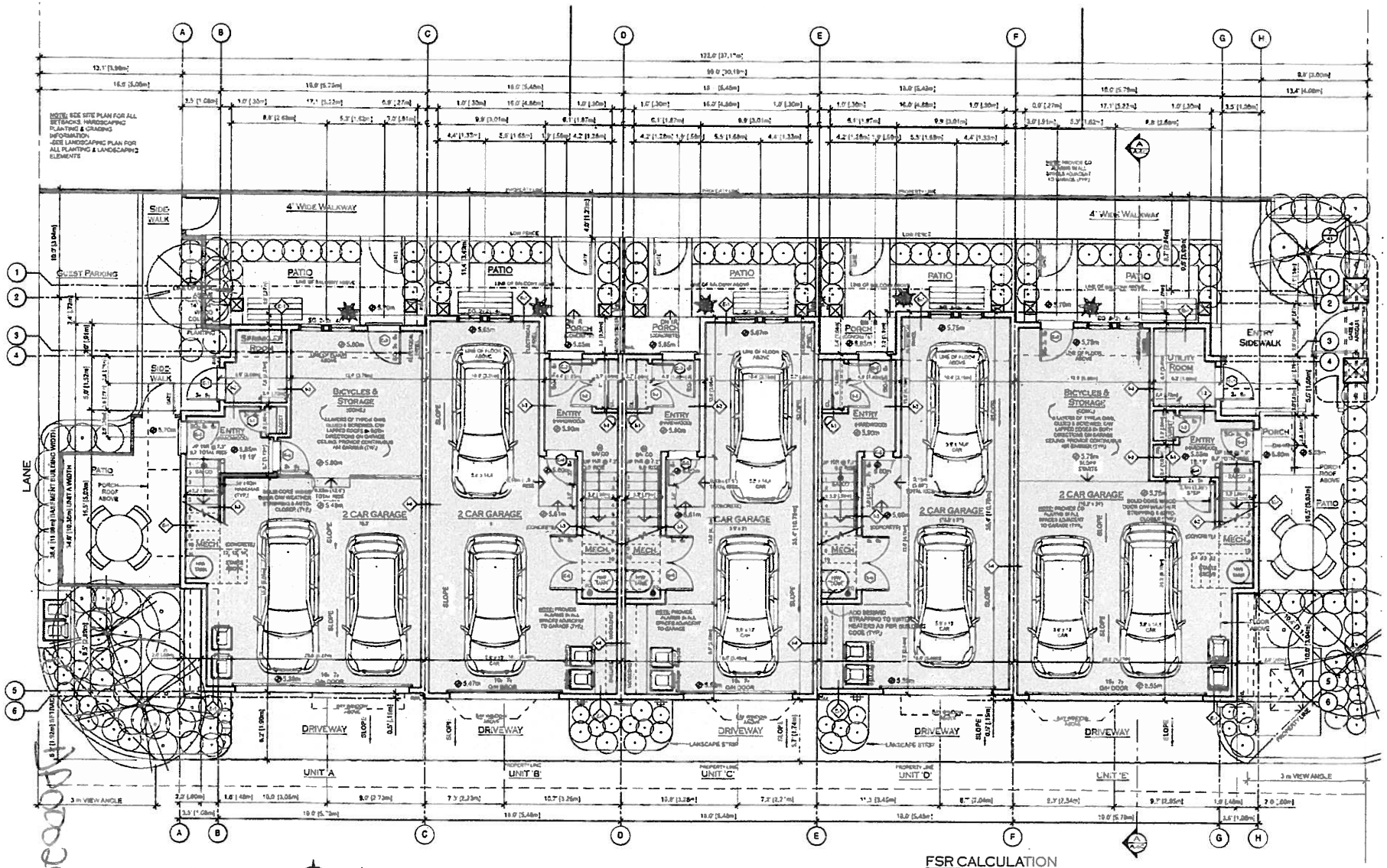
CHERCOVER MASSIE & ASSOCIATES LTD.
ARCHITECTURE & ENGINEERING

Project:
TOWNHOUSE DEVELOPMENT
2338 KELLY AVENUE
PORT COQUITLAM, B.C.

Drawing Title:
COVER SHEET & PROJECT DATA

| | |
|---|---|
| Drawn: TD/JS | A00 |
| Date: June 2016 | OF |
| Scale: NTS | |
| Project No: 216-107 | Rev. |

DP000203 (a)




BASEMENT PLAN

## FSR CALCULATION

| AREA CALCULATIONS (SF) | UNIT A | UNIT B | UNIT C | UNIT D | UNIT E | TOTAL |
|---|---|---|---|---|---|---|
| BASEMENT | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 |
| MAIN FLOOR | 660.0 | 588.0 | 588.0 | 574.0 | 674.0 | 3084.0 |
| UPPER FLOOR | 647.0 | 600.0 | 600.0 | 558.0 | 690.0 | 3095.0 |
| TOTAL | 1,307.0 | 1188.0 | 1188.0 | 1132.0 | 1364.0 | 6179.0 |
| | | | | | | 574.05 m2 |

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| REVISION | SUBJECT | DATE |
|---|---|---|
| | | |

| | ISSUES | DATE |
|---|---|---|
| DP | DP SUBMISSION | 2015/11/13 |
| DP | | |
| FC | | |

CONSULTANT

JAKOBSEN ASSOCIATES

CHERCOVER MASSIE & ASSOCIATES LTD.
ARCHITECTURE & ENGINEERING

PROJECT:
TOWNHOUSE DEVELOPMENT
2338 KELLY AVENUE
PORT COQUITLAM, B.C.

DRAWING TITLE
BASEMENT PLAN

DRAWN: TD/JS
DATE: JUNE 2016
SCALE: 1/4" = 1'-0"
PROJECT No: 216-127

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OF
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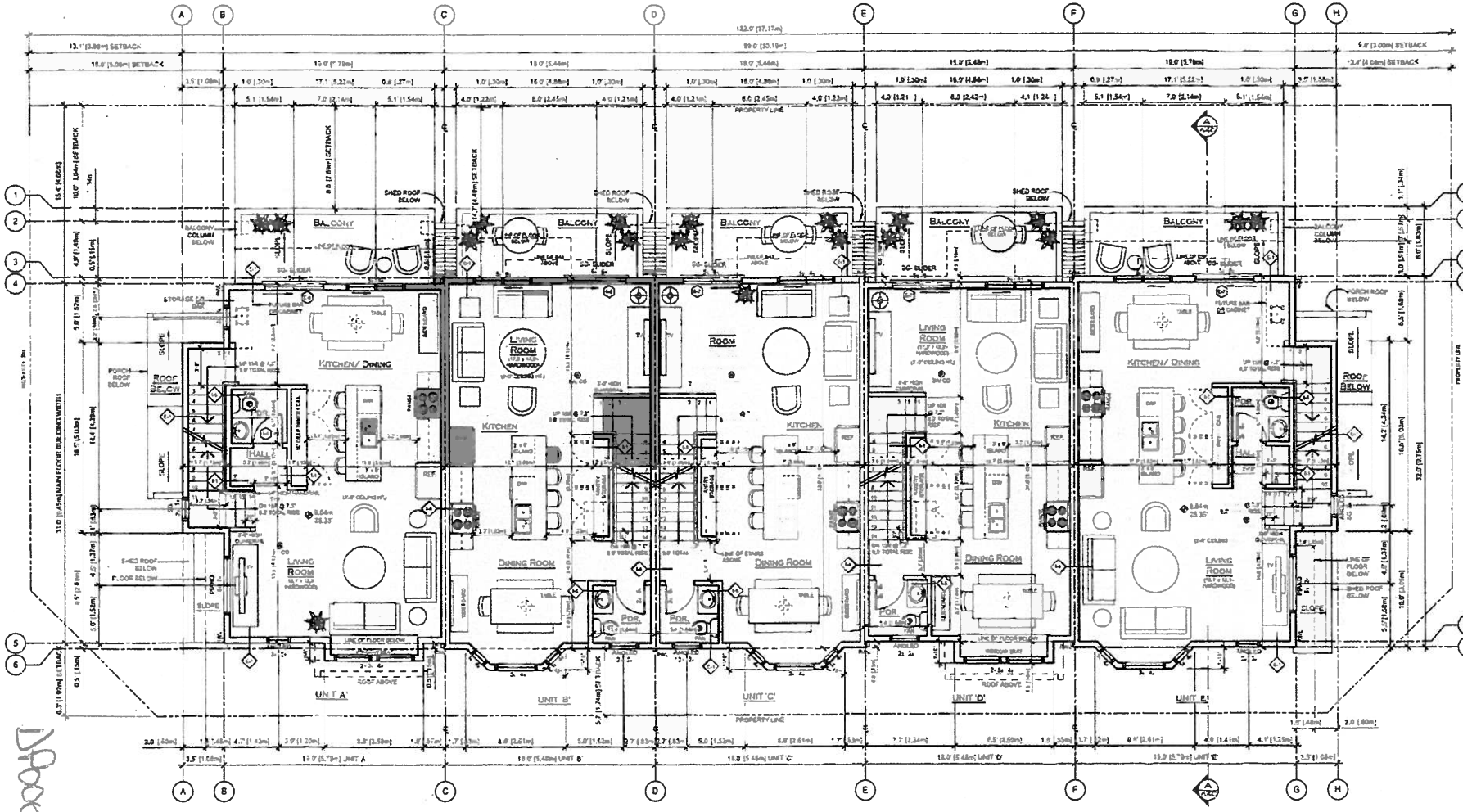


## FSR CALCULATION

| AREA CALCULATIONS (SF) | UNIT A | UNIT B | UNIT C | UNIT D | UNIT E | TOTAL |
|---|---|---|---|---|---|---|
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| MAIN FLOOR | 600.0 | 586.0 | 586.0 | 574.0 | 674.0 | 3084.0 |
| UPPER FLOOR | 647.0 | 600.0 | 600.0 | 558.0 | 690.0 | 3095.0 |
| TOTAL | 1307.0 | 1186.0 | 1186.0 | 1132.0 | 1364.0 | 6179.0 |
| | | | | | | 5704.05 |

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| REVISION | SUBJECT | DATE |
|---|---|---|
| | | |

| | | |
|---|---|---|
| DP | SUBMISSION | |
| BP | | |
| EC | | |

CONSUL 1

JAKOBSEN ASSOCIATES

CHERCOVER MASSIE & ASSOCIATES LTD.
ARCHITECTURE & BUILDING

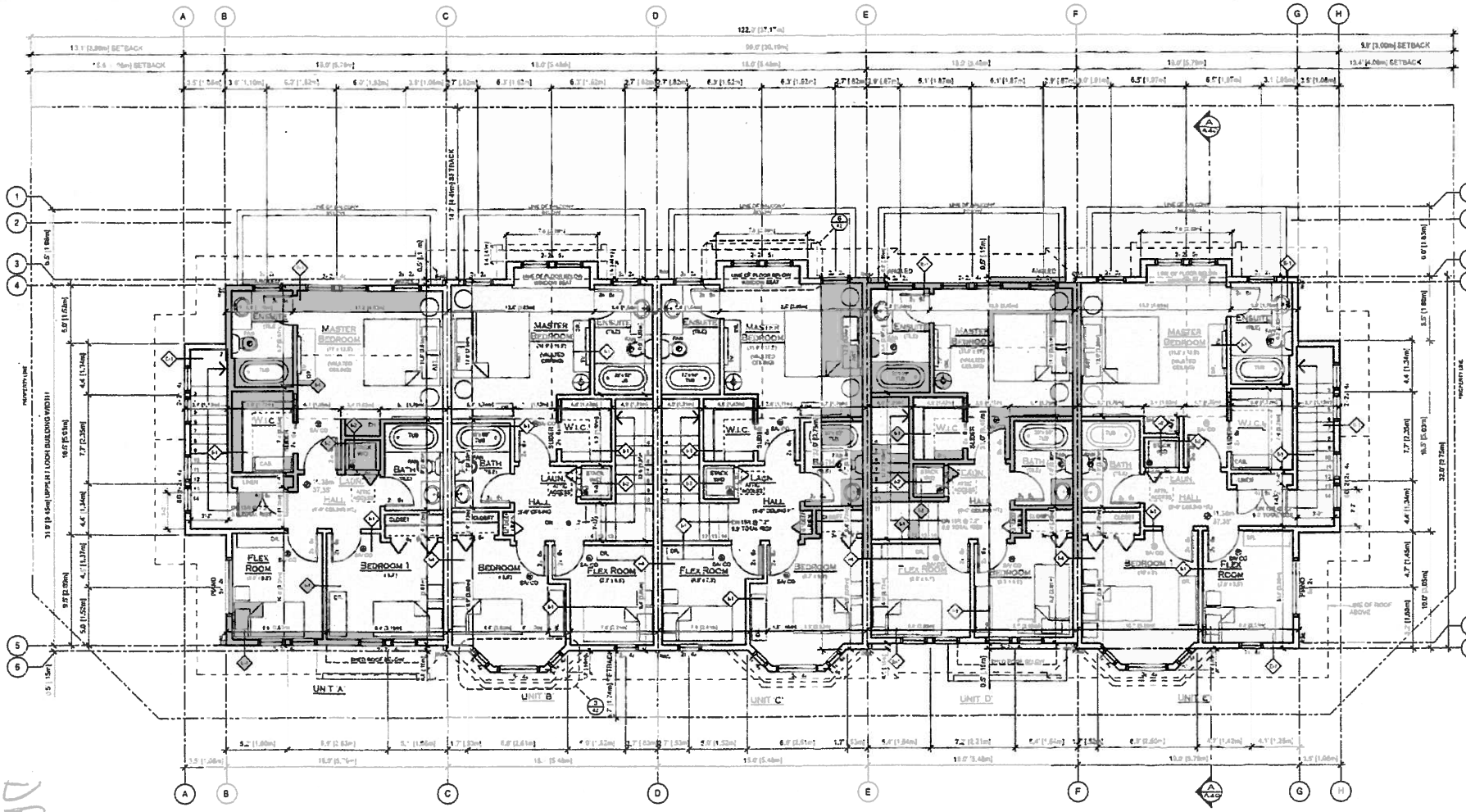
PROJECT:
TOWNHOUSE DEVELOPMENT
2338 KELLY AVENUE
PORT COQUITLAM, B.C.

DRAWING TITLE:
MAIN FLOOR PLAN

DRAWN: TD/JS
DATE: JUNE 2016
SCALE: 1/4" = 1'-0"
PROJECT No: 216-107

A21
OF
REV.

D000203 (c)




PROPOSED UPPER FLOOR

N

## FSR CALCULATION

| AREA CALCULATIONS (SF) | UNIT A | UNIT B | UNIT C | UNIT D | UNIT E | TOTAL |
|---|---|---|---|---|---|---|
| BASEMENT | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 |
| MAIN FLOOR | 660.0 | 588.0 | 588.0 | 574.0 | 674.0 | 3084.0 |
| UPPER FLOOR | 647.0 | 600.0 | 600.0 | 558.0 | 690.0 | 3095.0 |
| TOTAL | 1307.0 | 1188.0 | 1188.0 | 1132.0 | 1364.0 | 6179.0 |
| | | | | | | 574.06 m² |

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| REVISION | SUBJECT | DATE |
|---|---|---|
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| | ISSUED | DATE |
|---|---|---|
| DP | DP SUBMISSION | [illegible] |
| DP | | |
| DP | | |

CONSULTANT

JAKOBSEN ASSOCIATES

CHERCOVER MASSIE & ASSOCIATES LTD.

