

Committee of Council Regular Agenda

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

Tuesday, July 23, 2019

Time: 2:00 p.m.

1. CALL TO ORDER

2. ADOPTION OF THE AGENDA

2.1 Adoption of the Agenda

Recommendation:

That the July 23, 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:

- *July 9, 2019, Regular Committee of Council Meeting.*

4. DELEGATIONS

4.1 Donkey Cross Cyclecross

5. REPORTS

5.1 Public Works Update (verbal report)

Recommendation:

None.

5.2 2019 Mid Year Capital Update and Variance

Recommendation:

That Committee of Council recommend to Council that the 2019-2023 Financial Plan be amended to add \$1,178,329 in funding from the Sewer Infrastructure Reserve, to the Mary Hill & Kelly Infrastructure Upgrade, and to add the developer contributions to the works accordingly.

5.3 Rezoning Application for 3439 Raleigh Street

Recommendation:

That Committee of Council recommend to Council that:

- 1. The zoning of 3349 Raleigh Street be amended from RS1 (Residential Single Dwelling 1) to RTh3 (Residential Townhouse 3);*
- 2. To facilitate a proposed 37-unit townhouse development, the Zoning Bylaw amendment provide that the lot area for each dwelling unit may be 118m² per unit if the owner contributes an amount per dwelling unit proposed to be constructed in an amount to be calculated in accordance with the City's Density Bonus Policy, prior to introduction of the amending bylaw; and,*
- 3. That the following conditions be met to the satisfaction of the Director of Development Services prior to adoption of the amending bylaw:*
 - a. Demolition of existing buildings,*
 - b. Consolidation of the lots, including dedication of corner cut-offs,*
 - c. Amendment of the proposed design to allow for no more than 9 individual driveways connecting directly between a townhouse unit and the lane,*

- d. *Completion of design and submission of securities and fees for off-site works and services in an acceptable amount, including the installation of a traffic signal at the Raleigh Street / Loughheed Highway intersection, and*
- e. *Completion of a latecomer's agreement for the traffic signal.*

6. COUNCILLORS' UPDATE

7. MAYOR'S UPDATE

8. CAO UPDATE

9. RESOLUTION TO CLOSE

9.1 Resolution to Close the July 23, 2019, Regular Committee of Council Meeting to the Public

Recommendation:

That the Regular Committee of Council Meeting of July 23, 2019, be closed to the public pursuant to the following subsection(s) of Section 90(1) of the Community Charter:

Item 4.1

c) labour relations or other employee relations;

Item 4.2

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

Item 4.3

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; and

Item 4.4

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

Committee of Council Regular Minutes

Council Chambers, 3rd Floor City Hall, 2580 Shaughnessy Street, Port Coquitlam, BC
Tuesday, July 9, 2019

Present:

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

Absent:

Councillor Dupont

1. CALL TO ORDER

The meeting was called to order at 2:00 p.m.

2. ADOPTION OF THE AGENDA

2.1 Adoption of the Agenda

Moved - Seconded:

That the July 9, 2019, Regular Committee of Council Meeting Agenda be adopted with the following changes:

- *Changes to June 25, 2019 Minutes (see Item 3.1).*

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 with the following changes:

- *June 25, 2019, Regular Committee of Council Meeting – Item 5.8 – deletion of item 2)d)iv) and renumber resolution items.*

Carried

4. REPORTS

4.1 Development Variance Permit – 2381 Shaughnessy Street

Moved - Seconded:

That the Committee of Council:

- 1) *Authorize staff to provide notice of an application to vary underground servicing requirements for a 31-unit apartment building at 2381 Shaughnessy Street, and*
- 2) *Advise Council that it supports approval of Development Variance Permit DVP00066.*

Carried

4.2 Development Variance Permit – 2337 Rindall Avenue

Moved - Seconded:

That the Committee of Council:

- 1) *Authorize staff to provide notice of an application to vary lane construction and underground servicing requirements for a 75-unit apartment building at 2337 Rindall Avenue, and*
- 2) *Advise Council that it supports approval of Development Variance Permit DVP00057.*

Carried

4.3 Building Permit Applications

Moved - Seconded:

That Committee of Council provide the following direction:

- 1) *That despite Council's direction to prepare a bylaw that would amend the regulations of Zoning Bylaw No. 3630, building permit applications be processed in accordance with this bylaw; and,*
- 2) *That building permit applications BP012782 and BP012784 not be withheld.*

Carried

5. COUNCILLORS' UPDATE

Council provided updates on City business.

6. MAYOR'S UPDATE

No update.

7. CAO UPDATE

CAO provided an update on City business.

8. RESOLUTION TO CLOSE

8.1 Resolution to Close the July 9, 2019, Regular Committee of Council Meeting to the Public

Moved - Seconded:

That the Regular Committee of Council Meeting of July 9, 2019, be closed to the public pursuant to the following subsection(s) of Section 90(1) of the Community Charter:

Item 5.1

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

Item 5.2

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

Item 5.3

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

Item 5.4

- c) *labour relations or other employee relations; and*

Item 5.5

c) labour relations or other employee relations.

Carried

Certified Correct,

Mayor

Corporate Officer

2019 Mid Year Capital Update and Variance

RECOMMENDATION:

That Committee of Council recommend to Council that the 2019-2023 Financial Plan be amended to add \$1,178,329 in funding from the Sewer Infrastructure Reserve, to the Mary Hill & Kelly Infrastructure Upgrade, and to add the developer contributions to the works accordingly.

PREVIOUS COUNCIL/COMMITTEE ACTION

At the October 9, 2018 Council Meeting, the following motion was passed:

That staff be directed to proceed with award of the 2019 and 2020 capital projects, as per the recommendation of Finance and Budget Committee at its September 17, 2018 meeting.

At the May 21, 2019 Committee of Council Meeting, the following motion was passed with regards to the Gates Park Softball Field Fencing:

That Committee of Council:

Direct staff to proceed with 5 options as identified in the report:

- *The construction of a covered walkway, protecting the pathway;*
- *The construction of protective netting along the East side of the practice field; and*
- *The planting of 5-6 trees along the parking lot interface.*

REPORT SUMMARY

This report provides an update on the progress of the City's 2019 capital projects, up to July 3, 2019. Commentary has been provided on some of the City's more noteworthy projects and those which have higher community interest. All infrastructure projects are generally on budget or are reported with minor variances that can be balanced with existing project budgets.

BACKGROUND

The capital plan for 2019-2020 was approved in October 2018. The plan includes a variety of design assignments with construction intended for 2020, as well as 2019 construction work and equipment replacement. For the 2019 neighborhood rehabilitation (NR) program, all work was released to market prior to 2019 and transportation related projects in January; this resulted in competitive, favourable pricing, on or under probable construction estimates. The 2019-2020 plan is the third plan which involves a two year budget, allowing the City to design one year and construct the next. Outcomes of the 2019-2020 capital plan demonstrate that this model allows the City to maximize rehabilitation of existing and construct new infrastructure whilst minimizing cost and delivering on schedule in a highly competitive industry of municipal infrastructure construction.

DISCUSSION

Fox Park Playground

Upgrades to the Fox Park playground were completed and the park officially opened on May 1, 2019 which included resurfacing of the pre-utilized pea gravel with a rubber surface for improved accessibility and to prevent hiding of foreign objects in the substrate, and new playground equipment. The project was originally tendered in 2018 with submissions due in July and work was anticipated to be completed in October 2018, however, once the contract was awarded, it was determined to defer the construction start date as the rubber surface cannot be installed during inclement weather. The decision to postpone construction meant the park would be available to the public throughout the summer. Staff contacted the local daycare and residents in the area to advise them of the changed timeline.



Before

After

2019 Mid Year Capital Update and Variance

Neighborhood Rehabilitation

The 2019 NR projects were tendered late 2018 and all contracts were executed by early 2019. This year's program was broken into two parts (A and B) to expedite delivery (two short contracts instead of one long contract), and to lump similar types of work together (part B is primarily road works whereas part A involves more underground infrastructure). Effective June 25, the part B contract has reached substantial performance (~97% complete with only minor deficiencies remaining) and it is anticipated that part A will be completed in August.

The NR projects include rehabilitation of existing City infrastructure including: storm, water and sanitary mains, curb and gutter and road reconstruction; these projects are described in the table below. Challenges on these projects have been relatively minor in nature and have included impacts to improvements which residents have constructed in the boulevards (road allowance), construction related traffic issues, and short term service disruption during water main tie ins.

The variance reported for the 2017 NR projects is approximately 10% of the overall project budgets. Similarly, staff are projecting the 2018 NR program to be completed approximately 10% under budget. For the 2019 NR program, the projected variance has been estimated at 6%, and staff continue to refine estimating for future years to ensure there is sufficient contingency to deal with unknown conditions, while not over budgeting (and therefore overcommitting funds). The following table summarizes the project locations, budgets and projected costs by street for the 2019 NR program:

	Budget	Projected
Morgan Avenue	\$857,197	\$653,973
Connaught Avenue	\$470,873	\$481,447
Mercer Avenue	\$397,344	\$371,461
June Crescent	\$584,504	\$538,372
Thea Drive	\$758,443	\$733,692
Lobb Avenue	\$929,630	\$904,380
Anderson Way & Valens St	\$519,933	\$484,949
Cameron Avenue	\$72,418	\$76,511
Klassen Court	\$213,361	\$180,648
Nick Avenue	\$42,728	\$37,052
Western Drive	\$160,029	\$237,516
Total	\$5,006,460	\$4,700,000

2019 Mid Year Capital Update and Variance



Paving operation on Valens Street



Water main tie in on Thea Drive



Klassen Court Before



Klassen Court After



Nick Avenue Before



Nick Avenue After

2019 Mid Year Capital Update and Variance

2019 Pedestrian Safety and Sidewalk Program

The 2019 Pedestrian Safety and Sidewalk Program included two new sidewalks and curb bulge extensions as described in the table below:

Location	Description
Suffolk Avenue: Oxford Street – James Park Elementary School	Sidewalk & curb & gutter construction on south side, curb bulges at southwest & southeast corners of Oxford Street & Suffolk Avenue, crosswalk on Oxford Street
Salisbury Avenue: Sefton Street to Wellington Street	Sidewalk & curb & gutter construction on north side, & nominal widening between Vincent & Wellington Streets
Wilson Avenue & Bury Avenue	Curb bulge at northeast corner & reinstate crosswalk markings

The 2019 Sidewalk and Pedestrian Safety projects were approved at the July 17, 2018 Finance & Budget Committee meeting and as a result, staff were able to have them designed and tendered by January 2019 so pricing received was favourable and within project budgets. This process is another good example as to why it is important to complete design and construction over a multiyear period to ensure favourable pricing before the industry ramps up in the spring and summer months. Furthermore, construction is able to commence and be completed during favourable weather conditions. The sidewalk program contract was granted substantial performance effective June 21 and is now complete.



New sidewalk and nominal road widening on Salisbury facing east

Prairie Avenue – Shaughnessy Street to Burns Road

The Prairie Avenue Improvements project scope was previously delineated by Coast Meridian Road (CMR) and Fremont Street, however, at the March 12, 2019 Committee of Council meeting, staff were directed to extend the scope to Shaughnessy Street and consider additional road widening between Fremont Street and Burns Road. At the June 11, 2019 Committee of Council meeting, staff were approved to proceed with public consultation for the design of Prairie Avenue Improvements between Shaughnessy and Fremont Streets. Three options as proposed in the Committee meeting will be presented to the public in an open house scheduled for September 2019, following which staff will reconcile comments received and prepare a recommended cross section for detailed design in a subsequent report to Committee of Council.

