

Council Agenda

Tuesday, February 11, 2020, 6:00 p.m. Council Chambers 3rd Floor City Hall, 2580 Shaughnessy Street, Port Coquitlam, BC

Pages

1.	CALL TO ORDER				
2.	2. ADOPTION OF THE AGENDA				
	2.1	Adoption of the Agenda			
		Recommendation: That the Tuesday, February 11, 2020, Council Meeting Agenda be adopted as circulated.			
3.	CONFI	RMATION OF MINUTES			
	3.1	Minutes of Council Meetings	1		
		Recommendation: That the minutes of the following Council Meetings be adopted:			
		• January 28, 2020.			
4.	PROCI	AMATIONS			
	4.1	Kin Canada Day - February 20, 2020 and Kin Canada Week - February 16-22, 2020	4		
	4.2	PoCo Heritage Week - February 17-23, 2020	5		
	4.3	Rotary Week - February 23-29, 2020	6		
5.	DELEG	GATIONS			
	None				
6.	PUBLIC	C INPUT OPPORTUNITY			

6.1 Development Variance Permit - 1525 Kingsway Avenue

See Item 8.1 for information.

7. BYLAWS

7.1 Westwood/Woodland Frequent Transit Development Area - OCP & Zoning Amendment Bylaws - First Two Readings

Recommendation: To be passed as separate motions:

1. That Council, having given consideration to s.475 of the Local Government Act, confirm the following public consultation information for the Official Community Plan amendment:

a) Letter dated September 18, 2019, sent to Westwood/Woodland area property owners advising of the September 17, 2019, Council resolution and,

b) Direction from Council and Committee of Council to proceed with drafting the bylaw amendments ; and

c) That Council give Official Community Plan Amendment Bylaw No. 4161 first two readings.

2. That Council give Zoning Amendment Bylaw No. 4162 first two readings.

3. That Council approve amending the Density Bonus Policy to provide for a payment of \$50 per square foot for all residential density in excess of the 1.5 Floor Area Ratio in an area designated for Frequent Transit Development.

7.2 2019-2023 Financial Plan Amendment Bylaw - Adoption

Recommendation: That Council adopt 2019-2023 Financial Plan Amendment Bylaw No. 4160.

8. **REPORTS**

8.1 Development Variance Permit & Development Permit for 1525 Kingsway Avenue - Issuance

Recommendation:

That Council approve Development Variance Permit DVP00071 for 1525 Kingsway Avenue for issuance.

That Council approve Development Permit DP000416 for 1525 Kingsway Avenue for issuance.

8.2 Storm Update (verbal report)

Recommendation: None 36

7

February 11, 2020 - Council Agenda

9. NEW BUSINESS

10. OPEN QUESTION PERIOD

11. ADJOURNMENT

11.1 Adjournment of the Meeting

Recommendation: That the Tuesday, February 11, 2020, Council Meeting be adjourned.

12. MEETING NOTES



Council Minutes

Tuesday, January 28, 2020 Council Chambers 3rd Floor City Hall, 2580 Shaughnessy Street, Port Coquitlam, BC

Present:	Chair - Mayor West Councillor Darling Councillor McCurrach	Councillor Penner Councillor Pollock
Absent:	Councillor Dupont	Councillor Washington

1. CALL TO ORDER

The meeting was called to order at 6:00 p.m.

2. ADOPTION OF THE AGENDA

2.1 Adoption of the Agenda

Moved-Seconded:

That the Tuesday, January 28, 2020, Council Meeting Agenda be adopted as circulated.

In Favour (5): Mayor West, Councillor Darling, Councillor McCurrach, Councillor Penner, and Councillor Pollock

Absent (2): Councillor Dupont, and Councillor Washington

Carried

3. CONFIRMATION OF MINUTES

3.1 Minutes of Council Meetings

Moved-Seconded:

That the minutes of the following Council Meetings be adopted:

- January 7, 2020, Special Council
- January 14, 2020, Regular Council.

In Favour (5): Mayor West, Councillor Darling, Councillor McCurrach, Councillor Penner, and Councillor Pollock

Absent (2): Councillor Dupont, and Councillor Washington

Carried

4. **PRESENTATIONS**

4.1 Port Coquitlam Saints Lacrosse - 2019 Canadian Minor Box Lacrosse National Champions

Mayor West presented a certificate of achievement to PoCo Saints Lacrosse team - 2019 Canadian Minor Box Lacrosse National Champions.

4.2 Riverside Secondary Junior Girls Volleyball - 2019 BC Provincial Volleyball Champions

Mayor West presented a certificate of achievement to Riverside Secondary Junior Girls Volleyball Team - 2019 BC Provincial Volleyball Champions.

5. DELEGATIONS

5.1 Anti-Human Trafficking Initiative

Ms. Cathy Peters, BC's anti-human trafficking educator, speaker and advocate gave a presentation related to human trafficking and sexual exploitation.

6. PUBLIC HEARINGS

None.

7. BYLAWS

7.1 2019 - 2023 Financial Plan Amendment Bylaw

Moved-Seconded:

That Council give 2019-2023 Financial Plan Amendment Bylaw No. 4160 first three readings.

In Favour (5): Mayor West, Councillor Darling, Councillor McCurrach, Councillor Penner, and Councillor Pollock

Absent (2): Councillor Dupont, and Councillor Washington

Carried

7.2 Waterworks & Sewer Regulation Amendment Bylaws

Moved-Seconded:

That Council adopt Waterworks Regulation Amendment Bylaw No. 4158 & Sewer Regulation Amendment Bylaw No. 4159.

In Favour (5): Mayor West, Councillor Darling, Councillor McCurrach, Councillor Penner, and Councillor Pollock

Absent (2): Councillor Dupont, and Councillor Washington

Carried

8. **REPORTS**

None.

9. NEW BUSINESS

Council provided updates related to community events.

10. OPEN QUESTION PERIOD

Three members of the public asked questions.

11. ADJOURNMENT

11.1 Adjournment of the Meeting

Moved-Seconded:

That the Tuesday, January 28, 2020, Council Meeting be adjourned at 7:21 p.m.

In Favour (5): Mayor West, Councillor Darling, Councillor McCurrach, Councillor Penner, and Councillor Pollock

Absent (2): Councillor Dupont, and Councillor Washington

Carried

12. MEETING NOTES

None.

Mayor

Corporate Officer

CITY OF PØRT COQUITLAM

PROCLAMATION

- WHEREAS: Kin Canada has been a vibrant, responsible, all-Canadian association of service clubs devoted to the concept of serving its communities throughout Canada since its founding in Hamilton, Ontario, on February 20, 1920; and
- **WHEREAS:** Kin Canada has been dedicated to meeting the needs of our community and has diligently sought the development and completion of timely, relevant programs to meet the needs and challenges of our ever-evolving society;
- **WHEREAS:** Kin Canada is celebrating its 100th anniversary on February 20, 2020, a celebration of Kinsmen, Kinettes, and Kin in Canada and urge all citizens to salute their local Kin members.
- NOW THEREFORE: I, Brad West, Mayor of the Corporation of the City of Port Coquitlam,

DO HEREBY PROCLAIM Thursday, February 20, 2020 as "Kin Canada Day"

and declare the week of

February 16-22, 2020 as "Kin Canada Week" in the City of Port Coquitlam



Brad West Mayor

portcoquitlam.ca

CITY OF PORT COQUITLAM

PROCLAMATION

- **WHEREAS:** It is deemed desirable to designate Heritage Week as a week set aside for citizens to give recognition and pay special tribute to the character and cultural diversity of their community; and
- **WHEREAS:** The heritage of our community has attracted the attention of individuals, organizations and businesses who seek to preserve, restore and present this legacy for posterity; and
- **WHEREAS:** Citizens should have the opportunity to explore and appreciate the civic heritage of their community, and to assist in the work of preserving the evidence of significant civic activity of their community; and
- **WHEREAS:** It is believed that all residents of the City of Port Coquitlam would wish to celebrate their heritage by observing such a week in a manner which would enhance appreciation of the civic heritage of their community;

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

DO HEREBY PROCLAIM February 17 - 23, 2020 as "Heritage Week" in the City of Port Coquitlam

Brad West Mayor



CITY OF PØRT COQUITLAM

PROCLAMATION

- WHEREAS: Rotary International was founded on February 23, 1905 in Chicago, Illinois, USA, and is the world's first and one of the largest non-profit service organizations; and the Rotary Club of Port Coquitlam Centennial was founded on February 23, 2005; and
 - **WHEREAS:** there are over 1.2 million Rotary club members, and over 33,000 clubs in 200 countries and geographic areas; and
 - **WHEREAS:** the Rotary motto **"Service Above Self"** inspires members to provide humanitarian service, encourage high ethical standards, and promote goodwill and peace in the world; and
 - **WHEREAS:** Rotary funds club projects and sponsors volunteers with community expertise to provide medical supplies, health care, food production, job training, and education to millions in need, particularly in developing countries; and
 - **WHEREAS:** thousands of students have been given the opportunity by Rotary to explore their career fields and life in other countries through the Youth Exchange, Group Study Exchange and the Ambassadorial Scholarship Programs; and
 - **WHEREAS:** the Rotary Club of Port Coquitlam Centennial continue to sponsor and support service projects in our community that address such critical issues as poverty, health, hunger, illiteracy and the environment.
- NOW THEREFORE: I, Brad West, Mayor of the Corporation of the City of Port Coquitlam,

DO HEREBY PROCLAIM

FEBRUARY 23RD - 29TH AS

ROTARY WEEK

in the City of Port Coquitlam





portcoquitlam.ca

Westwood/Woodland Frequent Transit Development Area

RECOMMENDATION: (to be passed as separate motions)

- 1. That Council, having given consideration to *s.475 of the Local Government Act*, confirm the following public consultation information for the Official Community Plan amendment:
 - a) Letter dated September 18, 2019, sent to Westwood/Woodland area property owners advising of the September 17, 2019, Council resolution and,
 - b) Direction from Council and Committee of Council to proceed with drafting the bylaw amendments ; and
 - c) That Council give Official Community Plan Amendment Bylaw No. 4161 first two readings.
- 2. That Council give Zoning Amendment Bylaw No. 4162 first two readings.
- 3. That Council approve amending the Density Bonus Policy to provide for a payment of \$50 per square foot for all residential density in excess of the 1.5 Floor Area Ratio in an area designated for Frequent Transit Development.

PREVIOUS COUNCIL/COMMITTEE ACTION

September 17, 2019, Council made the following resolution:

That pursuant to *s.463 of the Local Government Act*, that staff be directed to bring forward area-specific amendments to the Zoning Bylaw for the 3500/3600 Westwood Street area to achieve the following intent:

- that permitted uses within properties zoned Community Commercial be restricted to community commercial uses and the maximum height of a building be restricted to one storey, and;
- that the number of dwelling units permitted for properties zoned Residential Single Family RS1 be restricted to one and the maximum height of a building be restricted to one storey;

unless the following conditions are met:

- a) Provision of vehicle access between the street and the lane with a minimum width of 20m and in direct alignment with Anson Avenue;
- b) A mix of community commercial and residential uses with a minimum building height of six storeys; and
- c) If the floor area ratio exceeds 1.5, provision of a contribution in the amount of \$50 per square foot of additional floor area to City reserve funds for community amenities and social housing amenities.

May 11, 2017 Smart Growth Committee considered a report titled "Community Plan Update: Inclusion of Frequent Transit and Transportation Corridor Policies and Designations" and endorsed consideration of the Westwood/Woodland area as a Frequent Transit Development Area in the Official Community Plan updates process.



REPORT SUMMARY

The proximity of the Lincoln Avenue Skytrain Station creates opportunity to focus transit-oriented growth and allow for higher residential densities along the northern stretch of Westwood Street. This report recommends that consideration be given to amending the Official Community Plan and the Zoning Bylaw to facilitate this change.

BACKGROUND

The Westwood/Woodland area is a triangle shaped area consists of 19 individual lots with a combined land area of approximately 6.3 acres. The area is bound by Woodland Drive to the east, Kitchener Avenue to the south, Westwood Street to the west and the boundary with the City of Coquitlam to the north. The area is located within walking distance to the Lincoln Skytrian Station, as shown on the map below, is relatively flat and primarily developed with older single residential homes. Three properties in the south portion of the triangle contain modest commercial buildings.

The Metro Vancouver Regional Growth Strategy suggests locations within 800m of a rapid transit rail station have the potential to be identified as a Frequent The Regional Growth Transit Development Area. Strategy defines Frequent Transit Development Areas as "priority locations to accommodate concentrated growth in higher density forms of development. They are located at appropriate locations along TransLink's Frequent Transit Network. Frequent Transit Development Areas complement the network of Urban Centres, and are characterized by higher density residential, commercial and mixed uses, and may contain community, cultural and institutional uses.



Westwood/Woodland Area

Urban design for these areas promotes transit-oriented communities where transit, cycling and walking are the preferred modes of transportation.

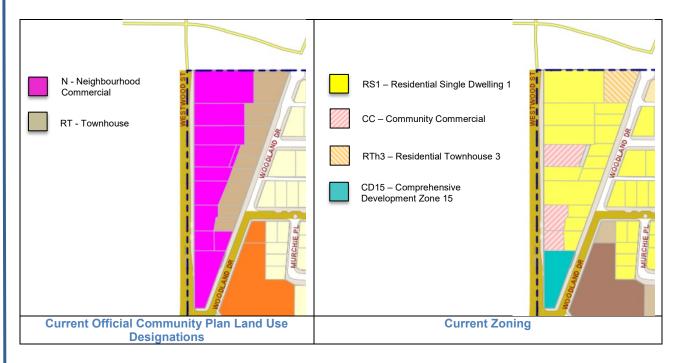


Report To: Department: Approved by: Meeting Date: Council Development Services L. Grant February 11, 2020

Westwood/Woodland Frequent Transit Development Area



400m Radius to Lincoln Station



The area is currently designated by the Official Community Plan (OCP) as N (Neighbourhood Commercial) along Westwood Street and RT (Townhouse) along Woodland Drive. The intent of the Neighbourhood Commercial OCP designation is to allow for commercial uses intended to serve



Report To: Department: Approved by: Meeting Date: Council Development Services L. Grant February 11, 2020

Westwood/Woodland Frequent Transit Development Area

the larger neighbourhood and include retail and office uses in a building up to four storeys with residential uses above the first storey. The Townhouse OCP designation is intended to allow for attached residential uses up to three storeys in height.

