

Tuesday, November 26, 2019, 6:00 p.m.

Council Chambers

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

Pages

1. CALL TO ORDER

2. ADOPTION OF THE AGENDA

2.1 Adoption of the Agenda

Recommendation:

That the Tuesday, November 26, 2019, Council Meeting Agenda be adopted as circulated.

3. CONFIRMATION OF MINUTES

None.

4. PRESENTATIONS

4.1 PoCo Minor Baseball - BC Provincial Champions

5. DELEGATIONS

None.

6. PUBLIC HEARINGS

6.1 Zoning Amendment for Cannabis Product Manufacturing

See Item 7.1 for information.

6.2 Zoning Amendment for Minor Amendments and Housekeeping Changes

See Item 7.2 for information.

7. BYLAWS

7.1 Zoning Amendment Bylaw No. 4150 for Cannabis Product Manufacturing -
Third Reading and Adoption

Recommendation:

That Council give Zoning Amendment Bylaw No. 4150 third reading and adoption.

- 7.2 Zoning Amendment Bylaw No. 4151 for Minor Amendments and Housekeeping Changes - Third Reading and Adoption** **6**

Recommendation:

That Council give Zoning Amendment Bylaw No. 4151 third reading and adoption.

- 7.3 Zoning Amendment Bylaw No. 4154 for 1752 and 1758 Salisbury Avenue - First Two Readings** **17**

Recommendation:

That Council give Zoning Amendment Bylaw No. 4154 first two readings.

- 7.4 Building and Plumbing Amendment Bylaw No. 4152 - Adoption** **62**

Recommendation:

That Council adopt Building and Plumbing Amendment Bylaw No. 4152.

- 7.5 Parking and Development Management Amendment Bylaw No. 4153 - Adoption** **63**

Recommendation:

That Council adopt Parking and Development Management Amendment Bylaw No. 4153.

8. REPORTS

- 8.1 Metro Vancouver Regional Parks Service Amendment** **64**

Recommendation:

That Council direct staff to advise Metro Vancouver that the City of Port Coquitlam consents to the approval of the adoption of Metro Vancouver Regional District Regional Parks Service Amendment Bylaw No. 1290, 2019 on behalf of the electors.

- 8.2 2020-2021 Capital Plan and One-Time Enhancements** **73**

Recommendation:

That Council direct staff to proceed with award of the 2020 and 2021 capital and one-time projects.

9. NEW BUSINESS

10. OPEN QUESTION PERIOD

11. ADJOURNMENT

11.1 Adjournment of the Meeting

Recommendation:

That the Tuesday, November 26, 2019, Council Meeting be adjourned.

12. MEETING NOTES

Zoning Amendment Bylaw No. 4150 for Cannabis Product Manufacturing - Third Reading and Adoption

RECOMMENDATION:


That Council give Zoning Amendment Bylaw No. 4150 for Cannabis Product Manufacturing third reading and adoption.

REPORT SUMMARY

Upon conclusion of a public hearing scheduled for November 26, 2019, Zoning Amendment Bylaw No. 4150 will be available for Council to give third reading and adoption.

Note: Section 480 of the Local Government Act permits Council to adopt a zoning bylaw at the same meeting at which the bylaw received third reading.

OPTIONS (✓ = Staff Recommendation)

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

CITY OF PORT COQUITLAM
ZONING AMENDMENT BYLAW, 2019

Bylaw No. 4150

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

1. CITATION

This Bylaw may be cited as "Zoning Bylaw, 2008, No. 3630, Amendment Bylaw, 2019, No. 4150".

2. ADMINISTRATION

2.1 That "Zoning Bylaw, 2008, No. 3630" be amended in Section I, Definitions by adding the following in alphabetic order:

"Cannabis product manufacturing means the manufacture of products that contain cannabis oils, extracts or other derivatives of the cannabis plant, but does not include the manufacture or production of those cannabis oils, extracts or derivatives themselves."

2.2 That "Zoning Bylaw, 2008, No. 3630" be amended in Section II, Zones and Zone Regulations, Regulation6(d) by adding the phrase "a facility for cannabis product manufacturing," after "a licensed pharmacy,".

READ A FIRST TIME this	12 th day of	November, 2019
READ A SECOND TIME this	12 th day of	November, 2019
PUBLIC HEARING HELD this	26 th day of	November, 2019

Mayor


Corporate Officer

Zoning Amendment Bylaw No. 4150 for Cannabis Product Manufacturing – First Two Readings

RECOMMENDATION:

That Council give Zoning Amendment Bylaw No. 4150 first two readings.

OPTIONS (✓ = Staff Recommendation)

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

Production of Goods made with Cannabis Extracts

RECOMMENDATION:

That Committee of Council recommend to Council that the Zoning Bylaw be amended to allow for the production of goods made with cannabis in an extracted form.

REPORT SUMMARY

The Government of Canada will be allowing for three new classes of cannabis that could be legally sold by federal licence holders: edible cannabis, cannabis extracts and cannabis topicals. This report recommends Council introduce an amendment to the Zoning Bylaw that would allow for the production and manufacturing of products made with cannabis in an extracted form as a permitted use. This amendment would result in the opportunity for industrial manufacturing businesses producing products containing cannabis extract such as a topical ointment, or commercial kitchens producing baked or packaged food products containing cannabis extract for a wholesale market, in zones which permit production uses, if the business also has the required federal licence to use a cannabis extract product. The City would continue to restrict the production of cannabis and the retail sale of any product containing cannabis to sites with site-specific zoning in place allowing for such production or sale.

BACKGROUND

Cannabis edibles, extracts and topicals are products made with oils and concentrates which have been extracted from the cannabis plant through specific processing techniques. These products in their extracted form do not have any odour and would be similar to other extract products used in the manufacturing of edible and topical goods.

The *Cannabis Act*, which authorizes the legal sale of edibles containing cannabis and cannabis concentrate, comes into force on October 17th, 2019. The Government of Canada has recently announced amendments to its Cannabis Regulations to set out the rules governing the production and sale of the three new classes of cannabis that could be legally sold by federal licence holders as of October 17th: edible cannabis, cannabis extracts and cannabis topicals (lotions, balms, and oils that are absorbed through the skin). The BC Liquor Distribution Branch, which is the sole wholesale distributor of non-medical cannabis for the Province, has advised it will be working with producers licenced to use cannabis to secure access to their products for retailers licenced to sell cannabis. It is expected that the sale of products will commence in December.

In Port Coquitlam, sites must have site-specific zoning in place to be permitted to produce, distribute, or sell any product containing cannabis and the *Cannabis Establishment Policy* guides Council in its decisions with respect to where a business may be permitted to produce or sell cannabis. The intent of this regulatory framework is to ensure Council is able to make informed decisions on the right location for cannabis-related uses and mitigate potential impacts, such as to ensure retail sales outlets are not in close proximity to spaces frequented by children and to avoid odour associated with the production (cultivation and processing) of cannabis. This framework was established before the Government of Canada announced its intent to allow for the production and

Production of Goods made with Cannabis Extracts

sale of edible, extract and topical products and therefore did not contemplate regulations for this use.

DISCUSSION

Cannabis edibles, extracts and topicals are made with oils and concentrates which have been extracted from the cannabis plant through specific processing techniques. In their extracted form, these products do not have any odour and are similar to other extract products used in the manufacturing of edible and topical goods. As a result, the production of goods made with an extracted cannabis concentrate or oil is not anticipated to be associated with the types of significant negative impacts associated with the production of cannabis.

The retail sale of any product containing cannabis oil or concentrate would be permitted where a site has been zoned on a site-specific basis to permit the sale and no changes to the Zoning Bylaw or Cannabis Establishment Policy are required to accommodate such sales.


In summary, it is recommended that the Zoning Bylaw be amended to permit the use of extracted cannabis oils and concentrates in the production of products containing cannabis oil or concentrate, when a site is zoned to permit this production use and the producer has been licenced by Health Canada for this activity. For clarity, the amendment would not permit the extraction process, just use of the extracted product.

FINANCIAL IMPLICATIONS

None

OPTIONS

(Check = Staff Recommendation)

#	Description
1 	Recommend that Council amend the Zoning Bylaw to amend restrictions on cannabis uses to allow the production of goods made with cannabis in an extracted form, as permitted by Health Canada.
2	Request amendment of the draft bylaw amendments prior to their consideration.
3	Determine that no changes will be made to existing regulations at this time.

Lead author(s): Jennifer Little

Zoning Amendment Bylaw No. 4151 for Minor Amendments & Housekeeping Changes - Third Reading and Adoption

RECOMMENDATION:


That Council give Zoning Amendment Bylaw No. 4151 for Minor Amendments & Housekeeping Changes third reading and adoption.

REPORT SUMMARY

Upon conclusion of a public hearing scheduled for November 26, 2019, Zoning Amendment Bylaw No. 4151 will be available for Council to give third reading and adoption.

Note: Section 480 of the Local Government Act permits Council to adopt a zoning bylaw at the same meeting at which the bylaw received third reading.

OPTIONS (✓ = Staff Recommendation)

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

CITY OF PORT COQUITLAM
ZONING AMENDMENT BYLAW, 2019
Bylaw No. 4151

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

1. CITATION

This Bylaw is cited as “Zoning Bylaw, 2008, No. 3630, Amendment Bylaw, 2019, No. 4151”.

2. ADMINISTRATION

2.1 In Section II Zones and Zone Regulations, Subsection 2 Residential Zones, Regulation 2.4, by replacing Notes 2 and 3 to Table 2.4 with the following new notes:

“Note 2: In the calculation of floor area ratio in RS, RD and RRh zones the following may be excluded as floor area:

- a. 46m² of floor area for an attached garage or carport, and, in the case of a property with a coach house, an additional 23m² of floor area for an attached garage or carport;
- b. Floor area below the habitable floor elevation, except for a bathroom, utility or mechanical room, entry foyer or similar space intended to support a coach house use
- c. Any floor area comprising a basement;
- d. Balconies and decks, except any area of a balcony or deck for a coach house that exceeds an area of 7.5m²; and
- e. Area within an underground structure.

Note 3: In the single, duplex and rowhouse residential zones, setbacks are measured to the principal building only.”

2.2 In Section II Zones and Zone Regulations, Subsection 2 Residential Zones, Subsubsection 2.5, Additional Regulations, by replacing the Indoor Amenity Area regulation with the following:

INDOOR AMENITY AREA

- “6. Apartment uses in excess of 10 dwelling units in RA1 and RA2 zones must provide indoor amenity space in the amount of 2m² per dwelling unit, and for this purpose “indoor amenity space” is a common area within a building designed to accommodate meetings, fitness or recreational activities and available for use by occupants of the building and, in the case of a strata-titled building, the common area must be either common

property or a strata lot that is a common asset of the strata corporation; except:

- a. on Lots 2, 5, 7 and 10 of the Dominion Riverfront Neighbourhood, the indoor amenity space requirement for an apartment building may be provided in a common amenity building located on Lot 1 of the neighbourhood and available for use by occupants of the lot containing the apartment building.”

- 2.3 In Section II Zones and Zone Regulations, Subsection 3 Commercial Zones, Sub-subsection 3.4, Regulations, in Note 6 by replacing exclusion 6.c with the following:

“c. Floor area at ground level or within a basement or underground structure;”

- 2.4 In Section II Zones and Zone Regulations, Subsection 3 Commercial Zones, Sub-subsection 3.5, Additional Regulations, by replacing the Indoor Amenity Area Regulation with the following:

INDOOR AMENITY AREA

“9. Apartment uses in excess of 10 dwelling units in CC zones must provide indoor amenity space in the amount of 2m² per dwelling unit, and for this purpose “indoor amenity space” is a common area within a building designed to accommodate meetings, fitness or recreational activities and available for use by occupants of the building and, in the case of a strata-titled building, the common area must be either common property or a strata lot that is a common asset of the strata corporation.”

- 2.5 In Section II Zones and Zone Regulations, Subsection 4 Industrial Zones, Sub-subsection 4.3, Permitted Uses, in Note 14 by replacing the sentence “Accessory child minding within the facility for the patrons of the facility is permitted.” with the sentence, “Accessory child minding and accessory personal services with a floor area not exceeding 10m² for patrons of the facility are permitted uses within the commercial indoor recreation facility.”

- 2.6 In Section III Supplementary Regulations, Subsection 2, Accessory Buildings and Structures, by replacing Regulations 2-3, 2-4 and 2-7 with the following new regulations:

“2-3 No part of an accessory building shall be used for human habitation or be connected to a coach house.

2-4 The combined floor areas of garages and carports attached to a coach house and accessory buildings and structures in A, RS and RD zones, including detached carports and garages, must not exceed the lesser of 12% of the lot area and 90m².

2-7 No part of an accessory building or structure, other than a special event facility in a residential zone shall be sited within

- a. 1.2m of any lane or rear property line excluding projections, eaves and gutters which may project an additional 0.6m;

- b. A triangular area measured 5m each way from the point of intersection of any lane with any street or other lane;
 - c. A front setback area specified for the zone;
 - d. An interior or exterior side yard specified for the zone, excluding projections, eaves and gutters which may project an additional 0.6m; or
 - e. In the case of an accessory building or structure with a floor area exceeding 10m², within 1.5m of a principal building.”
- 2.7 In Section III Supplementary Regulations, Subsection 9, Licensed Establishments, by replacing Regulations 9-1 and 9-2 with the following Regulation 9-1:

“9-1 Any dance floor provided in a liquor primary or a food-primary establishment must not exceed the lesser of 30m² and 20% of the floor area of the premises.”
- 2.8 In Section III Supplementary Regulations, Subsection 15, Coach Houses, by replacing Regulations 15-6 through 15-10 with the following new Regulations 15-6 through 15-11:
 - “15.6 A coach house shall not include a basement.
 - 15.7 The maximum crawl space height of a coach house shall be 1.5m.
 - 15.8 The minimum horizontal distance between any exterior wall of a coach house and the nearest point of any exterior wall
 - a. of a principal dwelling located on the same lot is 6m; and
 - b. of an accessory building or structure located on the same lot is 2.4m.
 - 15.9 If a coach house is attached to a garage or carport,
 - a. there shall be no interior doorway between the dwelling unit and the garage;
 - b. the connected garage or carport may only be for vehicle storage and shall not contain sanitary facilities or a mechanical room; and
 - c. for clarification, the floor area of an garage or carport connected to a coach house counts towards the maximum floor area of accessory buildings and structures permitted on a lot by Section 2 of this Bylaw.
 - 15.10 No part of a coach house shall be sited within:
 - a. 1.2m of any lane or rear property line excluding projections, eaves and gutters which may project an additional 0.6m;
 - b. A triangular area measured 5m each way from the point of intersection of any lane with any street or other lane;
 - c. A front setback area specified for the zone;

- d. An interior or exterior side yard specified for the zone, excluding projections, eaves and gutters which may project an additional 0.6m.

15.11 The maximum building depth of a building containing a coach house is 11.5m.”

READ A FIRST TIME this	12 th day of	November, 2019
READ A SECOND TIME this	12 th day of	November, 2019
PUBLIC HEARING HELD this	26 th day of	November, 2019

Mayor


Corporate Officer

Zoning Amendment Bylaw No. 4151 for Minor Amendments and Housekeeping Changes – First Two Readings

RECOMMENDATION:

That Council give Zoning Amendment Bylaw No. 4151 first two readings.

OPTIONS (✓ = Staff Recommendation)

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

Zoning Bylaw Minor Updates & Housekeeping Changes

RECOMMENDATIONS:

That Committee recommend to Council:

A. That the Zoning Bylaw be amended to:

- (1) confirm commercial floor area is excluded from the floor area ratio calculation in the Community Commercial Zone,
- (2) permit personal services as a use accessory to indoor commercial recreation uses in industrial zones,
- (3) make the following housekeeping amendments:
 - a. deleting the maximum patron capacity of a liquor primary licensed establishment
 - b. confirming the indoor amenity areas must be common property in strata buildings, and
 - c. making coach house and detached garage regulations consistent when combined as one building; and,

B. That the Building & Plumbing Bylaw be amended to correct the Step Code implementation date.

PREVIOUS COUNCIL/COMMITTEE ACTIONS

- (1) For the Community Commercial zone amendment: on October 9, 2018 Council amended the Zoning Bylaw to apply a floor area ratio in the Community Commercial zone as part of implementing the new affordable and family-friendly housing policy.
- (2) For the indoor commercial recreation amendment: on July 16, 2015 Smart Growth Committee determined it would defer amending the Zoning Bylaw to allow accessory personal services in commercial indoor recreation uses, pending further review.
- (3) Council's most recent adoption of a housekeeping bylaw was November 14th, 2017.