ARCHITECTURE & ENGINEERING

PROJECT:

TOWNHOUSE DEVELOPMENT

2338 KELLY AVENUE
PORT COQUITLAM, B.C.

DRAWING

UPPER FLOOR PLAN

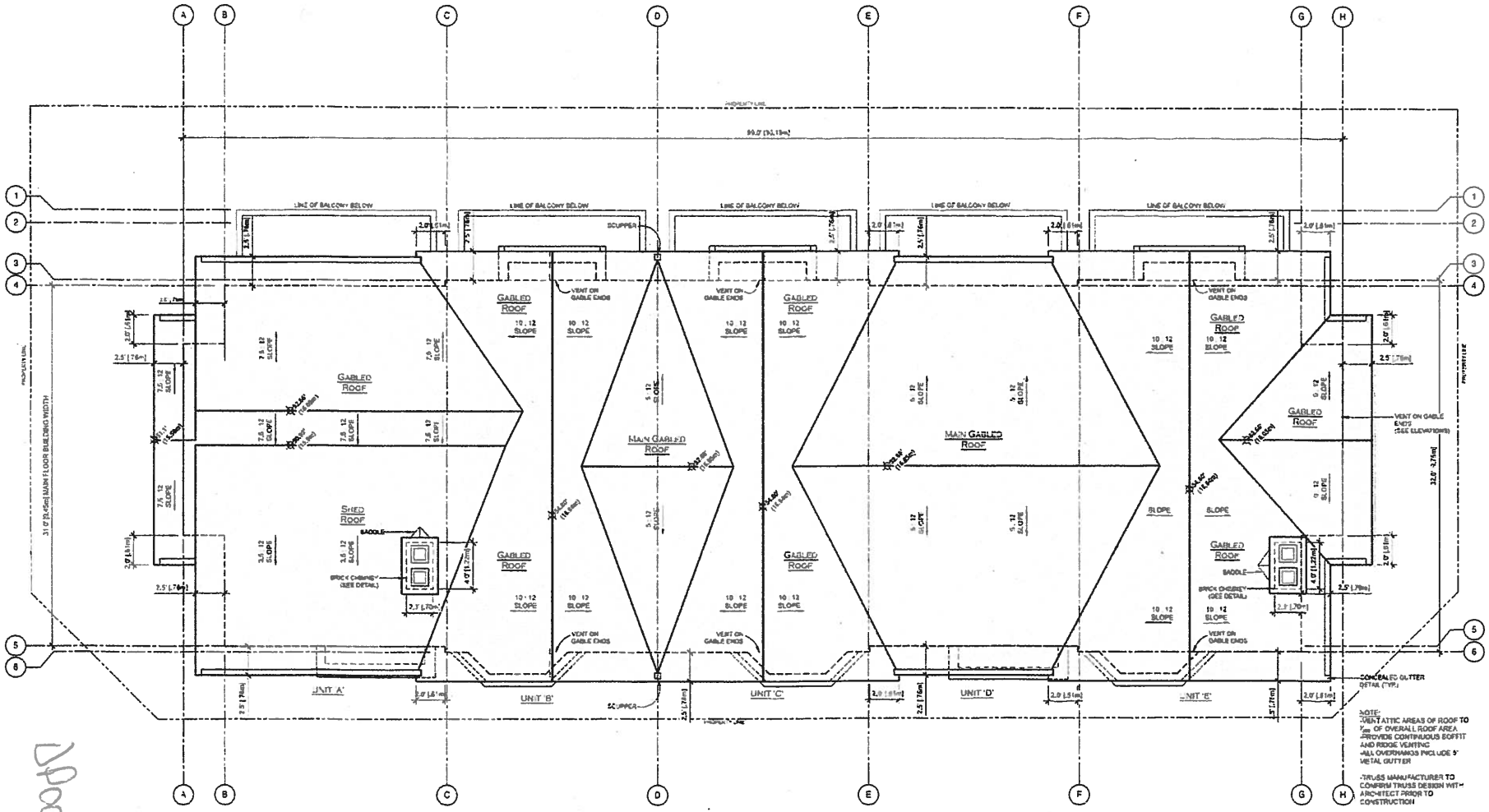
A22
OF

JUNE 2016

1/4" = 1'-0"

Nov 21 '07

D000203 (d) 75




PROPOSED ROOF PLAN

NOTE:
- VENT ATTIC AREAS OF ROOF TO 1/300 OF OVERALL ROOF AREA
- PROVIDE CONTINUOUS SOFFIT AND RIDGE VENTING
- ALL OVERHANGS INCLUDE 5" METAL GUTTER
- TRUSS MANUFACTURER TO CONFIRM TRUSS DESIGN WITH ARCHITECT PRIOR TO CONSTRUCTION

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| REVISION | SUBJECT | DATE |
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| | ISSUED | DATE |
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| DP | DP SUBMISSION | 25/06/15 |
| BP | | |
| IFC | | |

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CHERCOVER MASSIE & ASSOCIATES LTD.
ARCHITECTURE & ENGINEERING

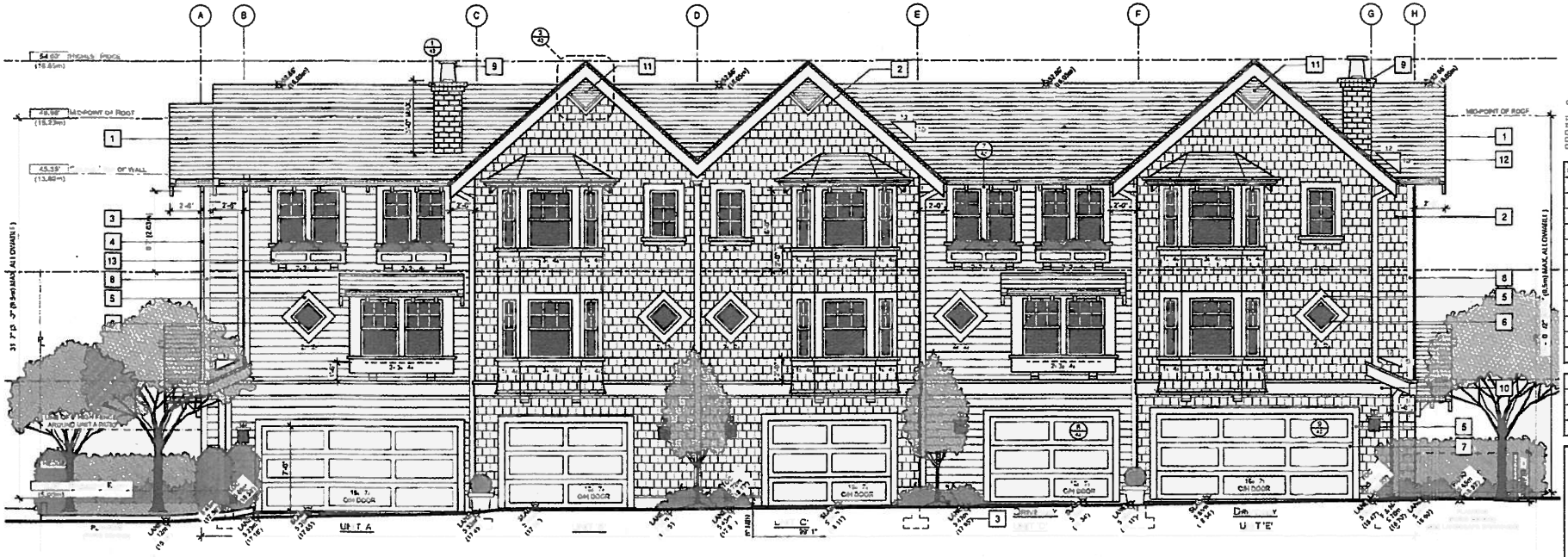
PROJECT:
TOWNHOUSE DEVELOPMENT
2338 KELLY AVENUE
PORT COQUITLAM, B.C.

DRAWING TITLE:
ROOF PLAN

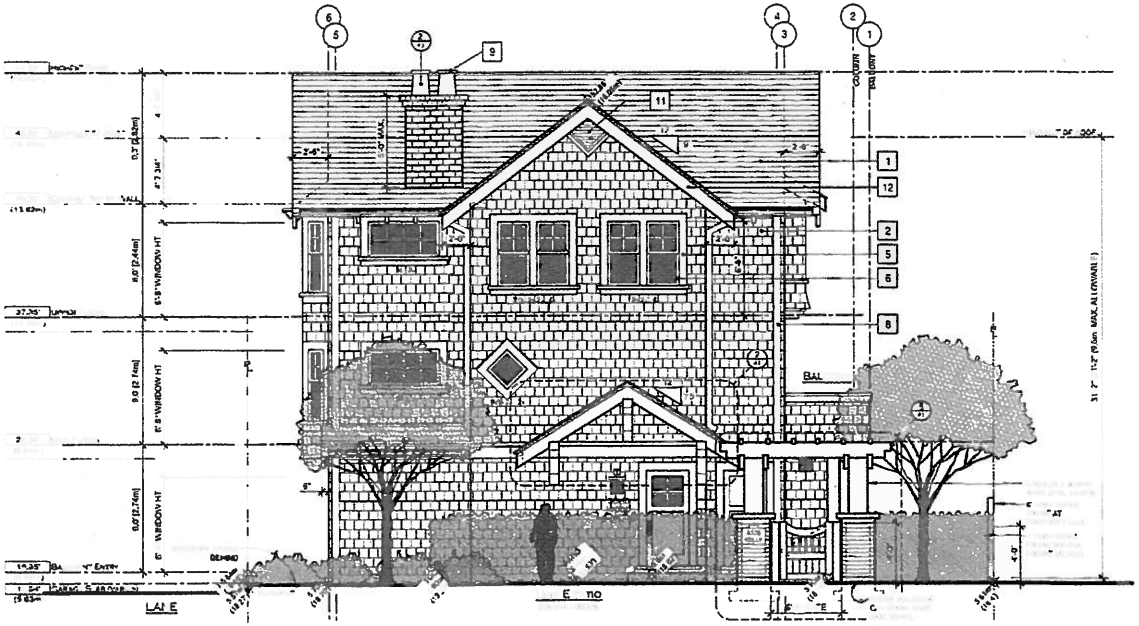
DRAWN: TD/JS
DATE: JUNE 2016
SCALE: 1/4" = 1'-0"
PROJECT No: 216-157

A23
OF
REV

DP000203 (e)




EAST ELEVATION- VIEW FROM LANE




NOTE LIST

| | |
|---|---|
| 1 | |
| 2 | |
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| 8 | |
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| 11 | |
| 12 | |
| 3 | |

NORTH ELEVATION

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| 01 | | |
| 02 | | |
| 03 | | |

TOWNHOUSE DEVELOPMENT

2338 KELLY AVENUE
PORT COQUITLAM, B.C.

NORTH & EAST ELEVATIONS

DRAWN: TD/JS

DATE: JUNE 2016

SCALE: 1/4" = 1'-0"

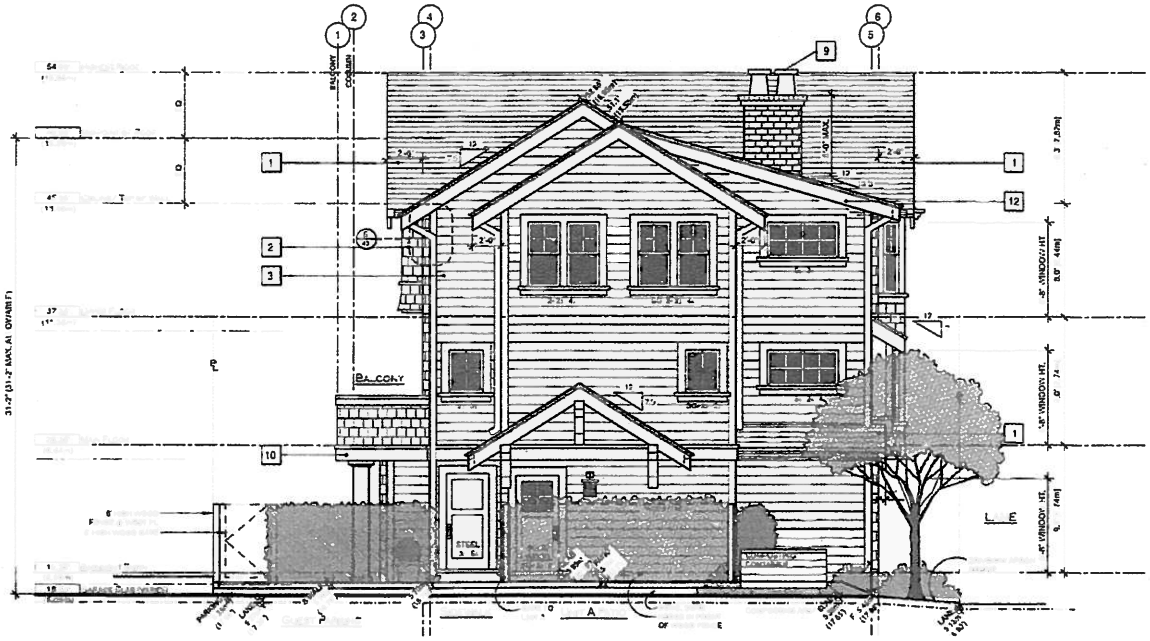
PROJECT No: 216-107

A30
OF

WEST ELEVATION- V EW FROM LANE

LIMITING DISTANCE CALC.

| | |
|---|---|
| DIST | 14 71' 4 48 |
| WALL AREA | 2 0 S |
| WINDOW AREA | 42 |
| ALL | 1 |



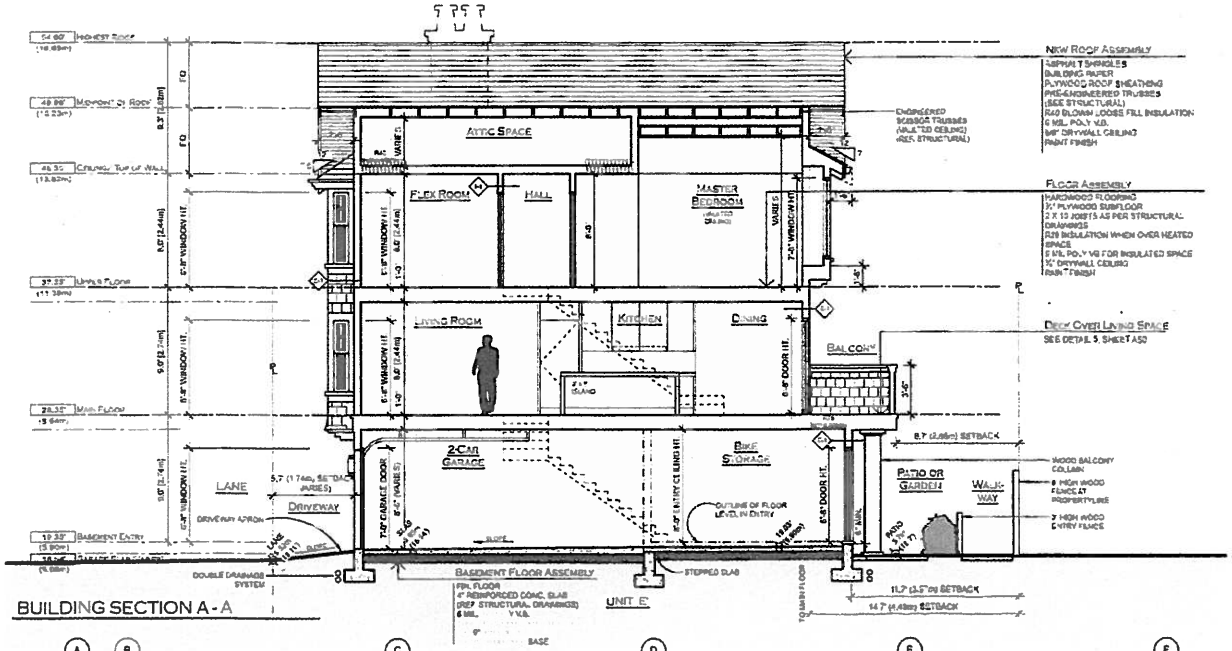
SOUTH ELEVATION

TO HOUSE
DEVELOP NT
2338 KELLY AVENUE
PORT COQUITLAM, B.C.