Current zoning is a mixture of mostly RS1 (Residential Single Dwelling 1) and a few CC (Community Commercial) zoned properties. 3685 Woodland Drive is zoned RTh3 (Residential Townhouse 3) and was developed with 9 townhouses in the mid-2000s and a property at 3540 Westwood Street is a Comprehensive Development zone (CD15) which permits limited commercial uses and a service station. The service station was decommissioned several years ago.

Following the arrival of the Evergreen Skytrain extension and construction of the Lincoln Avenue Station, the City identified an opportunity for the Westwood/Woodland area to be designated for transit oriented development in a future update to the Official Community Plan; the intent of this direction was to ensure that new development would be that of high density residential in keeping with the area's short walking distance to transit services. Council recently determined they wishes to see immediate changes to this areas zoning and OCP designation to ensure any new development in the area reflects the City's intent to see higher density, transit-oriented development in the area and to address traffic concerns.

DISCUSSION

Staff have prepared amendments to the Official Community Plan, the Zoning Bylaw and the Density Bonus Policy in order to implement Council's direction. In summary the changes include:

- Adding a new "Frequent Transit Development" land use designation in the Official Community Plan and amending the land use designation of the Westwood and Woodland area to this designation.
- Adding new policies to the OCP which specify the City's expectation for this area to include:
 - Consideration of transition and consolidation with adjacent lands and land uses through an area planning process and design of development, including consolidated vehicular access on Westwood Street aligned with the Anson Avenue intersection in Coquitlam.
 - A mix of commercial and multifamily residential uses; with the commercial use restricted to Westwood Street to ensure compatibility with residential development to the east.
 - Higher-density built form fronting Westwood Street, with a minimum overall height of 6 stories. This would allow for consideration of both mid-rise (woodframe) construction and high-rise (concrete) construction as appropriate to the context of the development, and provides for flexibility in building articulation.
 - Lower-density, ground oriented built form fronting Woodland Drive, to address the community's expectation for a modest form of multi-family development that is compatible with the existing single residential character of the community. This



would allow for consideration of built forms such as rowhomes or stacked townhomes.

- Provision of pedestrian and cycling friendly streets, amenities and connections through the area, to enhance neighbourhood connections to the Evergreen line, and
- Inclusion of housing type and tenure that will provide a public benefit, such as rental, non-market, family oriented or entry level ownership.
- An amendment to the City's Density Bonus policy to confirm a \$50 per square foot density bonus provision for all residential density in excess of the 1.5 FAR. This provides certainty to property owners about how the City expects to capture a portion of the increase in land value associated with a proposal to permit higher densities that which could be achieved by developing within the current neighbourhood commercial designation of the Official Community Plan. This bonus density amount is the same as that applied to RA1 (Residential Apartment 1) zoned properties.
- Amendments to the Zoning Bylaw to restrict the height of development within the existing zoning in the area to one story and one dwelling unit, in order to address issues of traffic management and the City's expectation for future development to be planned in an orderly, compatible manner in keeping with Council policies.

Staff do not recommend pursing an amendment to the City's Regional Context Statement to formally designate this area as a regional Frequent Transit Development Area (FTDA) at this time. A comprehensive update to the both the City's Official Community Plan and Metro Vancouver's Regional Growth Strategy is underway and, through this process, staff will enter into dialogue with Metro Vancouver about the suitability of this area as a regional FTDA.

PUBLIC CONSLTATION

Letters were sent to property owners September 18th, 2019 advising of Council's resolution and inviting input. Staff have heard from four property owners seeking clarification of the resolution and wanting to discuss future potential of their lands and have discussed the proposed changes with a number of realtors and interested investors/developers.

Staff also met with City of Coquitlam staff to discuss land use planning for the area. Amendment of the Official Community Plan and the Zoning Bylaw requires an advertised Public Hearing and all owners of properties within the area would be informed of the Hearing. The City of Coquitlam will also be formally advised of the proposed change and their input sought.

FINANCIAL IMPLICATIONS

None



Westwood/Woodland Frequent Transit Development Area

<u>OPTIONS</u> (✓ = Staff Recommendation)

	#	Description
\checkmark	1	Give first two readings to amending bylaws for the Official Community Plan and the Zoning Bylaw.
	2	Delay first two readings and request staff to provide additional information
	3	Take no action (deny first two readings of the bylaws).

ATTACHMENTS

Attachment 1: September 18, 2019 letter to Westwood/Woodland property owners

Attachment 2: OCP Bylaw Amendment

- Attachment 3: Zoning Bylaw Amendment
- Attachment 4: Density Bonus Policy Amendment

Lead author(s): Jennifer Little and Bryan Sherrell



Attachment 1



#200-2564 Shaughnessy St., Port Coquitlam BC, Canada, V3C 3G4 Tel 604.927.5442 • Fax 604.927.5404 planning@portcoquitlam.ca



September 18, 2019

Dear Property Owner:

This letter informs you that the Council of the City of Port Coquitlam has directed staff to bring forward an amendment to the Zoning Bylaw for the Westwood/Woodland area. Please refer to the attached copy of the resolution adopted by Council at its meeting held September 17, 2019.

The City identified an opportunity for the Westwood/Woodland area to be designated as a Frequent Transit Development Area in a future update to the Official Community Plan following the arrival of the Evergreen Skytrain extension and construction of the Lincoln Avenue Station. In April 2012, the City sent letters to properties in the 3500/3600 block of Westwood Street and Woodland Drive to inform owners and residents that the City was considering undertaking a study of this area to evaluate this potential land use change. On May 11, 2017 the City determined that the Westwood/Woodland area should be considered for transit-oriented development as described in the attached report. The intent of this designation is to ensure that new development would be that of high density residential in keeping with the area's short walking distance to transit services. The resolution adopted by Council on September 17th is intended to implement this direction by providing clear direction and certainty to owners, residents, potential purchaser and developments of the City's expectations for development.

On September 17th, 2019 Committee of Council also approved a development permit for the vacant property located at 3646 Westwood Street that regulates the design of a four-storey building with commercial uses on the ground floor. This permit issuance is in keeping with the area's current Neighbourhood Commercial land use designation and the development permit objectives and guidelines set in the Official Community Plan. This proposal conforms to a site-specific community commercial zoning that applies to the site. If you wish to know more about this proposal, the report considered by Committee may be viewed on the City's website at https://www.portcoquitlam.ca/wp-content/uploads/2019/09/2019-09-17-COC-Regular-Agenda-w-pg.pdf.

S.463 of the *Local Government Act* allows for a city's Council to direct staff that it wishes to amend Zoning Bylaw to ensure that future development within an area would be in accordance with those land uses it considers to be appropriate. Council adopted the attached resolution following its consideration of the development permit application for 3646 Westwood Street as it brought to Council's attention the situation that the existing zoning does not reflect the City's intent to see higher density, transit-oriented development in the area.

Pursuant to Council's direction, staff will be drafting an amendment to the Official Community Plan to designate the Westwood/Woodland area as a Frequent Transit Development Area and set land use polices intended to achieve higher density redevelopment, promote consolidation of properties within the area and address traffic concerns. Staff will also be drafting an amendment to the Zoning Bylaw that will specifically apply to the area. These proposed



amendments would addresses concerns about access to properties within the area by requiring provision for access to properties to be in direct alignment with Anson Avenue in the City of Coquitlam. The amendments would also provide certainty to property owners about how the City expects to capture a portion of the increase in land value associated with rezoning to permit a higher density by setting a defined amount of \$50 per square foot of floor area that is additional to that which could be achieved by developing within the current neighbourhood commercial designation of the Official Community Plan, or the bonus density. This bonus density amount is the same as that applied to RA1 (Residential Apartment 1) zoned properties.

Staff anticipate bringing forward the OCP and zoning amendments to Committee of Council for its consideration in an open meeting this fall. If Committee determines it wishes to recommend to Council that the bylaw amendments as drafted be approved, then Council would be asked to proceed with the bylaw amendments. Council would hold an advertised Public Hearing and all owners of properties within the area would be informed of the Hearing. The City will also be informing the City of Coquitlam of the proposed change and seeking their input.

We would be happy to discuss Council's direction and the proposed amendments with you. Please contact Bryan Sherrell at <u>sherrelb@portcoquitlam.ca</u> or me at <u>richardl@portcoquitlam.ca</u> or give us a call at 604-927-5442.

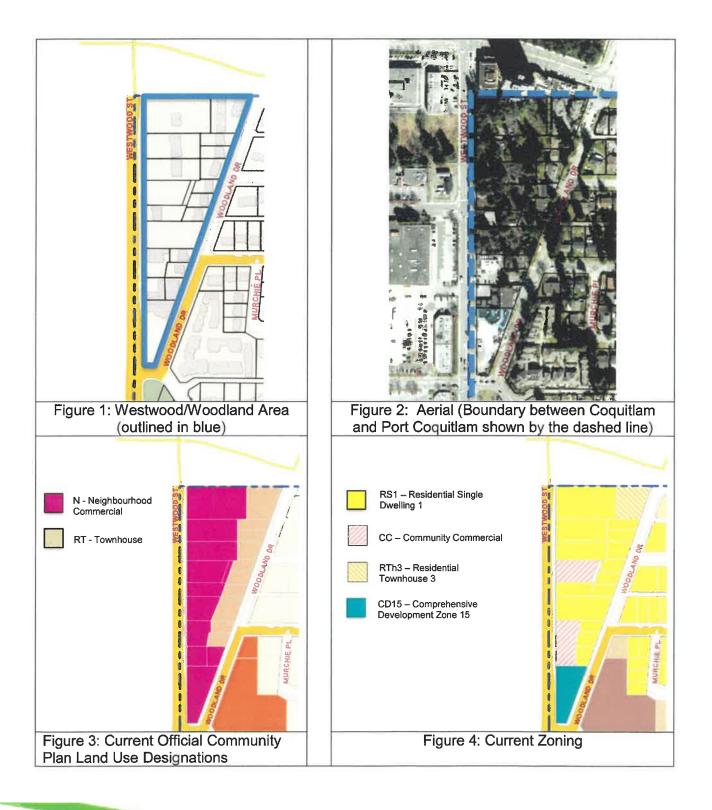
Sincerely,

Laura Lee Richard Director of Development Services

Attachments:

- 1. Westwood Woodland Area and Designations
- 2. Resolution adopted by Council September 17, 2019
- 3. Report considered by Smart Growth Committee May 11, 2017

- 3 -



www.portcoquitlam.ca

Excerpt of the September 17, 2019 Council Minutes

Moved - Seconded:

That pursuant to s.463 of the Local Government Act, that staff be directed to bring forward area-specific amendments to the Zoning Bylaw for the 3500/3600 Westwood Street area to achieve the following intent:

- (1) that permitted uses within properties zoned Community Commercial be restricted to community commercial uses and the maximum height of a building be restricted to one storey, and;
- (2) that the number of dwelling units permitted for properties zoned Residential Single Family RS1 be restricted to one and the maximum height of a building be restricted to one storey unless the following conditions are met:
 - 1. Provision of vehicle access between the street and the lane with a minimum width of 20m and in direct alignment with Anson Avenue;
 - 2. A mix of community commercial and residential uses with a minimum building height of six storeys; and
 - 3. If the floor area ratio exceeds 1.5, provision of a contribution in the amount of \$50 per square foot of additional floor area to City reserve funds for community amenities and social housing amenities.

Carried



Report to Committee

DATE: May 4, 2017
TO: Smart Growth Committee (SGC)
FROM: Laura Lee Richard, Director of Development Services
SUBJECT: Official Community Plan Update: Inclusion of Frequent Transit and Transportation Corridor Policies and Designations

EXECUTIVE SUMMARY

One of the key elements of the OCP update is to identify where land use policies and designations should be changed due to changing modes of transportation and levels of service. Three areas have been identified where change is warranted: the Lougheed Corridor, the Westwood/Woodland area, and lands used for rail transportation purposes.

The Westwood/Woodland area is proposed to be designated as a Frequent Transit Development Area in the OCP. This area is within walking distance of the new Lincoln Station on the Evergreen extension. The designation would require that any new development be within the context of an area plan and would provide for a pedestrian-oriented development and consideration of a higher density than that contemplated by existing policy.

The current policy for the Lougheed Corridor area promotes uses which have a regional orientation and rely on high volumes of traffic, leading to the development of shopping centres and large format retail uses with large surface parking lots and automobile servicing uses. With the impending introduction of a rapid bus service along the Corridor, there is an opportunity to incorporate uses having a transit-orientation in their design. Therefore, a new land use policy is proposed to allow for areas located at rapid bus stations within this corridor to redevelop as transit-oriented development nodes offering a mix of uses, including higher density residential uses. Guidelines for rezoning applications at these nodes are also proposed to require that projects meet community housing needs, enhance the streetscape and connectivity, and are designed to mitigate the impacts of proximity to major transportation routes (Lougheed Highway and the CP Rail line).

It is important that the OCP update recognize the importance of lands used for rail transportation purposes. It is proposed that a new land use designation, Transportation, be included in the OCP and that lands used for this purpose be included within this designation.

RECOMMENDATION

That the Official Community Plan update include designation of the Westwood/Woodland area as a Frequent Transit Development Area, policies to permit and guide transit-oriented development of nodes at rapid bus stop locations along the Lougheed Highway, and application of a Transportation Corridor land use designation for the rail yards south of Lougheed Highway.