REPORT SUMMARY

This report outlines a number of recommended changes to the Zoning Bylaw that, for the most part, are minor or of a housekeeping nature. These amendments are recommended for adoption to address identified inconsistencies, remove redundant regulations, and clarify the intent of regulations. A housekeeping amendment to the Building & Plumbing Bylaw is also recommended.

BACKGROUND & DISCUSSION

(1) Proposed Community Commercial Zone Amendment:

In 2018, Council adopted a new policy to achieve housing affordability objectives and it approved a number of regulatory changes to implement these objectives. One of these changes was to introduce a floor area ratio calculation in the Community Commercial zone to facilitate application of density bonus and housing affordability policies to larger mixed-use

projects. The Community Commercial zone allows for a wide range of general commercial and personal service uses in pedestrian-orientated commercial centres and permits residential uses above the ground floor and, prior to the amendment, the amount of achievable floor area could only be determined through a site-specific analysis of the siting, parking and other regulations applicable to these uses. The amendment to the Community Commercial zone to apply a floor area ratio of 1.5 facilitated the calculation of the amount of affordable housing required to meet the new policy with the added benefit of providing greater certainty to property owners and developers as to a site's development potential.

In review of several mixed-use projects proposed since adoption of the amendment, the floor area ratio is being found to restrict the potential development of commercial space, contrary to the intent of the zoning. As the purpose of the amendment relates to residential uses within the zone, it is recommended that the bylaw be amended to restrict application of the maximum floor area ratio to only the residential portion of the building.

(2) Proposed Commercial Indoor Recreation Amendment:

In 2015, the Smart Growth Committee considered a report recommending changes to allow for accessory personal services to be associated with commercial indoor recreation uses located in industrial areas. This recommendation arose from its consideration of a staff report titled, *The Industrial and Commercial Lands Review*, that had identified a need to support existing businesses by allowing for additional services to be offered such as health services (e.g., physiotherapists, chiropractors, occupational therapists) and personal services (e.g., personal trainers, nutritionists). At the time, Committee determined that it would defer making a decision pending receipt of additional information on industrial areas. One of the concerns informally raised included the potential that supporting indoor recreation businesses by allowing for additional uses would reduce the attractiveness of the City's industrial areas for industrial uses.

A number of businesses have since indicated to staff that they continue to wish to be permitted to include health and personal services to complement their recreational activity. Over the past five years, it is evident that the City's industrial areas continue to be highly attractive for industrial uses and policies in support of industrial uses have been strengthened. It is unlikely that allowing for this accessory use would have a significant impact given the strength of industrial uses and it is recommended that Committee support amending the bylaw to respond to the requests from businesses.

(3) Proposed Housekeeping Amendments:

- a. The regulations section of the Zoning Bylaw includes a clause that limits the patron capacity of a liquor primary licensed establishment to 125. As patron capacity is set on a site-specific basis, this clause is not required and can be deleted.
- b. Apartment buildings and mixed use buildings with residential uses must provide an indoor amenity space to accommodate activities such as meetings, socializing, fitness and recreation. The intent of this regulation is that this area will be available for use by all occupants of the building. However, in some instances the registered strata plan has not

Zoning Bylaw Minor Updates & Housekeeping Changes

confirmed this intent and residents have informed the City that they do not have access to the required common area. To confirm the bylaw requirement it is recommended that the wording be amended to specify that in the case of a strata-titled building, the common area must be either common property or a strata lot that is a common asset of the strata corporation.


- c. In implementing the new coach house regulations, it has proved to be challenging for staff to reconcile bylaw requirements for coach houses with requirements for detached garages. Housekeeping amendments are proposed to clarify the floor area ratio calculation and ensure appropriate separation between structures on a property, harmonize siting requirements for projects that combine a detached garage with a coach house, and confirm that the floor area below the habitable floor elevation that is used as a foyer, bathroom or utility closet is included in the floor area of the coach house. These proposed changes are shown in Attachment 1.

- (4) An error was made in the recent amendment to the Building & Plumbing Bylaw with respect to Step Code implementation dates. A housekeeping correction is required to change the date from 2020 to 2021.

FINANCIAL IMPLICATIONS

None.

OPTIONS (✓ = Staff Recommendation)

	#	Description
	1	Recommend to Council that the zoning and building bylaws be amended per this report.
	2	Recommend to Council that the bylaws only be amended for selected changes.
	3	Determine that no changes should be made at this time pending receipt of further information.

Attachment 1: Proposed housekeeping changes to coach house regulations in the Zoning Bylaw

Attachment 1: Housekeeping Amendments for Coach House & Accessory Building Regulations

In Section II Zones and Zone Regulations, Notes to Table 2.4:

Note 2: In the calculation of floor area ratio in RS, RD and RRh zones the following may be excluded as floor area:

- a. 46m² of floor area for an attached garage or carport, and, in the case of a property with a coach house, an additional 23m² of floor area for an attached garage or carport;
- b. Floor area below the habitable floor elevation, except for a bathroom, utility or mechanical room, entry foyer or similar space intended to support a coach house use
- c. Any floor area comprising a basement;
- d. Balconies and decks, except any area of a balcony or deck for a coach house in excess of 7.5m²; and
- e. areas within underground structures.

Note 3: In the single, duplex and rowhouse residential zones, setbacks are measured to the principal building only, ~~except that all setbacks other than rear setback are also measured to any coach house, and the rear setback for a coach house is 1.2 m.~~

In Section III Supplementary Regulations, Section 2, Accessory Buildings and Structures:

- 2-3 No part of an accessory building shall be used for human habitation or be connected to a coach house.
- 2-4 The combined floor areas of garages and carports attached to a coach house and accessory buildings and structures in A, RS and RD zones, including detached carports and garages, must not exceed the lesser of 12% of the lot area and 90m².
- 2-7 No part of an accessory building or structure, other than a special event facility including projections, eaves and gutters, in a residential zone shall be sited within:
 - a. 1.2m of any lane or rear property line excluding projections, eaves and gutters which may project an additional 0.6 m;
 - ~~d. 0.6 m (2 ft.) of an interior side lot line;~~
 - ~~d. An interior or exterior side yard specified for the zone, excluding projections, eaves and gutters which may project an additional 0.6 m~~
 - ~~e. An exterior side yard specified for the zone; or~~

15. COACH HOUSES

- 15.6 ~~A building containing Aa~~ coach house shall not include a basement.

15.7 ~~The maximum height of crawl space in a building containing a coach house shall be 1.5 m.~~

15.8 The minimum horizontal distance between any exterior wall of a coach house and the nearest point of any exterior wall

- a. of a principal dwelling located on the same lot is 6 m; and
- b. of an accessory building or structure located on the same lot is 2.4 m.

15.9 If a coach house ~~contains a~~ is attached to a garage or carport,

- a. there shall be no interior doorway between the dwelling unit and the garage;
- b. the connected garage or carport may only be for vehicle storage and shall not contain sanitary facilities or a mechanical room;

~~c. the floor area of the connected garage or carport shall not exceed 46 m²;~~

~~d.~~ c. for clarification, the floor area of an garage or carport connected to a coach house counts towards the maximum floor area of accessory buildings and structures permitted on a lot by Section 2-4 of this Bylaw.

15.10 No part of a ~~building containing~~ a coach house shall be sited within:

- a. 1.2 m (3.9 ft.) of any lane or rear property line excluding projections, eaves and gutters which may project an additional 0.6 m;
- b. A triangular area measured 5 m (16.4 ft.) each way from the point of intersection of any lane with any street or other lane;
- c. A front setback area specified for the zone;
- d. An interior or exterior side yard specified for the zone, excluding projections, eaves and gutters which may project an additional 0.6.

15.11 The maximum building depth of a building containing a coach house is 11.5 m.

Zoning Amendment Bylaw No. 4154 for 1752 and 1758 Salisbury Avenue - First Two Readings

RECOMMENDATION:


That Council give Zoning Amendment Bylaw No. 4154 for 1752 and 1758 Salisbury Avenue first two readings.

PREVIOUS COUNCIL / COMMITTEE ACTION

At the November 19, 2019, Committee of Council meeting, Committee recommended the following:

1. *That Committee of Council recommend to Council that:*
 - a. *The zoning of 1752 and 1758 Salisbury Avenue be amended from RS1 (Residential Single Dwelling 1) to RTh3 (Residential Townhouse 3);*
 - b. *That prior to adoption of the amending bylaw, the following conditions be met to the satisfaction of the Director of Development Services:*
 - i. *Installation of protective fencing for trees to be retained on adjoining properties;*
 - ii. *Payment in the amount of \$5000 for offsite tree replanting;*
 - iii. *Demolition of the existing buildings and verification that the site is free of rodents prior to demolition permit issuance;*
 - iv. *Consolidation of the two lots;*
 - v. *Completion of design and submission of securities and fees for off-site works and services, including reconstruction of the lane to connect with the improved portion to the east, upgrading the existing watermain on Salisbury Avenue between the west edge of the property and Wellington Street with a 200mm watermain; and*
 - vi. *Registration of a legal agreement to require the project to achieve a minimum energy efficiency of Step 3 of the BC Energy Step Code.*
2. *That Committee of Council direct staff to ensure a minimum period of 4 weeks is provided between the date the amending bylaw is given 1st and 2nd readings and the date of the public hearing.*

OPTIONS (✓ = Staff Recommendation)

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

RECOMMENDATION:

1. That Committee of Council recommend to Council that:
 - a. The zoning of 1752 and 1758 Salisbury Avenue be amended from RS1 (Residential Single Dwelling 1) to RTh3 (Residential Townhouse 3);
 - b. That prior to adoption of the amending bylaw, the following conditions be met to the satisfaction of the Director of Development Services:
 - i. Installation of protective fencing for trees to be retained on adjoining properties;
 - ii. Payment in the amount of \$5000 for offsite tree replanting;
 - iii. Demolition of the existing buildings and verification that the site is free of rodents prior to demolition permit issuance;
 - iv. Consolidation of the two lots;
 - v. Completion of design and submission of securities and fees for off-site works and services, including reconstruction of the lane to connect with the improved portion to the east, upgrading the existing watermain on Salisbury Avenue between the west edge of the property and Wellington Street with a 200mm watermain; and
 - vi. Registration of a legal agreement to require the project to achieve a minimum energy efficiency of Step 3 of the BC Energy Step Code.
2. That Committee of Council direct staff to ensure a minimum period of 4 weeks is provided between the date the amending bylaw is given 1st and 2nd readings and the date of the public hearing.

PREVIOUS COUNCIL/COMMITTEE ACTION

May 8, 2018, Council held a public hearing in consideration of an application to rezone the site for a townhouse use and subsequently adopted a resolution to defeat the bylaw.

REPORT SUMMARY

This report provides for Committee consideration of a rezoning application that would allow for a proposed 9-unit townhouse development at 1752 and 1758 Salisbury Avenue. The application is similar to that considered by Council in 2018 but incorporates a number of amendments intended to address concerns heard at the public hearing, including a revised building massing, additional parking, and construction management requirements. The proposed development is designed in accordance with the policies and townhouse land use designation of the Official Community Plan (OCP), regulations of the proposed RTh3 Residential Townhouse zone, and development permit area objectives and guidelines. To implement recommended conditions to develop this site and address residents' concerns, the report recommends that the developer be required to protect trees on adjoining properties, provide for replacement of previously cut trees, implement rodent control measures prior to building demolition, achieve a high level of energy efficiency and upgrade infrastructure. To respond to the request from the residents, the report also recommends a period of four weeks be provided between the date Council first considers the amendment bylaw and the date of the public hearing.

1752 and 1758 Salisbury Avenue – Rezoning Application

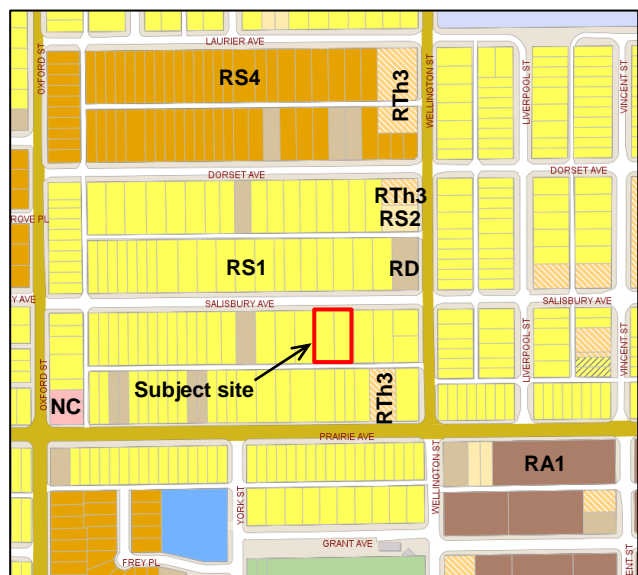
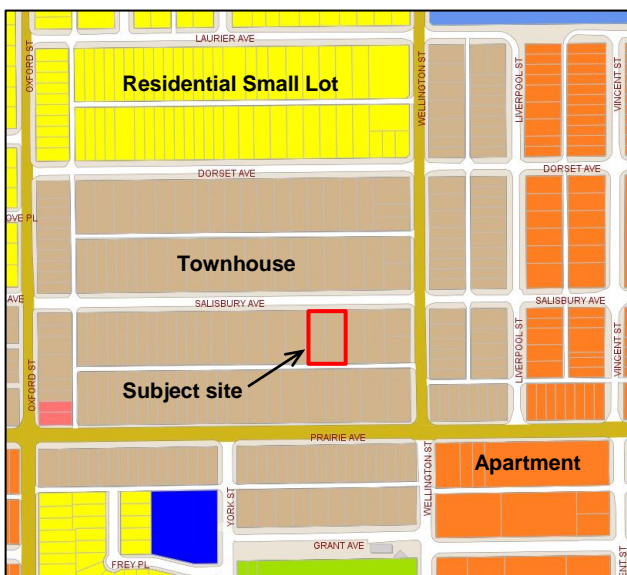
BACKGROUND

Jordan Kutev Architects Inc. proposes to develop a 9-unit townhouse complex fronting Salisbury Avenue. The 2,168m² site (about ½ an acre) is located in a mid-block location on the south side of Salisbury Avenue between Oxford and Wellington Streets. It includes two relatively flat lots, each of which is currently occupied by an older house and landscaping.



Location map

The townhouse land use designation and housing policies applicable to this site encourage a variety of housing types to accommodate the needs of Port Coquitlam's growing population and demand for ground-oriented housing. The current zoning is RS1 – Residential Single Dwelling 1; the proposed zoning is RTh3 – Residential Townhouse 3.



1752 and 1758 Salisbury Avenue – Rezoning Application

Current OCP Land Use Designation

Current Zoning

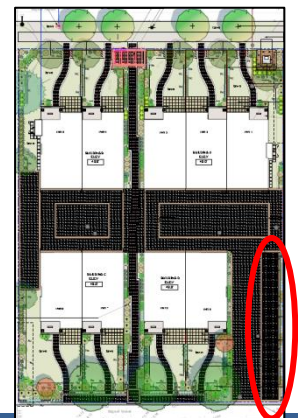
Although the area is designated for townhouse development, it remains primarily developed with detached homes and duplexes, including two relatively new houses to the west.

If rezoned, the site would be subject to the Intensive Residential and Environmental Conservation development permit area designations of the OCP. The residential design guidelines promote coordination of siting and building design; use of high quality cladding materials; consideration of the relationship between buildings and open areas; and, the overall visual impact of buildings and landscaping. The environmental conservation objectives and guidelines encourage sustainable development and building design; efficient use of energy, water and other resources; and, reduction of waste and pollution.

