

Tuesday, February 25, 2020

4:00 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, February 25, 2020, Committee of Council Meeting Agenda be adopted as circulated.

3. CONFIRMATION OF MINUTES

3.1 Minutes of Committee of Council

1

Recommendation:

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

- *February 11, 2020.*

4. PUBLIC INPUT OPPORTUNITY

4.1 Temporary Use Permit for 2440 Shaughnessy Street

See item 5.1 for information

5. REPORTS

5.1 Temporary Use Permit for 2440 Shaughnessy Street - Issuance

5

Recommendation:

That Committee of Council approve Temporary Use Permit TU00015 for 2440 Shaughnessy Street for Issuance.

6. COUNCILLORS' UPDATE

7. MAYOR'S UPDATE

8. CAO UPDATE

9. RESOLUTION TO CLOSE

9.1 Resolution to Close

Recommendation:

That the Committee of Council Meeting of Tuesday, February 25, 2020, be closed to the public pursuant to the following subsections(s) of Section 90(1) of the Community Charter:

Item 5.1

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

Item 5.2

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

Item 5.3

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

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

10. ADJOURNMENT

10.1 Adjournment of the Meeting

Recommendation:

That the Tuesday, February 25, 2020, Committee of Council Meeting be adjourned.

11. MEETING NOTES



Committee of Council Minutes

Tuesday, February 11, 2020

Council Chambers

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

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

1. CALL TO ORDER

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

2. ADOPTION OF THE AGENDA

2.1 Adoption of the Agenda

Moved-Seconded:

That the Tuesday, February 11, 2020, Committee of Council Meeting Agenda be adopted as circulated.

In Favour (4): Mayor West, Councillor Darling, Councillor Pollock, and Councillor Washington

Absent (3): Councillor Dupont, Councillor McCurrach, and Councillor Penner

Carried

3. CONFIRMATION OF MINUTES

3.1 Minutes of Committee of Council

Moved-Seconded:

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

- *January 28, 2020.*

In Favour (4): Mayor West, Councillor Darling, Councillor Pollock, and Councillor Washington

Absent (3): Councillor Dupont, Councillor McCurrach, and Councillor Penner

Carried

4. REPORTS

4.1 Temporary Use Permit - 2440 Shaughnessy Street

Moved-Seconded:

That Committee of Council authorize staff to provide notice of a Temporary Use application at 2440 Shaughnessy Street.

In Favour (4): Mayor West, Councillor Darling, Councillor Pollock, and Councillor Washington

Absent (3): Councillor Dupont, Councillor McCurrach, and Councillor Penner

Carried

4.2 Development Permit Amendment - 1979 Brown Street

Moved-Seconded:

That Committee of Council approve a minor amendment to Development Permit DP000320 to extend the existing building at 1979 Brown Street to include an electrical room.

In Favour (4): Mayor West, Councillor Darling, Councillor Pollock, and Councillor Washington

Absent (3): Councillor Dupont, Councillor McCurrach, and Councillor Penner

Carried

4.3 Development Variance Permit - 3857 Coast Meridian Road

Moved-Seconded:

That the Committee of Council:

- 1. Authorize staff to provide notice of an application to vary the minimum lot width regulation of the RS1 zone to facilitate a two-lot subdivision at 3857 Coast Meridian Road, and*
- 2. Advise Council that it supports approval of Development Variance Permit DVP00070.*

In Favour (4): Mayor West, Councillor Darling, Councillor Pollock, and Councillor Washington

Absent (3): Councillor Dupont, Councillor McCurrach, and Councillor Penner

Carried

4.4 Fall 2019 Community Centre Update

Staff provided an update.

5. COUNCILLORS' UPDATE

No update.

6. MAYOR'S UPDATE

Mayor West provided an update on City business.

7. CAO UPDATE

No update.