1. BACKGROUND

1.1 Regional Context

The Regional Context Statement included in the Official Community Plan (OCP) requires consideration be given to including lands within Frequent Transit Development Areas (FTDAs) as part of the OCP update. This requirement originates in Metro Vancouver's regional growth strategy, *Metro Vancouver 2040: Shaping Our Future*, which looks to the identification of FTDAs as a mechanism to encourage concentrated growth in appropriate areas along TransLink's Frequent Transit Network, and the City's response to this strategy in adopting its Regional Context Statement.

FTDAs are intended to complement the network of Urban Centres by providing for higher densities of residential, commercial and mixed use along with community and institutional uses. Municipalities are encouraged to identify FTDAs as a parcel-based overlay within their Regional Context Statements, and to include supportive policies and land use designations to encourage the creation of transit-oriented development on the designated properties.

The Regional Growth Strategy defines locations within 400m of TransLink's Frequent Transit Network (FTN) and 800m of a rapid transit rail station as having the potential to be identified as an FTDA. To date, only a handful of communities within the Region have designated FTDAs: locally, Coquitlam has designated Burquitlam and Port Moody has designated part of Moody Center.

1.2 Transportation Planning

TransLink identifies Lincoln Avenue at Pinetree Way as a Millennium Line rapid rail transit stop within the current FTN map, resulting in the surrounding area being identified as appropriate for consideration as an FTDA. It also identifies Lougheed Highway between Coquitlam Centre and Maple Ridge area as an appropriate area for such consideration in the future when transit improvements are in place. In 2016, TransLink launched a 10-year investment plan and Phase One of this plan provides for delivery of B-line or better (such as bus rapid transit) service along Lougheed Corridor by 2019. The service is intended to enhance connections to the Evergreen extension of the Millennium SkyTrain line. TransLink has advised it will be initiating a study this year to identify the location of bus stops. Stops will typically be 500m to 1.5km apart and criteria for stop locations is expected to include key intersections, proximity to trip-generating uses, and connections to other transit routes.

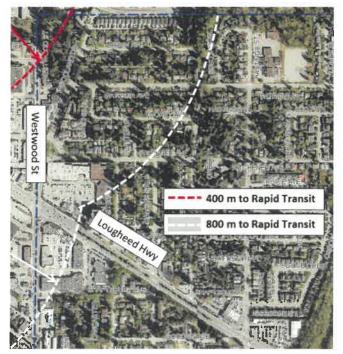
1.3 Port Coquitlam Context

The City's OCP generally encourages automobile-oriented commercial uses which serve a

regional population to be located along the Lougheed Corridor. It supports the regional concept for Urban Centres and transit-oriented development by encouraging mixed-use commercial and residential development along Westwood Street in proximity to the Coquitlam Town Centre. In addition, it recognizes the importance of the CP Rail lands and promotes retention of these lands for regional transportation purposes.

The City's Master Transportation Plan (MTP) recognises the importance of Lougheed Highway as a high traffic corridor, as it carries approximately 30,000 vehicles on a daily basis. The Highway is designated as part of TransLink's Major Road Network in recognition that it serves both a critical local link and function within the regional network. There are several bus routes along the Lougheed Highway providing regional connections as well as connections to and from Port Coquitlam's downtown and the Dominion Triangle. The MTP recommends consideration of road widening as part of the implementation of a rapid bus service with transit priority. The corner of Westwood Street and Lougheed Highway is just within 800 meters of the Coquitlam Central Station.

Figure 1: Proximity of areas in the City of Port Coquitlam to Rapid Transit Stations



2. PLANNING DIRECTIONS

2.1 Westwood/Woodland Area: This area is largely characterized by low-density commercial developments, and older single family homes despite the policy in the OCP supporting transit-oriented development and land uses. The current land use designation and policies for this area provides for smaller scale (3-4 storey) commercial/residential uses along Westwood Street and townhouse uses along Woodland Drive.

Figure 2: Westwood/Woodland Area



With its proximity to the Lincoln Station and Coquitlam City Centre, there is potential to focus transit-oriented growth and allow for higher residential densities along the northern stretch of Westwood Street. Building forms could include mid- to high-rise developments, depending on market and site context. Recognizing that low density residential uses between Woodland Drive and the Coquitlam River are likely to remain for the foreseeable future, high density development within the Westwood/Woodland area should be required to achieve a lower profile facing Woodland Drive and limit vehicular access to Westwood Street. An overall development plan for the area is needed to ensure appropriate access and guidelines for the form and character of higher density development. With abundant retail and office space in close proximity in the City of Coquitlam, consideration can also be given to determining if commercial uses are appropriate through a detailed planning process.

This report recommends that consideration be given to designating the Westwood/Woodland triangle as an FTDA in the updated OCP. This change would confirm the policy to support increased density in close proximity to a rapid transit station. In addition, the OCP update should include additional policies to require that any rezoning for development within this area be undertaken within the context of a Westwood/Woodland area plan, a plan that would be a requirement of any developer proposing to rezone lands within the area.

Proposed guidelines for development include:

- adequate access is provided to properties within and around the proposed development, focused on Westwood Street;
- designs and densities are sensitive to surrounding context including both Port Coquitlam and Coquitlam areas;
- pedestrian-oriented elements are incorporated;
- commercial uses will only be required if there is a demonstrated need.

May 4, 2017 Proposed Frequent Transit and Transportation Corridor Policies & Designations Page 5

2.2 Lougheed Corridor: There are a variety of commercial districts along Lougheed Highway which vary in their history of development, parcel sizes, surrounding land uses and vehicular access. Land uses along the corridor are generally in keeping with the current OCP direction to promote highway-oriented developments including auto dealerships and service centres, strip malls, drive-through restaurants and a hotel with surface parking. Sites next to both the Westwood Street intersections and Shaughnessy Street/Oxford Street area have developed with shopping centres having large surface parking lots; mixed residential/commercial developments have also been developed north of the highway at Shaughnessy Street and a larger new mixed-use development is about to start construction between Suffolk Avenue and the Lougheed Highway.

Figure 3: Lougheed Corridor



The Dominion Triangle area has developed as a regional commercial destination on the north side of the Lougheed Highway corridor at the eastern boundary of Port Coquitlam. It includes a collection of large format commercial buildings in both the older Ottawa Street area and newer Fremont Village area, along with several smaller strip malls with neighbourhood and community commercial uses. Two residential buildings within the Fremont Village commercial centre are now starting to be constructed after it was determined that high rise, high density residential development would not be feasible.

With the future selection of bus stops for frequent transit, some areas within the stretch of Lougheed Highway between Westwood and Oxford Street have the potential to be developed for transit-supportive and transit-oriented uses. For example, a large shopping centre could be redeveloped to include a mix of uses including higher density residential uses if the site is within walking distance of a rapid bus stop. It is proposed that the OCP update identify this section of the Lougheed Corridor to have potential as an FTDA in areas within 400 meters of a rapid bus stop. This proposal would signal a change in policy to allow for the corridor to transition to more intense residential and compatible commercial land uses. It is not possible to pre-determine the FTDA because this designation is parcel-based and would be subject to confirmation from TransLink of the rapid bus stop locations. In addition, it is proposed that the underlying OCP land use designations be amended to support applications for rezoning to allow for transit-oriented development without the need for an OCP amendment.

The following policies are proposed to be included in the OCP update to guide applications for rezoning in areas near rapid transit stops, once the stop locations are known:

- (1) a defined public benefit to meet housing needs, such as secured rental, special needs and family-oriented units;
- (2) an enhanced pedestrian- and cycling-oriented streetscape including wider sidewalks, lighting, and street trees as well as infrastructure such as bus shelters, cycling facilities and crosswalks to promote connectivity between the development site and the transit stop;
- (3) the design mitigates the impact of the highway location including noise and pollution mitigation features.

Most sites within the stretch of the Lougheed Corridor between Oxford Street and the Dominion Triangle are significantly impacted by access constraints, noise and reduced visibility if next to the Coast Meridian Overpass. Retention of the current highway-oriented policy is proposed for this corridor.

The Dominion Triangle area has been planned as a highway-oriented regional destination accommodating large format ("big-box") developments and, in the Fremont Village portion, a "lifestyle" retail centre to be complemented by higher-density residential uses. In accordance with this direction, the parcel sizes and building designs accommodate substantial traffic volumes and include expansive parking lots. This area's development remains in process and continued development in keeping with the vision for this area is foreseen. No changes in policy are proposed.

2.3 Rail Lands: The lands currently used by CP Rail for rail transportation purposes are expected to be required to serve a transportation function over the long term. The goods movement and transportation functions provide a significant contribution to the local economy, and the West Coast Express offers a highly valuable transit option to the region. To confirm that this area is intended to be used for transportation purposes, it is proposed that a new land use designation, Transportation Corridor be applied to the area in the updated OCP.

3. CONSULTATION

The proposed changes in land use policy outlined in this report will guide future development of areas impacted by changes in transportation services. It is proposed that discussion of these changes be included when we are reviewing the consolidated changes for the OCP Update as they will be of interest to the larger community.

OPTIONS

SGC may resolve to:

1. Endorse including the proposed land use directions for the Westwood/Woodland area, Lougheed Highway corridor and rail lands as part of the broader OCP update consultation to be undertaken later this year (*recommended*);

- 2. Direct staff to undertake detailed consultation specifically on these proposals with property owners, businesses stakeholders and the community prior to their inclusion in the updated OCP;
- 3. Request further information prior to making a decision.

Laura Lee Richard Director of Development Services

CITY OF PORT COQUITLAM

OFFICIAL COMMUNITY PLAN AMENDMENT BYLAW, 2020

Bylaw No. 4161

Whereas an Official Community Plan was adopted by the "Official Community Plan Bylaw, 2013, No. 3838"

And whereas an amendment to the Official Community Plan has been prepared and after First Reading of this Bylaw the Council has:

- (a) considered the amendment to the plan in conjunction with the City's financial plan;
- (b) determined that no applicable waste management plan exists for consideration;
- (c) determined that sufficient opportunities for consultation on the amendment to the plan have been provided;
- (d) determined that the amendment to the plan does not affect the City of Coquitlam, District of Pitt Meadows, School District No. 43, the Metro Vancouver Regional District, TransLink, the Kwikwetlem First Nation or the provincial or federal government or their agencies.

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

1. <u>CITATION</u>

This Bylaw may be cited for all purposes as "Official Community Plan Bylaw, 2013, No. 3838, Amendment Bylaw, 2020, No. 4161".

2. <u>ADMINISTRATION</u>

- 2.1 That Map 16 of the "Official Community Plan Bylaw, 2013, No. 3838" be amended by applying the land use designation Frequent Transit Development (FTD) to the area of land as shown on Schedule 1, attached to and forming part of this Bylaw.
- 2.2 That Section 7.6 of the "Official Community Plan Bylaw, 2013, No. 3838" be amended by adding the following section 13 under Policies for Design:
 - 13. Ensure development in an area designated for Frequent Transit Development is transit-oriented and designed in a comprehensive manner through an area planning process to achieve the following:
 - a) enhanced pedestrian and cycling oriented streetscape, public realm and connections;
 - b) a mid to high-rise building form with a minimum overall building height of six storeys fronting arterial roads and low-rise, ground-oriented building forms fronting local roads;
 - a mix of land uses including commercial uses fronting arterial roads and multi-family residential uses, including housing that will deliver defined public benefit and a variety of tenures;

- d) compatible transition to and consolidation with adjacent land and uses through land use and appropriate design; and
- e) consolidated vehicular access from an arterial road which is aligned with an existing intersection.
- 2.3 That Section 8.2 of the "Official Community Plan Bylaw, 2013, No. 3838" be amended by including the following land use designation and description:

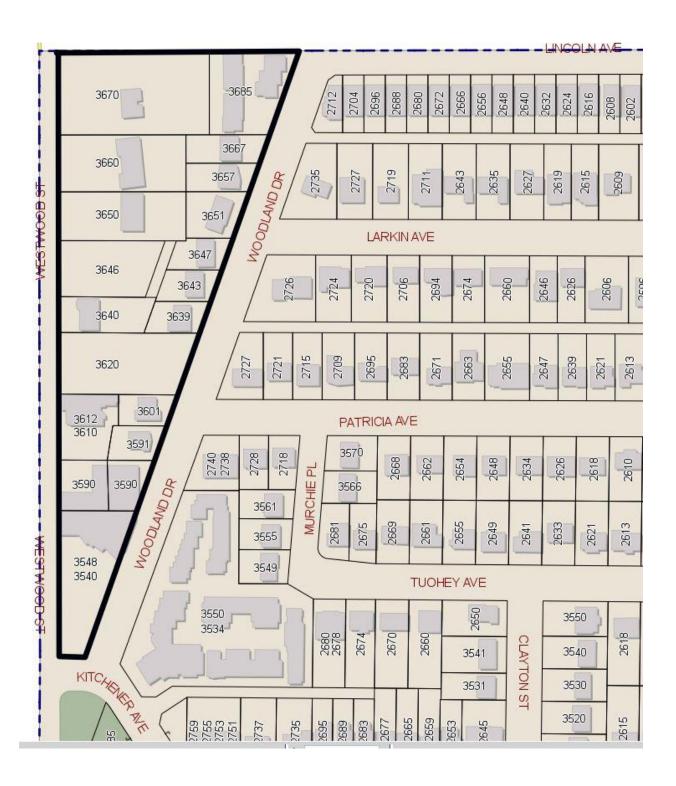
"Frequent Transit Development – The Frequent Transit Development designation allows for comprehensive developments with a mix of commercial and attached residential uses located in close proximity to a rapid transit station.

2.4 That Section 8.2 of the "Official Community Plan Bylaw, 2013, No. 3838" be further amended by including 'Frequent Transit Development' in the table column headed, "OCP Designations", and by identifying "CD Comprehensive Development" as a permitted zone within this designation.