Project Profile

	Bylaw Regulations	Proposed ¹
Minimum site area	1,000 m ²	2,168 m ²
Density (maximum units)	9 (1 unit per 220 m ²)	9
Building lot coverage	40%	29%
Setbacks:		
Front (Salisbury)	7.5m	9.5 m
Rear (Lane)	7.5 m	11 m
Interior Side (East)	1.8	1.8 to 8.6 m
Interior Side (West)	1.8	2.4 to 3.3 m
Building height:	10.5 m	10.41 m
Parking - Total	20	23
Resident	18	18
Visitor	2	2 + 3 flex spaces
Small car	25% (6 spaces)	0%
Tandem parking	40% max	0%
Usable open space	30 m ² per unit	58 to 97 m ² per unit
Impervious surface	n/a	35%

The proposed development consists of nine, 4-bedroom townhouse units approximately 158m² (1,708 ft²) in size distributed into four buildings. The units fronting Salisbury Avenue would have direct pedestrian access to the street, landscaped front yards and defined entries; those located at the back of the site have front entrances oriented to the lane with pedestrian access via a landscaped pathway linking these homes to Salisbury Avenue. Each dwelling would have two side-by-side parking spaces in a garage, two visitors' parking spaces are located along the west property line and three



Flex parking

¹ Information provided by applicant

1752 and 1758 Salisbury Avenue – Rezoning Application

additional 'flex' parking spaces along the driveway entrance. Garbage, organic waste and recycling storage would be accommodated within each unit's garage. Use of these parking spaces would be restricted during garbage and recycling pick-up to ensure adequate access is provided for service vehicles.

The three-storey building design is proposed to utilize a craftsman architectural style and feature a variety of roof, window and entry elements. It is to feature high quality cladding materials including fibre-cement horizontal siding and panels with reveals in a cool colour palette. Details of the project's design and landscaping would be confirmed in Committee's future consideration of the development permit application after bylaw adoption.



Salisbury Avenue facade

To meet the sustainability objectives of the OCP and environmental conservation development permit area guidelines, the applicant has proposed that the building will be designed and constructed to meet Step 3 of the BC Energy Step Code. This would provide for greater energy efficiency for the new buildings and reduced energy costs for future residents. Registration of a legal agreement is recommended as a condition of rezoning to ensure this Step is met.

Following the defeat of the previous rezoning application, the applicant hosted an open house seeking input from neighbours as part of work to address concerns raised by neighbours and Council. In summary, the revised development proposal includes:

- replacing tandem parking in two units with all side-by-side spaces; adding 3 additional 'flex' visitor parking spaces
- providing information on how residents' concerns related to construction would be managed
- removing windows (other than bathroom windows) from upper floors facing side yards
- relocating a landscaped walkway from the side to the center of the site
- revising the landscape plan to include a six-foot high privacy fence and landscaping is along the side yard.

The subdivision servicing bylaw sets servicing standards (water, sewer and sanitary) for new development along with requirements for construction of offsite upgrades such as roads, curbs and gutters, sidewalks, street lighting, street trees and laneways adjacent to the development site. In

1752 and 1758 Salisbury Avenue – Rezoning Application

In addition to these standard requirements it is recommended that Council require the lane be constructed beyond the frontage to connect to existing lane improvements at 1731 Prairie Avenue and that the 100mm watermain along Salisbury Avenue be upgraded to 200mm from the west edge of the site to Wellington Avenue to provide adequate water service to the new townhouses as conditions of rezoning approval.



Location for proposed lane and watermain improvements

The arborist's report proposes measures be taken to protect four trees on adjacent properties, identifies the fourteen trees that were previously approved by the City for removal due to storm damage and poor condition and assesses the nine trees and hedge remaining on the site. These trees will also be cut due to their poor condition and/or location within the building area. Thirteen trees are proposed to be replanted on site including two armstrong maple, two saskatoon, five stellar pink dogwood, three katsura trees and one Douglas fir and four street trees pursuant to subdivision servicing requirements. The landscape plan also includes a mixture of 404 shrubs, 279 perennials and 420 groundcover plants, sod and extensive use of porous pavers for driveways and walkways to promote rainwater infiltration and onsite stormwater management.

As the removed trees were cut prior to the cash-in-lieu requirement being added to the current tree bylaw, it is recommended that Council require a cash-in-lieu contribution of \$5000 (\$500 per tree) for those trees which cannot be replanted on the site. This contribution would be in keeping with current regulations and allow Parks staff to plant additional trees in the community.

Neighbourhood concern about the size and scale of the development and its "fit" into the existing neighbourhood context was raised at both the public hearing



Previous rezoning



Current proposal

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and open house. To address this concern, the applicant has revised the design from one building with five contiguous units fronting Salisbury Avenue and one with four contiguous units at the lane to a design that has two buildings (one 3-unit and one 2-unit) at the front and two buildings at the rear, each with two units. The intent of this change is to break down the width of the proposed townhouses and results in the buildings being similar in size to that of newer houses being constructed on Salisbury Avenue. The floor area of the proposed development was also reduced from 15,984 ft² to 15,371 ft². The image below illustrates the footprints of surrounding development, including the two newer large houses to the west at 1774 and 1766 Salisbury Avenue (constructed in 2011) and older houses at 1742 and 1736 Salisbury Avenue and 3291 and 3279 Wellington Street to the east. These homes were built prior to 1980s, before the City permitted secondary suites in dwelling units and are more modest in size.



The proposed development would have a floor area ratio of 0.66. This ratio compares with the floor area ratio of the 2½ storey house to the west of 0.73 (8,586ft² on an 11,670ft² lot).

Neighbours also expressed concern about the potential building height. The proposed townhouse zone permits a building height of 10.5m (34.4ft.) to accommodate 3-storey buildings and enable a compact building form with parking on the ground floor whereas the single-family zones permit a maximum building height of 9m (29.5ft.), which typically results in 2 or 2½ storey buildings (the “half storey” being the above grade portion of a basement). The image below shows how the architect has designed the project to respect the height and siting to adjacent houses. The buildings have been set back an additional 2m from the front property line and stepped in the street front corners to reduce the potential impact of the building height at the corners by sloping closet ceilings. The house directly east of the proposed development is more modest in scale with a 1½

1752 and 1758 Salisbury Avenue – Rezoning Application

storey height. This property benefits from a number of large fir trees in the rear yard and a large magnolia and lilac in the side yard which will help mitigate the visual impact of the taller townhouses and provide screening between the properties.



Relationship of building height between the proposed townhouses and existing house

DISCUSSION

Transitioning to townhouse uses, in accordance with the land use designation of the Official Community Plan, continues to be recommended for this site. Townhouses are an important form of housing for residents who do not want to live in an apartment and do not want, or cannot afford, to live in a single-family house. The site is located in an area that is relatively unique in Port Coquitlam because the lots have a 170-foot lot depth, a depth which creates sufficient space to accommodate internal driveways for an efficient layout of townhouse units. The applicant has modified the design of the proposal to better fit the neighbourhood context and it would be an attractive development.

FINANCIAL IMPLICATIONS

Financial benefits would include a \$5,000 cash payment for previously cut trees and upgraded off-site infrastructure which will be constructed by the developer.


PUBLIC CONSULTATION

Several residents at the developer's open house requested that they be given sufficient time to allow for review of the application and preparation of submissions after Council considers the amending bylaw and gives it 1st and 2nd readings. Normally, the public hearing is held two weeks after these readings and neighbours receive mailed notification 5-10 days prior to the hearing. While the neighbourhood has been informed of the application and a development notice sign is posted facing Salisbury Avenue provides information on the application, to respond to the

1752 and 1758 Salisbury Avenue – Rezoning Application

neighbours' request, as well as avoid the potential that the public hearing could otherwise be scheduled for mid-December (when the residents may also be concerned about timing conflicts), it is recommended to Committee that provide direction that a minimum of 4 weeks be given between the date of the Public Hearing and the date the amending bylaw is given 1st and 2nd reading.

OPTIONS (✓= Staff Recommendation)

	#	Description
	1	Recommend to Council that the zoning of 1752/1758 Salisbury Avenue be amended from RS1 to RTh3 and that the specified conditions be met prior to adoption of the rezoning and, to address residents' requests to be given sufficient time to review the amending bylaw, direct the Corporate Office to schedule the Public Hearing a minimum of 4 weeks after 1 st and 2 nd reading.
	2	Request additional information or amendments to the application to address specified issues prior to making a decision on the application.
	3	Refuse the rezoning application.

ATTACHMENTS

Attachment 1: Design concept drawings

Attachment 2: Arbourist report

Attachment 3: Construction management letter

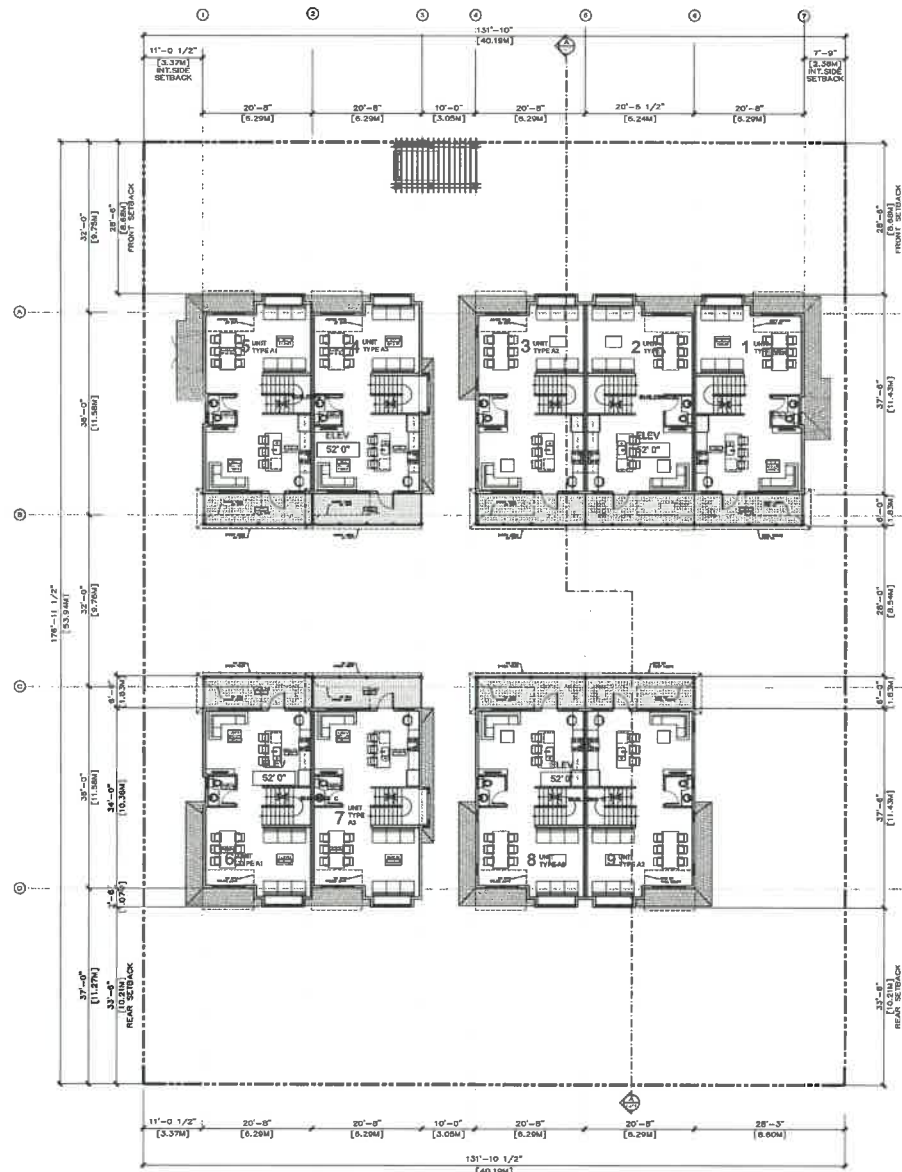
Lead author(s): Bryan Sherrell

Bylaw No. 4154

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SCHEDULE 1





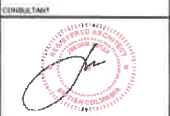
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NO	DATE	REMARKS
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2	11/11/2015	ISSUED FOR REZONING/DP
3	11/11/2015	ISSUED FOR REZONING/DP



Townhouse Development

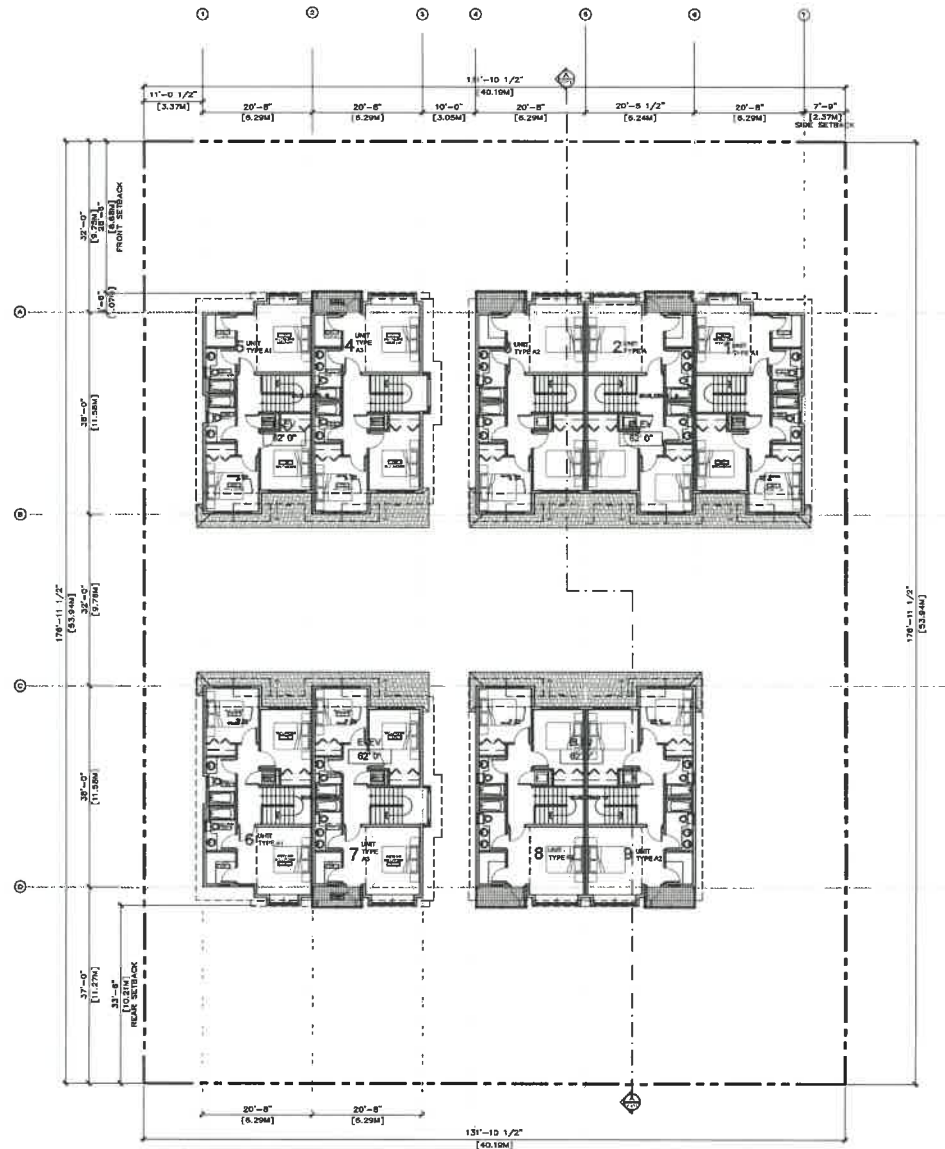
1752 & 1758 Salisbury Ave.
PoCo, British Columbia