The current construction budget allocated for Prairie Avenue is \$3,000,000, to be phased over 2019 and 2020 construction years; this budget is based on the previous scope limited by CMR and Fremont Street. With the increase in scope, this budget will need to be amended and a phased plan established to align with the revised estimates of \$3,515,000 for option 1, \$5,175,000 for option 2 and \$6,775,000 for option 3.

Further discussed in the June 11, 2019 meeting were the 'non-negotiable' aspects of the project including: various required underground utility upgrades and a pedestrian facility between Fremont Street and Burns Road. Staff are currently in the process of soliciting quotations for designs of these items with the intent to construct them as early works in 2020 while detailed design of the ultimate cross section is being undertaken.

Traffic Calming

In addition to smaller traffic calming projects on local roads facilitated through the Traffic Calming Policy and Procedure, the City has completed two larger corridor traffic calming projects that offer community-wide benefits in 2019 on Cedar Drive and Eastern and Western Drives. The application of traffic calming on major roads such as these must be considered carefully with the primary function of those classes of road to move large volumes of traffic. The addition of too many traffic calming measures may cause undesirable outcomes such as queuing, rat running, noise or frustrated motorists leading to high risk maneuvers. As a result of confirmed speeding and significant increases in traffic due to development in Coquitlam, Cedar Drive was selected for traffic calming with the intent to slow motorists along the corridor. Due to complaints and confirmed speeding on Eastern and Western Drives in park and school zones, these streets were selected for calming as well.

On Cedar Drive, curb bulges were installed at the intersections of Pinemont, Patricia, Lincoln and the crosswalk at Essex; furthermore, a raised crosswalk was installed at the existing crosswalk just north of Chelsea. A sidewalk was also constructed, filling the gap between Essex and Chelsea.

Feedback from the public on the installed measures as they relate to pedestrian safety improvements has been generally positive. The curb bulges shorten crossing distances and improve pedestrian visibility and the sidewalk between Essex and Chelsea has promoted increased pedestrian traffic and safety along the corridor. However, despite the positivity of these changes, residents have requested additional traffic calming measures on Cedar Drive. In response, further traffic calming measures are being proposed on Cedar Drive for consideration with the 2020 Traffic Calming Program.

The project on Eastern and Western Drives consisted of a number of raised crosswalks being installed in speed restricted park and school zones, and the work was predominantly completed the week of July 8. Staff consulted with residents all along these two corridors late in 2018 to solicit public opinion feedback and hosted a public information session in April 2019. Resident feedback was very positive and supportive and even shortly following construction, the City has received several positive feedback messages from the public.

Shaughnessy Underpass Pump Station

Construction of the Shaughnessy Underpass pump station replacement commenced in the second quarter of 2018 and was fully completed by the first month of 2019. The work included installation of a new wet well (storage tank), two new pumps, and all required electrical and mechanical upgrades. By strategically providing the contractor with significant lead time to order materials early and plan for construction during the dry summer months, this project was delivered significantly under budget at approximately \$1,000,000 of the originally budgeted \$1,700,000. The excess funds will remain in the general capital reserve.

Centennial Pool Rehabilitation

The Centennial Pool Rehabilitation project which included a new change facility west of the pool, upgrades to mechanical, electrical and plumbing servicing, a new deck and gutter system around the pool tank and repainting of the existing pool, was substantially completed in April 2019. The full operating permit was received from Fraser Health on May 30, 2019 and the City hosted a grand opening event June 28, welcoming the public to the newly renovated pool.



Renovated pool and change facility facing northwest

LED Streetlight Conversion

Council supported the inclusion of the LED Streetlight Conversion project at the September 12, 2017 Budget and Infrastructure Committee meeting and the project was later initiated and phased over a four-year program to limit the amount of capital investment required. Year two (2019) of the program is well underway: at this time, all LED replacement luminaires for 2019 have been purchased and approximately 30% have been installed by staff and completion anticipated by the end of the year. Furthermore, a lumination study has commenced to identify streetlight deficiencies and help to inform lighting specifications for the City moving forward.

Costs for the replacement bulbs have been less than expected the first two years of the program and with confidence now assimilated, staff will be decreasing the budget for the third and fourth years of the program as part of the 2020 budget process. This has resulted in a projected 33% savings as identified in the attached Variance Table.

Port Coquitlam Community Center

Construction of the Port Coquitlam Community Center is ongoing, and regular project updates are being provided monthly to Committee.

Mary Hill Road/Kelly Avenue Infrastructure Upgrades

While all offsite servicing required for the Port Coquitlam Community Center can be completed within the community centre budget, additional capital improvements were budgeted separately to take advantage of economies of scale and prevent digging up newly constructed infrastructure, as underground utility upgrades are required in the adjacent roads. The scope of this work was significantly underestimated, and did not include necessary water and storm upgrades.

In addition, while some dewatering was anticipated in the underground utility work scope, the full extent was significantly underestimated. Given the shallow water table and depth of services, well-point dewatering was required to draw down the water table to a depth of 6m below the current road grade. The cost for this dewatering was \$1,100,000, and the project exceeded the funds currently budgeted. Given the timing of some of the other community centre works, the utility work was completed earlier this summer.

In addition, staff are recommending the scope of this project be expanded to include the remaining half road, not included with the community centre offsite works, which will allow all of the fronting streets to be rehabilitated for the full width.

The recommended budget changes are as follows:

Infrastructure	Current Budget	Revised Budget	Difference
Sewer	\$431,671	\$1,610,000	\$1,178,329
Storm	\$0*	\$416,000	\$416,000
Water	\$0**	\$276,100	\$276,100
Roadworks	\$0	\$682,000***	\$682,000
Total	\$431,671	\$2,984,100	\$2,552,429

* Storm works were completed in conjunction with the other deep utilities (sanitary and water), and can be funded by excess funds from other capital projects.

** \$854,113 was approved for construction of a high pressure main on Mary Hill Road and Kelly Avenue, however it was determined that upsizing the existing Kelly Avenue water main would be sufficient for the forecasted life of the street (20-25 years). The net impact of the elimination of this project, and the upgrades to the water main (\$854,113-\$276,100) will result in \$578,013 remaining in the water reserve.

*** The roadworks are estimates only and will be tendered in 2020. Current cost is based upon current capital works rates and are proposed to be funded from excess funds from other capital projects.

2019 Mid Year Capital Update and Variance

The financial plan will need to be amended to include the additional sanitary sewer funds of \$1,178,329.

Thompson Park Ball Field Improvements

The Thompson Park Ball Field Improvements project includes renovation of the existing natural grass baseball field, including power raking and turf removal, replacement of the sod, a new chain link fence, and expansion of the irrigation system. The City solicited quotations in the second quarter of 2019 and awarded the project to a contractor in June. Market escalation between scoping the project in 2017 and tendering the project in 2019 resulted in a price increase of \$60,000. The work is expected to commence in September and be completed in time for Spring camp mid-March and PoCo Minor Baseball in April 2020.

Bus Shelters

Since 2017, staff have focused efforts with regard to transit shelters on securing a contract which sanctions a third party, Pattison Outdoor Advertising Ltd. (Pattison), to own and maintain them. The contract permits Pattison to place advertisements on the shelters and requires they share advertising revenue with the City. This contract is underway, with 20 new shelters and 19 replacement shelters placed in 2018 and two new shelters are planned at Coast Meridian Road and Angelo Avenue and at Reeve Street at École Riverside Secondary School for 2019. Work in 2018 and early 2019 focused on securing a bus bench contract, with subsequent installation of new and replacement benches. Staff are now shifting focus to City-owned and maintained shelters, which is the scope of this capital project.

Advertising revenue which the City has received from Pattison shelters has been allocated for the installation of new City-owned shelters. Staff have been working with Pattison to identify sites for both City-owned and Pattison shelters and have selected a new one at Terry Fox Secondary School and to replace an existing, older covered bench at Eastern Drive and Claudia Place. Procurement documents are currently being prepared for the supply and installation of City-owned shelters and it is anticipated that a supplier will be selected by the end of this year and the shelters installed in 2020. Additional shelters will be considered in 2020, including sites on Prairie Avenue and Kingsway Avenue after the road designs have been confirmed.

Castle Park Spray Park

The Castle Park Spray Park project was awarded in April 2019 with an estimated completion date of August 2, 2019. This project brings new spray park infrastructure to the South Central portion of Port Coquitlam, balancing the needs of the community. The spray park is designed with two levels of interaction, one for 2-5 year olds and one for 5-12 year olds. The project includes 11 unique spray features within a 3,600 ft² pad. The new amenity is scheduled to open for the 2019 BC Day long weekend.



Spray Park Concept



Spray Park Concept

Community Gardens

On May 17th staff hosted 'Let's Get Growing', a forum to identify and evaluate potential community garden locations on public land and to look for potential partners to develop and administer future gardens. Invitations to participate were sent to community partners from SD43, community garden executives, Farmer's Market directors, researchers from SFU's Urban Studies Program as well as City staff from Youth Services and the Horticultural Supervisor. The panel, based on their expertise, determined criteria to evaluate locations for future garden potential. This criteria included:

- Socioeconomic Factors
- Neighbourhood Composition
- School or Community Partnerships
- Future Site Use
- Proximity to Existing Gardens
- Water Connection
- Cost of implementation
- Exposure
- Parking
- Access to Site
- Washroom
- Expansion Opportunity

Based on these criteria using a questionnaire with weighted averages the top scoring sites were:

- Fox Park
- Aggie Park
- Centennial Community Garden at Central Park (expansion of the existing garden)

Given that the Centennial Community Garden Society is already operating at Central Park, and there is room for expansion, Staff intend on expanding this site to complete the 2018 business plan commitment for community garden expansion.

In addition, during this fulsome review, Staff received a number of requests from residents requesting to make available a portion of unopened laneway or other underutilized public space for neighbourhood gardening space. These requests were for the ability to create small gardens of four to ten plots. These micro-community gardens would be developed by the requestor, with support of the City, in native soil with water provided by their adjacent homes. This has the potential to activate unused space and bring the community together with very little input from the City. Staff intend to pursue this option to fulfill the 2020 approved capital project for community garden expansion.

As well, staff have included plans for a community garden at the Port Coquitlam Community Center. The opening of this community garden is anticipated to align with the community center substantial completion of October 31, 2021.

According to the current Community Garden executives, both existing gardens maintain a small wait list of 10 to 15 requests. This means most waitlisted gardeners receive a plot the following season. Demand for space is steady, some of which comes from outside of Port Coquitlam, however, gardens assign plots preferentially to residents. Waitlist pressure will be relieved when the community garden capital projects are implemented.

The regional community garden at Colony Farm operates as an exception. Drawing gardeners from across Metro Vancouver they maintain a waitlist of over 500, with waits for plots up to four years. As one of the longest running and largest gardens in the region it is considered highly desirable for its large plots and access to complimentary programming and amenities operated in the Park.

Gardens may be administered by a private entity on private lands or by a society on public lands or operated as a program by the City. Community Gardens run by societies operate at lower costs to the City and help create a more engaged citizenship. As part of 2020 business planning, Parks staff will be recommending the development of an online information portal to facilitate residents in developing future urban agriculture projects.

2019 Mid Year Capital Update and Variance

FINANCIAL IMPLICATIONS

As per the Financial Management Policy, Department Heads have the authority to transfer funds between approved projects and any excess funding remains in the reserves for future use. As such, and as identified in the 2019 Budget Transfers column of the attached Capital Variance, several transfers have been made between existing project budgets to balance several overages, including the drainage, water and road works on Mary Hill Road and Kelly Avenue.

The recommended amendment to the Financial Plan is for the Mary Hill Road & Kelly Avenue Infrastructure Upgrades project which requires \$1,178,329 in funding from the Sewer Infrastructure Reserve.