READ A FIRST TIME this	day of	, 2020
READ A SECOND TIME this	day of	, 2020

Mayor

Corporate Officer



CITY OF PORT COQUITLAM

ZONING AMENDMENT BYLAW, 2020

Bylaw No. 4162

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

1. <u>CITATION</u>

This Bylaw is cited as "Zoning Bylaw, 2008, No. 3630, Amendment Bylaw, 2020, No. 4162".

- 2. <u>ADMINISTRATION</u>
 - 2.1 In Section II Zones and Zone Regulations, Subsection 2 Residential Zones, 2.3 Permitted Uses, by replacing Notes 2 and 3 to Table 2.3 with the following new notes:

Notes to Table 2.3

- "Note 2: At 3590, 3620, 3640, 3650, 3660 and 3670 Westwood Street and 3591, 3601, 3639, 3643, 3647, 3651, 3657 and 3667 Woodland Drive and in the Riverwood Neighbourhood outlined in the heavy black line on Schedule D, secondary suites are not permitted.
- Note 3: Coach houses are only permitted on lands designated "Residential" or "Small Lot Residential" in the City's Official Community Plan, as it may be amended or replaced from time to time. Coach houses are not permitted at 3620, 3640, 3650, 3660 and 3670 Westwood Street and 3590, 3591, 3601, 3639, 3643, 3647, 3651, 3657 and 3667 Woodland Drive. For information, coach houses are subject to the regulations of Section III, Supplementary Regulations."
- 2.2 In Section II Zones and Zone Regulations, Subsection 2 Residential Zones, 2.4 Residential Zone Regulations, Table 2.3 by adding the following 'Note 13' under the RS1 Zoning for Building Height:

Zone	Building Height	Lot Cover- age	Floor Area Ratio	Front Setback	Interior Side Setback	Exterior Side Setback	Rear Setback	Building Depth	Impervious Surface
RS1	7.5m Note 1 Note 13	40%	.50 Note 2	7.5m Note 3 Note 5	10% Note 3 Note 6	20% Note 3 Note 6	7.5m Note 3	50% Note 4	65%

Note 13. The building height at 3620, 3640, 3650, 3660, and 3670 Westwood Street and 3590, 3591, 3601,3639, 3643, 3647, 3651, 3657 and 3667 Woodland Drive is restricted to one storey.

- 2.3 In Section II Zones and Zone Regulations, Subsection 3 Commercial Zones, Sub-subsection 3.4, Regulations, in Note 7 by replacing the existing note with the following:
 - "Note 7. The building height at 3590,3610,and 3646 Westwood Street and 2332 Marpole Avenue is restricted to one storey."
- 2.4 In Section II Zones and Zone Regulations, Subsection 6 Comprehensive Development Zones, CD15 (3540 Westwood Street) by adding the following text:

6.15.3 Regulations

Building height is restricted to one storey.

READ A FIRST TIME this	th day of	, 2020
READ A SECOND TIME this	th day of	, 2020

Mayor

Corporate Officer



POLICY

Subject Area:	Planning		Policy #	5.01.02
Policy Title:	Density Bonus Policy	y		
Authority:	Legislative	Х	Effective Date:	<u>2020-02-25</u> 2018-10- 09
	Administrative		Review Date:	2023-10
Issued By:	<u>Lisa Grant</u> Laura Lee R		Issue Date:	<u>2020-02-25</u> 2018-10-
	Director of Developm	ent Services	_	09
			Manner Issued:	Planning and in
				Resources

Purpose:

To define the City's policy with respect to developments utilizing density bonus provisions of the Official Community Plan and Zoning Bylaw and amenities to be obtained from such developments.

Associated Policy Documents:

Official Community Plan, 2013, Bylaw No. 3838 Affordable and Family Friendly Housing Policy 5.05

Policy:

- 1. Where the Zoning Bylaw permits density bonuses within a residential zone and provides for acquisition of additional density in exchange for cash in lieu of amenities, the amount of cash in lieu shall be determined by the increase in land value attributable to the additional density. The increase in land value attributable to the additional density will vary over time and shall be reviewed on an annual basis or more frequently if, upon the advice of the Director of Development Services, needed to respond to significant market fluctuations.
- 2. For large or complex development sites involving rezoning and which:
 - i. call for a density exceeding the density contemplated in the Official Community Plan land use designation for the site or
 - ii. call for land uses with a higher value than the uses contemplated in the Official Community Plan

Council may consider adoption of a zone with density bonus requirements determined on a site-by-site basis to require either cash in lieu of amenities or the provision of amenities as determined appropriate for the specific development in Council's consideration of the application. The amount of cash in lieu or the value of the amenities shall be based on a calculation of the increase in land value attributable to the additional density or the change in land use. The community benefit of the project, as defined in the Affordable and Family Friendly Housing Policy, shall be factored in this calculation.

Policy # 5.01

Page 2

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- 3. In areas designated for Frequent Transit Development in the Official Community Plan, Council may provide for consideration of residential density in excess of 1.5 FAR through adoption of a Comprehensive Development Zone with a density bonus requirement of \$50 per square foot.
- 3.4. Allocation of the cash in lieu funds acquired by developments utilizing the bonus density shall be as follows:
 - i. 50% of the amount shall be deposited in the Community Amenities Reserve Fund for the following purposes:
 - improvements to parks, fields, trails and other open spaces including environmental enhancements;
 - creation or enhancement of facilities used for community purposes including day cares, spaces for recreation or social purposes, recreation, heritage recognition and display purposes; and,
 - acquisition and installation of public art.
 - ii. 50% of the amount shall be deposited in the City's Special Needs Housing Reserve Fund for special needs housing purposes.
- 4-<u>5</u>. Allocation of funds provided by developments providing cash in lieu of secured non-market rental units shall be deposited in the Special Needs Housing Reserve.
- 5.6. The expenditure of funds in the Community Amenities Reserve Fund obtained for the purposes outlined in (3) shall be determined by Council from time to time. In making this determination, the following criteria shall be applied:
 - contribution to meeting the City's strategic goals, objectives and plans
 - benefit to the community as a whole
 - benefit in off-setting the impacts of additional density within the neighbourhood absorbing the density
 - the capital cost of the selected amenity relative to the available funds
 - on-going operating and maintenance costs
 - availability of other means to fund the amenity.
- 6-7. The expenditure of funds in the Special Needs Housing Reserve Fund to support building construction, alterations or additions for a special needs housing development may be determined by Council from time to time in response to application from an eligible proponent. For clarification, the term "special needs housing" includes housing meeting the needs of people with disabilities or health-related needs, shelters, refuges, and secured non-market rental housing or other housing restricted to meeting affordability criteria.

Responsibility:

In the application of density bonus provisions associated with rezoning, the Director of Development Services shall bring forward a recommendation and proposed bylaw to Council giving consideration to the criteria outlined in this policy.

In the review of funds obtained through application of cash in lieu provisions, the Director of Development Services shall bring forward a recommendation for expenditure to the Department Head Team for its recommendation to Council.

Policy Title: Density Bonus Policy

Policy # 5.01

Page 3

END OF POLICY

Policy Title	Density Bonus Policy	Policy #	5 01	Page 4
Foncy The.	Density Donus Foncy	Folicy #	5.01	rage 4

Record of Amendments:

Policy	Issue date	Reviewed	Replaced	Re-issue Date
5.01	2009-11-20	2018-10	Yes	2018-10
5.01.02 <u>5.01</u>	2018-10-09			

CITY OF PORT COQUITLAM

2019-2023 FINANCIAL PLAN AMENDMENT BYLAW, 2020

Bylaw No. 4160

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

1. <u>CITATION</u>

This Bylaw is cited as "2019-2023 Financial Plan Bylaw, 2019, No. 4124, Amendment Bylaw, 2020, No. 4160".

2. <u>ADMINISTRATION</u>

That "2019-2023 Financial Plan Bylaw, 2019, No. 4124", is amended by removing Schedule "A" and Schedule "B" and replacing them with the following Schedule "A" and Schedule "B" pages attached hereto and forming part of this Bylaw.

READ A FIRST TIME this	28 th day of	January, 2020
READ A SECOND TIME this	28 th day of	January, 2020
READ A THIRD TIME this	28 th day of	January, 2020
ADOPTED this		

Mayor

Corporate Officer

SCHEDULE "A"

Proposed Funding Sources and Expenditures

	2019	2020	2021	2022	2023
	Budget	Budget	Budget	Budget	Budget
Revenues					
Taxation & Other Levies	\$ 68,731,200	\$ 70,734,800	\$ 71,737,650	\$ 74,376,300	\$ 76,553,600
Utility Charges	24,206,700	25,101,500	26,030,900	26,996,400	27,999,300
Sale of Services	7,175,600	6,596,600	6,470,300	6,470,300	6,470,300
Contributions	4,364,700	3,117,600	3,390,300	3,065,300	3,076,300
Permits & Licences	2,812,600	2,812,600	2,812,600	2,752,600	2,752,600
Investment Income	2,039,900	2,039,900	2,039,900	2,039,900	2,039,900
Penalties & Fines	429,500	429,500	429,500	429,500	429,500
Other Revenues	62,500	62,500	62,500	62,500	62,500
Total Revenues	\$ 109,822,700	\$ 110,895,000	\$ 112,973,650	\$ 116,192,800	\$ 119,384,000
Expenditures					
City Operating Expenditures	\$ 85,803,400	\$ 85,359,200	\$ 87,597,500	\$ 90,275,000	\$ 92,266,600
External Debt Interest Expense	1,032,500	2,307,500	2,982,500	2,982,500	2,982,500
Amortization	 12,000,000	12,000,000	12,000,000	12,000,000	12,000,000
Total Operating Expenditures	\$ 98,835,900	\$ 99,666,700	\$ 102,580,000	\$ 105,257,500	\$ 107,249,100
Net Revenue (Expenditure)	\$ 10,986,800	\$ 11,228,300	\$ 10,393,650	\$ 10,935,300	\$ 12,134,900
Allocations					
Net Transfers from (to) Reserves	\$ 42,869,700	\$ (258,000)	\$ (8,692,850)	\$ (9,559,500)	\$ (8,009,100)
Capital Expenditures	(80,410,700)	(57,184,500)	(11,155,000)	(10,830,000)	(13,580,000)
Capital Contributed by Developers	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)
Unfunded Amortization	12,000,000	12,000,000	12,000,000	12,000,000	12,000,000
Proceeds from External Borrowing	16,000,000	36,000,000	-	-	-
External Debt Principal Repayment	(445,800)	(785,800)	(1,545,800)	(1,545,800)	(1,545,800)
Total Allocations	\$ (10,986,800)	\$ (11,228,300)	\$ (10,393,650)	\$ (10,935,300)	\$ (12,134,900)
Financial Plan Balance	\$ -	\$ -	\$ -	\$ -	\$ -

SCHEDULE "B"

Transfers from (to) Reserves

		2019 Budget		2020 Budget		2021 Budget		2022 Budget		2023 Budget
Transfers from Reserve Funds										
General Capital	\$	17,520,500	\$		\$	4,478,000	\$	4,478,000	\$	4,478,000
Community Recreation Complex		17,506,200		1,000,000		-		-		-
Land Sale		12,438,200		2,000,000		2,000,000		2,000,000		2,000,000
Water Infrastructure		4,467,100		1,345,000		2,000,000		2,000,000		2,000,000
Vehicles & Equipment		3,003,700		4,680,500		1,500,000		1,500,000		1,500,000
Sewer Infrastructure		2,604,300		455,000		750,000		750,000		750,000
Long Term General Infrastructure		1,053,200		-		-		-		-
Information Systems		1,051,100		-		-		-		-
Parking		1,020,000		-		-		-		-
RCMP		600,000		600,000		300,000		200,000		95,000
Building Maintenance		596,700		35,000		-		-		-
Special Needs Housing		41,000		-		-		-		-
Roads & Drainage		679,400		-		-		-		-
Roads (MRN)		124,700		1,210,000		-		-		-
Public Safety Building		120,900		-		-		-		-
Parks & Recreation		111,700		-		-		-		-
Arts & Culture		247,600		95,000		-		-		-
Cemetery		61,700		-		-		-		-
Cart Replacement		50,000		50,000		_		-		2,750,000
Transit Shelters		50,000		50,000		50,000		50,000		50,000
Downtown Projects		13,500								
Election				_		_		100,000		_
Allocated Accumulated Surplus - General		3,676,600		231,000		15,000		100,000		
Allocated Accumulated Surplus - Ocheran		144,100		251,000		15,000		-		-
Allocated Accumulated Surplus - Water Allocated Accumulated Surplus - Sewer		75,000		-		-		-		-
Total Transfers from Reserves	\$	67,257,200	\$	20,471,500	\$	11,093,000	\$	11,078,000	\$	13,623,000
Transfers to Reserve Funds										
General Capital	\$	9,433,400	\$	9,222,500	\$	4,845,400	\$	4,845,400	\$	4,845,400
Community Recreation Complex	Ψ	4,868,300	Ψ	2,053,300	Ψ	93,550	Ψ	-	Ψ	-
Water Infrastructure		2,960,500		2,960,500		2,067,900		2,067,900		2,067,900
Sewer Infrastructure		2,720,300		1,431,300		762,200		762,200		762,200
Vehicle & Equipment		1,338,500		1,338,500		1,338,500		1,338,500		1,338,500
Federal Gas Tax		451,600		230,500		241,200		241,200		252,200
Land Sale		431,000 317,400		230,300 317,400		317,400		317,400		317,400
Downtown Projects		317,400		304,800		304,800		304,800		304,800
5						304,800 492,500				
Roads (MRN)		492,500		492,500		,		492,500 248,800		492,500
Cart Replacement		248,800		248,800		248,800		,		248,800
Sewer Rate Stabilization		85,900		85,900		85,900		85,900		85,900
Parking		64,800		64,800		64,800		64,800		64,800
Transit Shelters		50,000		50,000		50,000		50,000		50,000
RCMP		24,400		24,400		24,400		24,400		24,400
Water Rate Stabilization		17,000		17,000		17,000		17,000		17,000
Election		-		-		21,400		21,400		21,400
Long Term General Infrastructure		708,100		1,377,300		6,521,900		7,241,500		7,990,300
Long Term Water Infrastructure		175,600		294,000		1,308,100		1,433,500		1,562,700
Long Term Sewer Infrastructure		125,600		216,000		980,100		1,080,300		1,185,900
Total Transfers to Reserve Funds	\$	24,387,500	\$	20,729,500	\$	19,785,850	\$	20,637,500	\$	21,632,100
Total Transfers from (to) Reserve Funds	\$	42,869,700	\$	(258,000)	\$	(8,692,850)	\$	(9,559,500)	\$	(8,009,100)

Development Variance Permit and Development Permit for 1525 Kingsway Avenue

RECOMMENDATIONS:

That Council approve Development Variance Permit DVP00071 for 1525 Kingsway Avenue for issuance.