MAIN FLOOR PLAN

REZONING/DP

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Townhouse
 Development

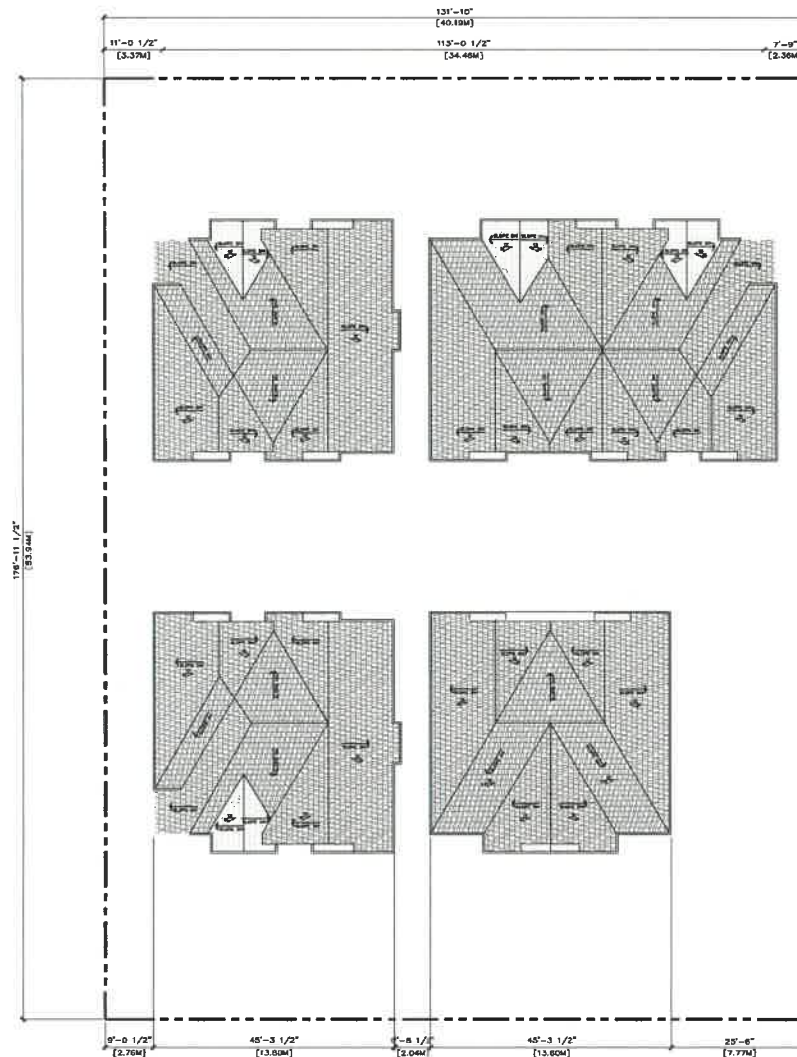
1752 & 1758 Salisbury Ave.
 PoCo, British Columbia

UPPER FLOOR PLAN

REZONING/DP

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Townhouse
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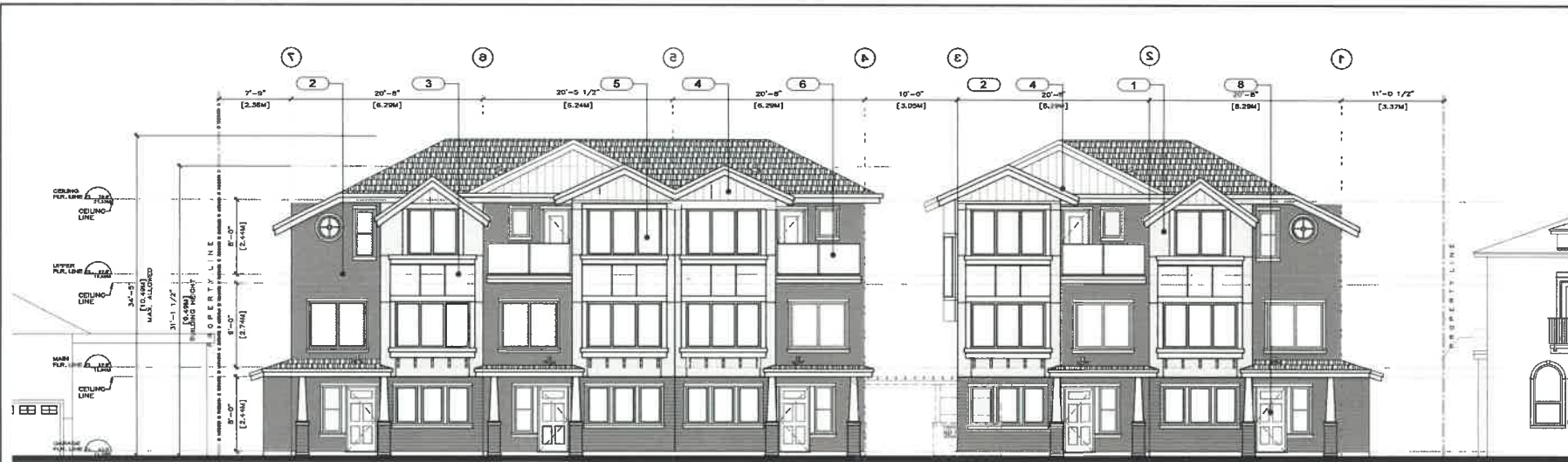
1752 & 1758 Salisbury Ave.
 PoCo, British Columbia

ROOF PLAN

REZONING/DP

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BUILDING A & B
NORTH ELEVATION
SCALE: 3/16" = 1'-0"



2
BUILDING B + A
SOUTH ELEVATION
SCALE: 3/16" = 1'-0"

- MATERIAL FINISHES:**
1. HARD PANELED WEAZY TRIM REVEALS, LIGHT BROWN COLOR.
 2. HARD PANELED LAP SIDING, GRAY SLATE COLOR.
 3. HARD PANELED WEAZY TRIM REVEALS, ARTIC WHITE COLOR.
 4. HARD PANELED VERTICAL SIDING, ARTIC WHITE COLOR.
 5. VINYL WINDOWS, STANDARD WHITE.
 6. METAL/CLASH BALCONY GUARDRAIL, WHITE.
 7. GARAGE DOOR, WHITE.
 8. WOOD/GLOSS ENTRY DOOR, WHITE PAINTED.
 9. WOOD PATIO/DECK DOOR, WHITE PAINTED.

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architect inc

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Jordan kutev architect inc

1 04-277-2222
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PRIME CONSULTANT

CONSULTANT

SEAL 110127919

NO	DATE	REMARKS
3	11/02/2019	RE-ISSUED FOR REZONING/DP
2	11/02/2019	RE-ISSUED FOR REZONING/DP
1	11/02/2019	RE-ISSUED FOR REZONING/DP

ARC Development Group

Townhouse Development

1752 & 1758 Salisbury Ave.
 PoCo, British Columbia

**BUILDING B & C WEST ELEVATION
 BUILDING A & D EAST ELEVATION**

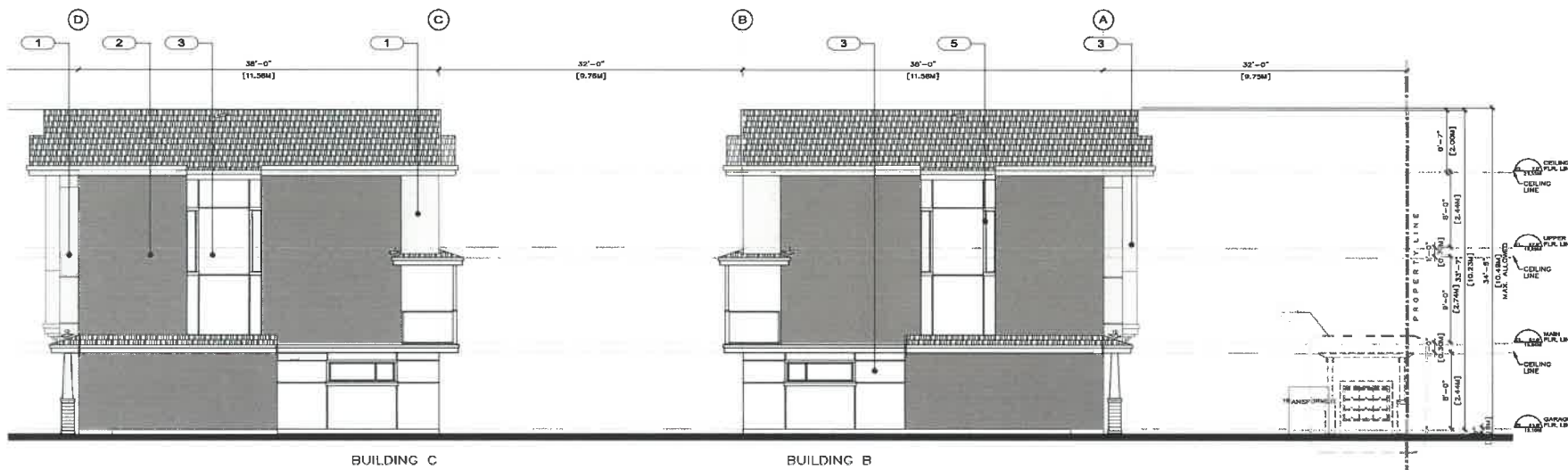
REZONING/DP

A402

SCALE: 1/4" = 1'-0"
PROJECT NO: 1630

DRAWN BY: VE
CHECKED BY: JK

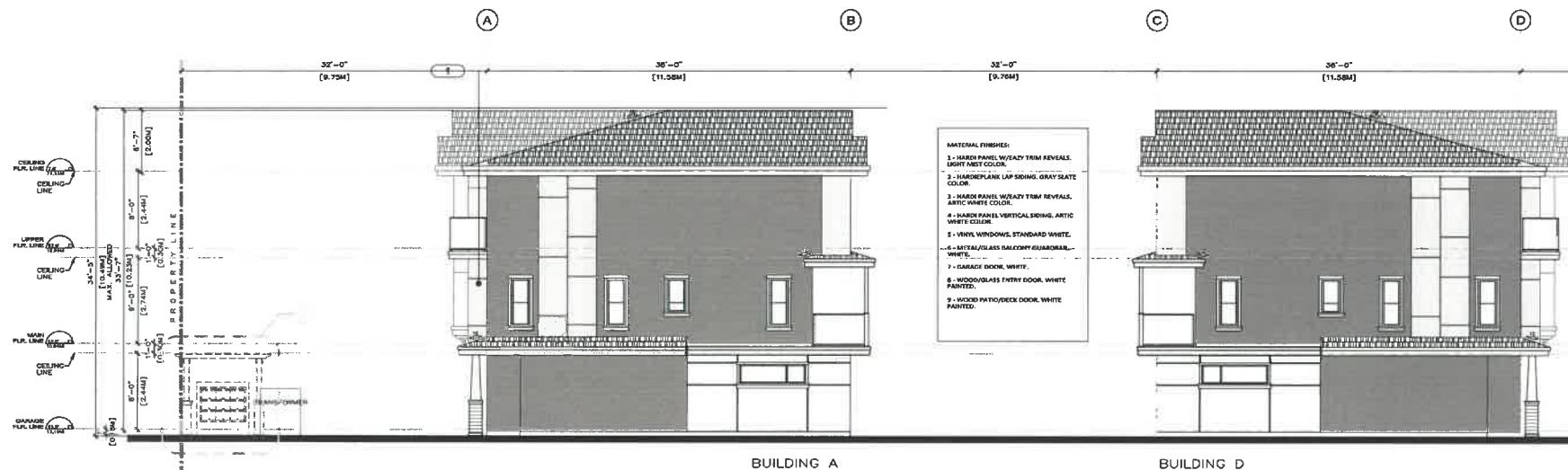
DATE: NOV2016



BUILDING C

BUILDING B

1
A402
BUILDING C & B
EAST ELEVATION
SCALE: 3/16" = 1' - 0"



BUILDING A

BUILDING D

2
A402
BUILDING A & D
WEST ELEVATION
SCALE: 3/16" = 1' - 0"

MATERIAL FINISHES:

- 1 - HARDY PANEL W/ EASY TRIM REVEALS, LIGHT MIST COLOR.
- 2 - FIBRECEMENT LAP SIDING, GRAY SEAT COLOR.
- 3 - HARDY PANEL W/ EASY TRIM REVEALS, ARTIC WHITE COLOR.
- 4 - HARDY PANEL VERTICAL SIDING, ARTIC WHITE COLOR.
- 5 - VINYL WINDOWS, STANDARD WHITE.
- 6 - METAL/SLATS RAILCORY GUARDRAIL, WHITE.
- 7 - GARAGE DOOR, WHITE.
- 8 - WOOD/GLASS ENTRY DOOR, WHITE PAINTED.
- 9 - WOOD PATIO/DECK DOOR, WHITE PAINTED.

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REAL 110C12018

3	10/27/2016	REISSUED FOR REZONING/DP
2	10/13/2016	ISSUED FOR REZONING/DP
1	28/NOV/2016	ISSUED FOR REZONING/DP

DATE

REMARKS



Townhouse
Development

1752 & 1758 Salisbury Ave.
PoCo, British Columbia

BUILDING C & B
EAST ELEVATION
BUILDING A & D
WEST ELEVATION

REZONING/DP

A404

SCALE: 1/4" = 1' - 0"	PROJECT NO: 1630
DRAWN BY: VE	DATE: NOV2016
CHECKED BY: JK	



BUILDING B
ROOF PROJECTION
SCALE: N.T.S.

SCALE: 1/4" = 1'-0"	PROJECT NO: 1630
DRAWN BY: VE	DATE: NOV2016
CHECKED BY: JK	



BUILDING A



BUILDING D

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jordan kutev
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101-2220 Louisa Street
Vancouver, BC V6L 2G6
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PRIME CONSULTANT

CONSULTANT



DEAL 110072019

3	10072019	RE-ISSUED FOR REZONING/DP
2	16AUG2019	ISSUED FOR REZONING/DP
1	19NOV2016	ISSUED FOR REZONING

ID DATE REMARKS

 **ARC**
Development Group

Townhouse
Development

1752 & 1758 Salisbury Ave.
PoCo, British Columbia

SCHEMATIC
RENDERINGS

REZONING/DP

A461

SCALE:	PROJECT NO:
NTS	1630
DRAWN BY:	DATE:
VE	NOV2016
CHECKED BY:	
JK	

PLANT LIST - 1751 + 1758 Salisbury Ave October 15, 2019

SYMBOL	TOTAL	BOTANICAL NAME	COMMON NAME	SIZE	SPACING
2	2	<i>Acacia nebaem</i> Armstrong	Armstrong Maple (columnar)	7cm Cal. WB	
2	2	<i>Andalucia</i> shrubs	Sedimentberry	2.5m tall WB	end-of-4m
5	5	<i>Cornus x Rubra</i>	Stellar Pink Dogwood	4cm Cal. WB	
5	5	<i>Caradaphnum japonicum</i>	Katsura Tree	7cm Cal. WB	
4	4	<i>Mayruba</i> Oakley	Galaxy Magnolia	7cm Cal. WB	
1	1	<i>Pseudotsuga menziesii</i>	Douglas Fir	3.5m tall WB	
15	15	<i>Thuja occidentalis</i> Emerald	Emerald Green Cedar	2.5m tall	800 c.c.

SYMBOL	QTY.	BOTANICAL NAME	COMMON NAME	SIZE	SPACING
33	33	<i>Asplenium japonicum</i> Gump's Pink	Devil's Pink Asplenium	81 pot	750 c.c.
33	33	<i>Calluna vulgaris</i>	Pink Heather	81 pot	450 c.c.
24	24	<i>Elm canadensis</i> Springwood White	White Spring Heather	81 pot	450 c.c.
51	51	<i>Hesperis matronalis</i>	Star of David Hydrangea	81 pot	750 c.c.
20	20	<i>Pieris japonica</i> compacta	Devil's Pink	81 pot	450 c.c.
63	63	<i>Polydactylum nudum</i>	Woolly Dwarf Fern	81 pot	450 c.c.
27	27	<i>Potentilla bullacea</i> Red Ace	Red Ace Shrubbery Chrysanthemum	81 pot	450 c.c.
54	54	<i>Rhododendron</i> Watanabe	Devil's Pink Shrub	81 pot	750 c.c.
24	24	<i>Rhododendron</i> Wilson	Red Wilson Rhododendron	81 pot	450 c.c.
15	15	<i>Sarcococca</i> H. Horvath	Horvath's Dwarf Box	81 pot	450 c.c.
23	23	<i>Stimulex</i> L. monophylla M + F	Stimulex (male and female)	81 pot	450 c.c.
12	12	<i>Epigaea</i> x <i>Hamamelis</i> Cold Flame	Cold Flame Epigaea	81 pot	450 c.c.
10	10	<i>Vaccinium</i> ovatum	Evergreen Huckleberry	81 pot	450 c.c.
6	6	<i>Wolfgang</i> Borda MW	Wolfgang Wisteria	81 pot	750 c.c.