OPTIONS

(Check = Staff Recommendation)

#	Description
1	Approve the recommended financial plan amendments.
2	Request additional information, as directed

ATTACHMENTS

Attachment #1: Capital Variance Table for projects \$75,000 and over

Lead author(s): Jason Daviduk

Contributing author(s):

2019 Capital Variance Table

PROJECT	2019 ORIGINAL BUDGET	2019 BUDGET TRANSFERS	REVISED BUDGET	2019 ACTUAL EXPENSES at July 3, 2019	2019 Projected Expenses	Actual / Projected Completion	VARIANCE FROM ORIGINAL BUDGET	%Variance	COMMENTS ON VARIANCE
Infrastructure									
Community Recreation Complex	48,022,230	-	48,022,230	21,764,368	40,000,000	Oct-21	8,022,230	16.7%	See written report
Drinking Fountains	100,000	-	100,000	3,692	50,000	Sep-19	50,000	50.0%	Remaining budget to be carried forward to 2020 following study for additional drinking fountain projects
Shaughnessy Underpass Pumpstation	90,000	-	90,000	33,105	90,000	Jan-19	-	0.0%	Project has met substantial performance, minor work remaining including installation of a new gate and fence and graffiti wrapping of the electrical kiosk
Barberry and Ellis Storm Pumpstation Upgrades	1,206,723	-	1,206,723	-	345,000	Oct-20	861,723	71.4%	Tendering late July followed by procurement and breaking ground February 2020
Land Acquisitions	3,961,684	-	3,961,684	3,873,250	3,961,684	Dec-19	0	0.0%	Remaining budget to be used for various site works.
Centennial Pool Rehabilitation	515,590	-	515,590	447,682	535,645	Apr-19	(20,055)	-3.9%	2019 budget slightly overspent due to some additional requests within the existing, renovated change facility. Project is complete with one minor reconciliation invoice outstanding
Thompson Park Ball Field Renovation	127,256	60,000	187,256	12,517	187,256	Mar-20	(60,000)	-47.1%	See written report
Fox Park Playground	180,000	-	180,000	184,913	184,913	May-19	(4,913)	-2.7%	See written report
Castle Park Spray Park	375,000	-	375,000	32,422	375,000	Aug-19	-	0.0%	See written report
Gates Park Softball Field Fencing	75,000	-	75,000	-	75,000	Aug-19	-	0.0%	Works underway
2017 Neighborhood Rehabilitation	1,062,272	(500,000)	562,272	6,148	330,000	May-19	732,272	68.9%	Project is now complete, \$500,000 of remaining budget to be transferred to the Mary Hill & Kelly Avenue Infrastructure project and excess variance to remain in the reserves
Active Transportation	165,734	-	165,734	13,277	13,277	N/A	152,457	92.0%	Remaining budget proposed to be carried forward to 2020 for Oxford Street sidewalk: Lincoln to Galer
Donald Pathway Continuation from Central Avenue to Welcher Avenue	210,038	(35,000)	175,038	6,822	30,000	Oct-18	180,038	85.7%	Donald Path is now complete, \$35,000 to be transferred to the Cedar Drive project and remaining budget will not be spent and remain in the reserve for other projects
Pooley Avenue - High Pressure Watermain	83,823	-	83,823	36,412	36,412	Nov-18	47,411	56.6%	Pooley Avenue is now complete and remaining \$47k will not be spent and remain in reserve for other projects
2018 Neighborhood Rehabilitation	6,938,241	(358,000)	6,580,241	2,533,957	6,200,000	Aug-19	738,241	10.6%	Includes Development coordinated works on Laurier in front of Minnehada School. Work to be substantially complete in August 2019. \$358,000 to be transferred to Mary Hill & Kelly Avenue Infrastructure project, \$60,000 transferred to Thompson Park Ball Field and excess variance to remain in the reserves
2019 Neighborhood Rehabilitation	5,006,461	-	5,006,461	1,043,596	4,700,000	Aug-19	306,461	6.1%	See written report
Prairie Avenue - Coast Meridian Road to Fremont Street	196,690	-	196,690	12,552	150,000	Dec-19	46,690	23.7%	Early works design assignment finished this year, see written report
Eastern / Western Drive Traffic Calming	100,000	-	100,000	8,963	100,000	Jul-19	-	0.0%	Work is now complete, awaiting invoice from contractor
2019 Sidewalk Program	473,000	-	473,000	336,500	465,000	Jun-19	8,000	1.7%	See written report
CMR Overhead Pedestrian Flasher	90,000	-	90,000	85,000	85,000	Jan-19	5,000	5.6%	Project complete
LED Streetlight Conversion	509,222	-	509,222	185,590	300,000	Dec-19	209,222	41.1%	See written report
Bus Shelters	150,000	-	150,000	-	-	N/A	150,000	100.0%	See written report
MRN Road Maintenance	124,668	-	124,668	15,852	75,000	Dec-19	49,668	39.8%	Funding for thermoplastic and raised road markings and delineators carried forward from 2018. \$75,000 projected to completion, excess funding to remain in reserves
Cedar Drive Traffic Calming	342,235	35,000	377,235	193,444	377,235	Mar-19	(35,000)	-10.2%	Additional boulevard and driveway work required
2020 Neighbourhood Rehabilitation Design	675,000	(300,000)	375,000	-	250,000	Dec-19	425,000	63.0%	The design work has been awarded and is under way, \$300,000 to be transferred to other projects and excess variance to remain in the reserves
Development Gaps	100,000	-	100,000	-	100,000	Oct-19	-	0.0%	Will be used for lane north of Prairie east of Norfolk
Mary Hill & Kelly Avenue Infrastructure Upgrades	431,671	2,552,429	2,984,100	2,302,100	2,302,100	Jul-19	(1,870,429)	-433.3%	Utility work complete, remaining \$682,000 of road works to be completed 2020
St. Thomas Sanitary Sewer Upgrade	330,000	-	330,000	221,925	230,000	Apr-19	100,000	30.3%	Project complete - excess funds will remain in the reserve for other projects
Mary Hill & Kelly High Pressure Water Main	854,113	(276,100)	578,013	-	-	N/A	854,113	100.0%	Project cancelled, \$276,100 to be transferred to Mary Hill & Kelly Avenue Infrastructure project and excess funds will remain in the water reserve for other projects
	\$ 72,496,651	\$ 1,178,329	\$ 73,674,980	\$ 33,354,088	\$ 61,548,522		\$ 10,948,129	15.10%	

PROJECT	2019 ORIGINAL BUDGET	2019 BUDGET TRANSFERS	REVISED BUDGET	2019 ACTUAL EXPENSES at July 3, 2019	2019 Projected Expenses	Actual / Projected Completion	VARIANCE FROM ORIGINAL BUDGET	%Variance	COMMENTS ON VARIANCE
Facilities									
FH#1&2 Exhaust Systems	250,000	-	250,000	249,988	249,988	Mar-19	12	0.0%	Complete
City Hall Boiler Replacement	100,000	-	100,000	-	100,000	Mar-20	-	0.0%	Procurement to initiate Q4 and installation 2020
FH#1 Hose Tower Rain Screen	75,000	-	75,000	4,355	75,000	Sep-19	-	0.0%	
Public Safety Building Upgrades - RCMP Parkade: Structural Repair	626,600	-	626,600	-	-	Aug-20	626,600	100.0%	Tendering process will be late fall 2019, followed by construction in Spring 2020. The costs will be determined after the tendering process and there may be a slight cost escalation due to the project being completed a year later than planned.
Recreation Centre Roof Contingency	107,996	-	107,996	-	-	N/A	107,996	100.0%	Funding was being held in the event of an emergency, and will not be required. This project will be cancelled as the remaining facility is demolished.
McLean Park Washroom Renovations	315,000	-	315,000	-	157,500	Apr-20	157,500	50.0%	Contractor selection in progress, work to commence this year and be completed prior to softball season April 2020 (\$157,500 projected spending in 2019 and \$157,500 in 2020)
	\$ 1,474,596	\$ -	\$ 1,474,596	\$ 254,343	\$ 582,488		\$ 892,108	60.50%	
Equipment									
Information Services - ERP - Agresso	104,139	-	104,139	10,702	15,000	Jul-21	89,139	85.6%	Structures and Payroll Health Check will be completed this year. Other projects will be deferred to 2020
Information Services - Hardware - PCs and Misc Equipment	150,000	-	150,000	29,441	45,000	Dec-20	105,000	70.0%	PCs and equipment for Community Centre charged to Furniture, Fixtures and Equipment work order. Balance of PC replacement in 2020
Information Services - Hardware - Servers	466,001	-	466,001	-	140,000	Oct-19	326,001	70.0%	Servers and disk storage significantly under estimate
Information Services - Property Systems	100,000	-	100,000	195	20,000	May-21	80,000	80.0%	Tempest electronic applications delayed
Information Services - Systems Software	99,750	-	99,750	-	18,000	Jul-20	81,750	82.0%	Testing for replacement software to begin fall 2019
Information Services - Property Systems - Corporate Document Management	181,174	-	181,174	-	24,000	Dec-22	157,174	86.8%	Expected to take several years for other departments
Information Services - PoCoMAP 2.0	100,000	-	100,000	53,985	115,000	Dec-20	(15,000)	-15.0%	Underway
2017 Fleet Replacement - Recreation - Conditioner, Ice Re-Surfacers, Ride-On	204,993	-	204,993	-	200,000	Aug-19	4,993	2.4%	Currently being manufactured, expected delivery August 2019
2017 Fleet Replacement - Parks - Truck, Dump, Mini	119,997	-	119,997	-	-	Jun-20	119,997	100.0%	Chassis ordered, factory backlog expected Spring 2020
2017 Fleet Replacement - Parks - Truck, Dump, Mini, Crew Cab	99,997	-	99,997	-	-	Jun-20	99,997	100.0%	Chassis ordered, factory backlog expected Spring 2020
2017 Fleet Replacement - Solid Waste - Truck , Refuse, Side Loader, Automated, 25 Yard	419,984	-	419,984	-	415,000	Aug-19	4,984	1.2%	Expected delivery August 2019
2017 Fleet Replacement - Solid Waste - Truck , Refuse, Side Loader, Automated, 25 Yard	419,984	-	419,984	-	415,000	Sep-19	4,984	1.2%	Expected delivery September 2019
2019 Fleet Replacement Program - Parks - Ford E350	87,900	-	87,900	-	85,000	Jun-20	2,900	3.3%	Finalizing specifications
2019 Fleet Replacement Program - Public Works - Ford F450	131,900	-	131,900	-	-	Jun-20	131,900	100.0%	Chassis ordered, factory backlog expected Spring 2020
2019 Fleet Replacement Program - Public Works - Ford F550	131,900	-	131,900	-	-	Jun-20	131,900	100.0%	Chassis ordered, factory backlog expected Spring 2020
2019 Fleet Replacement Program - Public Works - International	340,900	-	340,900	-	340,000	Jun-20	900	0.3%	Finalizing specifications
2019 Fleet Replacement Program - Public Works - Bobcat	93,400	-	93,400	84,305	93,000	Jul-19	400	0.4%	Completing final outfitting
2019 Fleet Replacement Program - Public Works - EBI Generator Set	82,400	-	82,400	-	82,000	Dec-19	400	0.5%	Finalizing specifications
2019 Fleet Replacement Program - Parks - Mower	153,900	-	153,900	111,407	120,000	Dec-19	33,900	22.0%	Completing final outfitting
	\$ 3,488,319	\$ -	\$ 3,488,319	\$ 290,034	\$ 2,127,000		\$ 1,361,319	39.03%	
	\$ 77,459,565	\$ 1,178,329	\$ 78,637,894	\$ 33,898,465	\$ 64,258,010		\$ 13,201,555	17.04%	

RECOMMENDATION:

That Committee of Council recommend to Council that:

1. The zoning of 3349 Raleigh Street be amended from RS1 (Residential Single Dwelling 1) to RTh3 (Residential Townhouse 3);
2. To facilitate a proposed 37-unit townhouse development, the Zoning Bylaw amendment provide that the lot area for each dwelling unit may be 118m² per unit if the owner contributes an amount per dwelling unit proposed to be constructed in an amount to be calculated in accordance with the City's Density Bonus Policy, prior to introduction of the amending bylaw; and,
3. That the following conditions be met to the satisfaction of the Director of Development Services prior to adoption of the amending bylaw:
 - a. Demolition of existing buildings,
 - b. Consolidation of the lots, including dedication of corner cut-offs,
 - c. Amendment of the proposed design to allow for no more than 9 individual driveways connecting directly between a townhouse unit and the lane,
 - d. Completion of design and submission of securities and fees for off-site works and services in an acceptable amount, including the installation of a traffic signal at the Raleigh Street / Lougheed Highway intersection, and
 - e. Completion of a latecomer's agreement for the traffic signal.