That Council approve Development Permit DP000416 for 1525 Kingsway Avenue for issuance.

REPORT SUMMARY

Upon conclusion of a public input opportunity scheduled for February 11, 2020, the Development Variance Permit for 1525 Kingsway Avenue will be available for Council to give approval for issuance. Once the Development Variance Permit is issued, the Development Permit may be approved as well.

<u>OPTIONS</u> (\checkmark = Staff Recommendation)

	#	Description
\checkmark	1	That Development Variance Permit DVP00071 and Development Permit DP000416 for 1525 Kingsway Avenue be approved for issuance.
	2	Request that additional information be received prior to the issuance of the Development Variance Permit and Development Permit.
	3	Deny the approval of the Development Variance Permit and/or the Development Permit.



Council Corporate Office G. Joseph February 11, 2020

RECOMMENDATIONS:

That Committee of Council:

- 1. Approve in principle Development Permit DP000416, regulating an industrial development at 1525 Kingsway Avenue.
- 2. Pursuant to s. 498 of the Local Government Act, authorize staff to provide notice of an application to vary parking requirements, and
- 3. Forward Development Variance Permit DVP00071 to Council with support for consideration, subject to comments from neighbourhood input.

PREVIOUS COUNCIL/COMMITTEE ACTION

March 5, 2019 – Committee approved Watercourse Development Permit DP000332 to provide for watercourse protection and enhancement at 1579 and 1525 Kingsway Avenue.

REPORT SUMMARY

This report describes applications for a development permit to regulate a large format industrial development and a development variance permit to reduce required parking at 1525 Kingsway Avenue. The site is being developed by the Conwest Group of Companies to accommodate a head office, warehouse and distribution facility for a large auto parts distributor. The project is designed to comply with the site's heavy industrial zoning and development permit designations, but it does not comply with parking regulations. Information has been provided to show how the proposed parking would exceed the occupant needs. Staff recommends Committee provide approval in principle to the development permit, and advise Council that Committee supports consideration of the parking variance and authorize staff to provide public notification of the parking variance.

BACKGROUND

The site is located on the north side of Kingsway Avenue adjacent to the Canadian Pacific rail yard and the North Fraser Pretrial Centre.







Report To: Department: Approved by: Meeting Date:

1525 Kingsway Avenue – Development Permit and Development Variance Permit Applications

Surrounding land uses, other than the pretrial centre, are industrial. The site was recently consolidated from three into one parcel and the remaining structures on the property are scheduled for demolition early in 2020.

The land use designation in the Official Community Plan for the site is Heavy Industrial; policies of the Plan promote economic development and job creation within this designation. The property is zoned M2 – Heavy Industrial and the project is designed to comply with this zoning.

The objectives and guidelines of the site's industrial development permit area designation are intended to:

- guide the form and character of industrial developments,
- promote orderly development, and
- control the interface between industrial and other land uses.

The environmental conservation development permit area designation encourages:

- sustainable development and building design,
- efficient use of energy, water and other resources, and
- the reduction of waste and pollution.

Development Proposal

The Conwest Group proposes to construct a large tilt-up concrete industrial building with parking/loading bays and landscaping to accommodate a single occupant. The 35,032m² (377,000 ft²) building will include space for a head office, warehouse and distribution facility for a large auto parts distributor. The façades along Kingsway Avenue will have subtle elements of wall articulation, varying height, portions of glazing, reveal lines and recesses of varied width and a colour palette of white, blue, light and dark gray tones. The building design and color has been coordinated to create a uniform and clean look and focuses the accessory offices uses to the southeast corner of the site fronting Kingsway Avenue.



Building façade (southeast corner)



Report To: Department: Approved by: Meeting Date:

1525 Kingsway Avenue – Development Permit and Development Variance Permit DVP00071 Applications

Project Profile

	Bylaw Regulations ¹	Proposed ²	Variance Request
Site Area	3,000 m ² min'm	56,659 m² (14 acre)	-
Total Building Area	n/a	35,032 m ² (377,081 ft ²)	n/a
Building Lot Coverage	60%	56 %	-
Setbacks:			
Front Setback (Kingsway)	6 m	42 m	-
Rear Setback (north)	3 m	15 m	-
Interior Side Setback (west)	3 m	7.5 m	-
Interior Side Setback (east)	3 m	35 m	-
Building Height	n/a	16.2 m	n/a
Parking (total)	369	300	69
Small car parking spaces	25% (75 spaces)	1% (1 spaces)	-
Loading bays	10 minimum	20	-
Bicycle Parking	Space for 6 bikes	Space for 9 bikes outdoors	-

The landscape plan calls for a mixture of trees, shrubs, groundcover plants and lawn. 70 new trees, including a mixture of conifer and deciduous species, will be planted on the southern portion of the site in landscape areas and strips within the parking areas. The previously approved watercourse development permit will also provide for 190 trees and 7,244 riparian plants along the north and east edges of the site. The watercourse protection area also provides substantial landscape screening between the site and the adjacent pretrial centre. A significant portion of the site area will be used for required parking, vehicle circulation, and transport vehicle loading areas which is typical of industrial development.

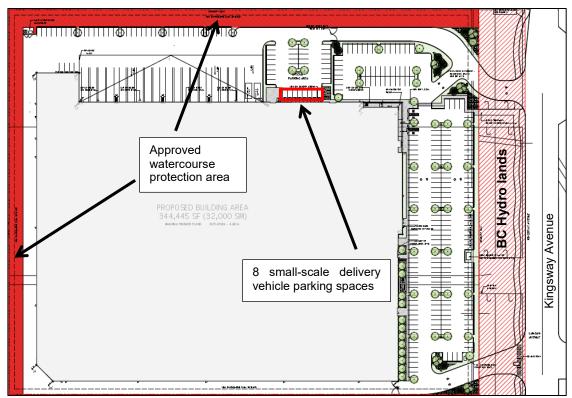
As shown in the drawing below, the building frontage and most of the parking is oriented to Kingsway Avenue and loading spaces are oriented to the east side yard. There will be two driveways which connect across BC Hydro's narrow utility lot to Kingsway Avenue. These driveways have been aligned with Langan Avenue and Coast Meridian Road intersections with Kingsway Avenue to facilitate safe turning movements.

The site circulation plan indicates industrial vehicles would enter the western driveway and exit the from the east driveway. Passenger vehicles will be able to use either driveway to enter and exit the staff parking areas. A transportation impact assessment prepared by Bunt and Associates Engineering Ltd has been reviewed by City Engineering staff and confirms the site is designed to meet access and circulation requirements for passenger and transport vehicles.

 ¹ Refer to Zoning Bylaw No. 3630 and Parking and Development Management Bylaw No. 4078 for specific regulations.
 ² Information provided by applicant.



1525 Kingsway Avenue – Development Permit and Development Variance Permit Applications



Site plan showing landscape areas, parking and driveway access

Offsite Infrastructure and Services

The City is currently working on a corridor study to assess and improve transportation and vehicle turning movements along Kingsway Avenue. It is anticipated that the results of this study will be presented to Committee in February. Staff however anticipates road widening will be required along this segment of Kingsway Avenue and have conveyed this information to Conwest. The City also has plans to construct a multi-use pathway along the north side of Kingsway Avenue to improve pedestrian and cycling routes. Accordingly, offsite requirements will include road width widening (to align with corridor study), provision of a multi-use path within the Hydro corridor, construction of new curb and gutter, sidewalk, pavement rehabilitation of half road plus 1 metre, installation of street lights and services (water, sewer, sanitary) as necessary. Further assessment will be provided at building permit stage to determine if underground utility infrastructure upgrades are required.

Furthermore, Staff anticipate there may be potential for future installation of a traffic signal at the intersection of Kingsway Avenue and Coast Meridian Road. Convest have agreed to install electrical ducting to support a future signal. The attached draft development variance permit, described below, requires submission of design, securities and fees for offsite works and services including electrical ducting for the signal and the pathway prior to issuance of a building permit in order to ensure this work is completed.



Report To: Department: Approved by: Meeting Date:

1525 Kingsway Avenue – Development Permit and Development Variance Permit DVP00071 Applications

Onsite Parking

The applicant has requested to vary the onsite parking requirement by 69 spaces from the required 369 spaces. The Parking and Development Management Bylaw requires one parking space per 95m² (1,022 ft²) of gross floor area for industrial or warehouse uses. That would require the provision of 369 parking spaces for the proposed development. The occupant anticipates opening the building with 150 staff with room for expansion up to 237 staff. The site would also need to accommodate 8 short-term parking spaces for small-scale delivery vehicles with direct access to the warehouse. The applicant has provided information from the occupant showing the proposed 300 parking spaces will exceed current need and future growth. The applicant has also indicated the development will include a secure room to accommodate 24 bicycles and end of trip facilities including lockers and showers to promote alternative transportation.

In support of the parking variance, Conwest has offered to provide for the installation of the 3m wide mixed-use pathway with pedestrian lighting to extend the pathway of Kingsway Avenue in front of its property. This is a significant portion, approximately 200 meters, of the pathway and will improve options for alternate transportation along Kingsway Avenue.

Environmental Conservation

Measures to comply with the environmental conservation objectives and guidelines include building practices and products to reduce energy and water consumption, promote stormwater management, and reduce greenhouse gas emissions. Proposed elements include high efficiency windows and selection of native and drought-resistant plant species, use of low volatile organic compound materials, LED lighting, high efficiency irrigation system, low flow plumbing fixtures,

bicycle parking and end of trip facilities for staff. A complete list of conservation measures is included in Schedule A of the development permit.

DISCUSSION

The design of the proposed industrial building and landscaping meets the intent of both the industrial design guidelines and environmental conservation designation. The proposed parking variance is in keeping with OCP design policy which suggests development should provide sufficient on-site parking to meet the specific requirements of the development. The applicant has demonstrated the proposed parking supply will exceed the needs of the warehouse user. Experience with other large single occupant warehouse users such as the Brewers Distribution warehouse at 1731 Kingsway Avenue has shown that required parking can exceed need. The inset aerial photo which was taken during business hours on a weekday shows



Parking lot at 1731 Kingsway



Report To: Department: Approved by: Meeting Date:

1525 Kingsway Avenue – Development Permit and Development Variance Permit Applications

approximately half of the staff parking at the Brewers Distribution warehouse is empty.

Staff recommend Committee provide approval in principle of the development permit (consideration of approval would then be timed with the development variance permit at Council) and recommend approval of the development variance permit to Council.

PUBLIC CONSULTATION

A sign providing notification of the application is posted on site. To date, no comments have been received.

FINANCIAL IMPLICATIONS

The construction of the Kingsway multi use pathway and roadwork by the developer provides a financial benefit to the City.

<u>OPTIONS</u> (\checkmark = Staff Recommendation)

	#	Description
 Image: A start of the start of	1	Approve Development Permit DP000416 in principle and authorize notification of the Development Variance Permit DVP00071 application, and recommend Council consider approval of the development variance permit and development permit at a future Council Meeting.
	2	Request additional information or amendments if Committee is of the opinion that such information or amendment would assist in its evaluation of how the design complies with the development permit area designation or variances to regulations.
	3	Refuse the applications if the Committee is of the opinion the application does not conform to the design guidelines or does not support the variances to regulations.

ATTACHMENTS

Attachment 1: Draft Development Permit DP000416 Attachment 2: Draft Development Variance Permit DVP00071

Lead author(s): Bryan Sherrell



THE CORPORATION OF THE CITY OF PORT COQUITLAM

"DEVELOPMENT PROCEDURES BYLAW, 2013, NO. 3849"

DEVELOPMENT PERMIT

NO. DP000416

Issued to: LWEST HOLDINGS LP (Owner as defined in the Local Government Act, hereinafter referred to as the Permittee)

Address: 205-1311 KOOTENAY STREET, VANCOUVER, BC, V5K 4Y3

- 1. This Development Permit is issued subject to compliance with all of the Bylaws of the Municipality applicable thereto, except as specifically varied by this Permit.
- 2. This Development Permit applies to and only to those lands within the Municipality described below, and any and all buildings, structures and other development thereon:

Address:	1525 KINGSWAY AVENUE
Legal Description:	LOT 1 DISTRICT LOT 288 GROUP 1 AND SECTIONS 7 AND 18 BLOCK 6 NORTH RANGE 1 EAST NEW WESTMINSTER DISTRICT PLAN EPP96965
P.I.D.:	030-942-683

- 3. The above property has been designated as a Development Permit Area under Section 9.0 – Development Permit Area in the "Official Community Plan Bylaw, 2013, No. 3838".
- 4. "Port Coquitlam Zoning Bylaw, 2008, No. 3630" and "Parking and Development Management Bylaw, 2018, No.4078" are varied, supplemented or both in accordance with the following:
 - a. The form and character of the building, including the siting, height and general design, shall be as shown on drawings numbered <u>DP000416 (1) to DP000416 (16)</u> which are attached hereto and form part of this permit.
 - b. The form and character of on-site landscaping shall be as shown on drawings numbered DP000416 (10) and DP000416 (16) and the following standards for landscaping are imposed:
 - (i) All landscaping works and planting materials shall be provided in accordance with the landscaping plan and specifications thereon, which form part of this permit and is attached hereto.
 - (ii) All planting materials shall be able to survive for a period of one year from the date of the site landscape approval by the Municipality.