SYMBOL	QTY.	BOTANICAL NAME	COMMON NAME	SIZE	SPACING
150	150	<i>Andalucia</i> shrubs	Woolly Dwarf Fern	81 pot	500 c.c.
225	225	<i>Hesperis matronalis</i>	Star of David Hydrangea	10cm pot	300 c.c.
50	50	<i>Polydactylum nudum</i>	Woolly Dwarf Fern	10cm pot	450 c.c.

SYMBOL	QTY.	BOTANICAL NAME	COMMON NAME	SIZE	SPACING
14	14	<i>Asplenium japonicum</i>	Devil's Pink Asplenium	81 pot	450 c.c.
127	127	<i>Hamamelis</i> 'Happy Return'	Happy Return Dogwood	10cm pot	500 c.c.
84	84	<i>Hosta</i> 'Stellata	Stellata Hosta	81 pot	300 c.c.
6	6	<i>Rubus</i> 'Majesty	Black-Eyed Susan	81 pot	450 c.c.
28	28	<i>Pennanthus</i> 'alpestris	Hamish Fountains Grass	81 pot	500 c.c.
30	30	<i>Alpa</i> 'terrestris	Hamish Fountains Grass	81 pot	300 c.c.

NOTES:
1) In case of discrepancy between plant numbers on this list and on the plan, the plan shall prevail.
2) All planting shall be in accordance with NCS/ARCA/MLA Landscape Standard, latest edition.
3) All planting beds, match with 75mm of decomposed granite base.
4) All drainage beds and lawn areas: 450mm depth crushed medium (subsoil landscape)

GENERAL NOTES

- All work to satisfaction of the Owner.
- All work in compliance with City of Port Coquitlam municipal standards.
- Disposal of all excavated and surplus materials off site, recycle where possible.
- Contractor to confirm location of any site services before proceeding.
- Contractor to confirm actual site conditions and layout before proceeding.
- All dimensions are to callouts, unless noted otherwise.
- Contractor to coordinate landscape construction with work of other disciplines, including civil, electrical, and architectural as directed by the Owner.
- Contractor to make good all damage to satisfaction of the Owner, at no additional cost.
- Public to be protected from harm at all times. Do not leave work areas in an unsafe or hazardous condition, fence and/or make safe as required.
- Site cleanup and removal to be kept clean at all times and cleared to the satisfaction of the City.
- All work to be completed consistent with all drawings and specifications.
- Secure positive drainage for all landscape areas.

Refer to architectural and civil engineering drawings.

Tree locations to be adjusted in the field as determined by location of underground services. Confirm locations before digging.

fire hydrant - proposed
refer to civil drawings
water service - proposed
refer to civil drawings

Entry trellis feature
F.D. Connection and signage
Mail Kiosk
refer to architectural drawings

Walkway
1.5m wide paving
existing utility pole TBD

storm service - proposed
refer to civil drawings

Street trees - proposed
Small trees under overhead utilities
Sidewalk and curb - proposed
refer to civil drawings
BC Hydro - PMT
1.5m setback
clear at front for access

Fence between front yards
4' tall picket fence - timber
Pedestrian gates at each entry pathway
Entry pathways 45' wide, typical
permeable unit paving - Aquasave
running bond pattern - shadow colour blend
Resident patio
6' x 11' typical
18" square patio pavers - desert sand colour

Entry landings
refer to architectural drawings

Existing trees - Critical Root Zone
Manually locate and protect roots
Refer to arborist report and recommendations

Vehicle areas - Permeable unit paving
Aquasave by Abbotsford Concrete Products,
90" herringbone pattern - shadow colour blend
Bands double soldier course - brown colour

Existing trees - Critical Root Zone
Manually locate and protect roots
Refer to arborist report and recommendations

Perimeter fence - timber
4' tall along side lots, to extent of buildings
4' tall low fence at frontages
Pedestrian gates at each entry pathway

Proposed planting beds along fence
Light Bollards
to delineate driveway and central pathway
refer to electrical drawings

Resident patio
6' x 11' typical
18" square patio pavers - desert sand colour

Entry pathways 45' wide, typical
permeable unit paving - Aquasave
running bond pattern - shadow colour blend
4' tall picket fence - timber
Pedestrian gates at each entry pathway

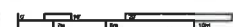
driveway and curb - proposed
refer to civil drawings

Proposed trees
Columns near buildings
Light Bollards
to illuminate walkway
refer to electrical drawings

Existing trees - Critical Root Zone
Manually locate and protect roots
Refer to arborist report and recommendations

1 Landscape Plan

3/32" = 1' - 0"



All drawings remain the property of
Greenway Landscape Architecture.
Use for any purpose and reproduction
only by written consent.

DATE	DESCRIPTION
10/15/19	DESIGN FOR APPROVAL
10/15/19	FINAL CLIENT PRESENT
10/15/19	PERMIT/DEVELOPMENT PERMIT
10/15/19	DEVELOPMENT PERMIT



Greenway
Landscape Architecture
2280 Park Crescent
Coquitlam BC V3J 6T4
7 454 491 9125
E paul@greenway.ca

Paul Whithead RBCSLA
Registered Landscape Architect #248

CLIENT
ARC Development
Group
Burnaby BC

PROJECT
Townhomes
1752 + 1758 Salisbury Ave
Port Coquitlam BC

DRAWING
Landscape
Plan

DRAWING NUMBER
L-1

SCALE AS NOTED
DRAWN PACW

PROJECT NUMBER 1705



737 Burley Dr.

West Vancouver, BC V7T 1Z7

PH. (604)-926-8733

office@burleyboys.com

www.burleyboys.com

Arborist Report

Authored by: Sean Wightman

ISA Certification #: PN2013

File #:	17-050.2
Date:	03 April 2017
Revision Date:	8 July 2019
Client:	ARC Real Estate Development Group
Telephone:	604-762-8596
Email:	info@arcdevelopmentgroup.com
Site Address:	1758 & 1752 Salisbury Ave, Port Coquitlam

Purpose:

Burley Boys Tree Service Ltd. has been contracted to provide tree inventory and tree removal/tree retention outline for the property at 1752 & 1758 Salisbury Ave, Port Coquitlam, BC. Plans include the development of the properties, including the construction of a new 9 unit townhouse complex.

This report is intended to accompany a development permit for the property which includes the removal of 8 trees on private property, which are noted as being in fair-poor condition, or inside/too close to required excavations; not suitable for retention.

All recommended tree removal should be considered in conjunction with an appropriate replanting/landscape plan.

Method:

The site was visited with all trees being assessed from the ground only, using the Visual Tree Assessment (VTA) technique. No trees were climbed or cored during the site visit.

Observations:

The trees are not individually tagged, but they are referred to in the Appendix below. 28 trees within or near the property were assessed. The proposed development includes the construction of a new 9 unit townhouse with 5 visitor parking spaces and vehicle entrance accessed off the rear lane.

Tree #1 is a cypress located on the north side. This tree measures 70cms DBH and is in poor condition; it has been aggressively hydro pruned. This tree is considered unsuitable for retention and is recommended to be removed.

Tree #2 is a row of small emerald cedar hedges located at the north side. These trees are considered unsuitable for retention and are proposed to be removed.

Trees #3 & 4 consist of a magnolia & lilac, located on the neighbouring property to the east. They measure approximately 25cms DBH and are in fair condition. Both trees are to be retained; tree protection barriers are to be installed.

Tree #5 is an apple located near the east property line. It measures 20cms DBH and is in fair condition. This tree is inside/too close to the building envelope and is recommended to be removed. ***This tree was subsequently removed.***

Tree #6 is a large fir located on the east neighbour's property. It measures approximately 115cms

DBH and is in good condition. This tree is to be retained; tree protection barriers are to be installed. **Arborist supervision is required for grading and installation of the driveway which is inside the CRZ of this tree.**

Tree #7 is a privet measuring 20cms DBH. This tree is inside the building envelope and is proposed for removal. **This tree was subsequently removed.**

Tree #8 is a holly measuring 25cms DBH. This tree is in poor condition; considered an invasive species. It is inside the building envelope and is proposed for removal. **This tree was subsequently removed.**

Trees #9-13 consist of a row of 5 cypresses. They measure 65, 40, 36, 45 & 58cms DBH, respectively. These trees are in poor condition; they have several broken/damaged stems. These trees are considered unsuitable for retention and are recommended to be removed.

Tree #14 is a double stem hemlock, located within the row of cypresses above. Its stems measure 28 & 23cms DBH, respectively. This tree is in poor condition, unsuitable for retention and is recommended to be removed.

Tree #15 is a hazelnut measuring 28cms DBH. It is located on the south side of the properties and is in poor condition. This tree is inside

Tree # 16 is a 20cms DBH maple located at the SW corner. It is in poor condition. It is inside excavations required for a new retaining wall and is proposed for removal.

The above row of trees at the rear (#9-16) failed during a windstorm and were subsequently removed.

Tree # 17 is an oak located near the SW property line; it is on/shared with the neighbouring property. It measures 76cms DBH and is in poor condition. This tree is to be retained; tree protection barriers are to be installed. It is inside excavations required for a new retaining wall; arborist supervision is required during excavations.

Tree # 18 is a 45cms DBH apple tree, which is in poor condition. It is inside the building envelope of Building C and is required to be removed. **This tree was subsequently removed.**

Tree # 19 & 20 consist of a small hemlock and large walnut. These trees measure 18 & 101cms DBH. The hemlock is in fair condition, while the walnut is in poor health with visible decay. Both trees are inside excavations required for the new parking area and are required for removal. **Tree #20 was subsequently removed.**

Tree # 21 is a multiple stem cypress located in the middle of the lot. It measures 42cms DBH and is in poor condition; there is included back at the unions and it is showing signs of decline . This tree

is inside excavations required for the new parking area and is to be removed. ***This tree was subsequently removed.***

Trees # 22-24 are firs of similar size; all are in fair condition. All 3 trees have been previously topped with included bark. Trees # 22 & 23 have several abnormally large limbs in their lower canopies; increased frequency of limb loss to be expected in these trees. Tree #24 has a single remaining leader which is off centered. These 3 trees are inside the building envelope and are required for removal.

Trees # 25 & 26 are portuguese laurels located just north of the trees above. They measure 45 & 45cms DBH and are in poor condition; growing subdominant. These trees are inside the building envelope and are recommended to be removed.

Tree # 27 is a 42cms DBH cypress. This tree is in poor condition;growing subdominant. It is inside the building envelope and is to be removed.

Tree # 28 is a fir. It measures 44cms DBH and is in fair condition, previously maintained as a hedge tree. This tree is located on the west neighbouring property and is to be retained; tree protection barriers are to be installed.

Tree Retention Outline:

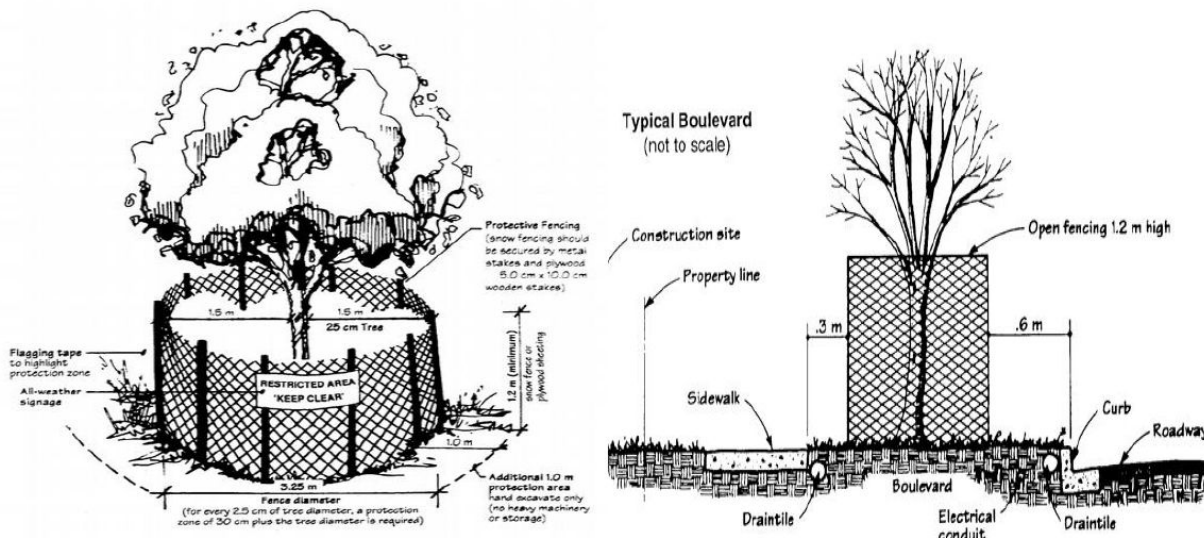
A tree preservation fence must be constructed around the root areas of all trees that are to be retained. Wherever possible, the radius of the tree preservation fence should extend as far as the drip line of the tree's canopy. If this is not possible, the fence should be located no closer than the determined CRZ for each individual tree. This will ensure that critical root zone for each tree is protected. Protecting the tree's critical root zones will help reduce the amount of soil compaction to the root areas, and will also aid in retaining the moisture in the soils during the construction period.

Should any excavations be required inside the determined critical root zone of any trees to be retained, a certified arborist must be on site to assess and document the roots being affected and mitigate appropriately. If any roots are expected to be uncovered, damaged or cut, it is recommended that a certified arborist be retained to supervise the excavations and mitigate any damaged roots accordingly.

Heavy machines should be kept out of the drip line of all trees on the property. Designated roadways for machines to move through the property may prove beneficial. Construction materials, particularly concrete should not be stored inside the root zones. Waste concrete should not, under any circumstances, be disposed of inside root zones. This includes hosing down of tools used to mix or spread concrete. Any large roots (over 15cm) exposed by excavation should have broken ends sawn off cleanly.

Standard and Boulevard Tree Protection Barrier (TPB) guide/outline (Fig 3)

TPB is to be erected in accordance with municipal bylaw. Traditionally it is composed of wooden 2x4 construction and orange snow fencing material. It is to be erected in a suitable geometrical form or shape to encompass the outlined areas in the above mentioned report, or as described by development services. It is to be a permanent structure that can be maintained for the entire development process. It is to be adhered to and the inside area is not to be used for storage of supplies or rubbish. Any reduction in TPB should be supervised and Arborist consultation is mandatory.



Conclusions:

All removal / retention recommendations are based on both the trees' current health, condition and long-term viability as a retained tree and their relative proximities to required excavations. The recommended removals should be considered in conjunction with a City approved re-planting / landscape plan.

Limitations:

Copyright 2017, 2019, Burley Boys Tree Service Ltd. This report is not to be copied, reprinted, published or otherwise distributed without prior approval by Burley Boys Tree Service Ltd. This report is to be used in its entirety, for its purpose only. Only the subject trees were inspected, and no others. This report does not imply or in any other way infer that other trees on neighboring sites are sound and healthy.

The inherent characteristics of trees or parts of trees to fall due to environment conditions and internal problems are unpredictable. Defects are often hidden within the tree or underground. The project arborist has endeavored to use his skill, education and judgment to assess the potential for failure, with reasonable methods and detail. It is the owner's responsibility to maintain the trees to reasonable standards and to carry out recommendations for mitigation suggested in this report.

It is the sole responsibility of the client or their representatives to follow through with all recommendations for future consultations or site inspections.

Appendix:

Below details the tree assessed. "DBH" is the main trunk diameter of the tree measured approximately 1.4m from grade. The determined condition of each tree is relative to its health, canopy structure, colour and vigor and any defects noted in the stem, canopy or root plate. "CRZ" is the determined Critical Root Zone of each tree. Preferred & Minimum CRZs are outlined below. The Preferred CRZ measurement is based on 12xDBH, as recommended by [PNW-ISA](#). It should be noted trees with excavations required inside the Preferred CRZ can often be retained. Tree protection barriers ("TPB") should be located no closer to the trunk than this distance.