REPORT SUMMARY

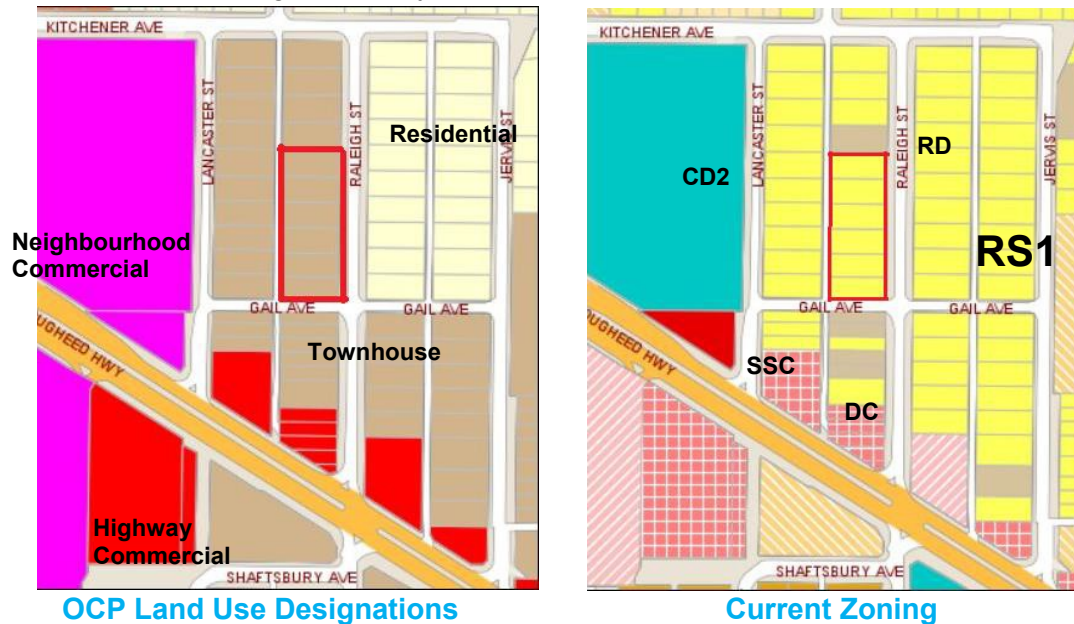
This report describes a rezoning application submitted by Mosaic Homes in October 2018 for a 37-unit intensive townhouse development on an assembly of six single residential lots, 3427 to 3463 Raleigh Street. The report recommends to Committee that the rezoning application be forwarded for Council consideration. However, it further notes that several issues are currently outstanding and proposes measures that can be taken to ensure these issues are addressed as part of the review process:

- (1) The number of units being proposed by Mosaic results in a density that is almost double that allowed by the RTh3 Residential Townhouse zone, resulting in this application being subject to Council's density bonus policy to capture the associated land lift. The report notes the land lift amount is under review but can be determined prior to introduction of the amending bylaw.
- (2) The traffic report identified the importance of installing a traffic light at the Lougheed Highway/Raleigh Street intersection to address additional traffic associated with the development. As the light would benefit future projects, a latecomer's agreement is proposed to allow for the developer to recapture this infrastructure cost when future developments result in additional dwelling units.
- (3) The site design, which includes 18 closely-spaced driveways connecting directly between individual townhouse units and the lane, creates a safety issue. To address this concern, the report recommends the number of driveways be reduced.

Rezoning Application RZ000169 for 3439 Raleigh Street

BACKGROUND

The area close to Westwood Street north of the Lougheed Highway includes a number of lots designated for townhouse development in the Official Community Plan. This is the first application within the area to propose that the current single residential zone be amended to a townhouse zone to provide for a higher density development.



Mosaic proposes the following:

- A parkade accessed from the lane with 40 parking spaces below the townhouse units.
- 19 townhomes in two buildings fronting Raleigh Street, with a reduced setback from the street compared to the RTh3 bylaw. Each unit would have two, side-by-side parking spaces in the parkade and a direct interior connection with the underground parking level.
- 18 townhomes facing the lane, with a reduced setback from the lane compared to the RTh3 bylaw. 14 of these units are shown to have 2 tandem parking spaces (one in a garage and the other on the apron accessed from the lane), 3 would have indirect access to a space in the underground parkade as well as a space in a garage (plus the apron), and one would have a space allocated within the visitor parking area as well as the garage (and use of the apron).
- The townhomes would range in size from 115m² (1243 ft²) to 135 m² (1459 ft²); their unit mix includes 18 two-bedroom units, 15 three-bedroom units and 4 four-bedroom units, each with a small yard or patio.
- 7 visitor parking spaces are accessed from the lane.
- An informal small children's play area with climbing steps and rocks is centrally located, along with a landscaped common outdoor area with tables and seating.

Rezoning Application RZ000169 for 3439 Raleigh Street



Applicant's proposed site plan

Project Profile

	Bylaw Regulations ¹ (RTh3 Zone)	Proposed ²	Variance
Site Area	Minimum 1,000m ²	4,392.5m ²	
Building Area	N/A	4,561m ²	
Maximum Density	1 unit/220m ²	1 unit/118m ²	Requires increase to max'm density
Units	20 units	37 units	17 units more than per RTh3 zone
Building Lot Coverage (excluding u/g parking)	40%	43%	3%
Setbacks to Building:			
Front (Raleigh)	7.5 m	3.0 m	4.5 m
Rear (Lane)	7.5 m	5.8 m	1.7 m
Exterior Side (Gail)	3.5 m	3.35 m	0.15 m
Interior Side (North)	1.8 m	5.11 m	No setback to u/g parking ramp
Building Height	10.5 m	10.09 m	
Outdoor Open Space	1,110 m ²	1,149 m ²	
Parking (total)	81	81	
Visitor	7	7	
Small car parking spaces	20 spaces (25% max)	11 spaces (15%)	
Tandem parking	40% max	38%	

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

² Information provided by applicant.

DISCUSSION

An evaluation of the proposal with City policies indicates:

- The proposed change to a townhouse use would be in keeping with policies promoting ground-oriented housing
- The project would comply with the Affordable and Family-Friendly Housing Policy in terms of its unit mix. The applicant advises that the higher density of the proposed development would contribute to ground-oriented housing being affordable because the size of each townhome unit would be relatively small.
- Allowing for a higher density of development than currently contemplated by the land use designation is in keeping with policies to promote higher density where a site has relatively close proximity to public transit. This site would be closest to the new B-Line stop to be on Lougheed Highway at Westwood Street and Lincoln Station on the Evergreen Line.
- The density of the proposal requires the project to comply with the Bonus Density Policy to capture the land lift.

The major concerns associated with this proposal identified to date in staff's review have related to the limited accessibility of the area for vehicles and impact of additional traffic, the impact of proposed closely-spaced driveways and traffic volumes on the lane, and determination of how the project would comply with the Bonus Density Policy. Although considerable discussion to address these issues has taken place between staff and Mosaic, to date a mutually acceptable and final proposal has not been achieved. However, Mosaic has requested that this report be brought forward prior to the summer recess as outlined in the attached correspondence and, if Committee concurs with the recommendations of this report, it is anticipated that the outstanding issues could be resolved before Council reconvenes in September.

To address the traffic concerns, the applicant was requested to provide a Traffic Impact Analysis report. This analysis reviewed the Westwood/Lougheed, Westwood/Kitchener and Westwood/Hastings intersections and determined that each of these intersections is operating at capacity. The report recommends a new signal at the intersection of Raleigh Street with Lougheed Highway to accommodate full turning movements and mitigate the impacts of additional traffic to be generated by development within the neighbourhood. Its installation cost is estimated to be approximately \$450,000. This traffic light would have the benefit of re-distributing traffic from other intersections in the area which are operating at capacity, improving network permeability, and increasing capacity within the area. It is proposed that a latecomer's agreement be developed in order to provide Mosaic with a means to recapture some of the excess costs.

With respect to the lane, the design includes a proposal to locate 20 driveways along the lane, including 18 driveways to the individual townhomes facing the lane, one to the visitor parking lot, and one to the underground parkade. However, most municipalities limit driveways between the property and street or lane to one to minimize conflicts with users of the street or lane and the City is concerned that the creation of 20 driveways in the space of 6 lots would considerably increase

Rezoning Application RZ000169 for 3439 Raleigh Street

interruptions to traffic flow and the risk of a collision. As such, lanes serving multi-family developments with multiple driveways are typically privatized and closed off to other road users to minimize this risk. While the design option may be acceptable in a private situation, in this case the lane is being retained as public infrastructure. Such an arrangement would be a liability and potential source of risk for the City. The City's Subdivision Servicing Bylaw refers to the Institute of Traffic Guidelines for Driveway Design and Location. These guidelines specify that in order to minimize accidents and assure best overall use of the facility by the general public, it is necessary to regulate vehicle movements in and out of abutting developments and cross streets. With respect to driveways, road users have certain rights of access to abutting property as well as the right to travel on the highway with relative safety and freedom from interference. Since these various rights sometimes conflict, cities having jurisdiction over public thoroughfares are generally given the responsibility for reconciling, and to the extent feasible, for satisfying the needs and rights of all road users in respect to driveway location, design and operation. When conflicts cannot be fully resolved, preference should be given to the safe and efficient use of the highway. With respect to spacing, both the number of and frequency of driveways permitted to serve a single property are factors considered in the calculation of risk.


To provide for timely processing of the application, this report recommends that Mosaic be advised that the City would be willing to accept a similar number of driveways as would be permitted if the area was approved for a small-lot subdivision. This proposal would reduce the number of individual driveways from 18 to 9, and may be addressed by the applicant by making changes to the site design, unit count and/or number of spaces in the underground parkade.

FINANCIAL IMPLICATIONS

The application of the City's density bonus policy to recapture the land lift would contribute funding to social housing and amenity reserves. Mosaic has submitted a report titled, "Appraisal Report: CAC Analysis (community amenity contribution) indicating a calculated value for the land lift associated with redevelopment of the properties but this value was not calculated in accordance with practices accepted by the City. Staff intend to engage an independent appraiser to provide an assessment of the land lift prior to an amending bylaw being drafted for this application.

The report recognizes the cost to the applicant associated with the recommended traffic light and recommends a latecomer's agreement. This option would result in no financial costs to the City.

OPTIONS (✓ = Staff Recommendation)

	#	Description
	1	Proceed with the rezoning application as recommended by this report.

Rezoning Application RZ000169 for 3439 Raleigh Street

	2	Request staff report back to Committee after the issues identified in this report have been fully resolved with Mosaic, including identification of options for Committee's future consideration.
	3	Recommend to Council that the application be refused.