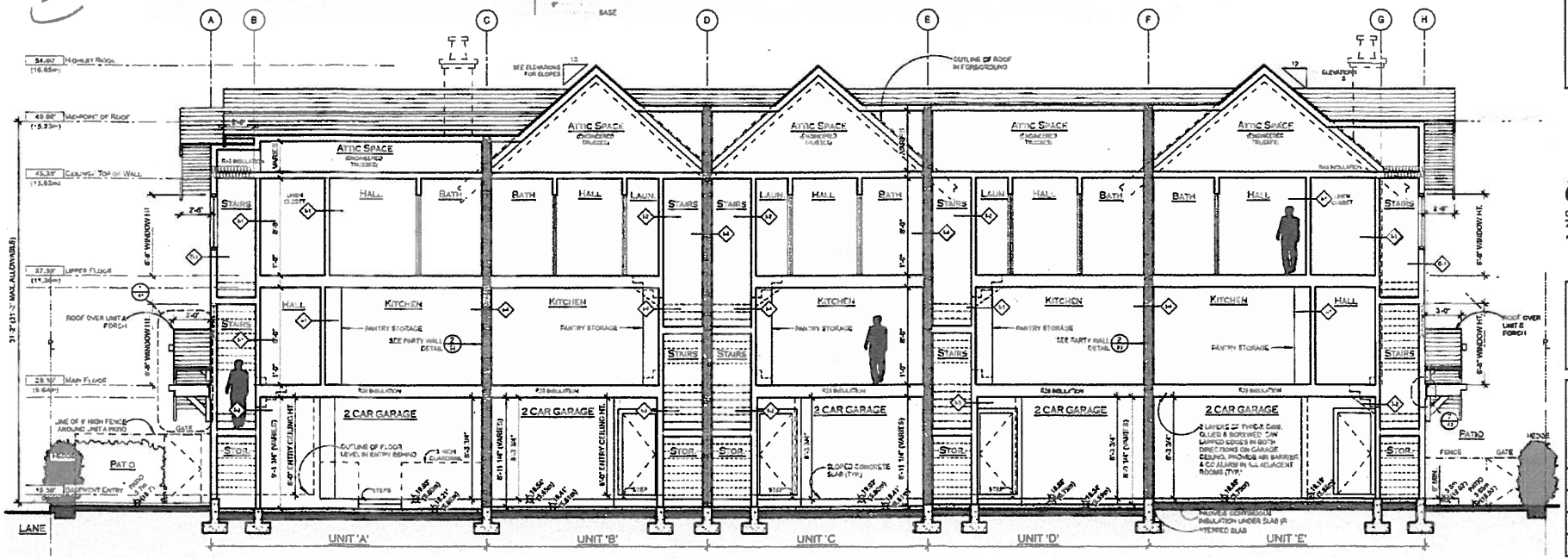
SOUTH & WEST
ELEVATIONS

A31
OF

78




BUILDING SECTION A - A




BUILDING SECTION B - B

INTERIOR WALL - 2 X 4 WOOD STUDS (I-1)
INTERIOR INSULATED WALL - 2 X 4 WOOD STUDS (I-2)
INTERIOR GARAGE WALL - 2 X 6 WOOD STUDS (I-3)
DEMISING/ PARTY WALL - DOUBLE WOOD STUDS (I-4)
INTERIOR PLUMBING WALL - 2 X 6 WOOD STUDS (I-5)
EXTERIOR WALL - 2 X 6 WOOD STUDS (E-1)

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| DF | DP SUBMISSION | 25/05/15 |
| DF | | |
| FC | | |

JAKOBSEN ASSOCIATES

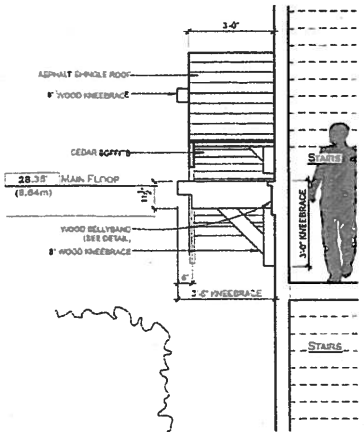
PROJECT
TOWNHOUSE DEVELOPMENT
2338 KELLY AVENUE
PORT COQUITLAM, B.C.

BUILDING SECTIONS

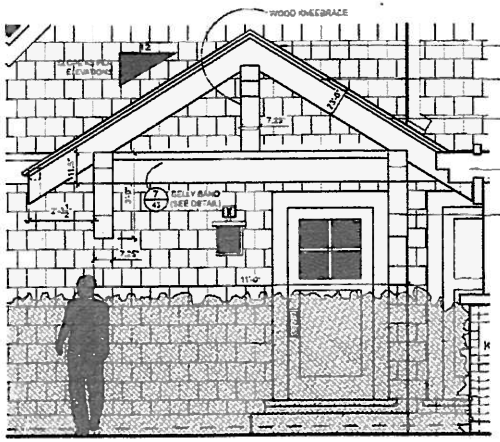
A40
OF

1/4" = 0"

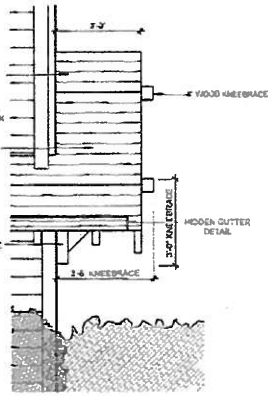
(h) 1000203



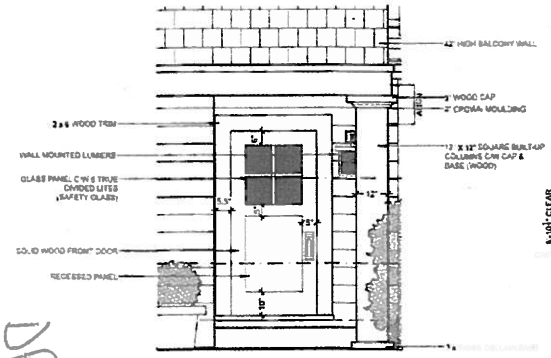

1 PORCH ROOF- SECTION
SCALE: 1/2" = 1'-0"



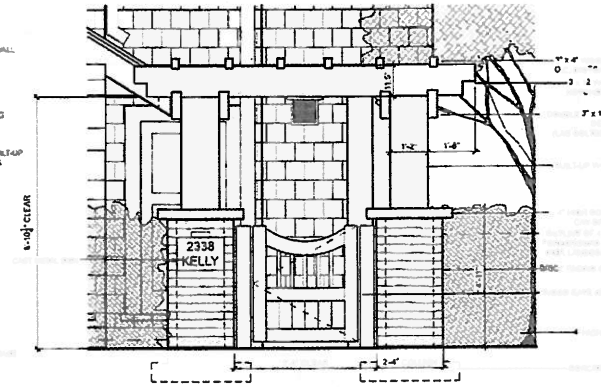

2 PORCH ROOF- FRONT VIEW
SCALE: 1/2" = 1'-0"



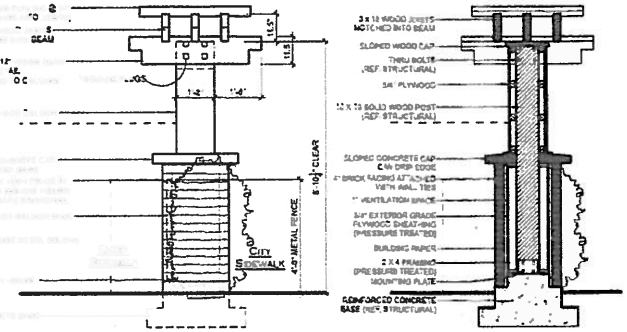

3 PORCH ROOF- SIDE VIEW
SCALE: 1/2" = 1'-0"



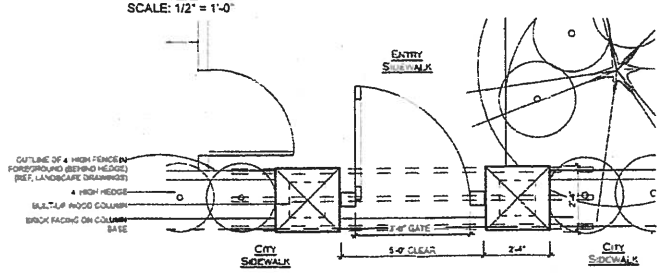

4 EXTERIOR DOOR & COLUMN
SCALE: 1/2" = 1'-0"



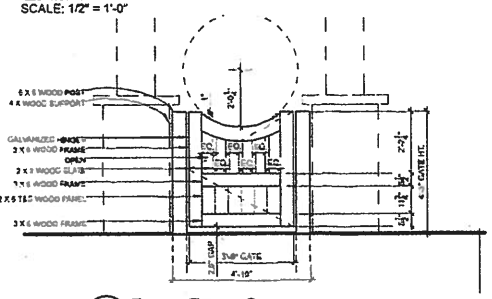

5 ARBOUR & FRONT ENTRY GATE -FRONT VIEW
SCALE: 1/2" = 1'-0"




6 ARBOUR & FRONT ENTRY GATE -SIDE VIEW
SCALE: 1/2" = 1'-0"




7 ARBOUR & FRONT ENTRY GATE -PLAN VIEW
SCALE: 1/2" = 1'-0"




8 FRONT ENTRY GATE -STREET VIEW
SCALE: 1/2" = 1'-0"

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| | ISSUED | DATE |
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| DP | DP SUBMISSION | 2006/09/15 |
| BP | | |
| IFC | | |

CONSULTANT

JAKOBSEN ASSOCIATES

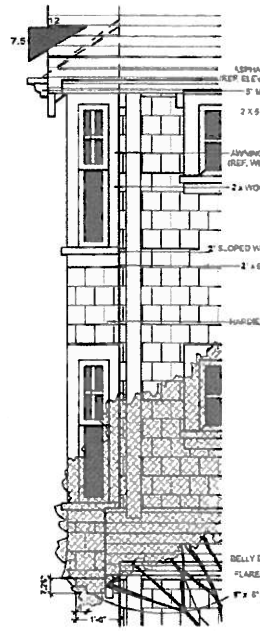
CHERCOVER MASSIE & ASSOCIATES LTD.
ARCHITECTURE & ENGINEERING

PROJECT:
TOWNHOUSE DEVELOPMENT
2338 KELLY AVENUE
PORT COQUITLAM, B.C.

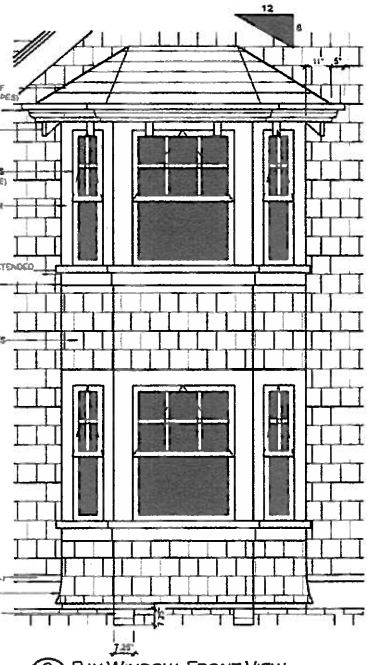
DRAWING TITLE:
BUILDING DETAILS

| | |
|---|---|
| DRAWN: TO/JS | A41 OF |
| DATE: JUNE 2016 | |
| SCALE: AS NOTED | |
| PROJECT No: 216-107 | REV. |

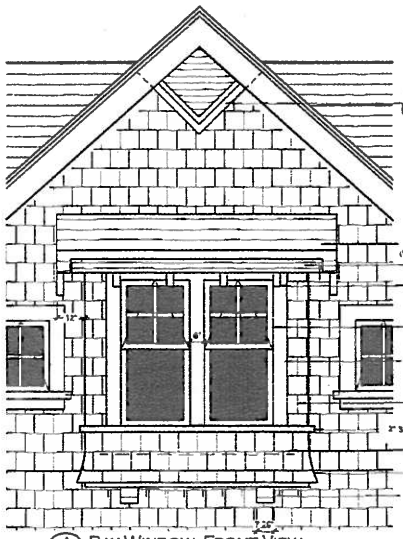
DP000203 (1)



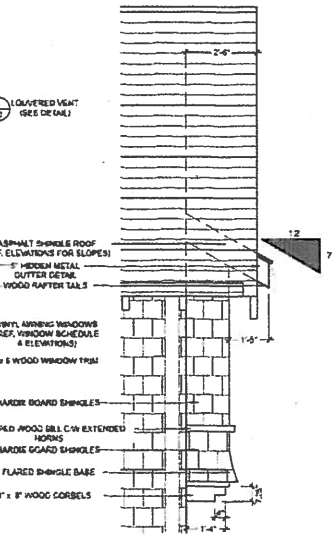

1 BAY WINDOW- SIDE VIEW
SCALE: 1/2" = 1'-0"



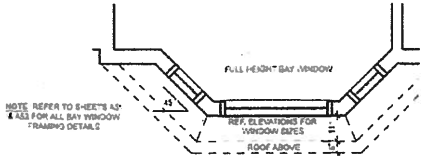
2 BAY WINDOW- FRONT VIEW
SCALE: 1/2" = 1'-0"