Tree #	Species	DBH (cm)	Health & Condition	Retention Value High Moderate Low Unsuitable	CRZ min (m)	CRZ pref'd (m)	Comments & Recommendations
1	Cypress	70	Poor	Unsuitable	4.20	8.40	<ul style="list-style-type: none"> Previously hydro pruned Unsuitable for retention. Recommend: <ul style="list-style-type: none"> Remove
2	Emerald cedar hedge	15 (avg)	Poor	Unsuitable	0.90	1.80	<ul style="list-style-type: none"> Unsuitable for retention Recommend: <ul style="list-style-type: none"> Remove
3	Magnolia	25	Fair	Moderate	1.50	3.0	<ul style="list-style-type: none"> Neighbour's property. Recommend: <ul style="list-style-type: none"> Retain; install TPB
4	Lilac	25	Fair-Poor	Moderate	1.50	3.0	<ul style="list-style-type: none"> Neighbour's property Recommend: <ul style="list-style-type: none"> Retain; install TPB
5	Apple	20	Poor	Unsuitable	-	-	<ul style="list-style-type: none"> Inside/too close to building envelope Previously removed Recommend: <ul style="list-style-type: none"> N/A
6	Fir	120 ~	Good	High	7.20	14.40	<ul style="list-style-type: none"> Neighbour's property. Recommend: <ul style="list-style-type: none"> Retain; install TPB Arborist supervision required for any clearing / grading inside CRZ.
7	Privet	20	Poor	Unsuitable	-	-	<ul style="list-style-type: none"> Inside/too close to building envelope Previously removed Recommend: <ul style="list-style-type: none"> N/A

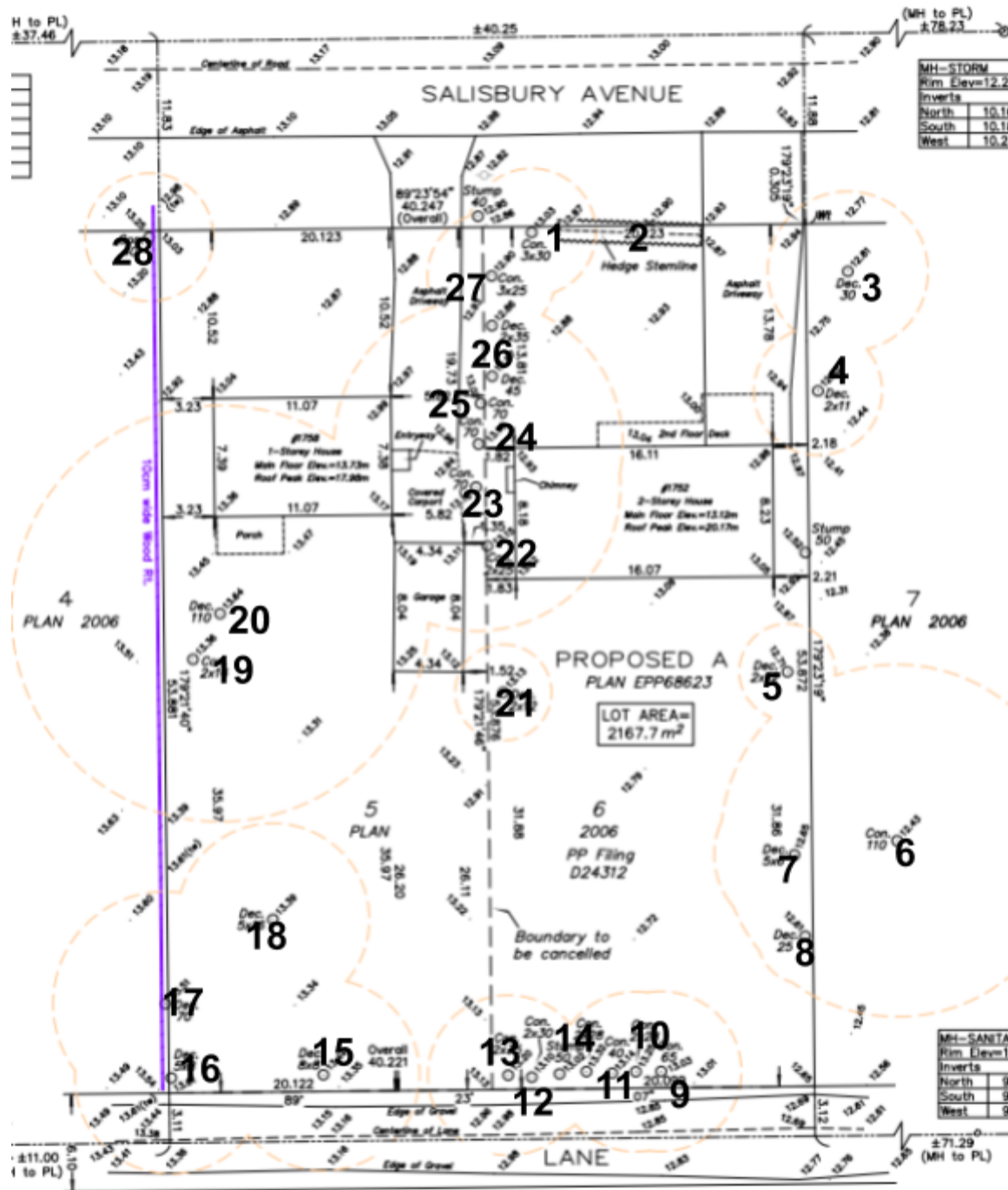
8	Holly	25	Poor	Unsuitable	-	-	<ul style="list-style-type: none"> • Inside/too close to building envelope • Previously removed Recommend: <ul style="list-style-type: none"> • N/A
9	Cypress	65	Poor	Unsuitable	-	-	<ul style="list-style-type: none"> • Previously removed Recommend: <ul style="list-style-type: none"> • N/A
10	Cypress	40	Poor	Unsuitable	-	-	<ul style="list-style-type: none"> • Previously removed Recommend: <ul style="list-style-type: none"> • N/A
11	Cypress	36	Poor	Unsuitable	-	-	<ul style="list-style-type: none"> • Unsuitable for retention • Previously removed Recommend: <ul style="list-style-type: none"> • N/A
12	Cypress	45	Poor	Unsuitable	-	-	<ul style="list-style-type: none"> • Unsuitable for retention • Previously removed Recommend: <ul style="list-style-type: none"> • N/A
13	Cypress	58	Poor	Unsuitable	-	-	<ul style="list-style-type: none"> • Inside/too close to excavations for vehicle entrance • Previously removed Recommend: <ul style="list-style-type: none"> • N/A
14	Hemlock	28/23	Poor	Unsuitable	-	-	<ul style="list-style-type: none"> • Unsuitable for retention • Previously removed Recommend: <ul style="list-style-type: none"> • N/A
15	Hazelnut	28	Poor	Unsuitable	-	-	<ul style="list-style-type: none"> • Unsuitable for retention • Previously removed Recommend: <ul style="list-style-type: none"> • N/A
16	Apple	20	Poor	Unsuitable	-	-	<ul style="list-style-type: none"> • Inside/too close to excavations for retaining wall • Previously removed Recommend: <ul style="list-style-type: none"> • N/A
17	Oak	76	Poor	Low	4.56	9.12	<ul style="list-style-type: none"> • On/shared with neighbouring property • Inside/too close to excavations for retaining wall Recommend: <ul style="list-style-type: none"> • Retain; install TPB • Arborist supervision required.
18	Apple	45	Poor	Unsuitable	-	-	<ul style="list-style-type: none"> • Inside/too close to building envelope • Previously removed Recommend: <ul style="list-style-type: none"> • N/A

19	Hemlock	18	Fair	Moderate-Low	1.08	2.16	<ul style="list-style-type: none"> Inside/too close to building envelope Recommend: <ul style="list-style-type: none"> Remove
20	Walnut	101	Poor	Unsuitable	-	-	<ul style="list-style-type: none"> Inside/too close to building envelope Previously removed Recommend: <ul style="list-style-type: none"> N/A
21	Cypress	42	Poor	Unsuitable	-	-	<ul style="list-style-type: none"> Multi-stemmed In decline Included bark at unions Inside/too close to building envelope Previously removed Recommend: <ul style="list-style-type: none"> N/A
22	Fir	68	Fair	Low	4.08	8.16	<ul style="list-style-type: none"> Previously topped, included bark Abnormally large limbs in lower canopy Off-centre stems Increased frequency of limb loss expected. Inside/too close to building envelope Recommend: <ul style="list-style-type: none"> Remove
23	Fir	66	Fair	Low	3.96	7.92	<ul style="list-style-type: none"> Previously topped, included bark Abnormally large limbs in lower canopy Off-centre stems Increased frequency of limb loss expected. Inside/too close to building envelope Recommend: <ul style="list-style-type: none"> Remove
24	Fir	66	Fair	Low	3.96	7.92	<ul style="list-style-type: none"> Previously topped Single remaining leader is off centered Abnormally large limbs in lower canopy Inside/too close to building envelope Recommend: <ul style="list-style-type: none"> Remove
25	Portuguese laurel	45	Poor	Unsuitable	2.70	5.40	<ul style="list-style-type: none"> Subdominant/understory tree Inside/too close to building envelope Recommend: <ul style="list-style-type: none"> Remove

26	Portuguese laurel	49	Poor	Unsuitable	2.94	5.88	<ul style="list-style-type: none"> • Subdominant/understory tree • Inside/too close to building envelope Recommend: <ul style="list-style-type: none"> • Remove
27	Cypress	42	Poor	Unsuitable	2.52	5.04	<ul style="list-style-type: none"> • Subdominant/understory tree • Inside/too close to building envelope Recommend: <ul style="list-style-type: none"> • Remove
28	Fir	44	Fair	Moderate	2.64	5.28	<ul style="list-style-type: none"> • Neighbour's property. • Maintained as hedge tree Recommend: <ul style="list-style-type: none"> • Retain; install TPB • Arborist supervision required grading for parking stalls and driveway installation

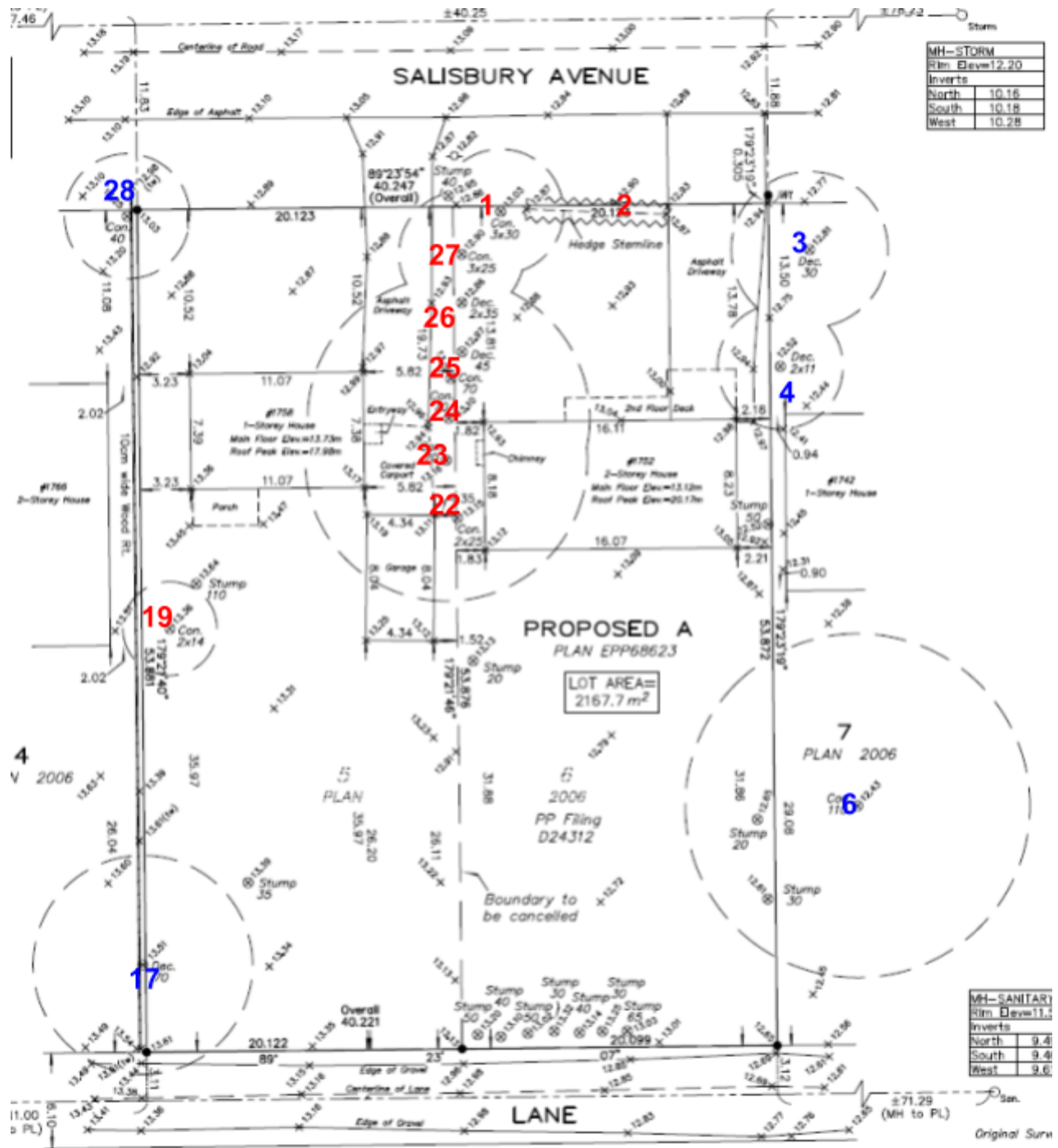
Original Site Survey:

Original site survey plotting all previously existing trees

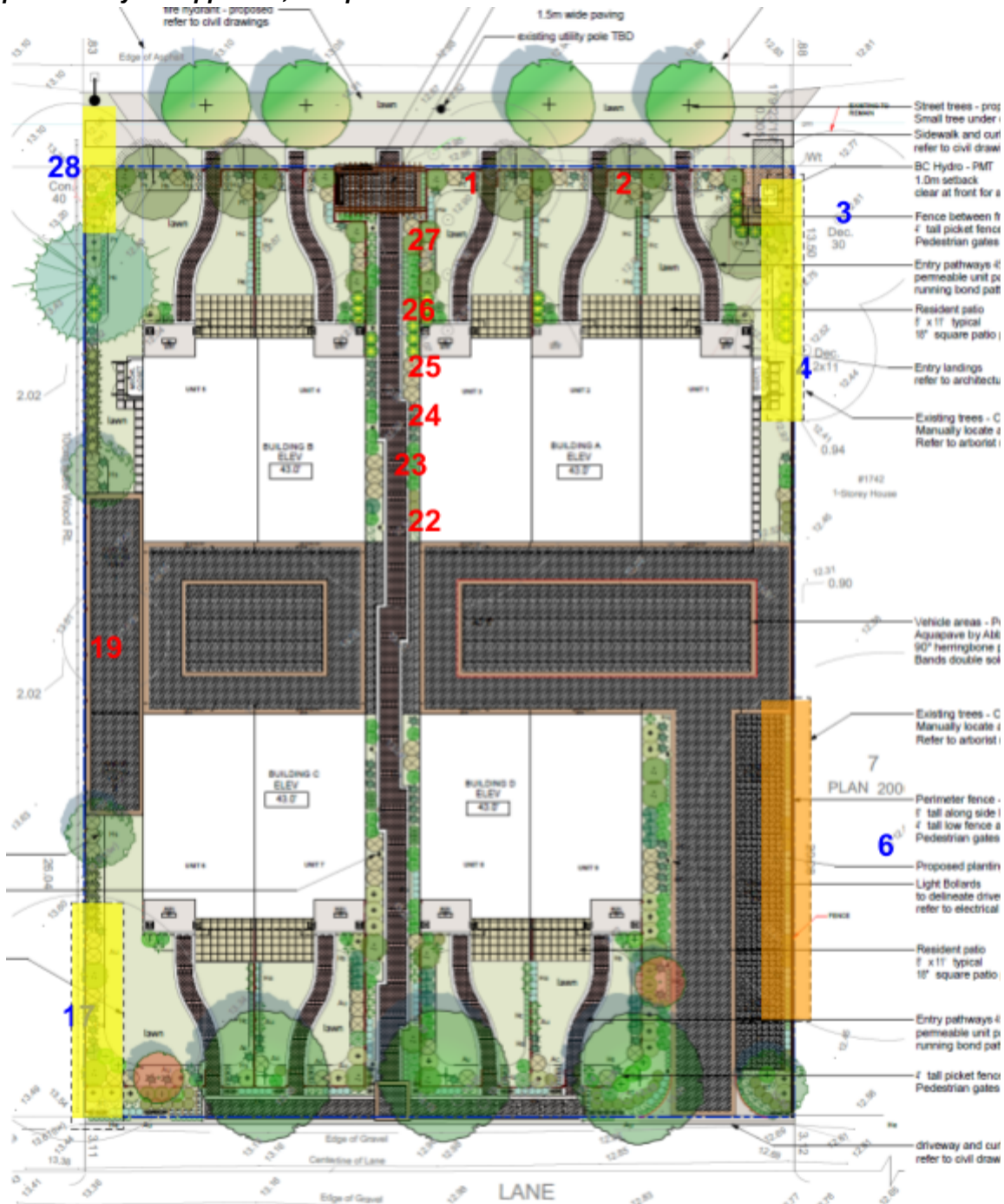


Updated Site Survey:

Updated site survey showing all previously existing trees and outlines removal / retention recommendations (*Retain*, *Remove*, *Developer's Discretion*).