ATTACHMENTS

Att#1: Application submission from Mosaic September 2018

Att#2: Letter of request for early consideration from Mosaic July 8, 2019

Att#3: Latecomer's Agreement

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Report To: Committee of Council
Department: Development Services
Approved by: L.L. Richard
Meeting Date: July 23, 2019

3427 - 3463
RALEIGH STREET
PORT COQUITLAM, BC

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This development proposal for 3427-3463 Raleigh Street brings the type of community we love to build to a new and exciting Port Coquitlam neighbourhood. We are proposing to add 37 handsome and highly livable townhomes to the Woodlands neighbourhood, sized for families and accessible to first time homeowners.

Mosaic has been building thoughtfully designed communities across the Lower Mainland for the past 18 years. We are driven by a simple purpose: the thoughtful development of new homes. We believe our story is found in the homes we build, which add value to a community using great design and quality construction — something that endures for many years to come.

The Woodlands neighbourhood is poised for change, with rapid transit at it's doorstep and the shops and services of Coquitlam Town Centre and the Port Coquitlam downtown only steps further. Situated just far enough away from 'centre ice', we see this as an ideal place for families to grow.

We are proposing ground-oriented homes that provide the functionality families need - with multiple bedrooms and bathrooms, generous living areas, storage, parking, and private outdoor spaces - in efficient floor plans that bring price points within range of a greater number of households. This is becoming increasingly important, with single family housing prices now out of reach of so many families.

Other project features include:

- Signature saltbox architecture inspired by Fremont;
- A large central common amenity area, offering outdoor living space for families, as well as creatively programmed children's play space;
- Pedestrian-friendly design with walkways linking the amenity area through the landscaped internal courtyards to each home's private outdoor space; and,
- Creative parking solutions with both above and below grade stalls for residents.





1 AFFORDABLE FAMILY-SIZED HOMES

This proposal will add 37 townhomes in the range of 1,200 to 1,500 square feet to the Woodlands community, with over 50% offering 3 or 4 bedrooms. The proposed mix of home types will enhance accessibility to this highly desirable location for first time homeowners seeking ground-oriented housing.



2 ENHANCED OPEN SPACE NETWORK

Central to the development is a large, outdoor amenity space that accommodates a mid-block pedestrian connection from Raleigh Street to the laneway, with the opportunity to connect west to Lancaster in the future. The amenity space will be richly landscaped, creating the feeling of a pocket park nestled in the neighbourhood.



3 TIMELESS, HIGH-QUALITY ARCHITECTURAL DESIGN

Building off the Saltbox architectural character developed for the Fremont River District Master Plan, the project introduces thoughtful urban densification to this predominantly single family neighbourhood. Individual homes are expressed by steeply pitched gable roofs, vertical window groupings, and striking front entry doors.



4 COMMUNITY AMENITY CONTRIBUTION

By contemplating an increase in density within the R-Th3 zone, the proposal generates a cash community amenity contribution that will fund new and improved community facilities, as well as affordable and special needs housing purposes. The final value remains to be determined as per the Density Bonus Policy.

Located on the periphery of the Woodlands neighbourhood, the proposed development site has excellent access to both the Coquitlam and Port Coquitlam downtown districts. In 10-20 minutes, residents can walk or take the bus to extensive shops, services and entertainment destinations in either area.

This is a highly transit-oriented location, with connections extending beyond the local shopping centres. The new Evergreen Line extension has two stations within a 15-20 minute walk of the site, as well as the Coquitlam Central stop on the West Coast Express. Downtown Vancouver is only an hour away on either of these routes.

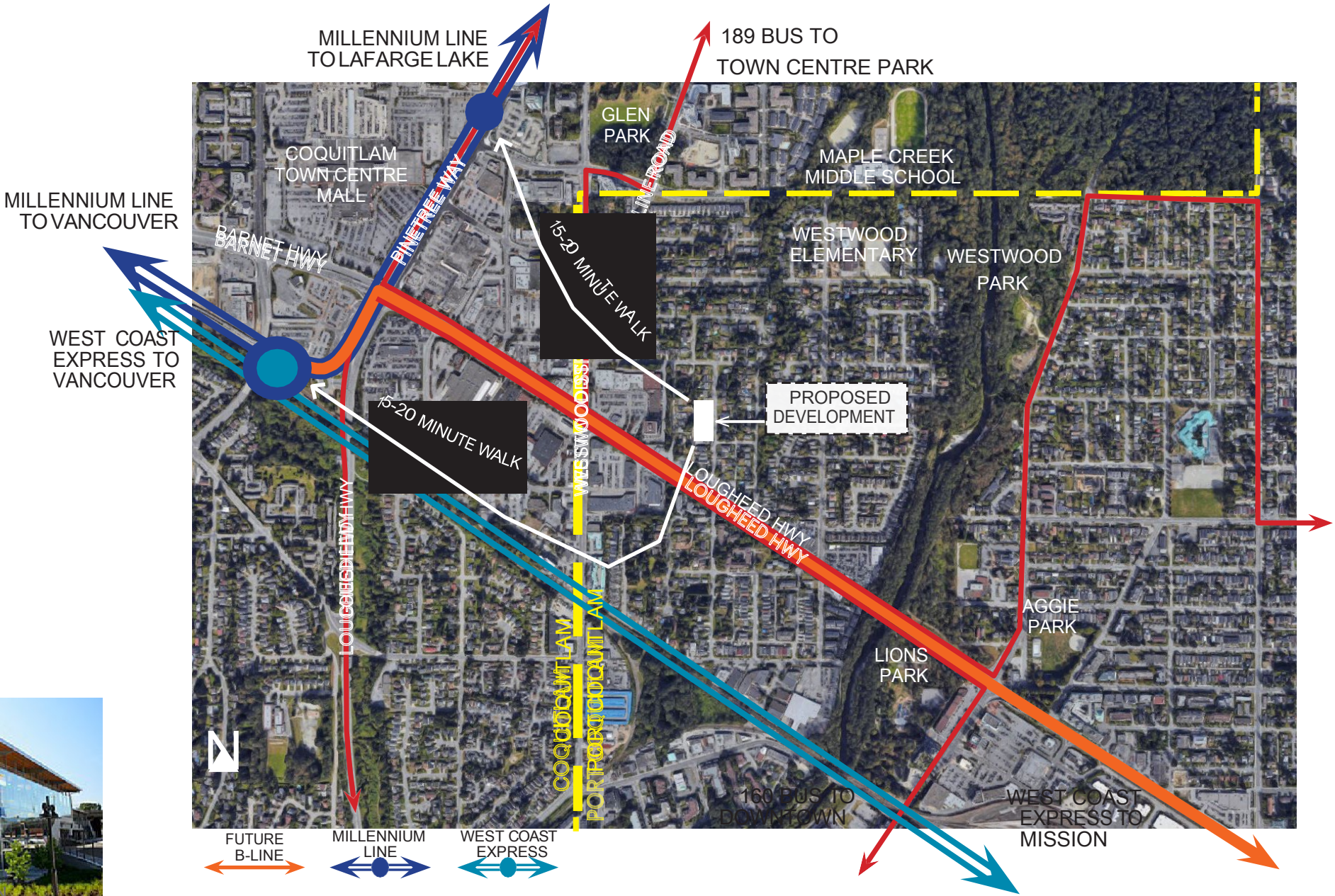
Translink has confirmed a new rapid bus line ("B-Line") will begin service along Lougheed Highway in 2019, which will provide even better connectivity to the rapid transit system. The arrival of this B-Line will turn the Lougheed Corridor into a Frequent Transit Development Area (FTDA), among the likes of Burquitlam and Moody Centre.

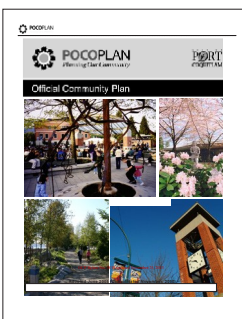


LINCOLN STATION



COQUITLAM CENTRAL STATION





Port Coquitlam Official Community Plan (2013)

The Official Community Plan was last amended by City Council in 2013, establishing a policy framework for future change across the city. The proposed development site is designated as Townhouse, which permits attached residential uses as per the Rth1, Rth2, and Rth3 zones. The OCP includes design guidelines for Intensive Residential Development, which have shaped the development of this proposal.

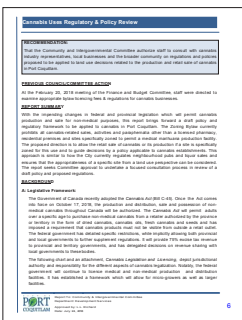
The properties to the north, west and south of the site are also designated for Townhouse development. The properties located to the east across Raleigh Street are designated Residential, which permits single family or duplex homes.



Housing Action Plan (2015)

One of the key directions identified by the Housing Action Plan addresses the need for more ground-oriented housing in Port Coquitlam, and acknowledges the challenging economics of these types of developments in established residential areas. The Plan recommends revising density and development controls to allow for greater design flexibility. It also recognizes the need to increase density in areas adjacent to rapid bus and rapid transit systems, in order to expand housing options.

With the nearby Evergreen Line in Coquitlam and the upcoming B-Line on Lougheed Highway, this proposal responds directly to the City's call for both ground-oriented housing for families, and increased density in transit-oriented areas.



Housing Affordability Review (2018)

Planning Staff are undertaking a Housing Affordability Review to address housing needs in Port Coquitlam. This includes a review of strategies to encourage more ground-oriented housing, in order to address the gap in options suitable for first-time home buyers and young families.

Staff's recent report to Council puts forward several recommendations, including the requirement of family-friendly home types in multifamily projects. The report also proposes further review of potential zoning regulation amendments to promote smaller townhouse units, which have inherently lower price points.

With over 50% of the proposed homes offering three- and four-bedroom living, and the balance providing large two-bedroom and den plans, this proposal sets a strong example for these aspirations of Staff and Council.