8. RESOLUTION TO CLOSE

8.1 Resolution to Close

Moved-Seconded:

That the Committee of Council Meeting of Tuesday, February 11, 2020, be closed to the public pursuant to the following subsections(s) of Section 90 of the Community Charter:

Item 5.1

1) g. litigation or potential litigation affecting the municipality;

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

2) (b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party;

Item 5.2

1) g. litigation or potential litigation affecting the municipality;

Item 5.3

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

Item 5.4

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

Item 5.5

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

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

In Favour (4): Mayor West, Councillor Darling, Councillor Pollock, and Councillor Washington

Absent (3): Councillor Dupont, Councillor McCurrach, and Councillor Penner

Carried

9. ADJOURNMENT

9.1 Adjournment of the Meeting

Moved-Seconded:

That the Tuesday, February 11, 2020, Committee of Council Meeting be adjourned at 3:24 p.m.

In Favour (4): Mayor West, Councillor Darling, Councillor Pollock, and Councillor Washington

Absent (3): Councillor Dupont, Councillor McCurrach, and Councillor Penner

Carried

10. MEETING NOTES

The meeting recessed from 2:01 p.m. to 3:02 p.m. and from 3:25 p.m. to 5:35 p.m. for Closed session

Mayor

Corporate Officer

Temporary Use Permit Application – 2440 Shaughnessy Street

RECOMMENDATION:


That Committee of Council approve Temporary Use Permit TU000015 for 2440 Shaughnessy Street.

PREVIOUS COUNCIL/COMMITTEE ACTION

February 11, 2020 – Committee of Council:

That Committee of Council authorize staff to provide notice of a Temporary Use application at 2440 Shaughnessy Street.

OPTIONS (✓ = Staff Recommendation)

	#	Description
	1	Approve Temporary Use Permit TU000015 for 2440 Shaughnessy Street.
	2	Request further information regarding TU000015 for 2440 Shuaghnessy Street.
	3	Deny Temporary Use Permit TUP000015 for 2440 Shaughnessy Street.

Lead author(s): Carolyn Deakin

Temporary Use Permit - 2440 Shaughnessy Street

RECOMMENDATION:

That Committee of Council authorize staff to provide notice of a Temporary Use application at 2440 Shaughnessy Street.

PREVIOUS COUNCIL/COMMITTEE ACTION

One January 28th Committee of Council approved a Development Permit to regulate a six- storey apartment development at 2444 and 2448 Shaughnessy Street.

REPORT SUMMARY

Kutak Development Services Inc. proposes to construct a temporary building to accommodate a real estate sales and presentation centre associated with its proposed development of adjoining lands. The development includes provision for 4 onsite parking spaces and landscaping improvements.

BACKGROUND

The applicant wishes to construct a temporary building at 2440 Shaughnessy Street to accommodate a real estate sales and presentation centre for its recently approved apartment development nearby at 2444 and 2448 Shaughnessy Street (referred to as “One Shaughnessy”).

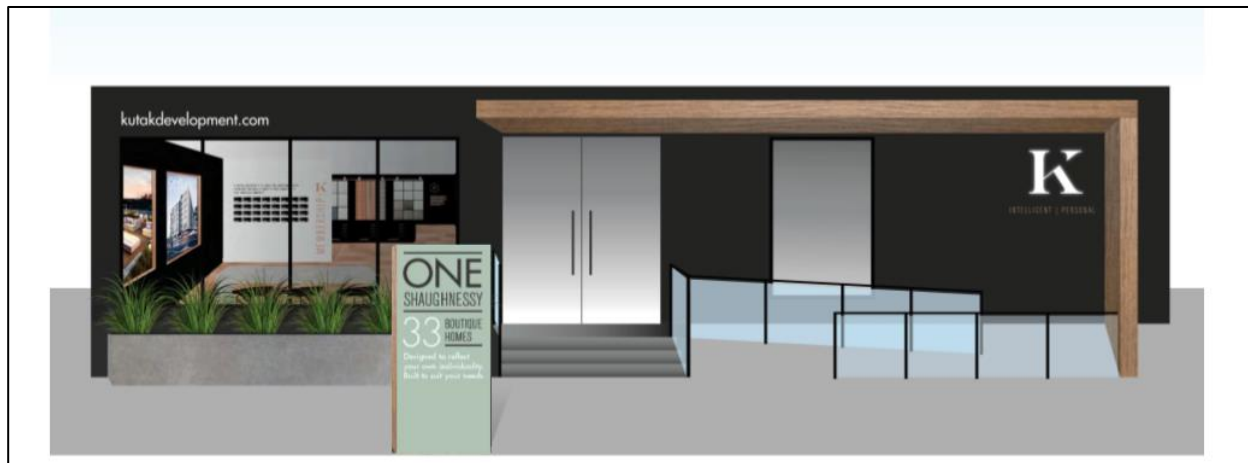
Policy and Regulations: The authority to issue temporary use permits (TUP) is set out in S.493 of the *Local Government Act*. A permit may be valid for up to three years (and renewed for an additional three years) and may specify conditions under which the temporary use is carried out. The legislation also requires public notification of the proposed issuance of a permit.