Site Plans: The below site plan plots tree locations and outlines removal / retention recommendations (*Retain*, *Remove*, *Developer's Discretion*). Location of tree protection barriers are shown in **Yellow**. Retained Trees requiring Arborist Supervision are outlined in **Orange**. **An original large, scaled copy of the site plan indicating trees marked for removal, and the locations of Tree Protection Zone fencing & Areas requiring Arborist Supervision has not been included with this report; this is to be provided by the applicant, if required.**



Images:

















Oct. 15, 2019

Supplementary Information – Re: Construction

To

Bryan Sherrell,
Planner
City of Port Coquitlam
Planning Division,
2580 Shaughnessy St
Port Coquitlam, BC
V3C 2A8

Dear Bryan,

Thank you for providing your review comments of rezoning application RZ000175 and Development Permit application DP000309. We appreciate your thorough feedback and have begun incorporating your comments into a revised application which we are resubmitting in short order.

Referenced Property

1752 & 1758 Salisbury
Avenue, Port
Coquitlam, BC

RE:

Rezoning RZ000175 &
Development Permit
DP000309

The purpose of this letter is to confirm how we plan to manage the site during the construction period by employing a variety of construction best practices including:

- Ensuring open communication with the neighboring residents
- Engaging a rodent exterminator to confirm there are no rodents in the properties prior to demolition
- Strictly following all applicable city bylaws including: noise, electrical, plumbing, fire, sprinkler etc.
- Employing best practices with respect to Erosion and Sediment control in order to control on site erosion and prevent the release of sediments
- Controlling access to the site and preventing traffic from tracking mud offsite by installing a site access pad (crushed gravel on the driveway)
- Restricting traffic to this area where practical.
- Keeping the site fully fenced and secured at all time
- Covering temporary soil stockpiles with plastic and/or tarps
- Storing excavated soils away from storm drains / paved surfaces so that runoff will be filtered by existing vegetation or collected in the perimeter ditches.
- Installing inlet protection (i.e., sediment sacks) to protect storm sewers, within 30m downgradient of the site

ARC Real Estate Development Group Ltd.

Local 604.762.8596
Toronto 647.627.3008

PO Box 30563 Brentwood Mall
Burnaby, BC V5C 2A0

www.arcdevelopmentgroup.com
info@arcdevelopmentgroup.com



Oct. 15, 2019

Pg.02

We look forward to hearing back from you and are happy to discuss further at your convenience. If there are any additional measures you would like to see employed please do let us know.

If you have any questions or require any clarification, please feel free to reach out at 604-762-8596 or at kristalina@arcdevelopmentgroup.com

Sincerely,

Kristalina Dinovsky - Kutev



Vice President, Design and Development

ARC Real Estate Development Group Ltd

CITY OF PORT COQUITLAM
BUILDING & PLUMBING AMENDMENT BYLAW, 2019

Bylaw No. 4152

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

1. CITATION

This Bylaw may be cited as “Building and Plumbing Bylaw, 2009, No. 3710, Amendment Bylaw, 2019, No. 4152”.

2. ADMINISTRATION

2.1 That Section 2.2.1 be amended by replacing the year “2020” with “2021”.

2.2 That Section 4.1 be amended by replacing the year “2020” with “2021”

READ A FIRST TIME this	12 th day of	November, 2019
READ A SECOND TIME this	12 th day of	November, 2019
READ A THIRD TIME this	12 th day of	November, 2019

Mayor

Corporate Officer

CITY OF PORT COQUITLAM
PARKING AND DEVELOPMENT MANAGEMENT AMENDMENT BYLAW
Bylaw No. 4153

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

1. CITATION

This Bylaw is cited as “Parking and Development Management Bylaw, 2018, No. 4078, Amendment Bylaw, 2019, No. 4153”.

2. ADMINISTRATION

The Parking and Development Management Bylaw, Section 9.1 (b) is amended by inserting a paragraph marker after the phrase “who applies for a building permit to construct secured market rental housing” and editing “Section 7” to read “Section 9”.

READ A FIRST TIME this	12 th day of	November, 2019
READ A SECOND TIME this	12 th day of	November, 2019
READ A THIRD TIME this	12 th day of	November, 2019

Mayor

Corporate Officer

Metro Vancouver Regional Parks Service Amendment

RECOMMENDATION:

That Council direct staff to advise Metro Vancouver that the City of Port Coquitlam consents to the approval of the adoption of Metro Vancouver Regional District Regional Parks Service Amendment Bylaw No. 1290, 2019 on behalf of the electors.

PREVIOUS COUNCIL/COMMITTEE ACTION

None related to the requested amendment.

REPORT SUMMARY

As described in the attached request from Metro Vancouver, the Board of Directors of the Metro Vancouver Regional District (Metro Vancouver) directed staff to seek consent of at least 2/3 of the municipal participants to amend the service area to add an extraterritorial area to the regional park function.


BACKGROUND

The Province of British Columbia is expected to enact a regulation to specifically authorize Metro Vancouver Regional District to establish and operate the regional parks services outside its boundaries for the portion of Aldergrove Park located in the City of Abbotsford. In anticipation of that regulation and to facilitate the process in a timely fashion, it is advisable to amend the Regional Parks Service Bylaw to include this extraterritorial area in the defined boundaries of the parks service area.

FINANCIAL IMPLICATIONS

None.

OPTIONS

#	Description
1 	Adopt a resolution to advise Metro Vancouver that the City supports the amendment
2	Adopt a resolution to advise Metro Vancouver that the City does not support the amendment
3	Not adopt any resolution in consideration of this report.

ATTACHMENTS

Attachment #1: 2019-11-04 Letter from Metro Vancouver

File: CR-12-01
Ref: RD 2019 Nov 1

NOV 04 2019

Gabryel Joseph, Manager of Corporate Office, Corporate Administration
City of Port Coquitlam
2580 Shaughnessy Street
Port Coquitlam, BC V3C 2A8
VIA EMAIL: josephG@portcoquitlam.ca

Dear Mr. Joseph:

Re: Consent to Metro Vancouver Regional Parks Service Amendment Bylaw No. 1290

At its November 1, 2019 regular meeting, the Board of Directors of the Metro Vancouver Regional District (Metro Vancouver) gave three readings to *Metro Vancouver Regional District Regional Parks Service Amending Bylaw No. 1290, 2019*; directed staff to seek consent of at least 2/3 of the participants to amend the service area to add an extraterritorial area to the regional park function, and following that, forward the Bylaw to the Inspector of Municipalities for approval.

Section 346 of the *Local Government Act* applies to municipal participating area approval and therefore a council may give participating area approval by consenting on behalf of the electors to the adoption of the Bylaw.

I respectfully ask that this matter be included on Council agenda. A sample resolution is set out below for your convenience:

"The Council of _____ consents to the approval of the adoption of *Metro Vancouver Regional District Regional Parks Service Amending Bylaw No. 1290, 2019* on behalf of the electors; and directs staff to notify the Metro Vancouver Regional District Board of its consent."

Please provide a response in the form of a Council resolution to my attention by Friday, December 6, 2019.

33388006

If you have any questions with respect to the proposed bylaw amendment, please contact me by email at Chris.Plagnol@metrovancover.org or by phone at 604-432-6338.

Sincerely,



Chris Plagnol
Corporate Officer

CP/KH/mp

cc: Ravi Chhina, General Manager, Parks and Housing
Mike Redpath, Director, Regional Parks, Parks and Housing

Encl: Report dated October 22, 2019, titled "Regional Parks Service Amendment Bylaw No. 1290"
(Doc# 33135580)



To: MVRD Board of Directors

From: Carol Mason, Chief Administrative Officer
Chris Plagnol, Corporate Officer

Date: October 22, 2019 Meeting Date: November 1, 2019

Subject: **Regional Parks Service Amendment Bylaw No. 1290**

RECOMMENDATION

That the MVRD Board:

- a) give first, second and third reading to *Metro Vancouver Regional District Regional Parks Service Amending Bylaw No. 1290, 2019*; and
- b) direct staff to seek consent of at least 2/3 of the participants to amend the service area to add an extraterritorial area to the regional park function, and following that, forward the *Metro Vancouver Regional District Regional Parks Service Amending Bylaw No. 1290, 2019* to the Inspector of Municipalities for approval.

PURPOSE

To consider first, second and third reading of the *Metro Vancouver Regional District Regional Parks Service Amending Bylaw No. 1290, 2019* that will initiate the inclusion of an extraterritorial area for a portion of Aldergrove Park located in the City of Abbotsford, and to direct staff to seek consent of at least 2/3 of the participants in the regional parks function in relation to the amendment.

BACKGROUND

The Province of British Columbia is expected to enact a Regulation to specifically authorize Metro Vancouver Regional District to establish and operate the regional parks service outside its boundaries for the portion of Aldergrove Park located in the City of Abbotsford. In anticipation of that Regulation and to facilitate the process in a timely fashion, it is advisable to amend the Regional Parks Service Bylaw to include this extraterritorial area in the defined boundaries of the parks service area.

This report brings forward the proposed bylaw amendment for the Board's consideration.

ABBOTSFORD PARTICIPATION IN REGIONAL PARKS

The City of Abbotsford was a long-standing participant in the MVRD Regional Parks function, but after a parks service review, discussions were initiated between Metro Vancouver and the City of Abbotsford that examined the boundaries of the service area and explored consideration of the potential withdrawal of the City of Abbotsford from the MVRD regional parks function. In 2018 the City withdrew from the parks service.

Parkland Transfer to Abbotsford

As part of the agreement for the City of Abbotsford to withdraw from the MVRD regional parks service, in May 2018, Metro Vancouver transferred all interests in parkland within the boundaries of the City of Abbotsford to the City of Abbotsford, including the Aldergrove Regional Park. However, since that regional park straddles the border of the Township of Langley and the City of Abbotsford, it was agreed that a single local government to own and operate it. Given the majority of visitors to the Aldergrove Regional Park originate from Metro Vancouver, Metro Vancouver agreed that it was the appropriate jurisdiction to continue to own and operate this park.

Extraterritorial Area – Aldergrove Regional Park East

This ownership model posed a problem because the portion of Aldergrove Regional Park located in Abbotsford was outside the boundaries of the Metro Vancouver Regional District. Section 333(4) of the *Local Government Act* requires that a service provided outside of regional district boundaries must be identified as a separate participating area for the service “as if it were located in the regional district”. Given the unique history and circumstances associated with Aldergrove Regional Park, Metro Vancouver requested a remedy from the Province to authorize an exemption to the statutory requirement.

The Province proposed a Regulation to the *Local Government Act* that would provide the requested exemption, as described below.

MVRD ALDERGROVE REGIONAL PARK REGULATION

Staff have been advised that the Province is preparing a new Regulation that will make an exception to section 333(4) of the *Local Government Act*, and authorize Metro Vancouver Regional District to establish and operate the portion of Aldergrove Regional Park in Abbotsford as an “extraterritorial area”. This extraterritorial area must be included in the defined boundaries of the parks service area, as set out in the Regional Parks Service Bylaw.

Land Transfer to Metro Vancouver

In anticipation of the provincial Regulation, the MVRD Board, at its meeting held May 24, 2019, approved the *Abbotsford Disposition of Eastern Portion of Aldergrove Park Land Agreement* between the Metro Vancouver Regional District and the City of Abbotsford for the sale and transfer of the eastern portion of the Aldergrove Regional Park lands within the municipal boundary of Abbotsford back to Metro Vancouver Regional District.

Once the conditions in this agreement are satisfied - a Regulation is in place allowing Metro Vancouver to own and operate the eastern portion of Aldergrove Regional Park without requiring the City of Abbotsford to be a member of the MVRD for regional park purposes - Metro Vancouver will be returned ownership and will continue operation of both the western and eastern portions of the Aldergrove Regional Park, with the eastern portion being an ‘extraterritorial area’.

MVRD REGIONAL PARKS AMENDING BYLAW

The adoption of a bylaw to amend the *Greater Vancouver Regional District Regional Parks Service Conversion and Amendment Bylaw No. 1024, 2005* (proposed in this report) is required to bring effect to the aforementioned Regulation. The required amendment to the Regional Parks Service Bylaw is to include the extraterritorial area in the defined boundaries of the parks service area.

In addition, two minor housekeeping amendments are proposed: two section references to the *Local Government Act* that appear in the Amending Bylaw were outdated, and have been updated to reflect the current numbering in the Act.

The Amending Bylaw is before the Board for first, second and third reading. Once third reading is given, the Amending Bylaw will be circulated to all service area participants to obtain their consent to the adoption of the Bylaw. Two-thirds consent of participants is required before the Amending Bylaw can be considered for adoption by the Board. Once consent is obtained, the Amending Bylaw will be forwarded to the Inspector of Municipalities for approval. If approved by the Inspector, the Amending Bylaw will be presented to the Board for consideration of final adoption.

ALTERNATIVES

1. That the MVRD Board:
 - a) give first, second and third reading to *Metro Vancouver Regional District Regional Parks Service Amending Bylaw No. 1290, 2019*; and
 - b) direct staff to seek consent of at least 2/3 of the participants to amend the service area to add an extraterritorial area to the regional park function, and following that, forward the *Metro Vancouver Regional District Regional Parks Service Amending Bylaw No. 1290, 2019* to the Inspector of Municipalities for approval.
2. That the MVRD Board receive for information the report dated October 22, 2019, titled "Regional Parks Service Amendment Bylaw No. 1290", and provide alternate direction.

FINANCIAL IMPLICATIONS

If the Board approves alternative one, there will be no additional financial impacts as staff previously anticipated approval of the provincial regulation when preparing the 2020 budget. Under an existing agreement between the MVRD and the City of Abbotsford that has been in place while awaiting Provincial regulatory approval, Metro Vancouver Regional Parks has operated and maintained both the Langley (West) and Abbotsford (East) portions of Aldergrove Regional Park. The operating costs for Aldergrove Park East are included in the 5-year financial plan.

SUMMARY / CONCLUSION

The Province of British Columbia is expected to enact a Regulation to authorize Metro Vancouver Regional District to operate the regional parks service outside its boundaries for the portion of Aldergrove Park located in the City of Abbotsford, without the City being a participant in the parks service. To bring effect to that Regulation, the *Greater Vancouver Regional District Regional Parks Service Conversion and Amendment Bylaw No. 1024, 2005* must be amended to include this extraterritorial area in the defined boundaries of the parks service area. This report brings forward the associated Amending Bylaw for consideration by the Board. Staff recommend Alternative One.