4 BAY WINDOW- FRONT VIEW
SCALE: 1/2" = 1'-0"



5 BAY WINDOW- SIDE VIEW
SCALE: 1/2" = 1'-0"




3 ANGLED BAY WINDOW- PLAN VIEW
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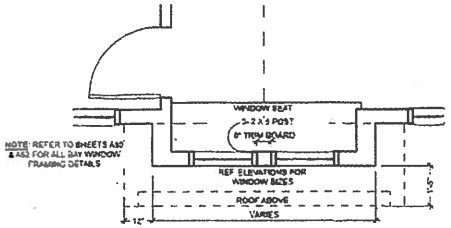
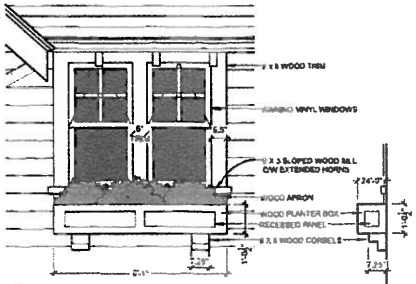
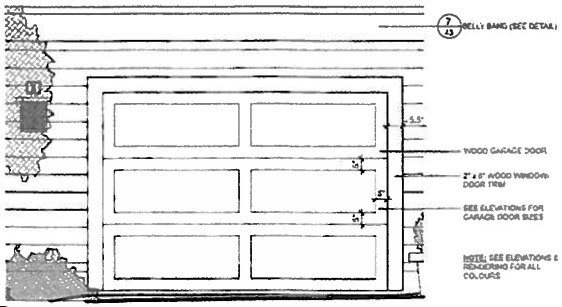


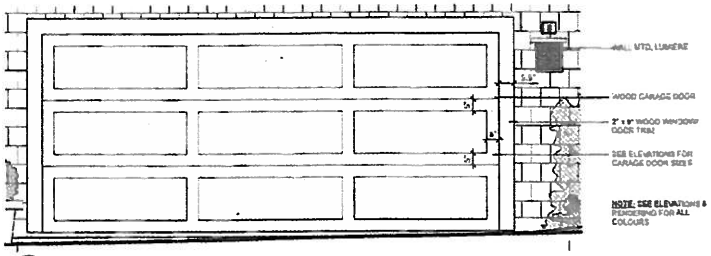

6 SQUARE BAY WINDOW- PLAN VIEW
SCALE: 1/2" = 1'-0"




7 WINDOW & PLANTER BOX
SCALE: 1/2" = 1'-0"




8 GARAGE DOOR
SCALE: 1/2" = 1'-0"




9 GARAGE DOOR
SCALE 1/2" = 1'-0"

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CONSULTANT

JAKOBSEN ASSOCIATES

CHERCOVER MASSIE & ASSOCIATES LTD.
ARCHITECT AIBC & ENGINEERS

PROJECT:
TOWNHOUSE DEVELOPMENT
2338 KELLY AVENUE
PORT COQUITLAM, B.C.

DRAWING TITLE:
BUILDING DETAILS

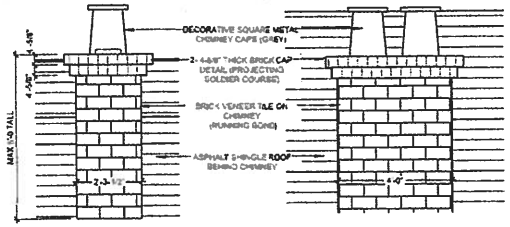
DRAWN: TD/JS
DATE: JUNE 2006
SCALE: AS NOTED
J.T. No: 216 107

A42
OF

REV

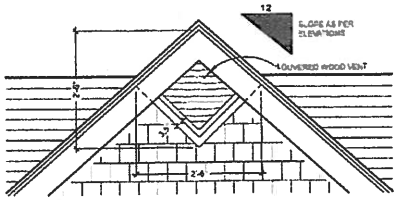
B 203 (1)

81




1 CHIMNEY- FRONT VIEW
SCALE: 1/2" = 1'-0"

2 CHIMNEY- SIDE VIEW
SCALE: 1/2" = 1'-0"




3 VENT DETAIL
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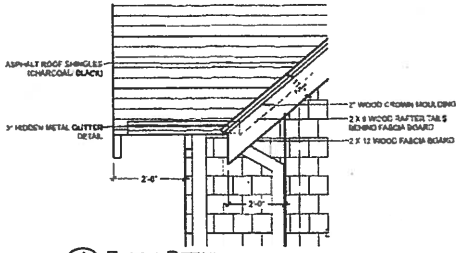


4 FASCIA DETAIL
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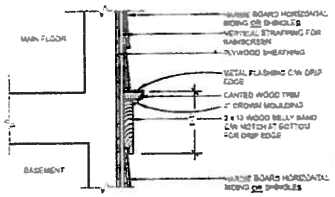


7 BELLY BAND DETAIL
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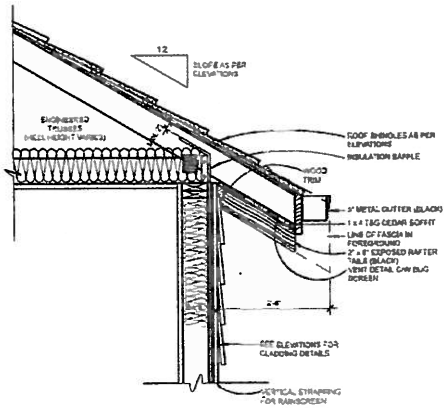


8 SOFFIT DETAIL
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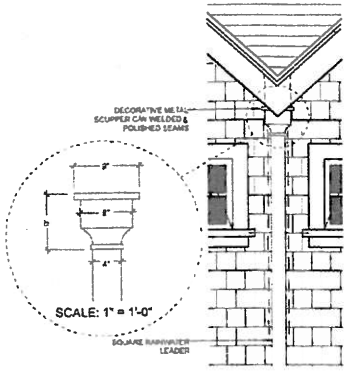
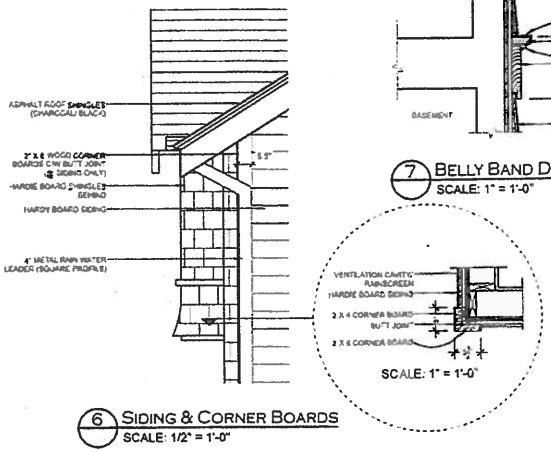



5 SCUPPER DETAIL
SCALE 1/2" = 1'-0"




6 SIDING & CORNER BOARDS
SCALE: 1/2" = 1'-0"

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CONSULTANT

JAKOBSEN ASSOCIATES

CHERCOVER MASSIE & ASSOCIATES LTD.
ARCHITECTURE & ENGINEERING

PROJECT
TOWNHOUSE DEVELOPMENT
2338 KELLY AVENUE
PORT COQUITLAM, B.C.

DRAWING TITLE
BUILDING DETAILS

| | |
|---|---|
| DRAWN: TO/JS | A43 OF |
| DATE: JUNE 2016 | |
| SCALE: AS NOTED | |
| PROJECT No. 216-107 | REV. |

DP000203 (K)

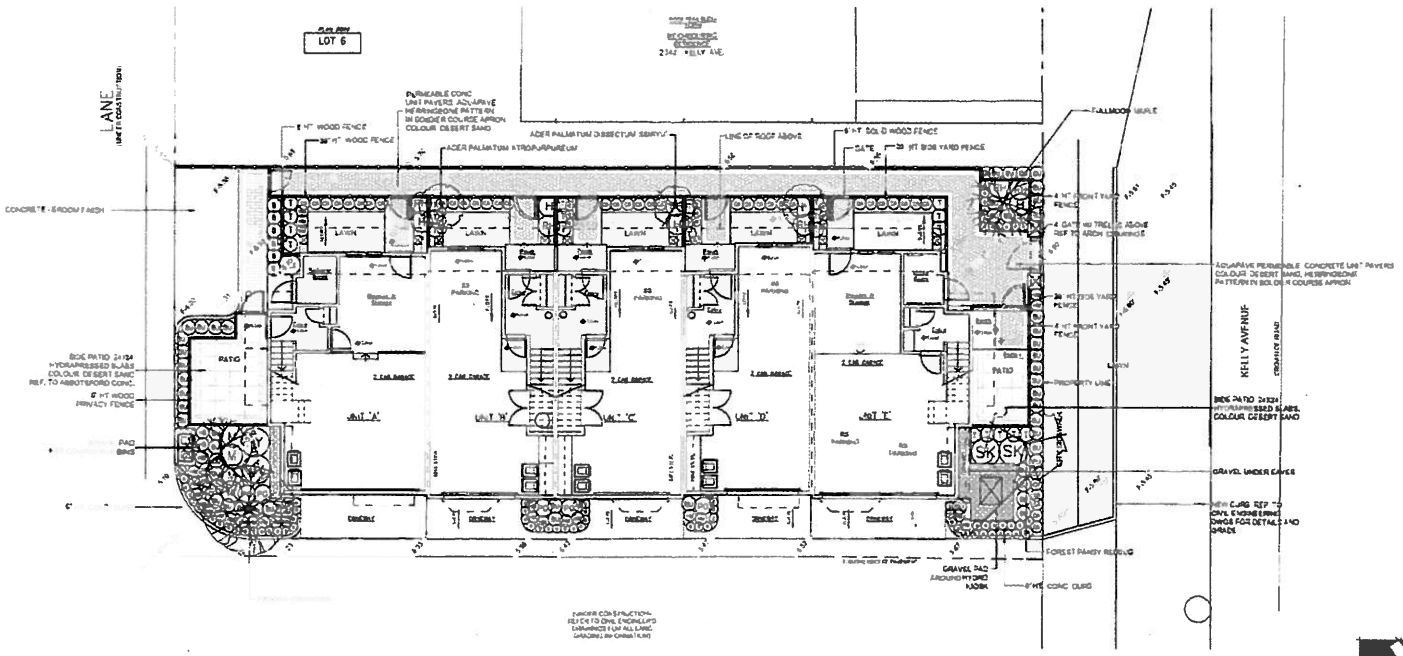
## PLANT SCHEDULE

PMG PROJECT NUMBER: 13-147

| KEY | QTY | BOTANICAL NAME | COMMON NAME | PLANTED SIZE / REMARKS |
|---|---|---|---|---|
| **TREE** | | | | |
| | 3 | ACER PALMATUM DISSECTUM 'ATROPURPUREUM' | RED CUTLEAF JAPANESE MAPLE | #7 POT, 1M STD |
| | 1 | ACER PALMATUM DISSECTUM 'SEIRYU' | GREEN CUTLEAF JAPANESE MAPLE | #7 POT, 1.5M STD |
| | 1 | ACER SHIRASAWANUM 'AUREUM' | FULLMOON MAPLE | 50M CAL., 1.5M STD, B&B |
| | 1 | CERCIS CANADENSIS 'FOREST PANSY' | FOREST PANSY REDBUD | 50M CAL., 1.5M STD, B&B |
| | 1 | MAGNOLIA 'IAN'S RED' | IAN'S RED MAGNOLIA | 50M CAL |
| | 1 | PARROTIA PERSICA | PERSIAN IRONWOOD | 50M CAL., B&B |
| **SHRUBS** | | | | |
| | 6 | BERBERIS THUNBERGII ATROPURPUREA NANA | RED DWARF BARBERRY | #3 POT, 30CM |
| | 66 | BUXUS MICROPHYLLA 'WINTER GEM' | LITTLE LEAF BOX | #3 POT, 40CM |
| | 7 | HEBE 'CALEDONIA' | CALEDONIA HEBE, PURPLE FLOWERS | #2 POT, 40CM |
| | 5 | HYDRANGEA MACROPHYLLA 'FA' | DWARF BIGLEAF HYDRANGEA, PINK | #2 POT, 40CM |
| | 2 | HYDRANGEA SERRATA 'BLUESTEM' | MOUNTAIN HYDRANGEA, LACECAP BLUE | #2 POT, 40CM |
| | 6 | RHODODENDRON 'VULCAN FLAME' | RHODODENDRON RED, MEDIUM SIZE | #3 POT, 50CM TH B&B |
| | 2 | SKIMMIA JAPONICA (40% MALE) | JAPANESE SKIMMIA | #3 POT, 30CM |
| | 24 | THUJA OCCIDENTALIS 'SMARAGD' | EMERALD GREEN CEDAR | 1.5M HT, B&B |
| **GRASSES** | | | | |
| | 40 | CAREX 'PRAIRIE FIRE' | PRAIRIE FIRE SEDGE | #1 POT, 30CM |
| | 63 | IMPERATA CYLINDRICA 'RED BARON' | BLOOD GRASS | #1 POT |
| | 4 | MISCANTHUS SINENSIS 'ADAGIO' | ADAGIO MAIDEN GRASS | #1 POT |
| | 5 | PENNISETUM ORIENTALE | ORIENTAL FOUNTAIN GRASS | #1 POT |
| **PERENNIALS** | | | | |
| | 12 | HELLEBORUS x HYBRIDUS | LENTEN ROSE | 15CM POT |
| | 23 | HEMEROCALLIS | DAYLILY, YELLOW | #1 POT, 1-2 FAN |

NOTES: * PLANT SIZES IN THIS LIST ARE SPECIFIED ACCORDING TO THE BC LANDSCAPE STANDARD, LATEST EDITION. CONTAINER SIZES SPECIFIED AS PER CNLA STANDARDS. BOTH PLANT SIZE AND CONTAINER SIZE ARE THE MINIMUM ACCEPTABLE SIZES. * REFER TO SPECIFICATIONS FOR DEFINED CONTAINER MEASUREMENTS AND OTHER PLANT MATERIAL REQUIREMENTS. * SEARCH AND REVIEW MINIMUM PLANT MATERIAL AVAILABLE FOR OPTIONAL REVIEW BY LANDSCAPE ARCHITECT AT SOURCE OF SUPPLY. AREA OF SEARCH TO INCLUDE LOWER MAINLAND AND FRASER VALLEY. * SUBSTITUTIONS OBTAIN WRITTEN APPROVAL FROM THE LANDSCAPE ARCHITECT PRIOR TO MAKING ANY SUBSTITUTIONS TO THE SPECIFIED MATERIAL. UNAPPROVED SUBSTITUTIONS WILL BE REJECTED. ALLOW A MINIMUM OF FIVE DAYS PRIOR TO DELIVERY FOR REQUEST TO SUBSTITUTE. SUBSTITUTIONS ARE SUBJECT TO BC LANDSCAPE STANDARD - DEFINITION OF CONDITIONS OF AVAILABILITY. ALL LANDSCAPE MATERIAL AND WORKMANSHIP MUST MEET OR EXCEED BC LANDSCAPE STANDARD & LATEST EDITION. ALL PLANT MATERIAL MUST BE PROVIDED FROM CERTIFIED DISEASE FREE NURSERY.