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

5. Landscape Security

- (a) As a condition of the issuance of this permit, the security set out below will be held by the Municipality prior to the issuance of a building permit to ensure satisfactory provision of landscaping in accordance with the terms and conditions as set forth in Clause 4 above. There is filed accordingly an irrevocable Letter of Credit or cash security in the amount <u>\$345,726.00</u> for the purpose of landscaping.
- (b) Should any interest be earned upon the security, it shall accrue to the Permittee and be paid to the Permittee if the security is returned. A condition of the posting of the security is that should the Permittee fail to carry out the works or services as hereinabove stated, according to the terms and conditions of this permit within the time provided, the Municipality may use the security to complete these works or services by its servants, agents or contractors, and any surplus shall be paid over to the Permittee.
- (c) The Permittee shall complete the landscaping works required by this permit within six months of the final inspection for the final phase of the development. Within the six month period, the required landscaping must be installed by the Permittee, and inspected and approved by the Municipality.

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

- (d) Should the Permittee carry out the works and services permitted by this permit within the time set out above, the security shall be returned to the Permittee.
- 6. The land described herein shall be developed strictly in accordance with the terms and conditions and provisions of this permit and any plans and specifications attached to this permit, which shall form a part hereof.
- 7. This permit shall lapse if the Permittee does not substantially commence the construction permitted by this permit within two years of the (issuance) date of this permit.
- 8. The terms of this permit or any amendment to it, are binding on all persons who acquire an interest in the land affected by this permit.
- 9. This permit is not a building permit.

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

SIGNED THIS _____ DAY OF _____, 2019.

Mayor

Corporate Officer

I ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND THE TERMS AND

CONDITIONS UPON WHICH THIS PERMIT IS ISSUED.

Applicant (or Authorized Agent or Representative of Applicant)





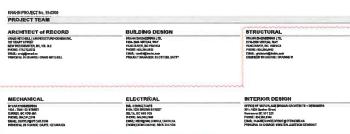
KINGSWAY AVENUE PH-2

1525 KINGSWAY AVE, PORT COQUITLAM, BC

ISSUED FOR DP RE-SUBMISSION ISSUE DATE: DECEMBER 04, 2019

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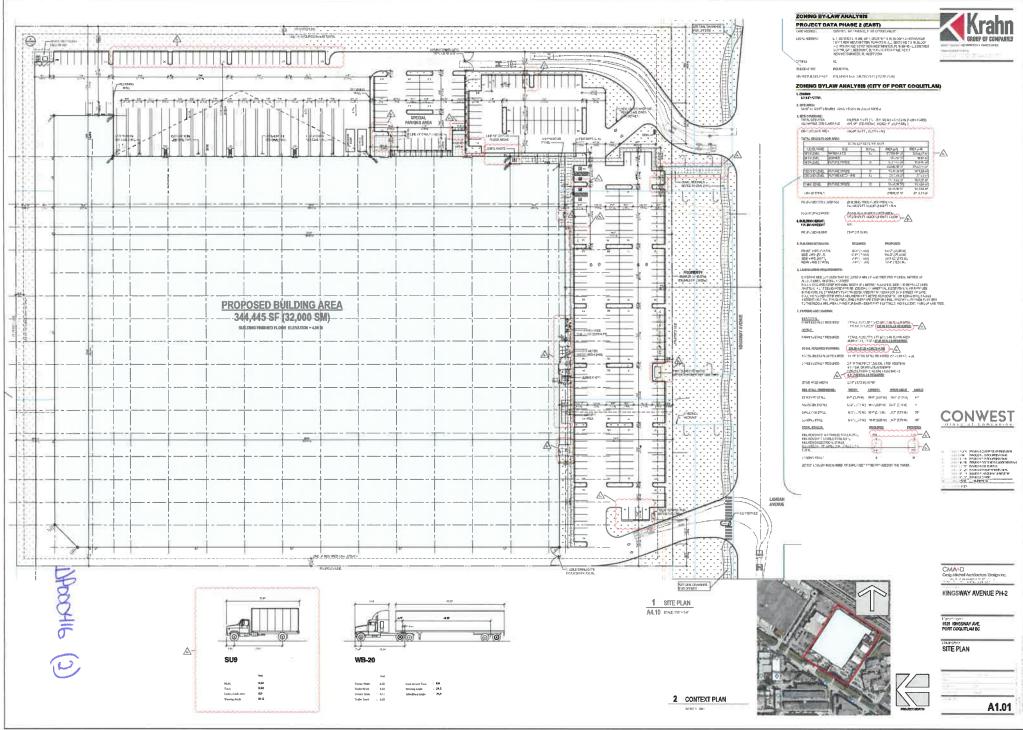
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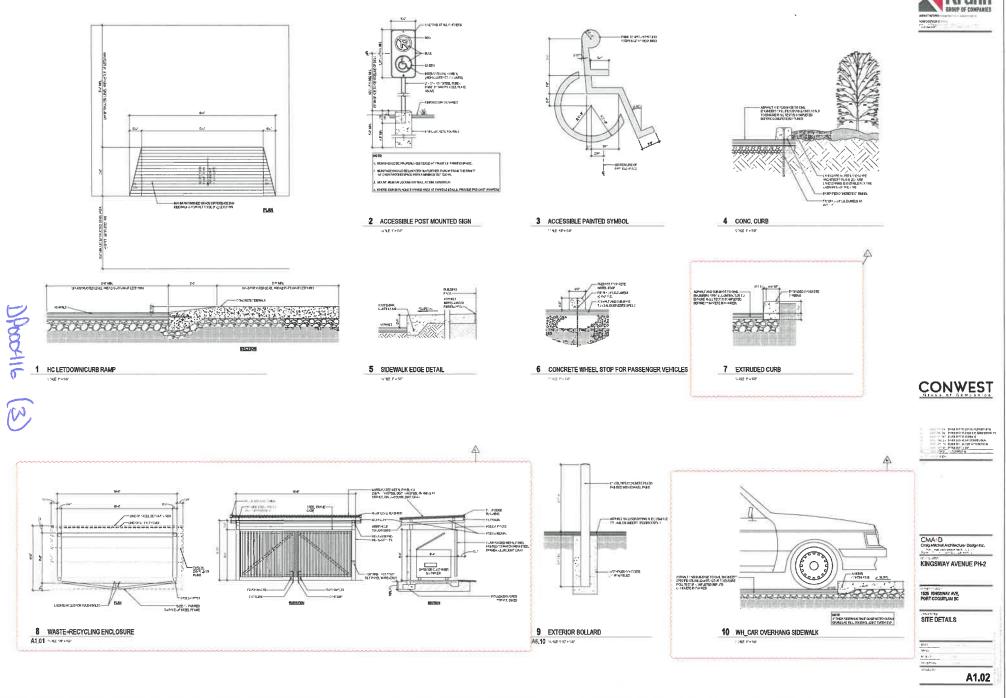
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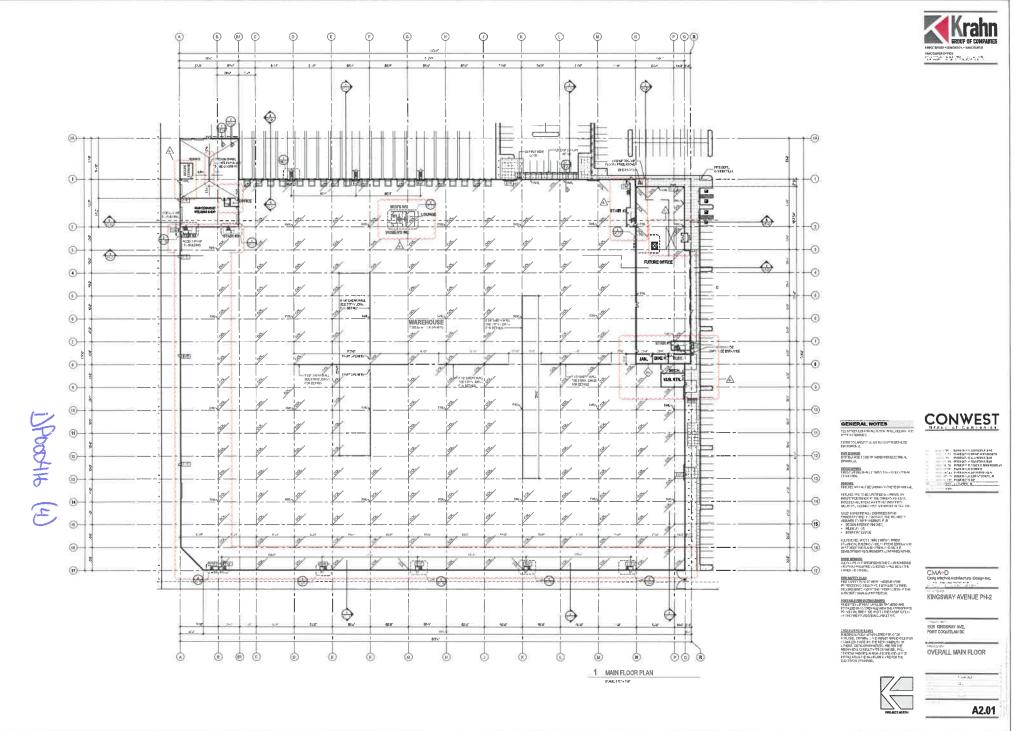




