

Tuesday, November 24, 2020, 6:00 p.m.
Port Coquitlam Community Centre - Wilson Lounge
2150 Wilson Avenue, Port Coquitlam, BC

Pages

1. CALL TO ORDER

2. ADOPTION OF THE AGENDA

2.1. Adoption of the Agenda

Recommendation:

That the Tuesday, November 24, 2020, Council Meeting Agenda be adopted as circulated.

3. CONFIRMATION OF MINUTES

3.1. Minutes of Council Meetings

1

Recommendation:

That the minutes of the following Council Meetings be adopted:

- *October 27, 2020.*

4. PROCLAMATIONS

None.

5. DELEGATIONS

5.1. Fortis BC

6. PUBLIC HEARINGS

6.1. Zoning Amendment for 1300 Dominion Avenue

See item 7.1 for information.

7. BYLAWS

7.1. Zoning Amendment Bylaw for 1300 Dominion Avenue - Third Reading

6

Recommendation:

That Council give Zoning Amendment Bylaw No. 4199 third reading.

- 7.2. Zoning Amendment Bylaw for #6108-2850 Shaughnessy Street - First Two Readings** 28

Recommendation:

That Council give Zoning Amendment Bylaw No. 4201 for #6108-2850 Shaughnessy Street first two readings.

- 7.3. 2020 - 2024 Financial Plan Bylaw Amendment - First Three Readings** 34

Recommendation:

That Council give 2020-2024 Financial Plan Bylaw Amendment Bylaw No. 4200 first three readings.

- 7.4. Business Improvement Area Bylaw - Adoption** 41

Recommendation:

That Council adopt Business Improvement Area Bylaw No. 4188.

- 7.5. Tree Amendment Bylaw - Adoption** 51

Recommendation:

That Council adopt Tree Amendment Bylaw No. 4197.

- 7.6. Bylaw Notice Enforcement Amendment Bylaw - Adoption** 56

Recommendation:

That Council adopt Bylaw Notice Enforcement Amendment Bylaw No. 4198.

8. REPORTS

None.

9. NEW BUSINESS

10. OPEN QUESTION PERIOD

11. ADJOURNMENT

- 11.1. Adjournment of the Meeting**

Recommendation:

That the Tuesday, November 24, 2020, Council Meeting be adjourned.

12. MEETING NOTES



Council Minutes

Tuesday, October 27, 2020
Port Coquitlam Community Centre - Wilson Lounge
2150 Wilson Avenue, Port Coquitlam, BC

Present: Chair - Mayor West
Councillor Darling
Councillor Dupont
Councillor McCurrach
Councillor Penner
Councillor Pollock
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, October 27, 2020, Council Meeting Agenda be adopted with the following changes:

- *Addition of item 5.2*
- *Addition of item 9.2*

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, 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:

- *October 13, 2020.*

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

4. PROCLAMATIONS

None.

5. DELEGATIONS

5.1 Coquitlam Search and Rescue

Ms. Helena Michelis gave a presentation related to Coquitlam Search and Rescue.

5.2 Mr. Lawson

Mr. Lawson presented and asked questions in regards to the Property Standards and Nuisance Abatement Bylaw.

6. PUBLIC HEARINGS

6.1 Zoning Amendment Bylaw - 1604 Pitt River Road

No public comments or written submissions.

7. PUBLIC INPUT OPPORTUNITY

7.1 Development Variance Permit - 2481 Welcher Avenue

Four members of public provided comments and two written submissions were received.

8. BYLAWS

8.1 Zoning Amendment Bylaw - 1604 Pitt River Road - Third Reading

Moved-Seconded:

That Council give Zoning Amendment Bylaw No. 4189 for 1604 Pitt River Road third reading.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

8.2 OCP and Zoning Bylaw Amendment - 2455-2475 Gately Avenue, 2428-2492 Kingsway Avenue and 2420 & 2450 Ticehurst Lane - First Two Readings

Moved-Seconded:

That Council:

1. Give first and second reading to OCP Amendment Bylaw No. 4195 and Zoning Amendment Bylaw No. 4196 for 2455-2475 Gately Avenue, 2428-2492 Kingsway Avenue and 2420 & 2450 Ticehurst Lane; and