Attachments

1. Metro Vancouver Regional District Regional Parks Service Amending Bylaw No. 1290, 2019

33135580

**METRO VANCOUVER REGIONAL DISTRICT
BYLAW NO. 1290, 2019
A Bylaw to Amend Greater Vancouver Regional District
Regional Parks Service Conversion and Amendment Bylaw No. 1024, 2005**

WHEREAS:

- A. By Division V of Letters Patent issued January 13, 1972, as amended by further Supplementary Letters Patent, Metro Vancouver Regional District (formerly Greater Vancouver Regional District) was granted the function of operating regional parks (the “**Regional Parks Service**”), and the participating areas for the Regional Parks Service were deemed to include not only Metro Vancouver Regional District member municipalities, but also member municipalities of the former Vancouver-Fraser Park District;
- B. On July 25, 2005, the Board of Directors of the Metro Vancouver Regional District adopted “Greater Vancouver Regional District Regional Parks Service Conversion and Amendment Bylaw No. 1024, 2005”, a bylaw to convert the Regional Parks Service and to amend the participating areas;
- C. On April 27, 2018, the Board of Directors of the Metro Vancouver Regional District adopted “Metro Vancouver Regional District Regional Parks Service Amending Bylaw No. 1260, 2018”, a bylaw to amend the participating areas to remove the City of Abbotsford as a municipal participating area for the Regional Parks Service;
- D. The Board of Directors of the Metro Vancouver Regional District has obtained approval from the Province of British Columbia to establish and operate the regional parks service in an extraterritorial area comprising that portion of Aldergrove Regional Park located within the boundaries of the City of Abbotsford;
- E. The Board of Directors of the Metro Vancouver Regional District wishes to amend “Greater Vancouver Regional District Regional Parks Service Conversion and Amendment Bylaw No. 1024, 2005”;

NOW THEREFORE the Board of the Metro Vancouver Regional District enacts as follows:

- 1. The “Greater Vancouver Regional District Regional Parks Service Conversion and Amendment Bylaw No. 1024, 2005” (the “**Bylaw**”) is hereby amended as follows:
 - a) In the preamble of the Bylaw, add new paragraphs G and H respectively, at the end of this section, as follows:
 - “G. On April 27, 2018, the Board of Directors of the Metro Vancouver Regional District adopted “Metro Vancouver Regional District Regional Parks Service Amending Bylaw No. 1260, 2018”, a bylaw to amend the participating areas to remove the City of Abbotsford as a municipal participating area for the Regional Parks Service;

- H. Consent from at least two-thirds of the Service participants to add an extraterritorial area comprising that portion of Aldergrove Regional Park located within the boundaries of the City of Abbotsford was received;"
- b) In section 4 of the Bylaw, titled "Service Area", delete and replace the section in its entirety with the following:
- "4. The service area for the Service consists of:*
- (a) all that land within the boundaries of the Participating Areas; and*
- (b) all that land in the eastern portion of Aldergrove Regional Park, identified as Extraterritorial Area, as shown on the map in Schedule A, hereto affixed and forming part of the Bylaw."*
- c) In section 5 of the Bylaw, titled "Cost Recovery", sub section (b), delete the words "Division 4.3" and replace them with the words "Part 11, Division 3".
- d) In section 6 of the Bylaw, titled "Cost Apportionment," delete the words "section 804(2)(a)" and replace them with "section 380(2)(a)".
2. This bylaw may be cited as "Metro Vancouver Regional District Regional Parks Service Amending Bylaw No. 1290, 2019".

Read a first time this _____ day of _____, _____.

Read a second time this _____ day of _____, _____.

Read a third time this _____ day of _____, _____.

Approved by the <Inspector of Municipalities this _____ day of _____, _____.

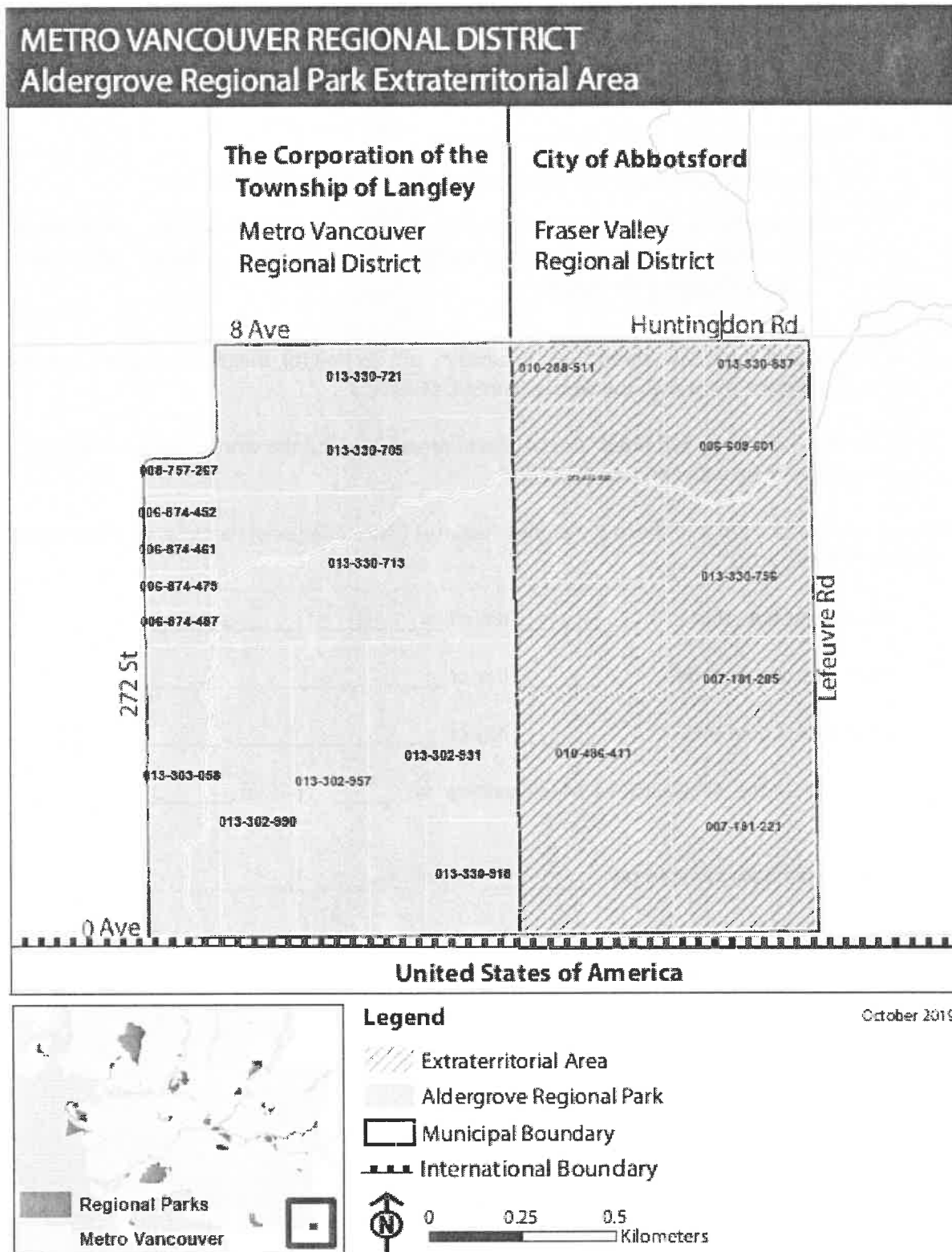
Passed and finally adopted this _____ day of _____, _____.

Sav Dhaliwal, Chair

Chris Plagnol, Corporate Officer

Schedule A

Aldergrove Regional Park Extraterritorial Area to be Added to Regional Parks Service



Metro Vancouver Regional District Regional Parks Service Amending Bylaw No. 1290, 2019

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Metro Vancouver Regional District

RECOMMENDATION:

That Council direct staff to proceed with award of the 2020 and 2021 capital and one-time projects.

PREVIOUS COUNCIL/COMMITTEE ACTION

At the November 12, 2019, meeting, Committee of Council passed the following resolution:

That Committee of Council recommend to Council that staff be given the authority to proceed with award of the 2020 and 2021 capital and one-time projects.

REPORT SUMMARY

This report provides a summary of the 2020-2021 capital plan and one-time enhancements approved by Committee of Council.

DISCUSSION

Infrastructure is one of the City's top priorities, which is reflected in the 2020-2021 capital plan. Building on recent plans, the 2020-2021 plan has a continued focus on renewal of our core infrastructure while new expenditures align with "Getting the Basics Right" and address infrastructure gaps with improvements to parks, sidewalks, intersections, streetlights, lanes, pedestrian safety and traffic calming. The plan also includes specific projects that align with the recommendations of the Downtown Action Plan.

The full 2020-2021 capital program is detailed in Attachment 1, but the highlights projects approved for 2020 are as follows:

- Continuing construction of the Port Coquitlam Community Centre (PCCC);
- Year three of the four-year, city-wide LED streetlight conversions program;
- \$1.9 million for sidewalk, pedestrian safety, cycling and traffic calming projects;
- Rehabilitation of 4.6 kilometres of road, including work on Coast Meridian Road, Prairie Avenue, Kingsway Avenue, Langan Avenue and Shaughnessy Street;
- Rehabilitation of more than 3.6 kilometres of utility infrastructure;
- Rehabilitation of the Fortress Park and Settlers Park playgrounds;
- Improvements to the PoCoMAP online mapping system;
- A new community garden and a Lions Park Whimsical Garden;
- Portable speed reader units; and
- Replacement of the waterslide stairs and pool tile at Hyde Creek Recreation Centre.

2020-2021 Capital Plan and One-Time Enhancements

Highlights of capital projects approved for 2021 include:

- Completion of the PCCC construction;
- Completion of city-wide LED streetlight conversions;
- \$200,000 for additional streetlights;
- Rehabilitation of approximately five kilometres of road and almost five kilometres of utility infrastructure;
- \$1.8 million for sidewalk and pedestrian safety throughout the city, and traffic calming and road safety improvements around schools and parks;
- \$1.15 million for upgrades to playgrounds, parks and trails;
- Streetscape improvements along Prairie and McAllister Avenue; and
- Extension of Donald Pathway into the downtown.

One-time enhancements are brought forward in response to Council and staff requests in conjunction with Council priorities and action items. The approved projects for 2020 and 2021 are intended to address transportation, parks and recreation and community safety needs and to facilitate planning for future development.


One-time enhancements planned for 2020/2021 include:

- Pilot tax and utility payments at recreation facilities during busy periods;
- Renewal of the Master Transportation Plan;
- Review of policing services; and
- Sky Train feasibility study.

FINANCIAL IMPLICATIONS

The total budget for the 2020-2021 capital plan and one-time enhancements is \$53.9 million and is funded through a combination of sources such as grants, developer contributions, accumulated surplus and reserves. Attachment 1 to this report provides a listing of the projects and a breakdown of costs between categories.

OPTIONS (✓ = Staff Recommendation)

	#	Description
	1	Authorize staff to proceed with award of the plan
	2	Refer the plan back to Committee of Council for further consideration

ATTACHMENTS

Att#1: 2020-2021 Project Listing

Lead author(s): Farouk Zaba

2020 CAPITAL PROJECT LISTING

Project	
2021 NR Detailed Design	
Coast Meridian - Lincoln to Victoria	
Kingsway Avenue - Detailed Design	
Knappen Avenue – Routley to Pooley	
Langan - Pitt River to Kingsway	
McDonald Place – Rodger to End	
Morrison Street – Campbell to Routley	
Nacht Sanitary Pump Station Electrical Kiosk	
Prairie Avenue Construction	
Rodger Avenue – Knappen to Morrison	
Routley Avenue – Pitt River to Morrison	
Shaughnessy - Loughheed to Centennial	
Sinclair Place – Morrison to End	
Stewart Place – End to Rodger	
Yarmouth Street – End to Nova Scotia	
Total 2020 Neighbourhood Rehab	\$12,421,900
2020 Fleet Replacement	
Agresso Upgrade	
Athletic Field Upgrades	
Barrier Fence Replacement	
Burn Building Rehabilitation	
Centralized Irrigation Systems	
Court Resurfacing	
Fortress Park Playground	
Hyde Creek Pool Tile	
Intersection Camera Replacements	
LED Streetlight conversion (cont'd)	
Microsoft Office Update	
Network Equipment Replacements	
Personal Computers	
PoCo Trail Resurfacing	
PoCoMAP 2.0	
Public Safety Building Upgrades	
SCADA System Upgrades	
Settlers Park Playground	
Settlers Pond Aeration	
Solid Waste Carts	
Telephone System Replacements	

Waterslide Stairs Replacement	
Total 2020 Other Rehab	\$6,486,150
2020 Sidewalks and Pedestrian Safety	
2020 Traffic Calming	
2021 Sidewalks and Pedestrian Safety	
2021 Traffic Calming	
Active Transportation Improvements	
Additional Community Garden	
Bus Shelters	
Digital File Storage	
Donald St Path – Wilson Ave to McAllister Ave	
Fire Foam Unit	
Intersection Control – Oxford St at Coquitlam Ave	
Intersection Improvements – Shaughnessy St at Eastern Dr	
Land Acquisition	
Lane Paving Design	
Leigh Square Tent	
Lions Park Whimsical Garden	
Mary Hill Bypass Improvements	
McAllister Ave Improvements	
Portable Speed Reader Units	
Prairie Ave MUP – Fremont St to Burns Rd	
School & Park Road Safety Improvements	
Self-Contained Breathing Apparatus	
Total 2020 New	\$4,506,500
Community Recreation Complex	\$1,000,100
Total 2020 Capital Program	\$24,414,650

2021 CAPITAL PROJECT LISTING

Project
2022 NR – Detailed Design
Burns Rd Culvert Replacement – Design
Coquitlam River Sanitary Siphon – Design
Maple Creek Drainage Pumpstation – Design
Mary Hill Sanitary Pumpstation – Design
Nacht Sanitary Pumpstation Electrical Kiosk
Trenton Pressure Reducing Valve Water Station – Design
Brittania Crescent

Project	
Cedar – Prairie to Wright	
Chadwick – St Michael to St Catherine	
Coquitlam – Oxford to York	
Coquitlam – Wellington to Coast Meridian	
Coventry – Suffolk to Westminster	
Fraser – Larch to Cedar	
Glade – Storm and Sanitary Upgrades	
Manning – Storm Sewer Extension	
Mary Hill – Thea to Shaughnessy	
Newberry – Fraser to Laburnum	
Prairie Ave – Coast Meridian to Fremont	
Sandlewood – Laburnum to Barberry	
St Albert – Coast Meridian to St James	
St Catherine – St Albert to Chadwick	
St James – St Albert to Chadwick	
St Michael – Robertson to Chadwick	
Tamarack – Sandlewood to east end	
Toronto – Prairie to south end	
Total Neighbourhood Rehabilitation	\$13,605,000
Barrier Fence Replacement (cont'd)	
Centralized Irrigation Systems (cont'd)	
Court Resurfacing (cont'd)	
Fire Department Toughbooks	
Fire Hall #2 Replacement – Feasibility/Scoping	
Fleet Replacement Program	
Intersection Camera Replacement (cont'd)	
Laptop and Tablet Replacements	
LED Streetlight Conversion (cont'd)	
Network Infrastructure Replacement	
PC Purchasing	
Park Playground Improvements	
PoCo Trail Resurfacing (cont'd)	
Public Safety Building Upgrades	
SCADA System Upgrades (cont'd)	
Software Purchases	
Solid Waste Carts and Locks	
Total Other Rehabilitation	\$3,593,200
2021 Sidewalks and Pedestrian Safety	
2021 Traffic Calming	
Bus Shelters (cont'd)	

Project	
Development Gaps	
Donald St Path – Wilson to McAllister	
Heavy Rescue Stabilization Equipment	
Intersection Control – Oxford St at Coquitlam Ave	
Intersection Improvements – Shaughnessy St at Eastern Dr	
Land Acquisition	
Lane Paving Program	
McAllister Ave Improvements	
School & Park Road Safety Improvements	
Streetlights	
Total New	\$11,080,000
Total 2021 Capital Program	\$28,278,200

2020 ONE-TIME ENHANCEMENTS

Project	
Corporate office microfilm scanning	
Development cost charge bylaw update	
Extension of land and development facilitator contract	
Master transportation plan	
Pitt River weir assessment	
Review of alternative models for the delivery of police services	
Sky Train feasibility study	
Subdivision servicing bylaw update	
Tax and utility collection at recreation facilities Pilot	
Total 2020 One-Time Enhancements	\$ 716,400

2021 ONE-TIME ENHANCEMENTS

Project	Amount
Climate change adaptation strategy	
Corporate office microfilm scanning	
Extension of land and development facilitator contract	
Integrated stormwater management plan	
Tax and utility collection at recreation facilities pilot	
Total 2021 One-Time Enhancements	\$ 494,400