ALL MATERIALS AND WORKMANSHIP MUST COMPLY WITH BC LANDSCAPE STANDARDS LATEST EDITION

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p: 604 294-0011 f: 604 294-0022

SEAL

| NO | DATE | REVISION DESCRIPTION | DR |
|---|---|---|---|
| 6 | 15.OCT.13 | [illegible] | |
| 5 | 15.MAY.13 | [illegible] | CLG |
| 4 | 15.APR.13 | [illegible] | CLG |
| 3 | 15.MAR.13 | [illegible] | RM |
| 2 | 15.MAR.13 | [illegible] | CLG |
| 1 | 15.MAR.13 | [illegible] | MM |

CLIENT

PROJECT

**5 UNIT TOWNHOUSE DEV.**

**2338 KELLY AVENUE**
**PORT COQUITLAM, BC**

DRAWING TITLE

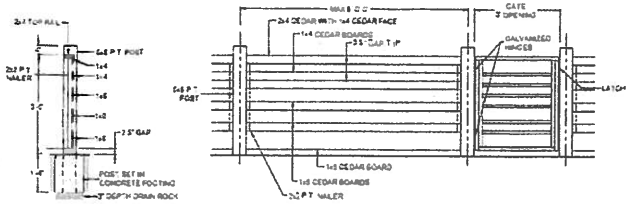
**LANDSCAPE PLAN**

| | | |
|---|---|---|
| DATE | 13.OCT.03 | DRAWING NUMBER |
| SCALE | 1/8"=1'-0" | **L1** |
| DRAWN | RH | |
| DESIGN | | |
| CHKD | MCY | OF 3 |

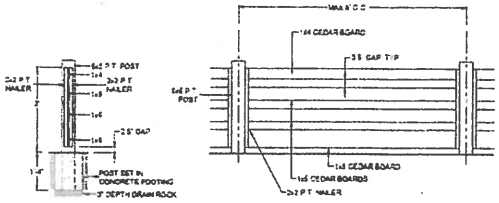
PMG PROJECT NUMBER 13-147

13147 7.ZIP

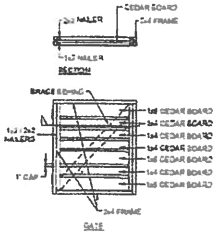
DP000203 (1)

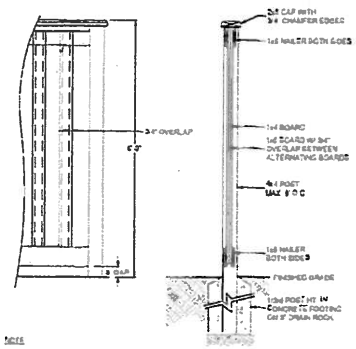



1 L2 42" HT. FRONT YARD FENCE




2 L2 36" HT. SIDE YARD FENCE

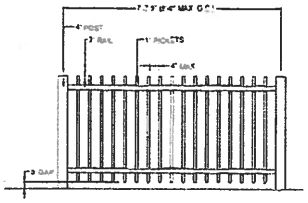


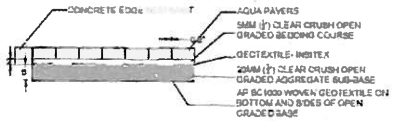

NOTE

1. ALL POSTS PRESSURE TREATED TO CSA STANDARD AND END CUTS TREATED WITH PRESERVATIVE
2. ALL OTHER MEMBERS TO BE CEDAR #2 CONSTRUCTION GRADE MINIMUM
3. ALL HARDWARE HOT DIPPED GALVANIZED
4. APPLY 2 COATS EXTERIOR STAIN TO MANUFACTURERS SPECIFICATION FINISH SELECTION AS APPROVED BY PROJECT ARCHITECT
5. ALL FENCES TO BE LEVEL CHANGES IN GRADE TO BE IN 12" 18" STEPS (MAX) GAPS TO GRADE TO FOLLOW FINISH GRADE. GAP TO BE 3-4"

3 L2 6'-0" HEIGHT SOLID WOOD FENCE




4 L2 4' HT. METAL PICKET FENCE




5 L2 PERMEABLE PAVERS

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SEAL

| NO | DATE | REVISION DESCRIPTION | DR |
|---|---|---|---|
| 5 | 26.JULY.13 | CITY COMMENTS | |
| 4 | 26.APR.13 | REVISED PER NEW SITE PLAN | CLG |
| 3 | 26.APR.13 | REVISED PER NEW SITE PLAN | CLG |
| 2 | 15.MAY.13 | REVISED PER ISSUED | CLG |
| 1 | 15.MAY.13 | ISSUED FOR REVIEW | CLG |

CLIENT

PROJECT

**5 UNIT TOWNHOUSE DEV.**

**2338 KELLY AVENUE**
**PORT COQUITLAM, BC**

DRAWING TITLE

**LANDSCAPE DETAILS**

| | | |
|---|---|---|
| DATE | 13.OCT.08 | DRAWING NUMBER |
| SCALE | 1/8"=1'-0" | **L2** |
| DRAWN | BJ | |
| DESIGN | | |
| CHKD | MCY | OF 3 |

13147 7.ZIP

PMG PROJECT NUMBER **13-147**

D000203 (m)

## Schedule A

**Energy Conservation:**

| Conservation Measure | Verification Method |
|---|---|
| Building shall be designed to achieve an EnerGuide rating of 80. | BP stage; submission of environmental report/energy audit performed by an environmental consultant |
| Buildings shall be designed with moderate roof overhangs to provide shading during peak summer months | DP and BP stage; staff review of building plans |
| Window placement and size provide opportunities for natural ventilation and daylighting | DP and BP stage; staff review of building plans |
| High performance glazing or thermal breaks in windows and doors and frames | BP stage; written confirmation by Architect along with staff review of BP submission |
| All appliances are to be Energy Star rated | BP stage; written confirmation by Architect |
| Durable exterior materials for longer life span of the project | DP and BP stage; staff review of building plans |

**Water conservation:**

| Conservation Measure | Verification Method |
|---|---|
| Permeable or porous paving materials for onsite walkways and yards | DP stage; staff review of landscape plan |
| Low flow water fixture shall be used to reduce water consumption | BP stage; written confirmation by Architect |
| Minimum depth of soil for planting areas will be 30 cm | DP stage; staff review of landscape plan, site inspection by Landscape architect and City Arbourist |

**GHG Reduction:**

| Conservation Measure | Verification Method |
|---|---|
| Building materials will be selected to reduce or minimize volatile organic off-gassing potential | BP stage; written confirmation by Architect |
| Easily accessible and secure storage space provided for garbage, recycling and organic materials in individual unit garage areas | BP stage; written confirmation by Architect along with staff review of BP submission |

per OCP Sec. 9.11 Environmental Conservation DPA designation

**RECOMMENDATION:**

That Committee of Council:

1. Not authorize notification of Development Variance Permit DVP00059;
2. Recommend to Council the following:
   a. That 1st and 2nd Readings be given to a rezoning bylaw to amend the zoning of 1840 Broadway Street to permit a cannabis production facility use within Building B and,
   b. That the following conditions must be met prior to the adoption of the rezoning to the satisfaction of the Director of Development Services:
      i. Completion of detailed design and submission of securities and fees for off-site works and services, including reconstruction of Langan Avenue and the lane, corner cut-offs at the Broadway/Langan and Broadway/lane intersections and a water meter chamber;
      ii. Completion of an acceptable design for on-site landscaping and submission of securities and fees;
      iii. Submission from a qualified energy professional and mechanical engineer on how the building will be designed and upgraded to eliminate odour and to reduce energy consumption and the registration of a legal agreement to ensure the installation of specified equipment to eliminate odour and measures in place to appropriately maintain the equipment;
   c. That Council set the following conditions of rezoning approval to be met to the satisfaction of the Director of Engineering and Public Works:
      i. Installation of signage to indicate no left turns are permitted onto Broadway Street;
      ii. Submission of a security to provide for the construction of a right-turn island point or delineators at the Broadway driveway exit; and,
      iii. Construction of a barrier between the driveway and the lane to restrict vehicles other than garbage trucks.

## PREVIOUS COUNCIL/COMMITTEE ACTION

At the June 5, 2018 Smart Growth Committee meeting:

*That Smart Growth Committee postpone a decision on the 1840 Broadway rezoning application until the following is provided, in addition to the original report*:*

- *An outline of the Health Canada approval process for medical marihuana processing facilities, including whether final reading of a rezoning bylaw is needed before Health Canada approval can be given to a facility application; and*
- *Additional information on options to monitor and regulate odour control.*

*Additionally, staff are directed that a traffic study not be required for the application.*

*Per June 2018 report:

- *A submission from a qualified energy professional and mechanical engineer on how the building will be upgraded and designed to eliminate odour and to reduce energy consumption.*
- *A traffic impact study to determine appropriate driveway access points and identify impacts to the local transportation network.*
- *A landscaping plan which includes an upgraded fence design and substantial planting in*

*keeping with the development permit area guidelines and character of industrial developments.*

- *Site and building plans to indicate the proposed size and layout of the proposed production facility and accessory office use, parking, loading and site circulation to indicate compliance with municipal regulations.*
- *Confirmation of all expected marihuana uses to be on site and their annual production amounts.*

At the January 8, 2019 Council meeting, Council adopted the following resolution:

*Approve the Cannabis Establishment Policy.*

## REPORT SUMMARY

This report provides a description of a rezoning application to permit a cannabis manufacturing facility in an older industrial building. This application originally proposed a medical marihuana production facility but was amended after the changes in federal legislation. In June 2018, Smart Growth Committee considered the original application and requested additional information, some of which has since been provided and is included with this report. The report recommends that the information which remains outstanding be obtained by Council as a condition to be met prior to bylaw adoption, if Committee approves proceeding with the application. It also evaluates the application in light of Council's recently adopted *Cannabis Establishment Policy* and determines the proposal would generally comply with guidelines for cannabis manufacturing establishments.

The applicant is seeking approval to not provide any offsite or landscaping improvements and has submitted a development variance permit application for this purpose. Both offsite works and landscaping are required to ensure the development would be in accordance with established policies and community expectations and the report recommends this application be refused.

## BACKGROUND

1840 Broadway Street, located on the corner of Broadway Street and Langan Avenue, is developed with two older industrial buildings formerly used for manufacturing purposes. The smaller building on the site is currently being upgraded for a food manufacturing use. The applicant, Lucava Farms, originally submitted a rezoning application to permit the use of the larger building for medical marihuana production, as described in the attached report. When that application was considered by Committee last June, Committee determined that it would further consider the proposal and advised the applicant to provide information to ensure there would not be any odour associated with the manufacturing activity, address approval requirements, illustrate the proposed building design and landscaping and define the intended production capacity. The applicant has submitted a consultant's report describing potential odour emissions, drawings illustrating the proposed building design and information on production capacity. A development variance permit application was also submitted to vary on-site landscaping and offsite infrastructure requirements.

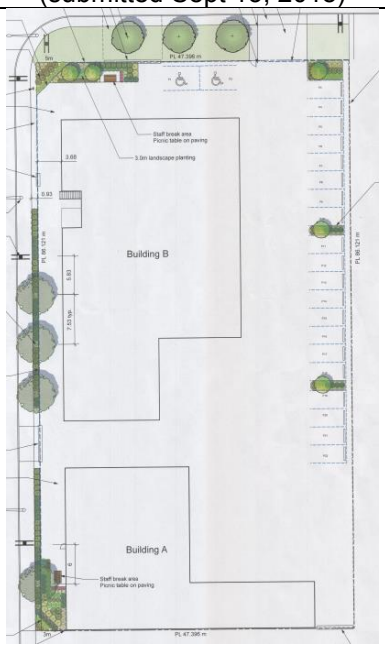
**DISCUSSION**:

**A. Development Variance Permit Application**

The applicant's rationale for varying offsite infrastructure and landscaping requirements is that the proposal retains and expands upon existing buildings for the new use (i.e., there is no construction of new buildings).

The City typically requires offsite improvements such as the construction of surrounding streets, lanes, services and utilities to the required standards of the Subdivision Servicing Bylaw as a condition of rezoning applications; if rezoning is not required, then these works are required at the time of building permit issuance. These offsite requirements are required to ensure the surrounding infrastructure is in keeping with municipal standards and meets the needs of the proposed use.

A preliminary review notes requirements for the subject property include reconstruction of Langan Avenue to include 1/2 road plus 1 metre with curb, gutter, streetlights, street trees and a sidewalk. The condition of Broadway Street and the municipal lane to the south of the property, plus services such as water, sewer and storm will need to be assessed by the applicant's engineering consultants to determine if they meet the requirements of the Subdivision Servicing Bylaw and the needs of the proposed use. The Hydro/Tel services to the property must also be underground. Confirmation of the full scope of offsite works can be provided once an applicant provides a complete application for servicing, including a site plan, and this confirmation is normally obtained after a rezoning proposal is given 3rd Reading.

| Existing site development | Proposed landscape plan (submitted Sept 13, 2018) | Fence detail |
|---|---|---|
| |   | |

With respect to landscaping, the Official Community Plan includes industrial properties within an industrial development permit area designation to enhance their appearance as appropriate. The site does not have any on-site landscaping, and the applicant was advised that a separate development permit application for this improvement would not be required if addressed through the rezoning process. When the Smart Growth Committee considered this application, it directed that the landscape plan include an upgraded fence design and substantial onsite planting. As shown in the plan above, the proposal is to plant six street trees and a row of dwarf rhododendrons and laurels on the boulevard to replace some larger bushes, include minimal landscaping at the north and south corners of the property, and introduce some landscaped islands with 5 flowering cherry trees. The fencing is an improvement over the existing situation and appears to be designed to create a secure site (note: it would need to be moved back from property line to avoid encroaching within the road allowance and maintain sight lines at the corners) but the landscaping remains insufficient to comply with established guidelines.

The staff recommendation that the variances not be approved reflects the importance of obtaining improvements in the appearance of older industrial properties by enhancing onsite landscaping as well as the importance of obtaining improvements in offsite infrastructure to support the development. As Committee has delegated authority with respect to notification, the applicant could appeal such a decision to Council.

**B. Application for Rezoning to permit Cannabis Manufacturing**

The applicant has provided the additional information identified by the Smart Growth Committee and requested the application now proceed to Council.

Information additional to that included in the original report has been provided as follows:

- Drawings illustrating the buildings would be upgraded to generally meet guidelines for industrial buildings. Staff would confirm compliance with these drawings through the building permit issuance process.
- A consultant's report with respect to potential odour associated with cannabis manufacturing. This information does not confirm improvements can be designed to eliminate odours although it identifies an expected reduction. To avoid further delay in the processing of this application, the applicant has been advised to have the consultants attend the Committee meeting and be prepared to speak to how this requirement can be achieved. This report recommends that Council set a condition of the rezoning that the applicant submit a detailed report on measures to be taken to ensure no odours emanate from the site and what would be necessary to maintain the equipment. This information would be registered on title to ensure the works are constructed and maintained in accordance with this intent.
- The applicant has advised that the intent is to grow plants within the onsite operation and to dry and cure the product within the building. The intent is also to look at extracting oil from the plants. The volume of production proposed in February 2018 included a harvest of 1500

kilos of marihuana at maximum capacity (3-4 harvests annually); with changes in federal legislation permit edibles, the applicant advises that this business model could change.