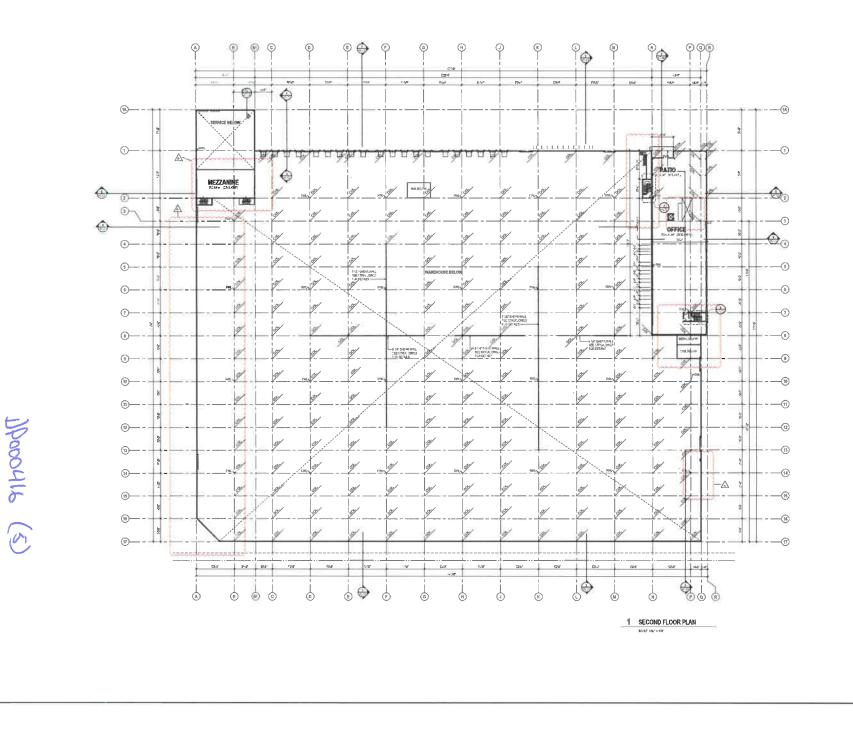














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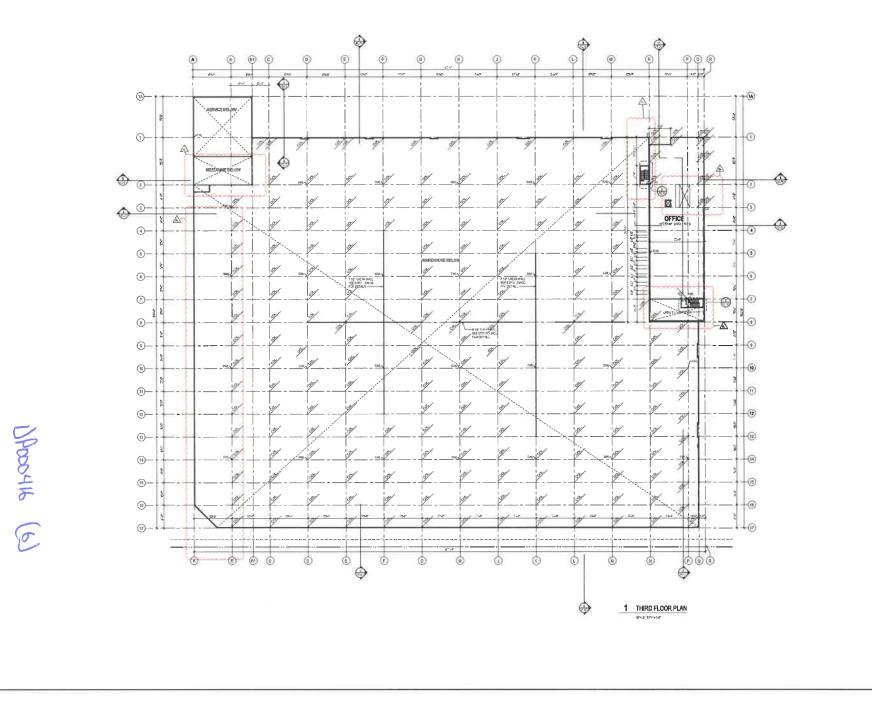
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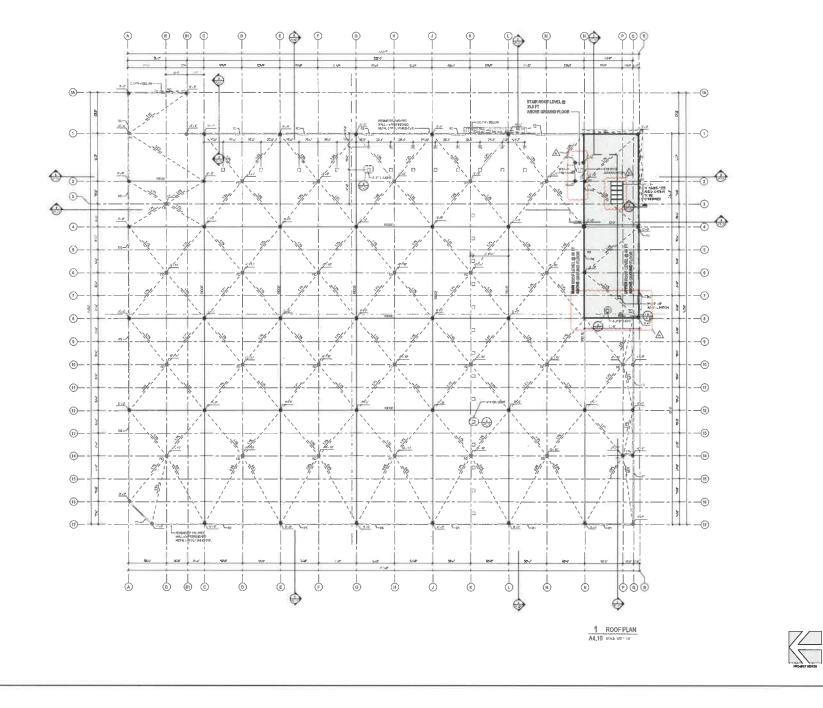
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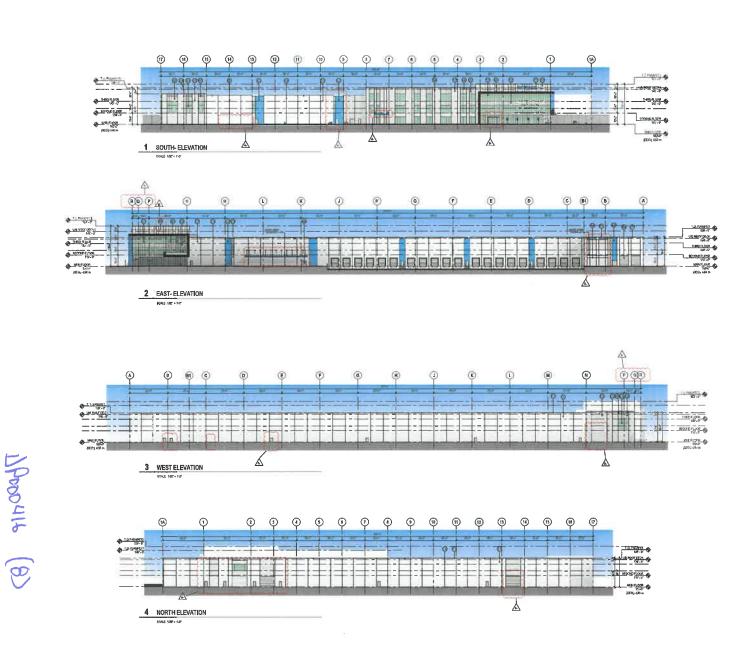
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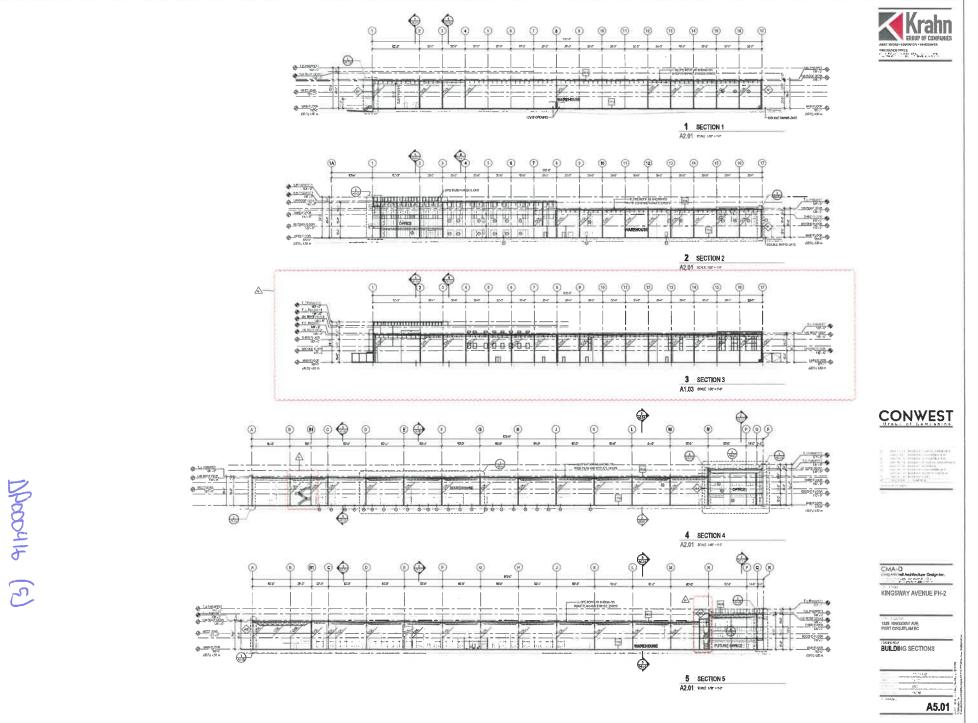
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1525 KINGSWAY AVE, PORT CODUITLAM BC

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General Notes

- Hosting Notes

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Note: Lighting shown for reference only. Refer to Electrical drawings for final placement and lighting

specifications.

Intgation Notes: 1. The inigation system is to be design build process. Provide shap drawings for review. 2. All soft inductore planting areas are to be intgated with high efficiency spray heads (to BCNTA Standard). Refer to the Specifications 3. Smart controller and rain sensitif ly dechology is required.

Na paradion and Macameri Roles.
 All growing medium placed on project to meet or exceed BCNRA and B.C. Landscape Standards islate is define.
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n-Site Plant List				Material Legend					
Sym		Qty Botanical Name	Common Name	Size /Spacing / Comments	Detail	Key	Moterial	Size	Colour/Rnish
2		Trees					Sidewalk - by others		Refer to Civil
15 9 5		Magnolia grandiflora Picea omotika Quercus palustris	Southern Magnolia Serbian Spruce Pin Oak	2.5m ht. / B+B, single stem, uniform 2.5m ht. / B+B 7cm cal. / B+B	(deg) 1-70		Stamped Concrete		Patlem TBD
0	- 41	Quercus robur 'Crimson Spire' Shrubs	Red oak	7cm cal. / B+B			 1" - 2" decorative grannular CIP Concrete - Light sandblast CIP Concrete - Medium sandblast 	2-0" wide x lengths vary	As Shown
Bt Co Lp	179 199 542	Berberis thunbergii 'Arropurpurea' Comus sericea 'Kelseyi' Lonicera plleata	Red Leaf Japanese barberry Dwarf Red-osier dogwood Box-leaved honeysuckle	#2 pot / 36" o.c. #2 pot / 30" o.c. #2 pot / 30" o.c.	(1404) (1-73		Structural Soil Extent		Refer to notes for Offsite Structural/Root Barrier for Corporation of Delta
Rn	451 104	Rosa nutkana Taxus x media 'Hicksii'	Noolka rose Hick's yew hedge (male only)	#2 pot / 30" o.c.			Refer to Envirowest Drawings		
		Perennials, Grasses, and Groundcovers					Work by others		
Ca Cd	284 1610	Calamagrostis x acutifiora 'Karl Foerster Cotoneaster dammeri	' Karl F. Feather Reed Grass Bearberry	#2 pot / 24" o.c. #1 pot / 24" o.c.		iterestores			
٠	536	Lavendula angustifolia 'Elegance'	Elegance English lavender	#1 pot / 18" o.c.	1442	工業期間	Sodded Lawn		

Landscape Drawing List	Inigation Legend
L-1.0 KEY PLAN L-2.0 OVERALL PLAN L-3.0 EAST - MATERIALS + PLANTING PLAN L-4.0 SQUITH - MATERIALS + PLANTING PLAN	 Irrigation Stub Out 50 PSI / 50 GPM
L-4.0 SOUTH - MATERIALS + PLANTING PLAN L-5.0 WEST - MATERIALS + PLANTING PLAN L-6.0 SECTIONS + DETAILS L-7.0 DETAILS	Lighting Legend
	Light Pole Refer to Bectricol for specifications.

Masult (10)

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Defail	Key	Malerial	Manufactured by	Size	Colour/Rnish
(1405) (1-7.0		Landscape boulders	Northwest Landscape Supply	20" - 24"	8asatt
14-02 1-4.0		Seating: Universe System	Landscape Forms	71" backless	Mounted on CIP wall
(140) (140)	(i)	Litter/Recycling: Generation 50 Litter	Landscape Forms	TBD	Metal: Powdercoated (Onyx) Mount: Surface mount
(14.0)	-	Bike Rack:	Landscape Forms	3.3" x 28" x 26"	Metat: Powdercoated (Onys