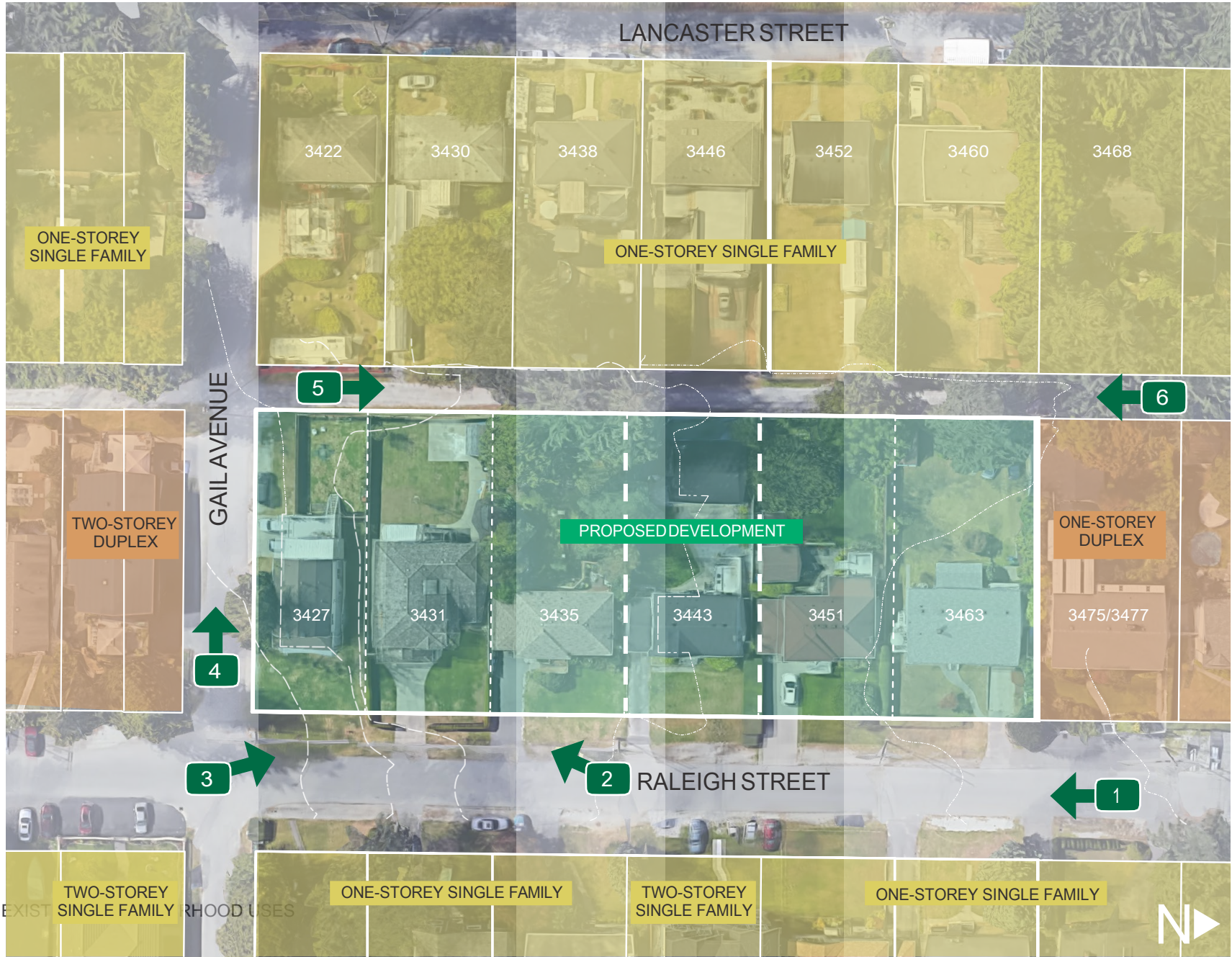


The Woodlands neighbourhood is characterized by detached homes, predominantly in the form of one-storey single family housing. It also includes a few duplexes, including the northern neighbour of the proposed development site. There is a handful of two-storey homes throughout the neighbourhood, mostly where homes were constructed more recently.

The existing buildings on the development site are woodframe one- and two-storey single family homes, constructed in the 1950's and 1960's. Transmission lines and poles are located along the east property edge on Raleigh Street, servicing the existing homes on both sides of the street.

The terrain is generally flat and lightly forested. There is a moderate grade change, sloping down just over 2 meters (7 feet) from the northwest to the southeast corner. There are no watercourses nearby, or landscape features that are unusual to this region.

The tree cover on the property predominantly consists of native vegetation that is expressing typical deformities due to poor pruning practices or growth patterns associated with abundant access to light. We are not proposing the retention of existing trees - an arborist report is underway, and will be submitted in the near future.





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Site Features

- Individual at-grade entrances defined by welcome stoops, landscaping, fencing & canopies
- Gated south courtyard access from Gail Avenue
- Gated north courtyard access from Raleigh Street
- Central site access through trellis monument
- Family amenity zone with outdoor living and dining
- Children's amenity zone with play maze feature
- Plaza nodes with bench seating
- Tree lined laneway with overlooking balconies
- Visitor parking area with courtyard access
- Underground parkade access
- Pedestrian walkways



The proposed development incorporates both slab-on-grade townhomes with private garage access from the laneway (buildings 1 and 2), and townhomes on suspended slab with direct access from the underground parkade level (buildings 3 and 4). By combining these two forms, we are able to provide more homes than a traditional slab-on-grade townhome proposal, while maintaining affordability by limiting the extent of excavation. Further benefits of the proposed site plan include:

- > Reduced asphalt surfacing and a more pedestrian-friendly ground plane, by eliminating the need for onsite drive aisles;
- > Buildings oriented to establish a friendly streetfront presence on Raleigh, with front yards and private entries directly accessible from the sidewalk;
- > A beautified laneway condition, softened by a row of trees and perennial grasses planted between each driveway and activated by private balconies and large windows; and,
- > A diverse mix of compact floor plans, including two bedroom and den homes with private garages, and three and four bedroom homes with basement storage and underground parking.

The site has a moderate grade change, sloping down just over 2 meters (7 feet) from the northwest to the southeast corner. The buildings progressively terrace down with the grades, including a 2 foot mid-building step that also helps to break up the length of the building.

Other grading design considerations include keeping excavation above groundwater levels, providing sufficient planting depth at grade to support healthy planting, maintaining comfortable headroom below grade, accommodating direct access from the Raleigh-fronting homes to the parkade, and minimizing above grade extrusion of the underground structure.

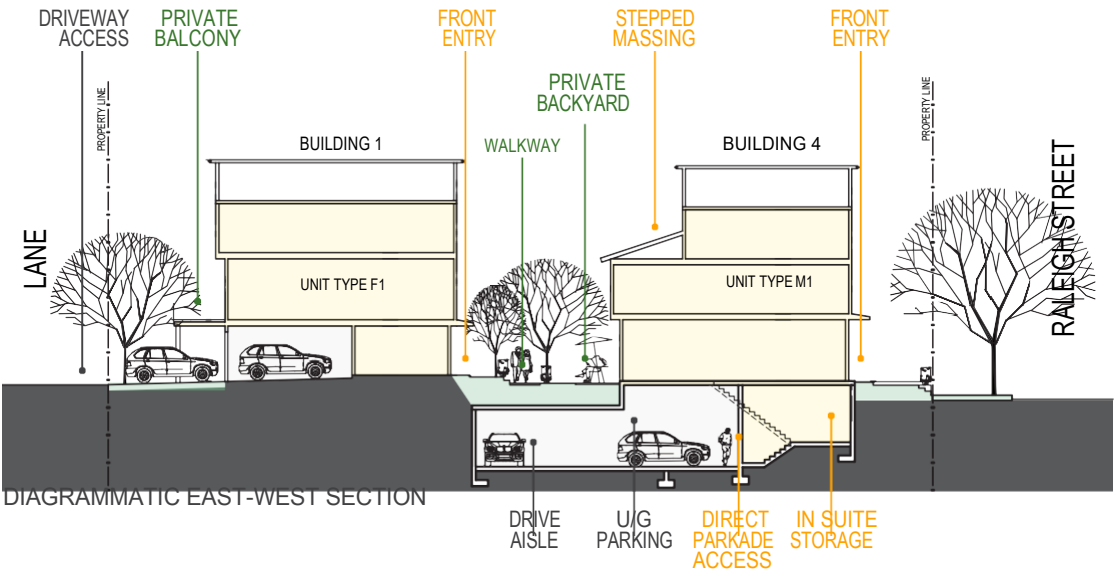
With these factors taken into account, the finished floor elevations are carefully designed to ensure each home is sitting 2-3 steps up from the sidewalk in addition to a front stoop, creating a sense of privacy while keeping eyes on the street. Layered landscaping is strategically incorporated to screen locations where the underground structure projects above grade.

Implementing lessons learned from the Fremont River District Master Plan, the buildings are pushed towards the front property line to provide 4.1m (13'4") deep front yards. This creates a more urban streetscape, while allowing for layering of painted wood fencing and planting, and maintaining usable private outdoor area for each home. Side yards are similarly compact to allocate as much surface area as possible to the central amenity, without compromising opportunities for landscape screening along the perimeter of the site.

At the heart of the project, we are proposing a large common amenity space that is envisioned as an outdoor 'living room' for the future residents. The townhome buildings are pushed towards the north and south property lines, thus creating a generous break in the massing of 53-60 ft. Positioned adjacent to the visitor parking court, the opening between the buildings extends all the way through the site to the lane. The space will feel like a pocket park in the neighbourhood, nestled comfortably between the townhomes and richly planted with trees and other landscaping.

Several pedestrian access points are provided, including gateways off of Gail Avenue to the south and Raleigh Street to the north. These pathways lead through the internal courtyards, lined with private backyards and trees to the east, and front yards with entry gates and brightly coloured entry doors to the west. The massing of buildings 3 and 4 steps back at the third level, enhancing sunlight access and the sense of openness in the courtyards.

In the amenity space, the walkways intersect with an east-west path connecting from Raleigh Street to the visitor parking court. Without needing to enter the parkade, guests of all residents will be able to park at-grade and walk straight to their host's front door. The parking court is well screened from the street by the amenity landscaping, and from the adjacent homes through strategic window positioning. This area also accommodates garbage and recycling staging, for bins that will be moved from the parkade to the laneway for collection.



Representative of our signature saltbox architectural style, the proposed homes will introduce contemporary character to the existing neighbourhood, while still feeling distinctly residential. The front entry of each home is designed to feel friendly and memorable, with a raised stoop, enhanced materials, striking metal canopy, warm lighting, and brightly colored door.

The individuality of each townhome is defined with strong vertical expression, through large window groupings and steeply pitched gable roofs. Narrow window trim creates thin graceful lines, and gives them a punched look. The corner units have wrap around windows, that turn each end of the building into a striking landmark feature.

A variety of color and material combinations reduce the sense of repetition within each building block, while still maintaining a cohesive sense of identity throughout the development. A combination of vinyl siding and hardie shingles is used for cladding, along with carefully detailed wood window trim to ensure both materials feel rich and are long lasting.

Two to three storey bay projections further articulate the buildings, to bring depth to the facades and enhance the living space for end units. The bays are defined by a transition in material and colour, and punctuated with windows to maintain visibility of the side yard areas. Smaller one storey bays are also proposed on the rear elevations, to break up building massing as well as providing cover for sliding patio doors below.

Interior spaces are carefully coordinated with the exterior facades. Tall windows flood every room with light, with operable portions providing fresh air and passive ventilation when in use. 10 foot ceilings will be provided on floors with living and kitchen uses, making them live even bigger and brighter than the homes now occupied at Fremont.



1 FEATURE CORNER GLAZING



2 PUNCHED WINDOW EXPRESSION



3 WARM ENTRY EXPERIENCE



4 STEPPED BACK UPPER STOREYS



5 BAY PROJECTION WITH DISTINCT CLADDING



PITCHED GABLE ROOF LINE

6



BIG WINDOWS FOR NATURAL LIGHT

7



EAST (RALEIGH STREET) ELEVATION - BLDG 4



SOUTH (GAIL AVENUE) ELEVATION - BLDGS 1 + 4

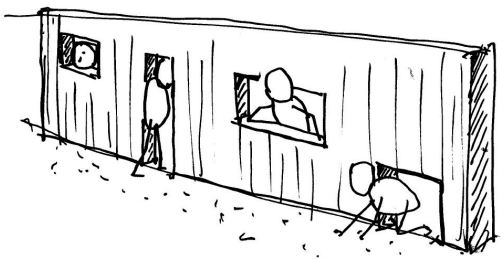


WEST (LANEWAY) ELEVATION - BLDG 1

The proposed outdoor amenity space is located centrally on the site, optimizing accessibility for all homes. Onsite walkways intersect here at a small plaza node, defined by a transition in paver size and bench seating. The level east-west walkway from the Raleigh Street sidewalk to the visitor parking court creates the possibility of a future public connection through the block to Lancaster Street.

Programmed areas occupy the nodes formed by the rectilinear circulation pattern. The children's area is envisioned as a custom built "play maze", built from wood and incorporating natural play features like climbing stems, stones, and a timber shelter. The materials proposed complement the natural aesthetic of the landscaping design, and enhance sustainability. Refer to the landscape plans for further detail.