Issues with respect to site vehicular access and maneuvering have been resolved. The site will be permitted to retain the east driveway to connect with Langan Avenue and retain the existing driveway access on Broadway Avenue, with right-in and right-out turns only and signage being posted to indicate this restriction. If it is determined in the future that outbound traffic is making unauthorized left turns, then the City would look to install delineators or take other measures. The existing driveway connecting to the lane is to be retained for pedestrian access and garbage bin storage, with a fence, bollards or no-post barrier installed to restrict vehicle access at this point and reduce conflict along Broadway Avenue.

**C. Cannabis Establishment Policy (for a cannabis manufacturing use)**

The policy requires that a site proposed for a cannabis manufacturing use be located within a Heavy Industrial or General Industrial land use designation. Further, sites should be at least 250 metres from a school, playground, community center or sports field. The site is designated General Industrial and it is not in close proximity to these uses or other sensitive uses.

## FINANCIAL IMPLICATIONS

None

## PUBLIC CONSULTATION

As noted in the June 5, 2018 report to Committee, the applicant sent letters to inform nearby businesses, residents and SD #43 of the application and advised that numerous phone calls had been received in support, with one neighbouring business expressing concern. The Board of Education for SD43 also identified its concern with respect to the site's proximity to schools.

Staff received a number of phone and counter enquiries about the proposal from neighbouring businesses and residents, many expressing concern about the potential impact for odour emissions. A development sign remains posted on the site. If the rezoning proceeds, the public hearing would allow for further public comment.

## OPTIONS

***With respect to the Development Variance Permit application:***

| # | Description |
|---|---|
| 1 ✓ | Refuse the variance application to waive offsite and landscaping requirements. |

| | |
|---|---|
| 2 | Advise the applicant Committee would be prepared to consider an amended proposal related to the extent of variances being requested, identification of the impacts of the variances and how these impacts would be mitigated, prior to a decision on the application. |
| 3 | Authorize staff to proceed with notification of the variance as requested at the same time as the consideration of the rezoning application. |

**OPTIONS**

***With respect to the rezoning application to permit cannabis manufacturing:***

| # | Description |
|---|---|
| 1 ✔ | Recommend to Council that a public hearing be held in consideration of the application and that Council set specific conditions to ensure there would be no odour if the use is approved, that the site would be upgraded with building and landscaping improvements, and that the securities and fees would be paid for landscaping and offsite works. |
| 2 | Request further information to confirm the recommended conditions of approval can be met, including submission of a report which can confirm no odour would be detected from the cannabis manufacturing activity and the detailed plans and cost estimates for offsite and landscaping works. |
| 3 | Recommend to Council that the rezoning application be refused. |

**ATTACHMENTS**

Attachment #1: Cannabis Establishment Policy
Attachment #2: June 5, 2018 Report to Smart Growth Committee
Attachment #3: Drawings illustrating proposed building upgrades
Attachment #4: Consultant's report re Odour Mitigation

CITY OF PORT COQUITLAM

# POLICY

| | | | |
|---|---|---|---|
| **Subject Area:** | **Planning** | **Policy #** | **5.06** |
| **Policy Title:** | **Cannabis Establishment Policy** | | |
| **Authority:** | **Legislative** X<br>**Administrative** | **Effective Date:**<br>**Review Date:** | 2019-01-08<br>2024-01-08 |
| **Issued By:** | Laura Lee Richard,<br>Director of Development Services | **Issue Date:**<br>**Manner Issued:** | 2019-01-18<br>E-mail to Department Heads |

## Purpose:

The Cannabis Establishment Policy provides a framework for consideration of applications to amend the Zoning Bylaw to permit a cannabis use, including new cannabis retail outlets, cannabis manufacturing, and cannabis distribution facilities.

The policy also informs the City's response to a request for comment on an application for a cannabis retail outlet licence from the Liquor & Cannabis Regulation Branch (LCRB).

**Associated Regulations and Policy Documents:**
This policy is to be applied in conjunction with:

- Policies and land use designations of the Official Community Plan.
- Regulations of the Development Procedures Bylaw.
- Regulations of the Business Bylaw.
- Regulations of the Smoking Bylaw.
- Regulations of the Sign Bylaw.
- Any other relevant bylaws or policies as may be adopted by Council from time to time.

## Policy:

1. **Site specific rezoning to permit a cannabis retail outlet use**
   a) A site proposed for a cannabis retail outlet should be:

i. Designated as Downtown Commercial, Neighbourhood Commercial, Highway Commercial or Transit Corridor Commercial by the land use designations map of the Official Community Plan;
ii. Located at least 1 kilometre from a property zoned to permit a cannabis retail sales use. For clarity, this distance criterion applies to private cannabis retail outlets and outlets owned or operated by a government agency. It also applies if a site is zoned to permit a cannabis retail sales use but does not include a cannabis retail sales business; and,
iii. Located at least 250 metres from a school, playground, community centre or sports field.

b) In addition to the siting criteria defined in section 1(a), the following factors will be considered in evaluation of a rezoning application for a cannabis retail sales use:
   i. Distance to other uses, such as child care facilities, community gathering spaces, recovery homes and emergency shelters;
   ii. Potential impacts to residents, if the proposed use is to be located in a building with a mix of commercial and residential uses;
   iii. Access for vehicles, including potential traffic impacts and parking availability;
   iv. Access for pedestrians and cyclists, including proximity to public transit;
   v. The proposed size of the outlet is appropriate to the site's context;
   vi. The proposed interior layout does not include space that could accommodate product sampling;
   vii. The proposed exterior design is sensitive to the design and character of surrounding land uses, location and design of signage is discreet and the overall design character is visually appealing; and
   viii. Storefronts do not include opaque window coverings, bars on windows, metal shutters or signage in windows.

c) In evaluating the distance criteria of section 1(a), consideration will be given to potential impacts of geographical and physical barriers such as rail corridors, bridges, rivers and highways.

**2. Site specific rezoning to permit a cannabis manufacturing or distribution facility use**

a) A site proposed for a cannabis manufacturing or distribution facility use should be:
   i. Designated as Heavy Industrial or General Industrial by the land use designations map of the Official Community Plan; and,
   ii. Located at least 250 metres from a school, playground, community center or sports field, if the proposal includes a manufacturing or processing function. For clarity, this requirement does not apply to a distribution facility.

b) In addition to the siting criteria defined in section 2(a), the following factors will be considered in the evaluation of a rezoning application for a cannabis manufacturing or distribution facility use:
   i. Distance to other uses, such as child care facilities, community gathering spaces, recovery homes, emergency shelters and residential uses;
   ii. Potential impacts to the community, including residents and businesses adjacent to the proposed location;

iii. Access for vehicles, including potential traffic impacts and parking and loading availability; and
iv. The proposed size and scale of the manufacturing or processing uses.

c) In evaluating the distance criteria of section 2(a), consideration will be given to potential impacts of geographical and physical barriers such as rail corridors, bridges, rivers and highways.

**3. Licence Amendments**

a) The siting criteria and factors applicable to evaluation of a rezoning application will also be applied in the evaluation of an application to amend a non-medical cannabis retail licence.

**4. Public Consultation**

a) An application for rezoning to permit a cannabis use must include documentation of input gathered from surrounding residents and businesses.

b) Council or Committee may direct that an applicant hold an advertised public information meeting in its consideration of a rezoning application or request for comment on a cannabis licence.

**5. Conditions of Rezoning**

a) Council may require that one or more of the following conditions must be met prior to the adoption of a rezoning bylaw:
   i. The posting of a minimum of two signs within the interior of the building and a minimum of one sign on the exterior of the building, with all signs having dimensions of at least 12” x 18”. The signage shall provide the public with information on the Smoking Bylaw;
   ii. The installation of a filtration system designed to eliminate odor impacts on surrounding lands and a requirement to maintain this system;
   iii. Funding for off-site improvements (e.g., sidewalks, crosswalks, street lighting, street trees, road works);
   iv. Specified hours of operation;
   v. Implementation of measures to create a community benefit; and
   vi. Any other conditions as may be required by Council.

## Responsibility:

The Director of Development Services

## END OF POLICY

## Record of Amendments:

| Policy | Issue date | Reviewed | Replaced | Re-issue Date |
|---|---|---|---|---|
| 5.06 | 2019-01-18 | | | |

# Rezoning Application for 1840 Broadway Street RZ000148 (Medical Marihuana Production Facility)

**RECOMMENDATION:**

That Smart Growth Committee recommend Council reject the application to amend the Zoning Bylaw to allow for a medical marihuana production facility at 1840 Broadway Street.

## PREVIOUS COUNCIL/COMMITTEE ACTION

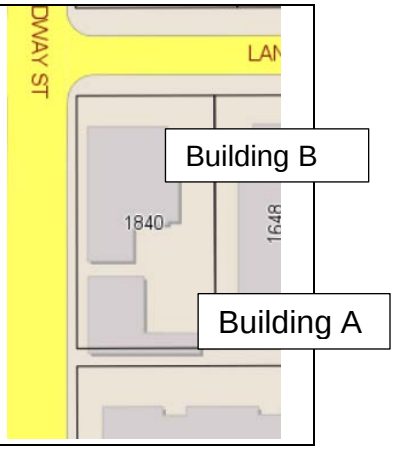
None

## REPORT SUMMARY

This report provides a summary of an application to amend the Zoning Bylaw to permit a medical marihuana manufacturing facility in an older industrial building at 1840 Broadway Street. The report recommends Committee reject the application based on the site's relatively close proximity to homes and schools and the potential impacts of the development as proposed. If Committee determines it wishes to further consider the application, the report outlines an option that the Committee require the applicant provide specified information to assist in its evaluation of the application in order to determine appropriate conditions of approval prior to a public hearing.

## BACKGROUND

1840 Broadway Street, located on the corner of Broadway Street and Langan Avenue, is currently developed with two older industrial buildings formerly used for manufacturing purposes. The applicant, Lucava Farms, is proposing to use the larger of these buildings, shown on the site plan below as Building B, for medical marihuana production, a use which requires site-specific approval. The application indicates minimal upgrades are proposed to be made to the building or the site, despite the unsightliness of the current development. The smaller building (Building A) is currently undergoing internal renovations for use as a food manufacturing facility but this work did not trigger requirements to comply with design, landscaping or environmental conservation guidelines.




1840 Broadway Avenue

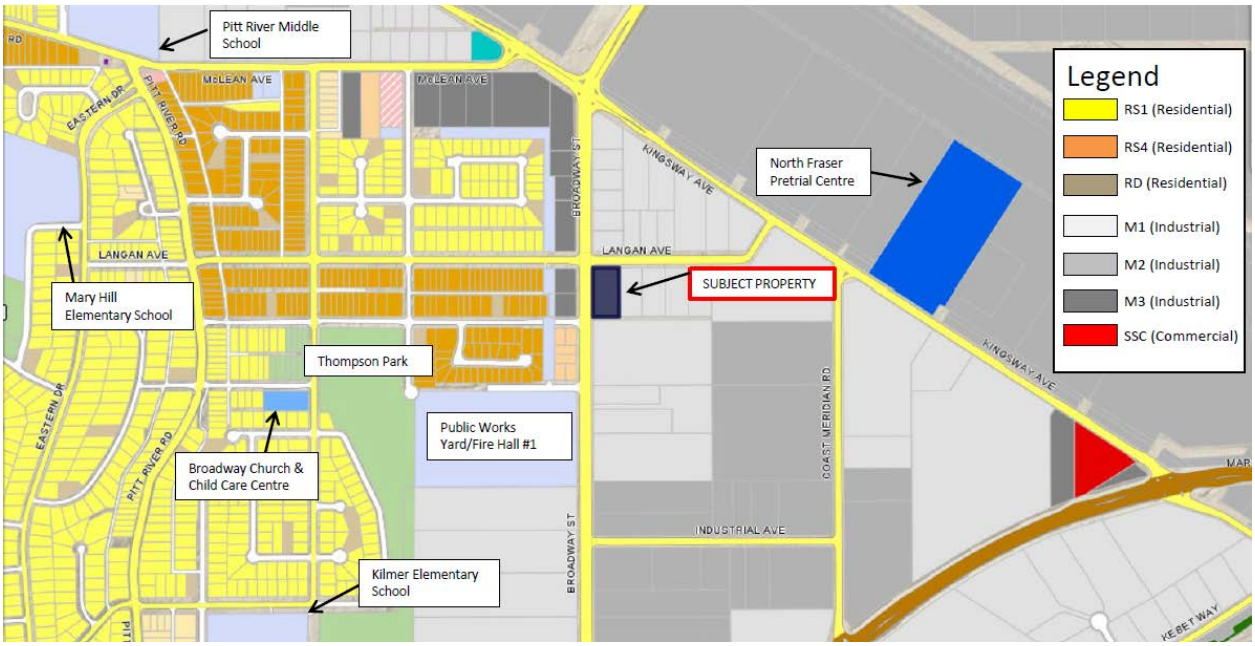
The following policies and regulations apply to this site and proposal:

- The Official Community Plan designates the site as General Industrial in support of retaining of the Broadway Industrial Area for industrial and employment purposes. It also calls for measures to ensure industrial developments within this area are compatible with surrounding developments and do not adversely impact nearby residential neighbourhoods. The Plan does not include specific policies related to marihuana production, although staff are currently reviewing policies and regulations for cannabis retail sales and anticipate bringing forward options for consideration by the Sustainability and Environment Committee in July.
- The site is zoned Heavy Industrial (M2). The Zoning Bylaw requires site-specific zoning for a medical marihuana production facility and prohibits all other marihuana-related uses.
- Medical marihuana production facilities must obtain a licence from Health Canada under the *Access to Cannabis for Medical Purposes Regulations (ACMPR)* and comply with its standards for security, quality and odour control, health and safety.
- The industrial development permit area designation encourages landscape screening along arterial streets and presentation of an orderly image; the environmental conservation designation promotes reduced energy use as well as other measures to reduce environmental impact.

The property was previously occupied by a metal machinery shop and the buildings are constructed of concrete block. The remainder of the site is paved for parking and circulation and it is surrounded by a chain link fence with barbed wire on top. Four driveways provide vehicle access, including two on Langan Avenue, one on Broadway Street and one from the lane to the south of the property.

Surrounding land uses include general and light industrial uses along Broadway Street and to the east along Langan Avenue; to the west of Broadway Street there are established residential neighbourhoods (80 metres) and Thompson Park (350 metres). There are three schools located within approximately 900 meters from the site (the closest is 800 metres).

Lucava is looking to retain all four driveway letdowns and existing site circulation, but staff have advised that this request would not be supported. Industrial properties are permitted more than one driveway letdown but the applicant will need to remove an unauthorized letdown on Langan Avenue which is located too close to the intersection. To address safety concerns related to marihuana production, Lucava wishes to retain the existing chain link mesh and barbed wire fencing, add high definition cameras, gate locks, alarm sensors and signs indicating "Authorized Entry Only". Staff have advised that these measures would need to be augmented or replaced with a landscaping and screening treatment appropriate for the site along an arterial route. Odour control is proposed to be addressed primarily through a rooftop carbon filtration and HVAC system, and staff have indicated concern that these measures may not address the potential for odour.