Projects

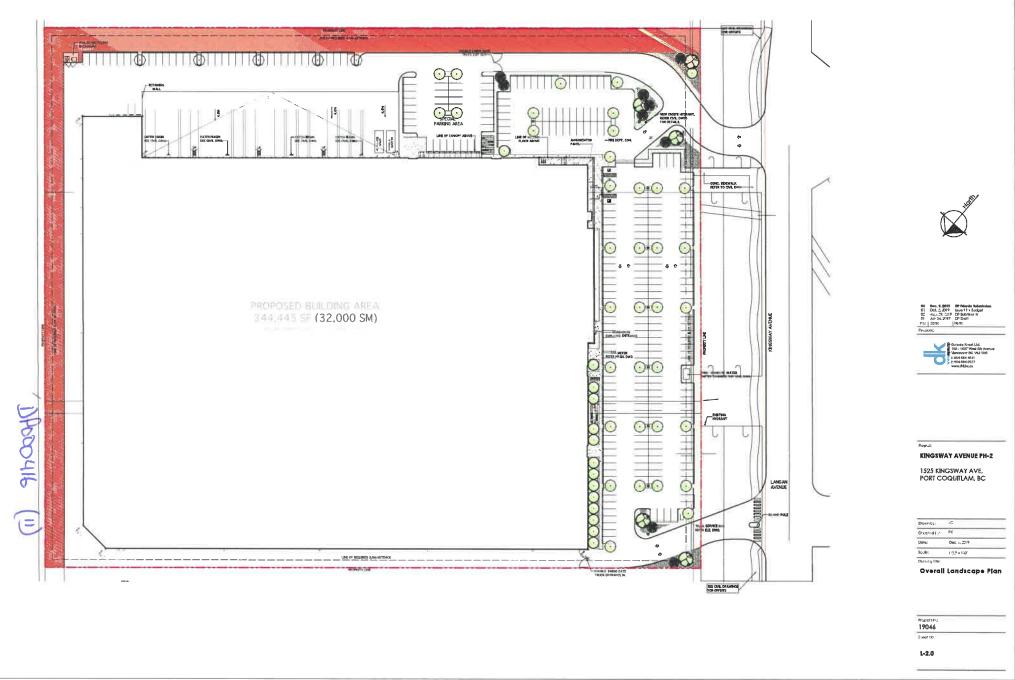
KINGSWAY AVENUE PH-2

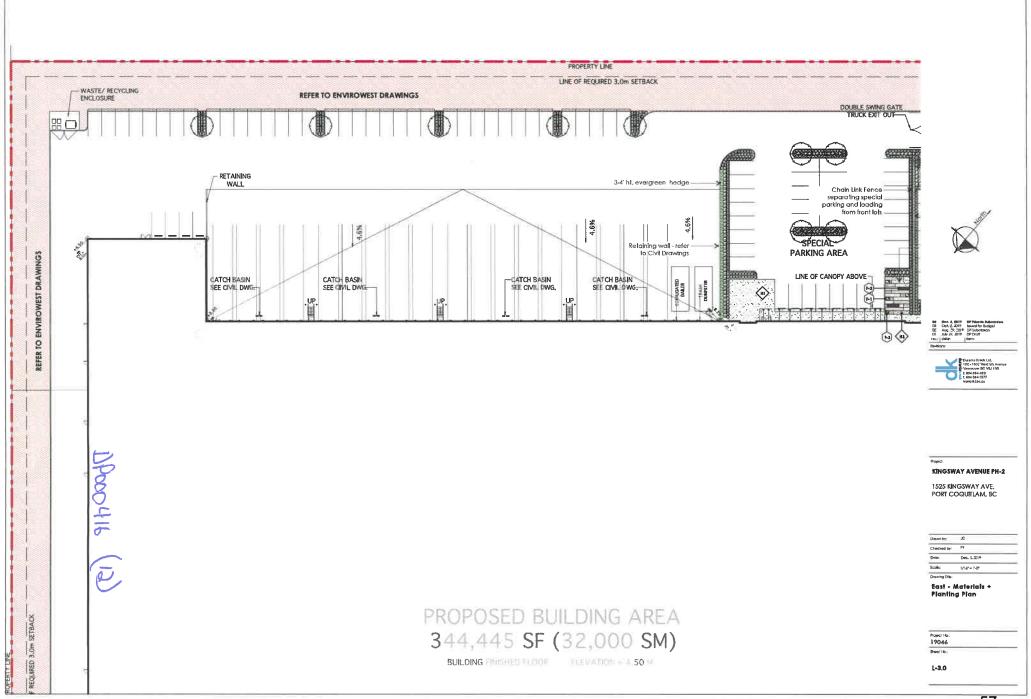
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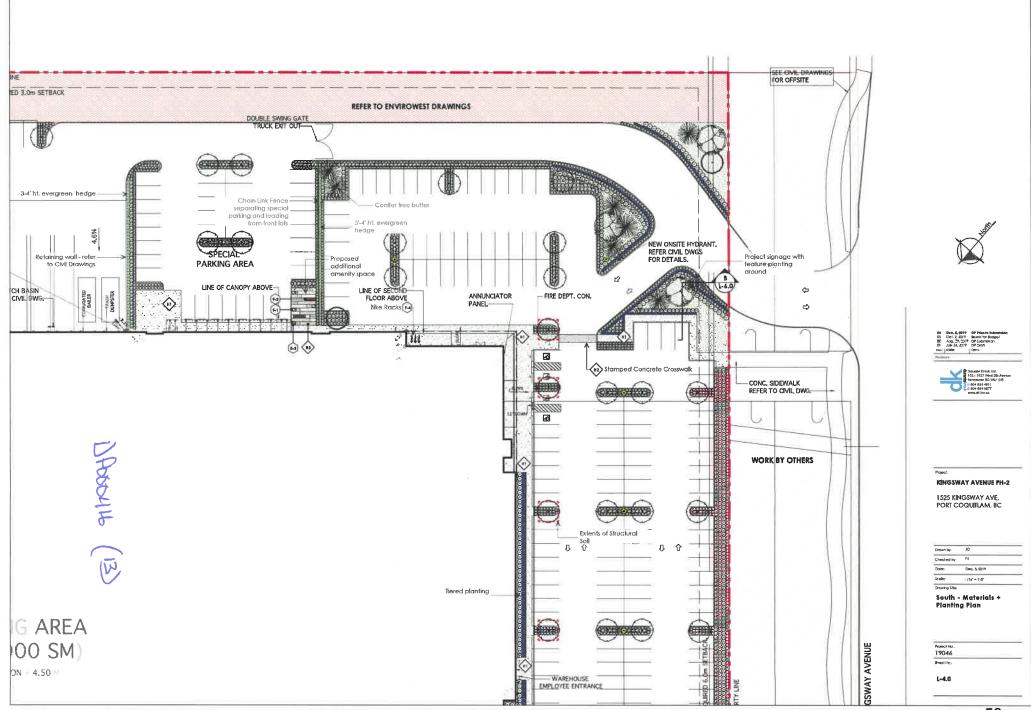
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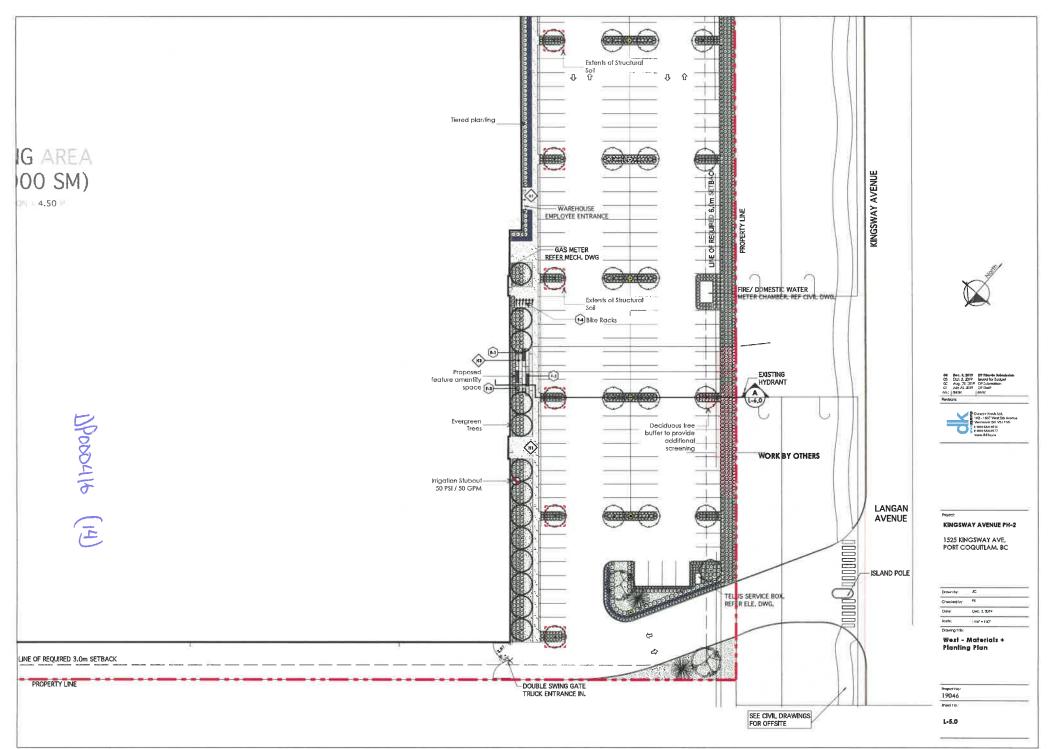
Key Plan

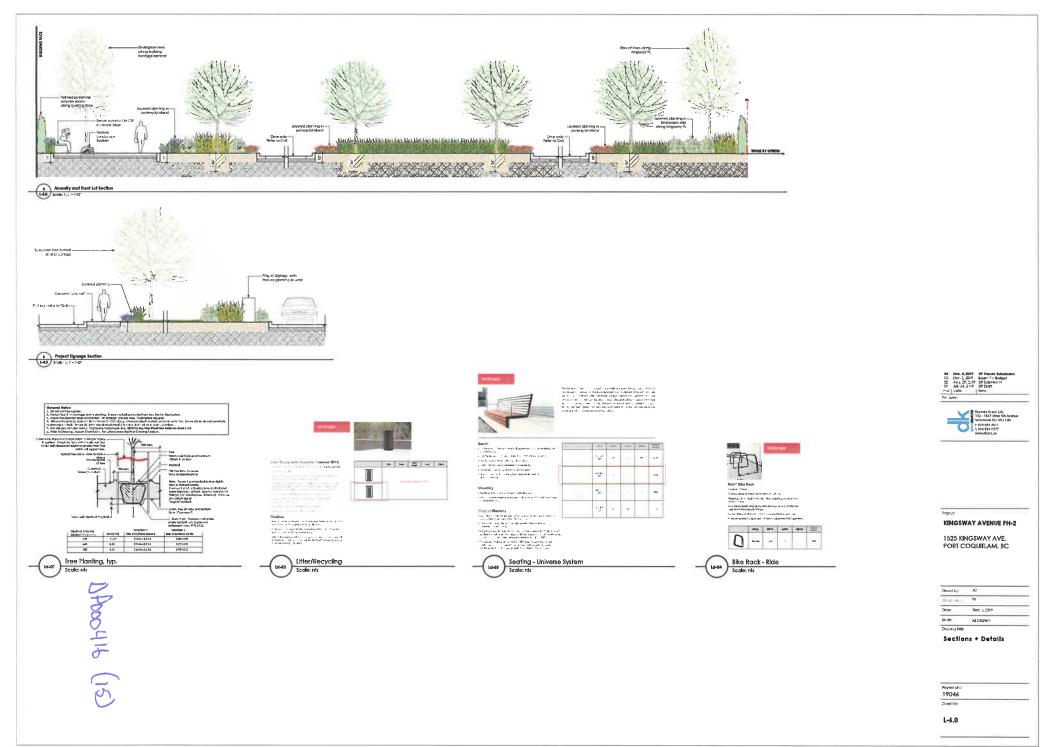
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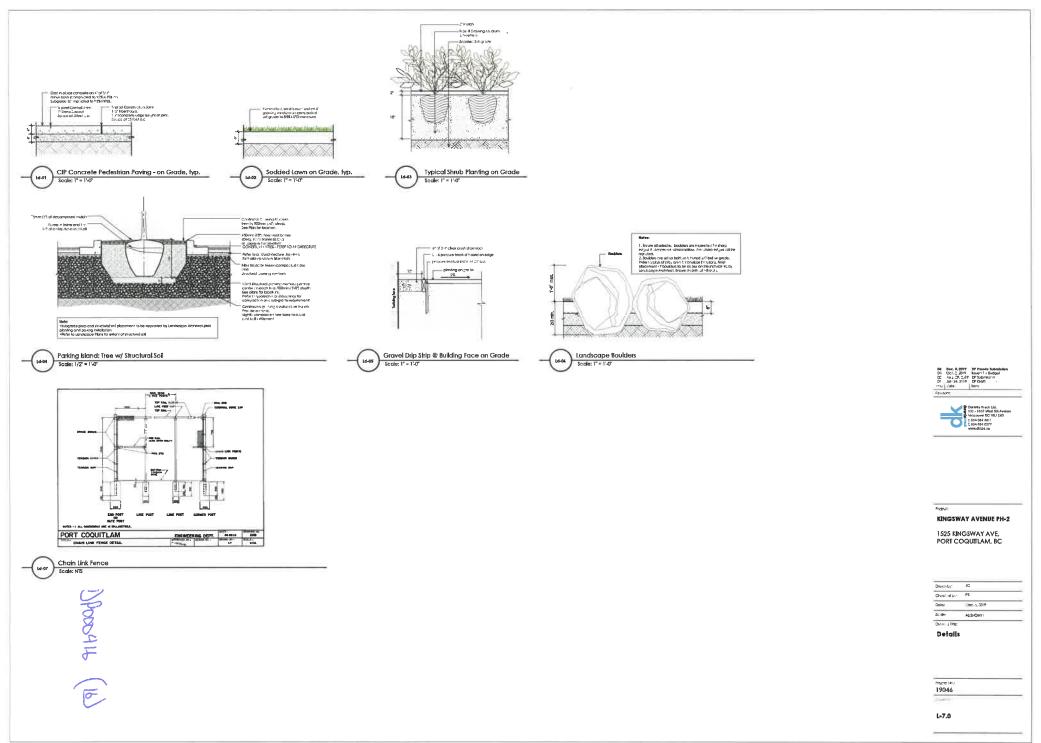












Schedule A

Energy Conservation:

Conservation Measure	Verification Method
All roofs are to be light in colour with high solar	BP stage; written confirmation by Architect along
reflectance to minimize solar heat gain	with staff review of BP submission
Landscaping adjacent to passenger vehicle parking	DP stage; staff review of landscape plan
areas includes shade trees to provide shading of	
parking space pavement	
Window placement to provide opportunities for	DP and BP stage; staff review of building plans
natural light in office areas	
Windows are to be high efficiency to reduce solar	BP stage; written confirmation by Architect along
heat gain	with staff review of BP submission
Use of Energy Star Rated Appliances in kitchen areas	BP stage; written confirmation by developer

Water conservation:

Conservation Measure	Verification Method
An integrated stormwater management plan has	BP stage; written confirmation by developer
been developed for the site that captures and treats	
surface runoff	
Drought tolerant plant selections are to be used for	DP and BP stage; staff review of landscape drawing,
the majority of the project, so that minimal irrigation	site inspection by Landscape Architect and City
will be required after the maintenance period	Arbourist
High efficiency automated landscape irrigation	DP and BP stage; staff review of landscape drawing,
system is to be installed.	site inspection by Landscape Architect and City
	Arbourist
Stormceptors and oil interceptors will be installed to	BP stage; staff review of building plans and
improve stormwater quality	inspections

GHG Reduction:

Conservation Measure	Verification Method
Building will utilize paints and adhesives with low volatile organic compound (VOC) off-gassing potential	BP stage; written confirmation by Architect along with staff review of BP submission
Accessible storage space for garbage, recycling and organic waste will be provided.	DP and BP stage; staff review of building plans
End of trip facilities and bicycle parking will be provided to promote alternative transportation	DP and BP stage; staff review of building plans
Two electric vehicle charging stations will be provided	BP stage; written confirmation by developer

per OCP Sec. 9.11 Environmental Conservation DPA designation

THE CORPORATION OF THE CITY OF PORT COQUITLAM

"DEVELOPMENT PROCEDURES BYLAW, 2013, NO. 3849"

DEVELOPMENT VARIANCE PERMIT

NO. DVP00071

Issued to: LWEST HOLDINGS LP (Owner as defined in the Local Government Act, hereinafter referred to as the Permittee)

Address: 205-1311 KOOTENAY STREET, VANCOUVER, BC, V5K 4Y3

- 1. This Development Variance Permit is issued subject to compliance with all of the Bylaws of the Municipality applicable thereto, except as specifically varied by this permit.
- 2. This Development Variance Permit applies to and only to those lands within the Municipality described below, and any and all buildings, structure and other development thereon:

Address:	1525 KINGSWAY AVENUE
Legal Description:	LOT 1 DISTRICT LOT 288 GROUP 1 AND SECTIONS 7 AND 18 BLOCK 6 NORTH RANGE 1 EAST NEW WESTMINSTER DISTRICT PLAN EPP96965
P.I.D.:	030-942-683

3. The Parking and Development Management Bylaw, 2018, No.4078 Sec. 8 is varied to reduce required off-street parking spaces from 369 to 300 spaces.

For clarity, this variance applies to and only to off-street parking space requirements for the industrial development regulated by Development Permit DP000416.

- 4. Prior to issuance of a building permit, the following condition must be met:
 - Submission of design, securities and fees for offsite works and services, including electrical ducting to support installation of a future traffic signal at the intersection of Kingsway Avenue and Coast Meridian Road, and a mixed-use pathway with a minimum width of 3 metres, landscaping and pedestrian scale lighting located on the BC Hydro lands fronting 1525 Kingsway Avenue.
- 5. This permit is not a building permit.

APPROVED BY COUNCIL THE _____ DAY OF _____, 2020.

SIGNED THIS _____ DAY OF _____, 2020.

Mayor

Corporate Officer

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

Applicant (or Authorized Agent or Representative of Applicant)