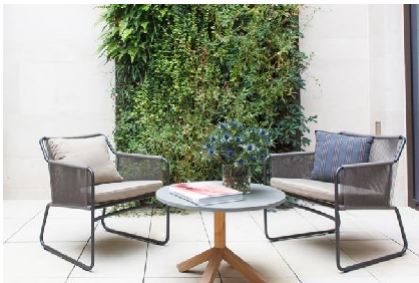
The outdoor living area is designed to accommodate multiple groups at once, with freestanding planter boxes that can be manipulated to define larger or smaller spaces as desired by the residents. Two dining areas adjacent to a trellis-covered prep counter can accommodate larger family meals. Another trellis feature covers a more intimate seating area, with outdoor lounge chairs and smaller tables.



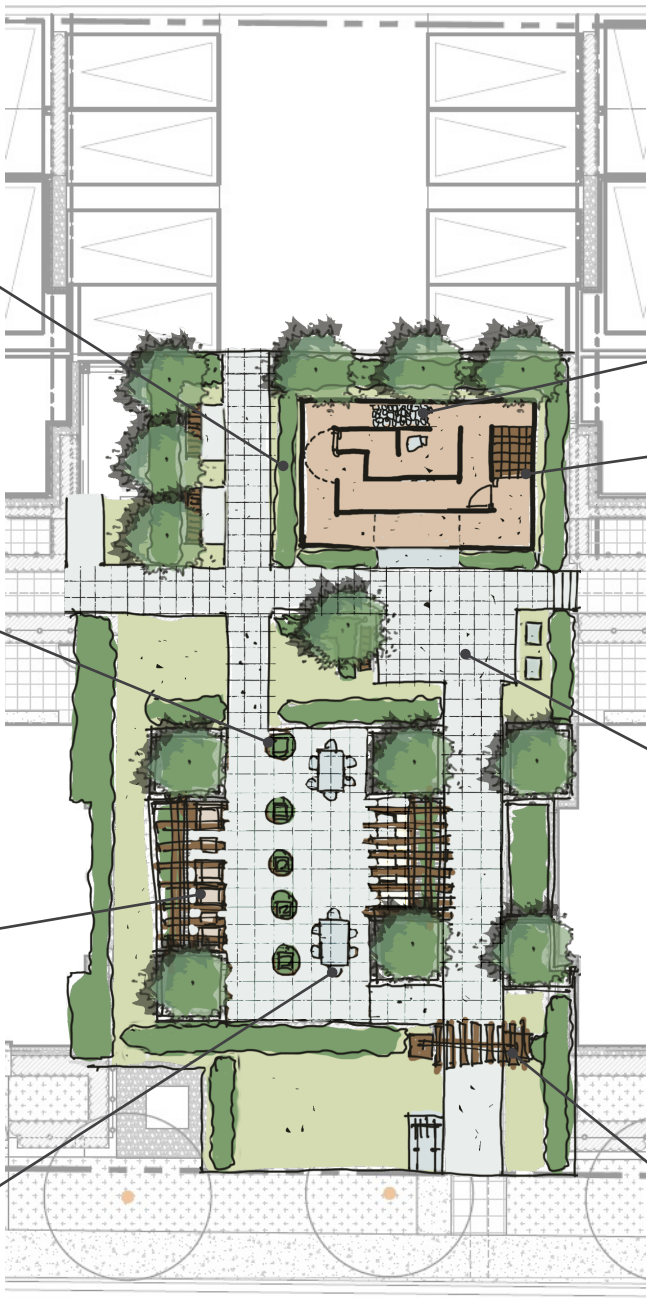
Custom built play-maze



Freestanding planter boxes



Outdoor dining & lounge area



Climbing stones



Climbing stems



Mini-plaza with bench seating

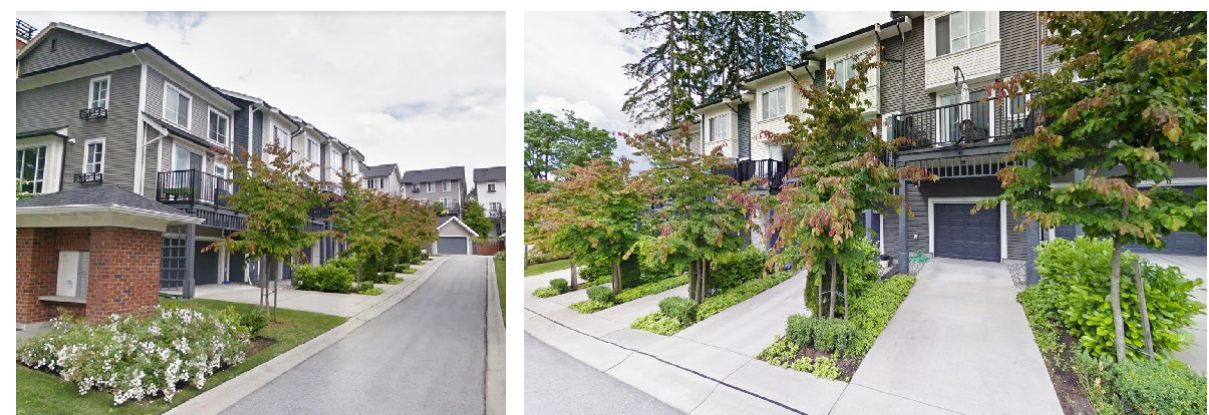


Trellis defined entry

In preliminary discussions, Planning Staff indicated a preference for the public lane between Raleigh Street and Lancaster Street to be purchased, closed, and consolidated with this site. This was a response to the use of the lane for private driveway access to buildings 1 and 2.

Closure of the lane is not proposed. There are a variety of reasons why we strongly feel the project and the neighbourhood are better served by maintaining the lane as public City-owned land:

- > The proposal is utilizing public infrastructure for its intended purpose, as per the existing single family homes - to accommodate vehicle access to rear property lines, for the purposes of parking and garbage collection.
- > The purchase and closure of the laneway would not improve the physical state of the lane, and would instead necessitate the creation of a dead-end midway through the block, to restrict public traffic flow through private property.
- > No design guidelines or zoning regulations are in place that would restrict the use of a public laneway for residential driveway access.
- > The streetscape along the laneway will be improved by the proposed form of development, by separating each driveway with planting beds, including tall columnar aspen trees. We have implemented this design at various other projects, depicted in the imagery below, and find the lane experience to be a significant upgrade from the continuous privacy fencing and solid garage doors that characterize typical lanes servicing single family homes.
- > Large windows and private balconies facing the laneway will keep eyes on the street, enhancing the safety of the neighbourhood.



TATTON by MOSAIC (COQUITLAM, BC)

- > Despite our best efforts to expand our assembly in this block, we do not hold a cohesive assembly on Lancaster Street. Existing single family homes on Lancaster, as well as homes on both sides of the lane to the north of the assembly, will continue requiring the lane for access to their properties. Maintaining unimpeded two-way circulation through this lane is critical for all users to promote safe and fluid traffic circulation through the neighbourhood.
- > Complex legal agreements that are challenging to enforce would be required to provide on-going access for neighbouring properties through a privately held laneway, placing unfair liability and burden on the future strata owners of the development.
- > A 200mm sanitary sewer line currently runs north-south through the centre of the laneway, flowing from Kitchener to Gail Avenue. Should the lane be closed, extensive and costly servicing works would be required, including:
 - Complete removal of the existing main for the extent of the project site;
 - Dedication of a new statutory right of way through the project site from the lane to Raleigh Street, reducing available site area for housing, parking, and outdoor amenity space; and,
 - Re-construction of a new sanitary main running east from the lane to Raleigh, then south for the length of the project site along Raleigh Street, then back east along Gail Avenue to the current connection point with the main continuing south.
- > Without realizing any added benefit for the community or Mosaic from the closure of the lane, the significant added costs associated with purchase of the land, re-alignment of the sanitary main, lost development potential due to the SRW, and negotiation and registration of legal agreements to accommodate access to neighbouring properties, are not supportable by this project.



WESTWOOD by MOSAIC (PORT COQUITLAM, BC)

The Rth-3 zone prescribes the highest density of Port Coquitlam’s existing townhome zones, but it is generally written with larger slab-on-grade townhomes in mind. Several variances to the Rth-3 zone are requested to suit this innovative form of development, including:

Setbacks

- > PROPOSED: Reduced front setback on Raleigh Street from 7.5m (24.6ft) to 4.1m (13.3ft)
- > PROPOSED: Reduced side yard setback on Gail Avenue from 3.5m (11.5ft) to 3.4m (11.0ft)
- > PROPOSED: Reduced rear yard setback on the laneway from 7.5m (24.6ft) to 5.5m (18.0ft)
- > The proposed setbacks are reflective of the urban context of the site, with mid-rise and high rise buildings (both existing and designated for future development) only blocks away. The prescribed Rth-3 setbacks are more suitable for a suburban environment, particularly for green field development.
- > As a residential infill project, the site constraints necessitate a more compact site plan in order to provide comfortable interior courtyard widths, appropriate unit plan dimensions, and usable private outdoor spaces. The proposed site plan prioritizes the size and quality of the central common amenity, rather than allocating space with limited added value to periphery setback areas.
- > The setback cross sections are carefully designed to create a soft and pedestrian friendly street edge, with layers of low grasses, shrubbery, wood picket fencing, and deciduous trees. Homes maintain their sense of privacy by setting the building floor plates 2-3 steps up from the public sidewalk, and strategically positioning windows to let natural light in, without inviting direct visibility from the street. Rows of larger trees planted in front and sideyard setbacks add to both the quality of the pedestrian experience, and the privacy of the homeowners.
- > The rear yard setbacks are dictated by typical tandem parking dimensions. Increasing this setback would simply extend the paved driveways, without adding functional maneuvering space for the residents, or meaningful gains in landscaped areas. Site area is better allocated to the courtyards, to maximize usable outdoor space and sunlight access.
- > We have successfully executed similar setbacks in the Fremont Master Plan community, as well as at our first saltbox townhome project in Burnaby (pictured to the right).

Lot Coverage

- > PROPOSED: Increased lot coverage from 40% to 43%.
- > Despite the significant proposed increase in number of units, we are requesting a minimal increase in lot coverage. This is achieved thanks to the innovative built form proposed, including a combination of townhomes over parkade with slab-on-grade townhomes that take advantage of the existing lane to reduce onsite drive aisles. Similar to the rationale described for reduced setbacks, an increase in lot coverage is primarily reflective of the more urban form of development proposed.
- > We have gone through great efforts to optimize the quality and functionality of the permeable areas of the site, including a large consolidated central amenity space with rich planting, permeable paver surfacing, and sod ground cover. The steps in the suspended slab have been optimized to ensure planting depths are sufficient to maintain the long term health of the proposed landscaping.