2. Prior to adoption of the zoning bylaw amendment, the following conditions be met or secured through registration of a legal agreement to the satisfaction of the Director of Development Services:
 - a. Registration of a Housing Agreement that provides for 300 non-market rental housing units.
 - b. Closure and sale of lanes within the development site and subdivision and sale of a portion of 2428 Kingsway Avenue.
 - c. Demolition of existing structures and lot consolidation.
 - d. Submission of a plan providing for road dedication along Kingsway and Gately Avenues.
 - e. Submission of plans and securities and fees for off-site works and services including improvements to the intersection of Kingsway and Gately Avenues, construction of Gately Avenue and a 3m wide multi-use pathway along the Kingsway Avenue frontage and street trees.
 - f. Submission of a plan and securities for riparian area enhancements and construction of the Coquitlam River Trail between Gately and Kingsway Avenues.
 - g. Registration of legal agreement(s) to ensure:
 - i. The development is designed and constructed in accordance with the recommendations of acoustic and vibration studies, and
 - ii. The watercourse protection area is restricted to riparian vegetation and protected from future disturbance.

In Favour (6): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, and Councillor Pollock

Absent (1): Councillor Washington

Carried

8.3 Property Standards and Nuisance Abatement Bylaw - Adoption

Moved - Seconded:

That Council adopt Property Standards and Nuisance Abatement Bylaw No. 4190.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

8.4 Fees and Charges Amendment Bylaw - Adoption

Moved-Seconded:

That Council adopt Fees and Charges Bylaw No. 4191.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

8.5 Bylaw Notice Enforcement Amendment Bylaw - Adoption

Moved-Seconded:

That Council adopt Bylaw Notice Enforcement Amendment Bylaw No. 4192.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

8.6 Ticket Information Utilization Amendment Bylaw - Adoption

Moved-Seconded:

That Council adopt Ticket Information Utilization Amendment Bylaw No. 4193.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

8.7 Delegation of Authority Amendment Bylaw - Adoption

Moved-Seconded:

That Council adopt Delegation of Authority Amendment Bylaw No. 4194.

In Favour (6): Mayor West, Councillor Darling, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Opposed (1): Councillor Dupont

Carried

9. REPORTS

9.1 Development Variance Permit - 2481 Welcher Avenue - Issuance

Moved-Seconded:

That Council approve Development Variance Permit DVP00073 for 2481 Welcher Avenue.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

9.2 Development Permit - 2481 Welcher Avenue - Issuance

Moved-Seconded:

That Council approve Development Permit DP000441 for 2481 Welcher Avenue.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

10. NEW BUSINESS

Council provided updates related to community events.

11. OPEN QUESTION PERIOD

One member of the public asked questions.

12. ADJOURNMENT

12.1 Adjournment of the Meeting

Moved-Seconded:

That the Tuesday, October 27, 2020, Council Meeting be adjourned at 7:55 p.m.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

13. MEETING NOTES

Councillor Washington declared a conflict of interest due to owning property in one of the locations and left the meeting during Item 8.1 and returned for Item 8.2.

Mayor

Corporate Officer

Zoning Amendment Bylaw – 1300 Dominion Avenue - Third Reading

RECOMMENDATION:

That Council give Zoning Amendment Bylaw No. 4199 third reading.

REPORT SUMMARY

Upon conclusion of the Public Hearing held earlier this evening, Zoning Amendment Bylaw No. 4199 will be available for Council to give third reading.

OPTIONS (✓ = Staff Recommendation)

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

CITY OF PORT COQUITLAM
ZONING AMENDMENT BYLAW, 2020

Bylaw No. 4199

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

1. CITATION

This Bylaw may be cited as “Zoning Bylaw, 2008, No. 3630, Amendment Bylaw, 2020, No. 4199”.

2. ADMINISTRATION

2.1 The Zoning Map of the "Zoning Bylaw, 2008, No. 3630" be amended to reflect the following rezoning:

Civic: 1300 Dominion Avenue

Legal: PARCEL G, BLOCK 6 NORTH, SECTION 7, RANGE 1 EAST, NEW WEST DISTRICT, PLAN NWP1033, EXCEPT PLAN 9168, (S75682E), LOT 57 EXCEPT PART NOW ROAD ON SRW PL NWP 55863 & SECTION 8

From: A (Agricultural)

To: DC (District Commercial)