***Zoning map of the subject property identifying the surrounding context within the city.***

Lucava advises the proposed building has an interior floor area approximately 1055 sq m but has not yet provided additional information with respect to how the building would be altered to accommodate a medical marihuana use. The written submission indicates most of the ground floor is to be used for production and there would be offices on the upper level. The applicant further indicates that the yield from indoor cannabis production is directly related to facility size and expects to produce approximately 1500 kilograms of marihuana per harvest. The expected employment is 15-20 staff. In future, the applicant's intent is to use the food manufacturing business in the smaller on-site building to create edible marihuana items.

**DISCUSSION**

Staff have significant concerns with this proposal for two major reasons:

(1) the site is not considered to be appropriate for marihuana production due to its proximity to schools and residential areas; and

(2) the applicant has not submitted a proposal that would address staff concerns with respect to the potential odour impacts and the site appearance.

With respect to site design, staff are of the opinion that at a minimum, a landscape plan indicating how the building and parking could be screened from the streets is required. With respect to the growing and processing of marihuana, which is to be enclosed within the existing building, staff question the ability to upgrade the existing building sufficiently to effectively manage odour and emissions associated with growing and harvesting of marihuana products, given the building's age and type of construction. The proposed use typically has a high energy demand and this building is expected to need significant upgrades to improve its energy efficiency. For these reasons, a

detailed proposal to ensure the building upgrades would address the potential impacts would be recommended as a condition of approval.

Should Committee wish to give further consideration of this application, then it would be recommended that Committee adopt a resolution to confirm its requirements for additional information in consideration of the rezoning application. Staff have identified the following list for this purpose:

- A submission from a qualified energy professional and mechanical engineer on how the building will be upgraded and designed to eliminate odour and to reduce energy emissions.
- A traffic impact study to determine appropriate driveway access points and identify impacts to the local transportation network.
- A landscaping plan which includes an upgraded fence design and substantial planting in keeping with the development permit area guidelines and character of industrial developments.
- Site and building plans to indicate the proposed size and layout of the proposed production facility and accessory office use, parking, loading and site circulation to indicate compliance with municipal regulations.
- Confirmation of all expected marihuana uses to be on site and their annual production amounts.

## FINANCIAL IMPLICATIONS

None

## PUBLIC CONSULTATION

The applicant sent letters to inform nearby businesses, residents and SD #43 of the application and advises that numerous phone calls were received in support. The applicant also advises that a meeting was held with one concerned neighbouring business. Staff have received a number of phone and counter enquiries about the proposal from neighbouring businesses and residents, many expressing concern about the potential impact for odour emissions. Correspondence from SD43's Board of Education indicating its concern with respect to the site's proximity to schools is attached to this report. A development sign has been posted on the site.

## OPTIONS

| # | Description |
|---|---|
| 1 ✓ | Recommend that Council refuse the application. |
| 2 | Resolve to request additional information be provided prior to making a decision on the application, with reference to the list included in this report and any other items Committee may wish to specify. Committee may also wish to request that the applicant hold an informal meeting to provide an opportunity for residents and businesses to comment. |
| 3 | Determine that it wishes to proceed to a Public Hearing. If this option is selected, staff request that Committee also identify the conditions it would wish to see met prior to consideration of Zoning Bylaw adoption. |

*Lead author(s): Jennifer Little*

## ATTACHMENTS

Attachment #1: Written Submission
Attachment #2: SD43 correspondence

# SUBMISSIONS RE: REZONING OF:
# 1840 BROADWAY ST. PORT COQUITLAM

## INTRODUCTION

We have reached a fascinating new era of history in our "War Against Drugs". Decriminalization of Cannabis is well underway and legalization is on the horizon, whether we like it or not. The vote is in.
With the looming change, some of us are forced to open our minds and view things from a different perspective. After all, it is the will of the majority in a free and democratic society that brings us to this exciting point in the Modern Age.

## BRIEF HISTORICAL PERSPECTIVE

Prohibition of alcohol began in the " roaring 20's" (1920 to be exact), followed shortly thereafter by the prohibition of cannabis in 1923. A review of Hansard will not enlighten you on the reason for such a drastic move to criminalize a substance that has been in use for a thousand years.

As a society it only took us thirteen (13) crime-filled years to reverse our position on alcohol. Yet thus far it has taken us ninety-four (94) crime-filled years to consider reversing our position on cannabis.

## DECRIMINALIZATION

The concept is not a new one. The LeDain Commission Report of 1972 recommended decriminalization of cannabis over fourty (40) years ago.

Ironically, our highest court in the land—the Supreme Court of Canada— the most conservative institution in Canada, seems to be leading the way in recent times.

Needless to say, the brightest legal minds in the Country who have taken an oath to uphold the Constitution of Canada and the Charter of Rights for each and every individual Canadian have found that marijuana laws are antiquated, arbitrary and have no basis in Science. The Court has made it abundantly clear that it will not hesitate to strike down any law at any level that is not based on reason and science, no matter who and where it is enacted.

Every legislator at every level of government in the country ought to familiarize themselves with the case-law. The Court was unanimous in its 2016 decision of R. v. Smith originating out of Victoria, BC. It is that case and others that have propelled the federal government into action by "decriminalizing" the use of certain forms of cannabis production for use by medical patients.

**U.S. A.**

Virtually every state in the U.S. that borders Canada has decriminalized the use, and cultivation of cannabis, at the very least for medical purposes. That country has proven to be a study ground for us, along with many other civilized countries in the world.

**MEDICAL MARIJUANA**

It has now been over fifteen (15) years since medical marijuana (or marihuana) was legalized in Canada (2001). There are approximately 100,000 patients with medical prescriptions currently registered with the federal government, who are permitted to grow the plant in their homes—many of those people are suffering the ill affects of chemotherapy, have children with seizure disorders or suffer from chronic pain **MUCH LIKE THE WRITER.**

Does Port Coquitlam support the lawful production of those plants for medicinal purposes? If not, **Shame, Shame!**

The federal government has been rapidly expanding the number of heavily regulated licensed legal producers. Is it doing so, while the municipal government co-operates with re-zoning? Or is there a preference for continued Prohibition and the crime that goes with it?

**PUBLIC OPINION**

A June 2016 national poll conducted by Nanos Research showed that 7 in 10 Canadians favour legalization. Those numbers are growing.

In October 2016 another national poll by Forum suggests that over 5 million adults in Canada are using cannabis at least once a month.

**FEDERAL GOVERNMENT**

In response to popular opinion, Trudeau (leader of the Liberal Party of Canada) committed in 2015 to decriminalization of cannabis for personal use. The Liberals won with a majority. Canadians have spoken loudly.

Interestingly it has been the other federal parties (along with the Courts) that have prodded the Liberals into action.

Not unlike the Supreme Court of Canada, federal politicians are unanimous in their move towards legalization. To realize that they all stand together on the same platform following years of contentious dialogue and a "War Against Drugs" is truly incredible.

The first thing the Trudeau government did was to create a federal/provincial task force on Marijuana Legalization and Regulation. That report was released December 13, 2016.

The federal government has announced that on or before July 1, 2018 possession of cannabis for personal consumption will be removed from the Controlled Drugs and Substances Act. The Cannabis Act has been tabled.

Along with laws that permit the regulated use of cannabis by adults, new more stringent laws are being enacted to deal with those who:

1. Sell to minors;
2. Drive while impaired; and
3. Sell cannabis outside the regulatory framework

The federal legislation is clearly not intended to encourage use. "Its intent is to better protect our children from the easy access to marijuana that they have at present and to remove the criminal elements that are profiting from it."

TORONTO STAR, DECEMBER 2, 2016

Federal authorities do not have the constitutional mandate over age of majority, nor sales and distribution so they have wisely left those matters to individual provinces.

**PROVINCIAL GOVERNMENT**

Liberal leader Christy Clark has 3 concerns once cannabis is legal. She wants organized crime out of business, assurances that legal marijuana is safe and of high quality and she wants it kept away from children.

GLOBE AND MAIL April 12, 2017-07-13

I ask you—who wouldn't share those 3 concerns? They are the identical concerns dealt with by Health Canada and the proposed federal legislation.

The writer attended a Cannabis Business conference in Toronto in May, 2017. The Minister of Health and Deputy Government House Leader for New Brunswick, Minister Victor Boudreau, attended as one of many prestigious speakers. His purpose there was to encourage business activity in New Brunswick. He was not the only government official in attendance.

**MUNICIPALITIES**

As the Tri-City News article (April 20, 2017) states " Things remain hazy at the municipal level...." Every city in the Province is grappling with business license issues and zoning by-laws. As they do, there ought to be some guidance coming from the Union of BC Municipalities. Best practices for buildings, health and safety are imperative and uniformity of regulations is needed.

Almost every one agrees that it is time to support the taxation and regulation of cannabis. As Gregor Robertson stated in a news release a number of years ago
"Widespread access to marijuana for our youth, grow-ops that provide funds for organized crime and significant costs to taxpayers for enforcement are all compelling reasons to re-examine our failed approach to prohibition."
STRAIGHT TALK April 26, 2012

**TRI-CITIES**

There are approximately 250,000 people living in the tri-cities. Some residents are dying and are being treated with chemotherapy, some children suffer from epileptic seizures and many more are in chronic pain for various reasons. Yet there is not one legal source of medicinal marijuana in the area! That is shocking state of affairs, to say the least.

**PORT COQUITLAM**

If the stench of cannabis is any indicator, the area surrounding 1840 Broadway Street is a crime-ridden district where the illegal grow-ops have been operating for many years, in virtually every direction, in both the residential and industrial sectors.
And its not going to change, unless legal operations are permitted to compete.

How long after the dispensary on Shaugnessey was closed down did it take for the other one to open up near Prairie? Instead of focussing efforts on a hopeless battle, would it not be wiser to allow legal, regulated operations to compete with the underground?

Let's ask ourselves some realistic questions:
How many buildings (commercial, industrial & residential) are unsafe and/ or ruined by Grow-ops in Poco?
Are those buildings safe? Or are they fire hazards? Do they have sprinkler systems or any fire protection?
Are some of them filled with black mould?
Are the plants mouldy and unsafe for human consumption? Or are they sprayed with Pesticides, which can be even worse?
Are the workers in the grow-ops governed by the Employment Standards Act, Work Safe BC and other government agencies concerned with health and safety?

How do the illegal growers protect themselves from burglary?
How many of those grow-ops have applied for business licences and paid the fees?
Are the criminals who control the grow-ops paying taxes on their crops?
Where is the money going?
Will the criminal element allow themselves to be regulated at all?
How can you control odour and deal with other environmental factors when the criminal element is allowed to control the cultivation and sale of MJ?
How does the crop get sold? Do they operate storefronts and pay taxes?
Do they require buyers to produce identification? Or do they care if it gets into the hands of children?

THE ANSWERS ARE OBVIOUS! AND NONE OF THEM ARE GOOD

We all know that there are social, environmental and economic benefits associated with legalization. Its just harder for some of us to adopt a rational position after waging the War Against Drugs for so very long.

ALL OF WHICH IS RESPECTFULLY SUBMITTED

SCHOOL DISTRICT 43 Coquitlam
Learning for a Lifetime

550 Poirier Street, Coquitlam, BC Canada V3J 6A7 • Phone: 604-939-9201 • Fax: 604-937-6758

**BOARD OF EDUCATION**

**CHAIR:**
Kerri Palmer Isaak

**VICE-CHAIR:**
Michael Thomas

**TRUSTEES:**
Carol Cahoon
Chuck Denison
Barb Hobson
Lisa Park
Judy Shirra
Diane Sowden
Keith Watkins

February 6, 2018

Ms. Leslie Wallace & Mr. Mauro Comensoli
1840 Broadway Street
Port Coquitlam, BC V3C 2M8
Via email: lesliejwallace@shaw.ca

Dear Ms. Wallace and Mr. Comensoli,

Thank you for your letter of November 23, 2017 requesting input regarding your plans to utilize an existing industrial site and secure a commercial business license for the purpose of producing cannabis for medical purposes. You have asked for our input regarding any concerns we may have "especially those in regards of safety, security, odour control and protection of children".

The Board of Education discussed your letter in a public Board meeting on January 30, 2018. We understand that the location of your proposed commercial business is within 800 metres of an elementary school and three other schools are within a two kilometer distance. We are concerned that the odour could have a detrimental impact on our students focus and attention when school is in session and also during their time outdoors.

The School District will be working closely with our municipalities to request a comprehensive approach to the regulation of cannabis and the location of commercial establishments near schools. We believe the responsibility for the regulation of cannabis production and retail resides with our municipal partners. We further look to the Province to develop guidelines with the input of the K-12 educational sector.

We do appreciate that you have reached out to the School District to seek our input and thank you for that consideration.