METRO by MOSAIC



Layered front yards



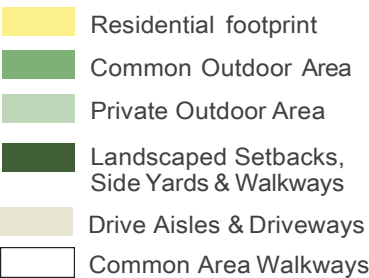
Screened drip strips



Rich streetfront

Density of Development

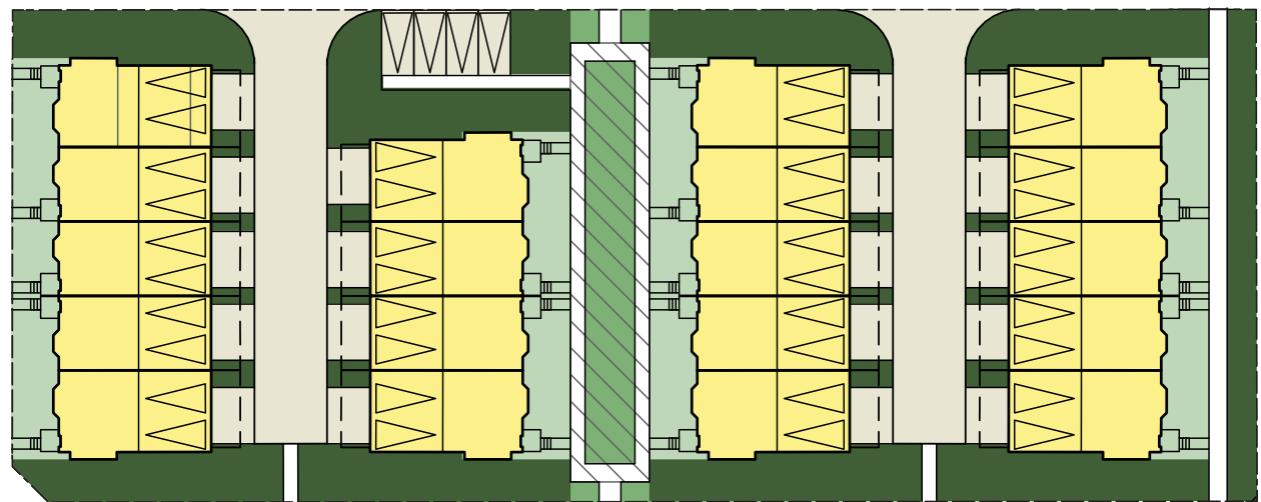
- > PROPOSED: Increased density from 18 UPA to 35 UPA (or from 1 unit per 220m² to 1 unit per 115.8m²)
- > Under the maximum allowable density, this site would support 19 homes.
- > In the absence of limits on actual buildable floor area, this regulation inherently drives the production of very large homes in order for builders to make site economics work.
- > For instance, our site study indicates that 19 homes in the range of 2,200-2,400 sq.ft. (average 2,326 sq.ft.) could comfortably fit on this site, while assuming the same setbacks we are proposing and meeting all other zoning regulations. Refer to the site plan diagrams to the right.
- > This size of home would cost hundreds of thousands of dollars more than the typical plans proposed for this project, which range from 1,242 to 1,454 sq.ft. (average 1,325 sq.ft.). These smaller homes will be more accessible to first time home buyers, while still offering a high degree of livability.
- > The building massing resulting from the theoretical 19 home site plan is very similar to our proposed scheme, with a total estimated buildable area of 44,200 sq.ft. (versus our proposed 49,008 sq.ft.). As setbacks are not maximized in the schematic base density plan, this is a conservative estimate of the potential buildable floor area.
- > By dividing very comparable building blocks into a greater number of homes, we are able to execute less imposing elevations with more glazing, better front entry articulation, and finer-grained vertical breaks.
- > By increasing the unit count, the required usable outdoor area is increased substantially. This drives a more rigorous site plan that maximizes quality usable amenity space, versus much less functional side yard and setback areas. Underutilized space in the 19-home scenario is instead replaced with rich landscaping, usable private outdoor space, and a large central common amenity in our proposal.
- > As per the Density Bonus Policy, in addition to an exciting onsite amenity space, we will offer a cash payment in lieu of amenities. An appraisal determining the proposed value is underway, and will be submitted to Planning Staff as soon as it's completed.



PROPOSED SITE PLAN DIAGRAM (37 HOMES)



BASE DENSITY SITE PLAN DIAGRAM (19 HOMES)





3427 - 3463
RALEIGH STREET
PORT COQUITLAM, BC

July 8, 2019

Planning Department
City of Port Coquitlam
200 - 2564 Shaughnessy Street
Port Coquitlam, BC
V3C 3G4

ATTN: Laura Lee Richard, Director of Development Services

RE: RALEIGH STREET TOWNHOMES (RZ 000169 & DP 000374]

Dear Ms. Richard,

This letter is in regards to our proposal for the development of 37 townhomes in the Woodlands neighbourhood. From our initial meeting with Staff in February 2018, we felt there was an appetite for more affordable, ground-oriented, family sized homes in this neighbourhood.

Today we remain very excited about the prospect of moving forward with a project that will add much needed housing to the community. This neighbourhood is poised for change, with rapid transit at its doorstep and the shops and services of the Port Coquitlam downtown and Coquitlam Town Centre only steps further.

We are aware that Staff is undertaking a Housing Affordability Review to address housing needs in Port Coquitlam, including strategies to improve options suitable for first-time home buyers and young families . One of the considered strategies is promoting smaller townhouse units, which have inherently lower price points. With over 50% of our proposed homes offering three- and four-bedroom living, ranging in size from 1,242 to 1,454 SqFt, this proposal sets a strong example for realizing these objectives.

We are proposing ground-oriented homes that provide the functionality families need, with multiple bedrooms and bathrooms, generous living areas, storage, parking, and private outdoor spaces . In addition, the proposal includes a large central common amenity area, offering outdoor living space for families, as well as creatively programmed children's play space.

We understand that Staff support and share our vision for this form of development; however, there are 3 primary stumbling blocks that have inhibited our ability to make progress with our application - Janeway ownership, traffic congestion, and a density bonus cash-in-lieu payment.

LANEWAY OWNERSHIP

We are advocating to keep the Janeway adjacent to our proposal in the public domain. Closure and purchase of the lane, as desired by Staff, imposes an indeterminate and likely significant financial burden on Mosaic. Further, we believe the solution outlined by Staff will have adverse impacts on urban design, traffic flow, and future development in this neighbourhood block. Despite our best efforts, we don't control the entire block of properties and are unable to coordinate a cohesive development throughout.

Having executed similar projects elsewhere in the Lower Mainland, it is our opinion that maintaining public ownership of the Janeway is strongly in the City of Port Coquitlam's best interest, in addition to our own. Staff's desire to optimize safety is understood, and we are willing to explore other mitigation strategies to provide safe circulation through the lane. Though we have shared and discussed our rationale with Staff at great length, we remain divided on the best way forward.

DENSITY BONUS PAYMENT

Negotiation of a density bonus cash-in-lieu payment has stalled due to a disagreement on methodology. While Staff seek a valuation based only on the most commonly used Direct Comparison Approach, our retained appraiser can't satisfy this request due to the lack of relevant and recent sales activity. A simplified residual analysis is recommended alongside the Direct Comparison Approach, in order to reconcile the proposed land lift value. As outlined in the report, this reconciliation takes into account the purpose of the appraisal, the property type, and the adequacy and reliability of the data studies.

Further, the real estate market has changed meaningfully since the appraisal was submitted in November 2018, and the determined value is no longer applicable. We need clarity on the approach in order to advance with our project, and cannot delay this decision until after 3rd Reading as suggested by Staff.

TRAFFIC SOLUTION

We agree with Staff that a solution is needed for the existing traffic issues in this neighbourhood-both for the locals who live here today, and future residents. There is an exciting opportunity to realize a major change in infrastructure through the reconstruction of the Lougheed Corridor. Our transportation engineer identified that a new traffic signal with left turn movements at the Raleigh Street and Lougheed Highway intersection would offer substantial relief to the congested intersections that provide access today. We have verified implementation is feasible within the new right-of-way design for Lougheed.

The cost to upgrade this intersection is difficult to assess in advance of detailed design, but is estimated at over \$450,000. Though Staff have communicated that any multifamily development in the designated areas of this neighbourhood is unsupportable without this upgrade, it's not planned by the City of Port Coquitlam, and thus the cost is not eligible for City funding, or recovery through DCC credits.

We are willing to discuss independently funding the design and construction of a new signal at this intersection. The upgrade would not only support our proposal, but also the City's ability to realize the vision put forth by the OCP for the entire neighbourhood. Should this be of interest to Staff and Council, we request it's consideration as our contribution to the City, in place of additional cash-in-lieu under the Density Bonus policy. An improvement of this magnitude is a substantial burden for such a small development, and is only feasible in the absence of additional cash contributions. We see enormous value in realizing this infrastructure upgrade for the neighbourhood as a whole-not only the future families living in these 37 townhomes.

We are very appreciative of Staff's willingness to engage in a dialogue with us. The issues at hand are complex, and this kind of collaboration is crucial for developers like Mosaic to continue building new homes in Port Coquitlam, particularly in uncertain markets like we are experiencing today. We ask that our proposal and these key issues be introduced at the Committee of Council meeting on July 23rd, for deliberation and direction by Council.



Senior Vice President, Product
Mosaic Homes
0 604.685.3888

Rezoning Application RZ000169 for 3439 Raleigh Street

Local Government Latecomer Agreements

Latecomer agreements are development finance agreements between municipalities or regional districts and land or property developers. These agreements specify off-site infrastructure necessary for development to proceed.

Latecomer agreements also set the terms by which developers can recover costs for excess capacity beyond what is required for the initial development.

For a development to proceed, a developer may request, or a local government may require, that specific off-site works be provided, such as roads, water, sewage or drainage.

Excess & Non-Excess Capacity Works

To accommodate expected future growth, a local government may require these works include excess capacity beyond what is required for the initial development.

For example, a water main to a proposed subdivision may be sized larger than immediately required in order to service both the proposed subdivision and future growth in the area. The initial capital cost of this water main is divided into two components.

- **Non-Excess Capacity:** The portion of the total capital cost to service only the initial development, paid for by the initial developer
- **Excess Capacity:** The portion of the total capital costs in excess of what is required to service the initial development, paid for by either the initial developer or the local government

The cost of this excess capacity may be recovered from later development in the area and remitted back to the party (either the local government or the initial developer) that financed the initial excess capacity capital cost of the water main.

Cost Recovery

To recover costs, a local government will enter into a latecomer agreement with the initial developer. This agreement will identify the following:

- The proposed capital works to be constructed
- The associated costs for those works
- The portion of those costs that will service excess capacity
- Who will pay the initial capital costs of the excess capacity (either the local government or the initial developer)
- The method of recovering these costs from later development and how it will be applied
- The time frame over which these costs may be recovered, not exceeding 15 years from the date that the initial capital works were completed

If the local government pays the capital costs of the excess capacity, it can recover the costs by creating a local service area and applying a property tax or user-fee on the properties within the boundaries of the local service area, or it can apply a latecomer charge.

- [Learn more about local area service taxes](#)

If the initial developer pays the capital costs of excess capacity, the local government may only apply a latecomer charge. In this case, the local government would levy and collect a latecomer charge from subsequent developers and remit the proceeds from the latecomer charge back to the initial developer to offset some or the entire burden of the initial capital works.

Latecomer Charge

As part of the latecomer agreement, the local government and initial developer must determine what portion of the excess capacity will benefit the future development that will subsequently be serviced by the initial capital works. In order to connect to these capital works, a developer of the parcels must pay a latecomer charge to the local government based on the terms of the latecomer agreement.

The local government will levy and collect the latecomer charge from future development. If the local government paid for the excess capacity of the initial capital works (the portion of the works beyond what was required for the initial development) it will keep the collected latecomer charges.

However, if the initial developer paid for the excess capacity, the local government will remit the collected latecomer charges back to that initial developer. In either case, the latecomer charge must include the cumulative interest calculated annually at a rate established by bylaw.

These "upfront" infrastructure works may be paid for by either the local government or the original developer, and financed through a latecomer agreement. Under such an agreement, later developments that eventually hook up to the new infrastructure will pay a charge to the local government. If a private developer paid for the new infrastructure, the local government will remit the collected charge to that original developer for a period of up to 15 years from the date that the works were completed. Eligible works include water, sewer, roads and drainage.