OCP policies provide that the City may consider a temporary presentation center for sales and marketing on residential sites through issuance of a TUP. The site's land use designation is AH (High Density Apartment) to encourage multifamily development. The site is zoned Residential Apartment 2 (RA2) and is within the Downtown Development Permit Area. A development permit is not required for a temporary building which complies with Zoning Bylaw siting regulations.



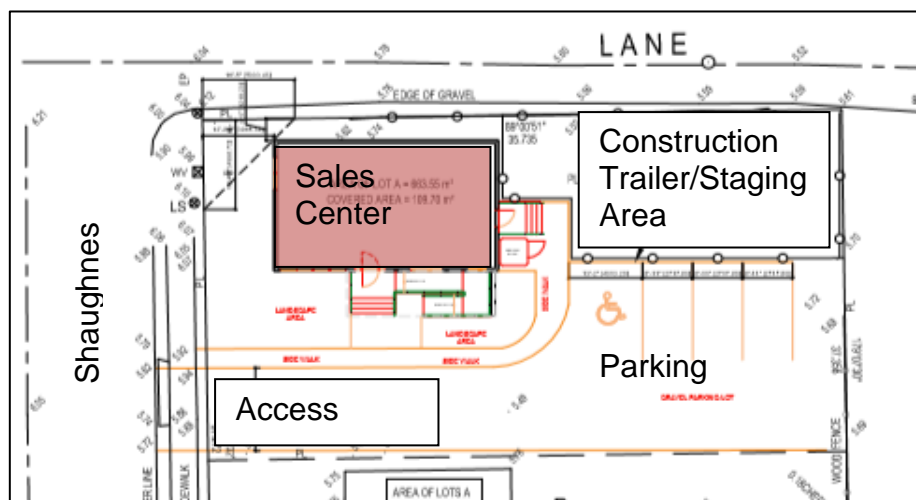
Temporary Use Permit - 2440 Shaughnessy Street

Project Description: 2440 Shaughnessy Street is located across the lane from the site recently approved for Kutak's One Shaughnessy development at 2444-2448 Shaughnessy. The 699m² (7,524ft²) site is currently vacant after an older single residential home was demolished. The property to the south is still occupied by a single residential home. Both properties are owned by Kutak, who has indicated their intention to submit a Development Permit application for a second apartment building in keeping with the area's RA2 (Residential Apartment 2) zoning and AH (High Density Apartment) designation. They are referring to this upcoming proposal as "Two Shaughnessy".



Facade Character

The proposed 109.7 m² (1180.8 ft²) building would be sited at the front of the property and contain a presentation area, meeting room, sales office, and staff room. The proposed building would have fiber cement cladding painted black with a wooden canopy. Kutak advises they intend to have the sales center open until 7 pm weekdays, 8 pm on Saturdays and 4 pm on Sundays.



Site Plan

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

Temporary Use Permit - 2440 Shaughnessy Street

A 4-stall parking lot is proposed to be located to the east of the building and accessed via the existing driveway connecting to Shaughnessy Street. Visitors would have access to a pedestrian walkway which connects the building entrance to the parking lot and to the sidewalk. A portion of the lot will be used to site a construction trailer and the remainder of the lot will be landscaped with a combination of 3 Serbian Spruce trees, Yew Hedges, annual flowers, and grass.