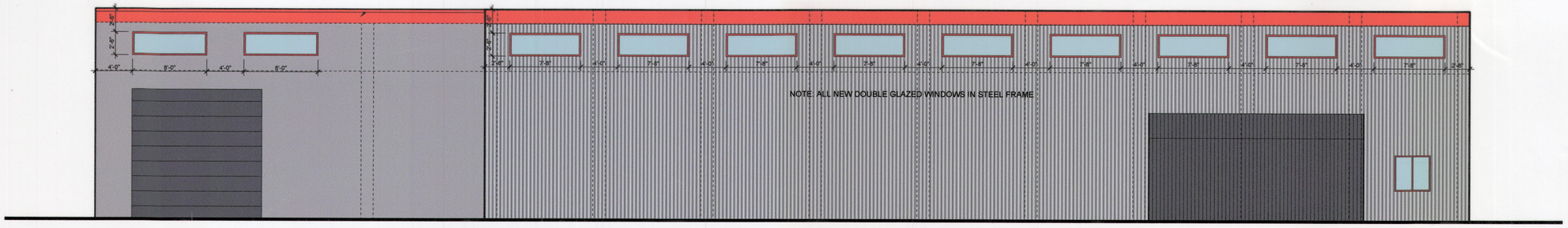
Yours truly,

**SCHOOL DISTRICT NO. 43 (COQUITLAM) BOARD OF EDUCATION**

Kerri Palmer Isaak
Chair, Board of Education

.../2

cc: Board of Education
The Honourable Rob Fleming, Minister of Education
Mayor Richard Stewart, City of Coquitlam
Mayor Greg Moore, City of Port Coquitlam
Mayor Mike Clay, City of Port Moody
Mayor John McEwen, Village of Anmore
Mayor Ralph Drew, Village of Belcarra
BCSTA
Patricia Gartland, Superintendent of Schools/CEO, SD43
Chris Nicolls, Secretary-Treasurer/CFO, SD43




1 EAST ELEVATION
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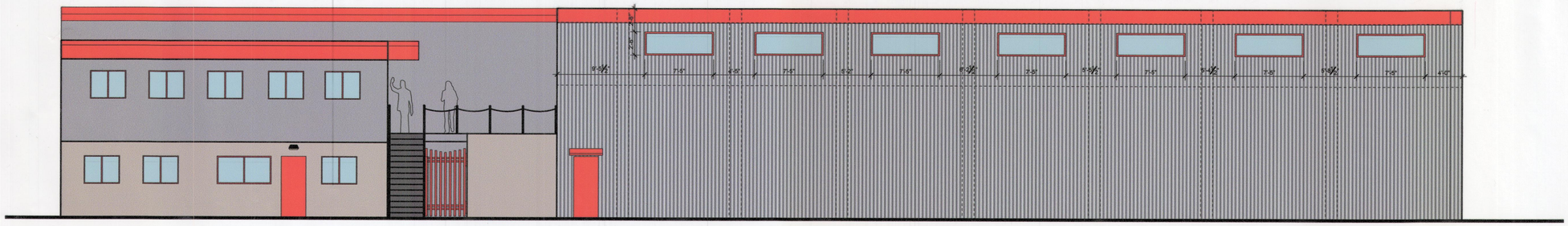
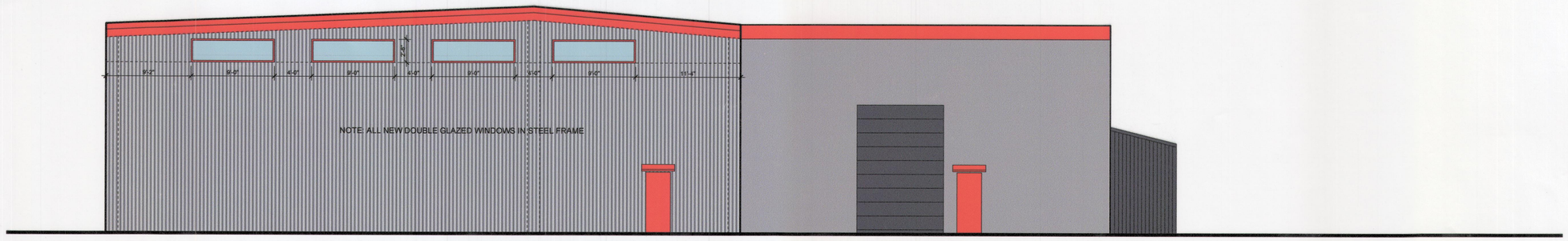


2 WEST ELEVATION
SCALE: 3 / 16" = 1' - 0".




3 SOUTH ELEVATION
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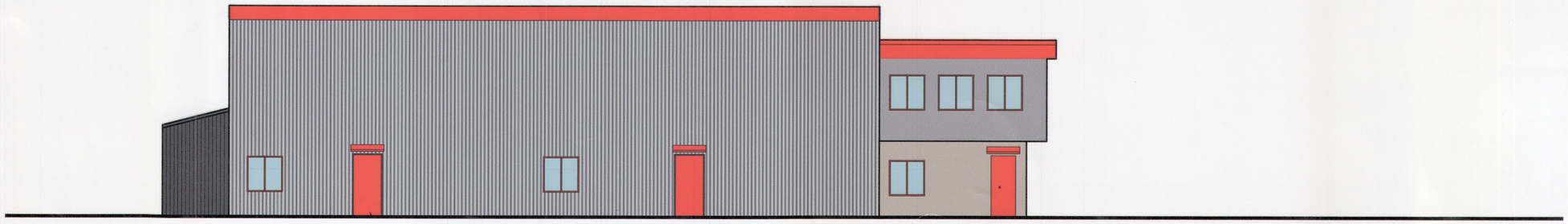

4 NORTH ELEVATION
SCALE: 3 / 16" = 1' - 0".

WILLIAMS ENGINEERING CANADA

ENGAGE INNOVATE INSPIRE

WEC project number: 037759.00

September 13, 2018

**Attention:** Leslie Wallace
Owner Lucava Farms

**Subject:** Lucava Farms - Grow Operation
1840 Broadway Street, Port Coquitlam, BC

This letter is to confirm that Lucava Farms has retained Williams Engineering (WEC) for Mechanical and Electrical engineering design services to the North Building for a new industrial Cannabis Growing Operation. It is intended to also answer questions posed by the September 7, 2018 letter from the City of Port Coquitlam.

## Design Intent

Mechanical systems will be designed to meet ASHRAE and NFPA requirements and to be compliant with the BC Building Code and other reference design standards to good engineering practice. Furthermore, the intent is to minimize energy use and the grow operation's impact on the adjacent neighbourhood including equipment noise levels and to provide odour control to the building exhaust air. Odours to the outdoors could occur through two paths: 1. through leakage from the building envelope, and 2. through the building exhaust air. The envelope integrity will be addressed by the project Architect under a separate document. The exhaust air treatment will be addressed by Williams Engineering, to which we have the following design comments:

- Odour control will be provided by two types of filtration. The return air and supply air to the spaces will have approximately 60% of the odour removed by MERV 15 rated air filtration systems from the grow rooms. This will also reduce odour for occupants and dilute the odour to the exhaust air. A second level of odour attenuation will occur in the exhaust air stream with the use of active ceramic carbon matrix systems. Downstream of the air handling unit, the level of odour removal by the carbon filtration system from (all of) the exhaust air leaving the building will approach 100%.
- The use of LED lighting for both growing and normal operations will be employed to reduce cooling (energy) demand.
- An electrical design will be provided which considers energy efficiency strategy, including such systems as lighting controls.
- An ideal indoor climate (air change rates, temperature and humidity levels) will be achieved by installing an intelligent dehumidification & HVAC system for indoor climate control which, will also optimise energy use through automatic 'turn-down' and 'turn-off'.
- With the decision to use LED grow lighting, heat recovery from the exhaust air and the dehumidification system (compressors) will further reduce energy requirements significantly (ie. reduce gas and/or electrical consumption) for conditioning of the growing spaces.
- Variable outdoor air flow and free cooling will be employed where/when appropriate.
- Intelligent design of air delivery systems to reduce fan power and therefore electrical power consumption.

**Answering the questions from the City of Port Coquitlam letter dated September 7, 2018**, we have the following *comments*:

1. Has Williams Engineering conducted a site visit to 1840 Broadway and inspected Building B, please confirm. *Yes, Williams Engineering has conducted site visits both mechanically and electrically.*
2. Provide a summary of building improvements necessary to seal the existing building envelope. A bulleted list would suffice. *The building envelope will be primarily addressed by the project Architect under separate documents. To minimize contamination infiltration potential, the grow areas need to have a slight positive pressurization to adjacent areas or outside. Therefore, airlocks will be*

*provided and the building envelope will need to be sealed. As noted above, the filtration of the return and supply air to the spaces will reduce the odour potential from minor envelope leakage significantly.*

3. Does sealing the building envelope include insulating the building? Will this reduce energy emissions? *Envelope and insulation requirements are primarily addressed by the project Architect under the requirements of the BC Building Code. WEC will have input to envelope requirements to ensure the temperature and humidity levels can be maintained within the grow and other spaces within the facility. Surface temperatures are as significant consideration to prevent condensation. Insulation will reduce energy consumption/emissions, but reducing envelope leakage has a larger impact on energy reduction.*
4. How will the bay doors opening into the grow rooms be sealed? *It is our understanding that the architect is eliminating the bay doors, or where needed for loading/delivery vehicles, a vestibule/room will be created around the loading area to create an environmental separation to the outdoors.*
5. Confirm what percentage of odours is expected to be mitigated by sealing the building and adding the "active carbon matrix systems". *The percentage of odours mitigated will be high and will approach 100%.*
6. Provide information about standard maintenance necessary to keep the odour mitigation measures optimally functioning. *WEC will provide a maintenance program as part of the design specification. As well, the project maintenance manuals provided by the HVAC contractor (required by our spec) will have equipment manufacturers maintenance information provided. Essentially the air filters will need to be changed out every 2-4 years; the carbon filter change out period will be determined by the ventilation rates/amounts and the manufacturers requirements which will be outlined in the manuals after construction.*
7. Confirm if the proposed LED lighting will be used for growing or only for standard building lighting. *Two sets (actually three sets) of lighting will be provided: LED fixtures specialized for growing operations; and also LED lighting for normal operations (when not growing), emergency lighting for exiting under failure of the normal power supply will also be provided per the requirements of the BCBC.*
8. Will any of the building upgrades impact the building exterior? *Mechanically, a new water entry room will be provided near the exterior stair on the west (Broadway) side of the building. Air handling equipment may be located on the exterior of the building (but not on the roof). Electrically, there will be no changes to the exterior of the building. The current electrical service is likely large enough for the new use. The remainder of the building exterior impacts would be Architectural in nature and are not considered as part of this scope.*
9. Please have the qualified energy professional and mechanical engineer sign and seal the letter. *See seal below.*

Yours truly,

Williams Engineering Canada Inc.

Collin Cronkhite

PROFESSIONAL PROVINCE OF A.C. CRONKHITE BRITISH COLUMBIA ENGINEER SEP 14 2018

Digitally signed by Christer Blom
Date: 2018.09.14 08:59:18-07'00'

Collin Cronkhite P.Eng. CP
**Branch Manager**

778.406.0023 778.406.0024
ccronkhite@williamsengineering.com

Christer Blom MSc
**Mechanical**

: 778.406.0023 : 778.406.0024
cblom@williamsengineering.com

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# 1244/1248 Pitt River Road - Development Variance Permit Application

**RECOMMENDATION:**

That the Committee of Council:

1) Authorize staff to provide notice of an application to vary underground servicing requirements for a proposed 4-lot subdivision at 1244-1248 Pitt River Road, and
2) Advise Council that it supports approval of Development Variance Permit DVP00060.

## PREVIOUS COUNCIL/COMMITTEE ACTION

On July 11, 2016, Council resolved:

1. That the zoning of the properties located at 1244 & 1248 Pitt River Road be amended from RS1 (Residential Single Dwelling 1) to RS2 (Residential Single Dwelling 2).
2. That pursuant to s. 499 of the Local Government Act, staff be authorized to include a notice of an application to vary the minimum lot width with the notification for the rezoning.
3. That prior to the adoption of the amending bylaw, a subdivision plan including provision for lane dedication along the west property line be submitted to the satisfaction of the Approving Officer
4. That prior to the adoption of the amending bylaw, the following conditions be met to the satisfaction of the Director of Development Services:
    a. Demolition of existing buildings and structures;
    b. Completion of design and submission of fees and securities for off-site works and services, including street trees;
    c. Installation of tree protection barriers and submission of a security in the amount of $10,000 to ensure tree retention;
    d. Submission of a security in the amount of $3,000 to ensure on-site tree planting;
    e. Registration of a legal agreement to ensure that:
        i. The dwellings are not of an identical design or finish; and
        ii. One on-site parking space is required for each secondary suite.

On February 28, 2017, Council authorized notice of an amended application and resolved:

1. That the requirement to provide a security for lane construction be waived; and,
2. That the requirement to register a legal agreement to restrict vehicular access to the lane be deleted.

On March 28, 2017, Council gave 3rd Reading to the amending bylaw and issued a development variance permit to allow for access from Pitt River Road.

## REPORT SUMMARY

This report provides for Committee's consideration of a request to vary the requirement for undergrounding of overhead services to facilitate a 4-lot subdivision. Undergrounding of the existing overhead service is not feasible at the mid-block location for a small subdivision and the recommended variance is to obtain funding to provide for the works in the future.

## BACKGROUND

The property owners wish to subdivide two larger lots fronting Pitt River Road into four smaller lots and are in the process of rezoning the properties from RS1 to RS2 to facilitate the subdivision. Staff are currently working with the applicant to finalize the conditions to be met prior to adoption of

the amending bylaw. As part of the offsite requirements, the applicant is required to relocate overhead utilities to an underground service because the subdivision is creating four or more lots. The Approving Officer has tentatively approved the subdivision subject to Council approval of the bylaw amendment and variances, including provision for installation of underground wiring along the frontage of the subject properties at a cost estimated to be $91,000.

## DISCUSSION

The lots are located in a mid-block location and BC Hydro has advised that it will not be putting the lines underground at this time. This report recommends approval of a development variance permit to require the funding be provided at the time of subdivision approval. This funding would provide for undergrounding of the services at a later, undefined date.

## FINANCIAL IMPLICATIONS

The $91,000 would be placed in the city's Future Works liability account and held for future undergrounding.

## PUBLIC CONSULTATION

An opportunity for public input would be provided as part of Council's consideration of the variance application.

## OPTIONS

(Check = Staff Recommendation)

| # | Description |
|---|---|
| 1 ✓ | Authorize notification of the application and advise Council that Committee supports the application. |
| 2 | Request additional information or amendments to the application to address specified issues prior to making a determination; or |
| 3 | Determine that it does not wish to authorize the notification. The applicant may then request the application be forwarded to Council for consideration. |

## ATTACHMENTS

Attachment #1: Location Plan

Attachment #2: Draft Development Variance Permit

**ATTACHMENT 1**

**CITY OF PORT COQUITLAM**

**DEVELOPMENT APPLICATION LOCATION MAP**

**PROJECT ADDRESS: 1244/1248 Pitt River Road** **FILE NO: DVP00060**

THE CORPORATION OF THE CITY OF PORT COQUITLAM

"DEVELOPMENT PROCEDURES BYLAW, 2013, NO. 3849"

**DEVELOPMENT VARIANCE PERMIT**

NO. DVP00060

Issued to: Qi Hua Yan and Kun Zeng
(Owner as defined in the Local Government Act, hereinafter referred to as the Permittee)

Address: 656 Chapman Ave, Coquitlam, BC V3J 4A3 and 1321 Steeple Drive, Coquitlam, BC V3E 1K3

1. This Development Variance Permit is issued subject to compliance with all of the bylaws of the Municipality applicable thereto, except as specifically varied by this permit.

2. This Development Variance Permit applies to and only to those lands within the Municipality described below:

| | |
|---|---|
| Address: | 1244 & 1248 Pitt River Road (to be subdivided) |
| Legal Description: | LOT 3, DISTRICT LOT 232, NEW WEST DISTRICT, PLAN NWP78538 &<br>LOT 177, DISTRICT LOT 232, NEW WEST DISTRICT, PLAN 25347 |
| P.I.D.: | 013-366-793 & 007-858-094 |

3. Subdivision Servicing Bylaw, 1987, No. 2241, as amended, is varied as follows:

   - Part IV – Servicing Requirements, Section 405: To vary the requirement to underground electrical and telephone wiring for up to 4 lots with a one-time payment of $91,000.

   For clarity, this variance applies to an only to the subdivision requirement to underground overhead utilities associated with Subdivision Application SUB00149.

   The land described herein shall be developed strictly in accordance with the terms and conditions and provisions of this permit.

DRAFT

4. This permit shall lapse if the Permittee does not substantially complete the subdivision of the lands within two years of the date of this permit.

5. This permit is not a building permit.

AUTHORIZING RESOLUTION PASSED BY THE CITY THE ___ DAY OF _____, 2019.

ISSUED THIS _____ DAY OF _____.

_____
Mayor

_____
Corporate Officer

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

_____
Applicant (or Authorized Agent or Representative of Applicant)

DRAFT