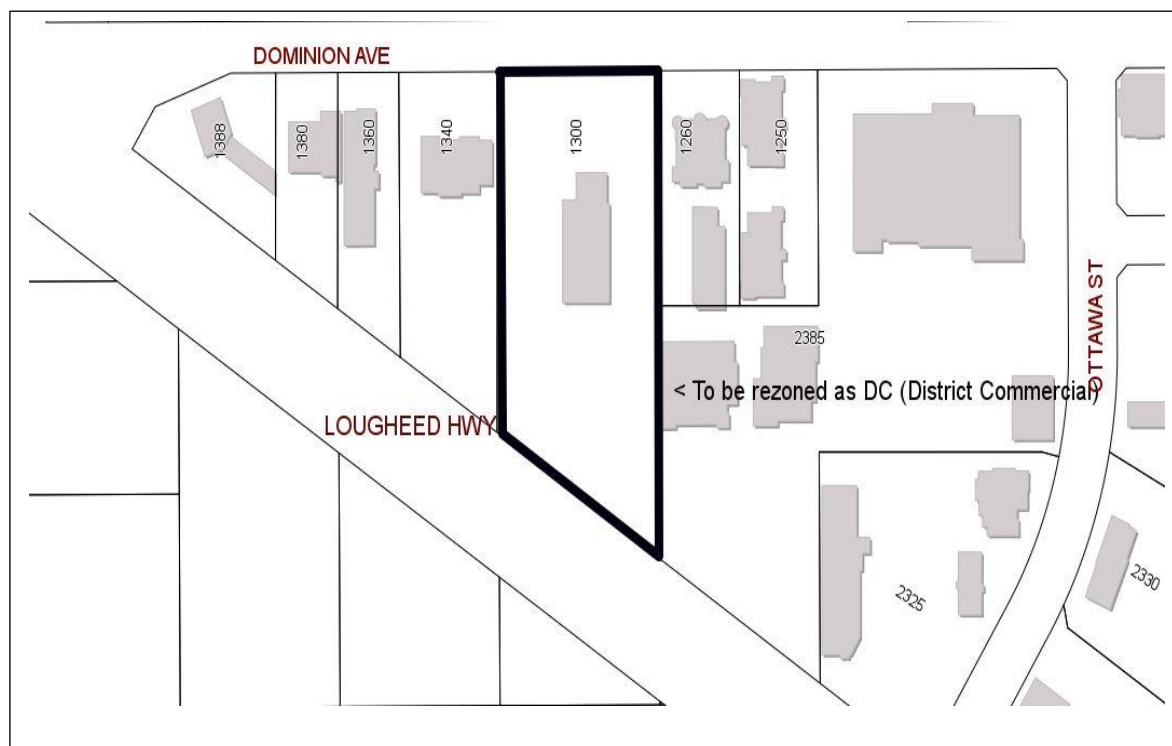
as shown on Schedule 1 attached to and forming part of this Bylaw.

READ A FIRST TIME this	10 th day of	November, 2020
READ A SECOND TIME this	10 th day of	November, 2020
PUBLIC HEARING this	day of	, 2020
READ A THIRD TIME this	day of	, 2020

Mayor

Corporate Officer

SCHEDULE 1



1300 Dominion Avenue – Rezoning Application

RECOMMENDATIONS:

That Committee of Council recommend to Council that:

1. The zoning of 1300 Dominion Avenue be amended from A (Agricultural) to DC (District Commercial); and,
2. Prior to adoption of the amending bylaws, the following conditions be met to the satisfaction of the Director of Development Services:
 - a. Demolition of existing structures.
 - b. Submission of plans, securities and fees for off-site works and services.

PREVIOUS COUNCIL/COMMITTEE ACTION

December 11, 2018 – Council adopted a resolution to provide notice under Section 57 of the Community Charter related to work without permit and unsafe conditions.

REPORT SUMMARY

This report provides for Committee consideration of an application to rezone a large 3.3-acre site to permit a highway oriented commercial use. Rezoning to the District Commercial (DC) zone would be in keeping with the City's land use policies and the site's Highway Commercial land use designation in the Official Community Plan. The recommended conditions of approval are in keeping with the City's intent to ensure buildings are safe and properties are adequately serviced. Staff recommend approval.

BACKGROUND

Proposal: Thinkspace Architecture has submitted rezoning and development permit applications for 1300 Dominion Avenue to facilitate the relocation of the Coquitlam Chrysler automobile dealership to Port Coquitlam.

Site Context: The site is approximately 3.3 acres in size, relatively flat and is currently used as a gardening centre. Current development includes a number of buildings, roof structures, pavement, and limited onsite landscaping consisting primarily of hedging at the periphery of the site. The City has been working with the current business owner to address issues of safety and work without building permits for a number of years resulting in the registration of a Section 57 notice on title. This notice would be discharged once the existing buildings are demolished.