The applicant expects the sales center to be used for approximately 2 years to facilitate sales of the One Shaughnessy development. The center may remain in place after this timeframe to provide sales of the future Two Shaughnessy apartment development on the property; this use would not require issuance of a TUP as onsite unit sales are a normal part of constructing a residential strata development.

DISCUSSION

The temporary sales use is in keeping with the OCP policies and the design of the proposed building, the proposed landscaping and pedestrian pathway will provide for a tidy, attractive use on the property.

Staff recommend the following conditions be included in the permit to regulate the sales activity, and design of the building:

1. That the hours of operation be limited to 8 a.m. to 8 p.m. daily. These hours provide some flexibility to the applicant while ensuring the commercial development would be in keeping with the residential setting. These hours are also consistent with those approved for other sales trailers in the Downtown in recent years.
2. That the building, landscaping and parking generally be as shown on the plans.

FINANCIAL IMPLICATIONS

None


PUBLIC CONSULTATION

A public input opportunity is required prior to consideration of a temporary use permit. The Committee of Council has the delegated authority to consider the permit and the public input opportunity would be scheduled for an upcoming Committee meeting.

Temporary Use Permit - 2440 Shaughnessy Street

OPTIONS

(Check = Staff Recommendation)

#	Description
1 	Authorize notification of the temporary use permit application
2	Request staff provide additional information or an amended proposal prior to making a decision on whether or not to proceed with the application
3	Not authorize notification of the temporary use permit if Committee does not support the requested use. The applicant may then request the application be forwarded to Council for consideration.

ATTACHMENTS

Attachment #1: Draft Temporary Use Permit

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

THE CORPORATION OF THE CITY OF PORT COQUITLAM

TEMPORARY USE PERMIT

NO. TU000015

Issued to: KUTAK DEVELOPMENT SERVICES INC.
Address: Suite 2007, 1177 West Hastings St. Vancouver BC V6E 2K3

1. This Temporary Use Permit is issued to permit a temporary sales office for a.
2. This Temporary Use Permit applies to and only to those lands within the Municipality described below, and any and all buildings, structures and other development thereon:

Address: 2440 Shaughnessy Street
Legal Description: LOT A, BLOCK MN&P, DISTRICT LOT 289, NEW WEST DISTRICT, PLAN NWP15433
P.I.D.: 004-875-362

3. As a condition of the issuance of this permit, the following conditions are imposed:
 - a. The hours of operation are limited to 8 a.m. to 8 p.m. daily.
 - b. The building, landscaping and parking are to be in general compliance with the drawing numbered TU000015 (A) and (E).
4. The land described herein shall be used strictly in accordance with the terms and conditions and provisions of this permit.
5. This permit shall expire three years from the issuance date of this permit. The permit may be renewed only once in accordance with Section 497 of the *Local Government Act*.
6. The terms of this permit are binding on all persons who acquire an interest in the land affected by this permit.
7. This permit is not a building permit.

AUTHORIZING RESOLUTION PASSED BY THE COMMITTEE OF COUNCIL THE __TH DAY OF _____, 2020.

ISSUED 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)



2440 SHAUGHNESSY STREET
PORT COQUITLAM,
BRITISH COLUMBIA

RESIDENTIAL DESIGN/DRAFTING:

SURVEYOR CONSULTANT:

OLSEN & ASSOCIATES BRITISH
COLUMBIA SURVEYORS

STRUCTURAL CONSULTANT:

HORACE ENGINEERING LTD.

[illegible]

HORACE
KUTAK DEVELOPMENT

RESIDENTIAL / MULTIFAMILY / COMMERCIAL
SCHEDULED / TENTATIVE / FINAL

PER: JAMES DE KROM, LICENSED ARCHITECT
FOR: KUTAK DEVELOPMENT
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KUTAK DEVELOPMENT

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WWW.KUTAKDEV.COM

COVER SHEET

PROJECT: **10000 WILSON AVENUE**
SHEET: **A1.0**
DATE: **10/1/2010**
BY: **JK**
CHECKED: **JK**
SCALE: **AS SHOWN**
SHEET: **A1.0**
DATE: **10/1/2010**
BY: **JK**
CHECKED: **JK**
SCALE: **AS SHOWN**

TU000015 (A)