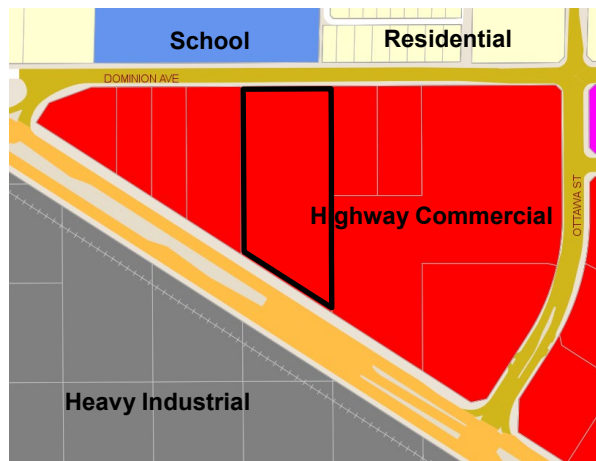


Location Map

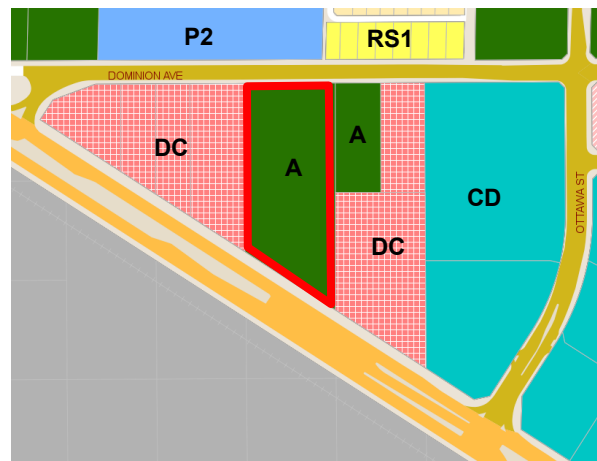
1300 Dominion Avenue – Rezoning Application

Surrounding land uses include the Burkeview Chapel Funeral Home to the west, Jim Pattison Auto Dealers and an agricultural zoned property to the east, Archbishop Carney Secondary School and residential uses to the north of Dominion Avenue. The site, unlike its neighbours, has not been filled to meet flood construction levels and will require filling. Watercourses are also located on the west and south periphery of the site.

Policy and Regulations: The site is currently zoned A (Agricultural) and has been used for a garden centre for a number of decades. The Official Community Plan land use designation for the properties along the south side of Dominion Avenue is Highway Commercial (CH) which is intended to provide for auto-oriented commercial uses that attract a regional market and require more parking than local commercial uses.



Current OCP designations



Current zoning

The policies of the Official Community Plan encourage a wide range of commercial businesses and associated employment generation in the community. The policies also provide for the City to protect areas of environmental sensitivity through development.

This site will be subject to form and character, environmental conservation and watercourse protection development permit objectives and design guidelines. These applications would be considered after adoption of the zoning bylaw amendment.

Project description: The site is the last remaining commercial property along this segment of Dominion Avenue needing to be filled to meet the flood construction level. The applicant has proposed adding approximately 2m of fill to raise the existing grade to be similar to adjacent properties and make the property more resilient to flooding. The proposed development consists of a commercial building with roof-top and grade level parking for customers and automobile display, landscaping and a landscaped riparian protection area. Vehicle access to the site will be limited to Dominion Avenue with an entrance located near the northwest corner of the site. The

access has been designed to enable transport trucks access. The proposed L-shaped building is approximately 3500m² (37,670 ft²) in size and provides space for automobile servicing and parts storage, sales and administration and includes an indoor wash bay to minimize impact to adjacent property. The site plan provides for 323 parking spaces which will accommodate staff and visitors needs along with the display of vehicles for sale.



View from Lougheed Highway

1300 Dominion Avenue – Rezoning Application



Development concept: view from Dominion Avenue

The landscape plan calls for a mixture of trees, shrubs, perennials, grasses and ground cover plants located to the periphery of the site and interplanted throughout the parking field to soften the street edge, provide shade and architectural interest. Included in the landscaping are two sloped boulder display areas for vehicles facing Lougheed Highway.

The proposed development, in accordance with the Building and Plumbing Bylaw, will also be constructed to meet Step 2 of the BC Energy Step Code which will reduce energy consumption compared to a typical commercial building. The applicant has indicated the development will also include the following environmental conservation measures; light coloured roofing materials, addition of trees to provide shading, riparian enhancement, timer-controlled lighting, a bioswale, recycling of existing concrete for fill on site, and two EV charging stations to promote electric vehicle use. A thorough description of environmental conservation measures will be provided to Committee for consideration of development permit issuance.

Watercourse Protection: The proposed development is adjacent to a class A(O) watercourse running along Lougheed Highway and small class B watercourse located along the southern portion of the western parcel line.



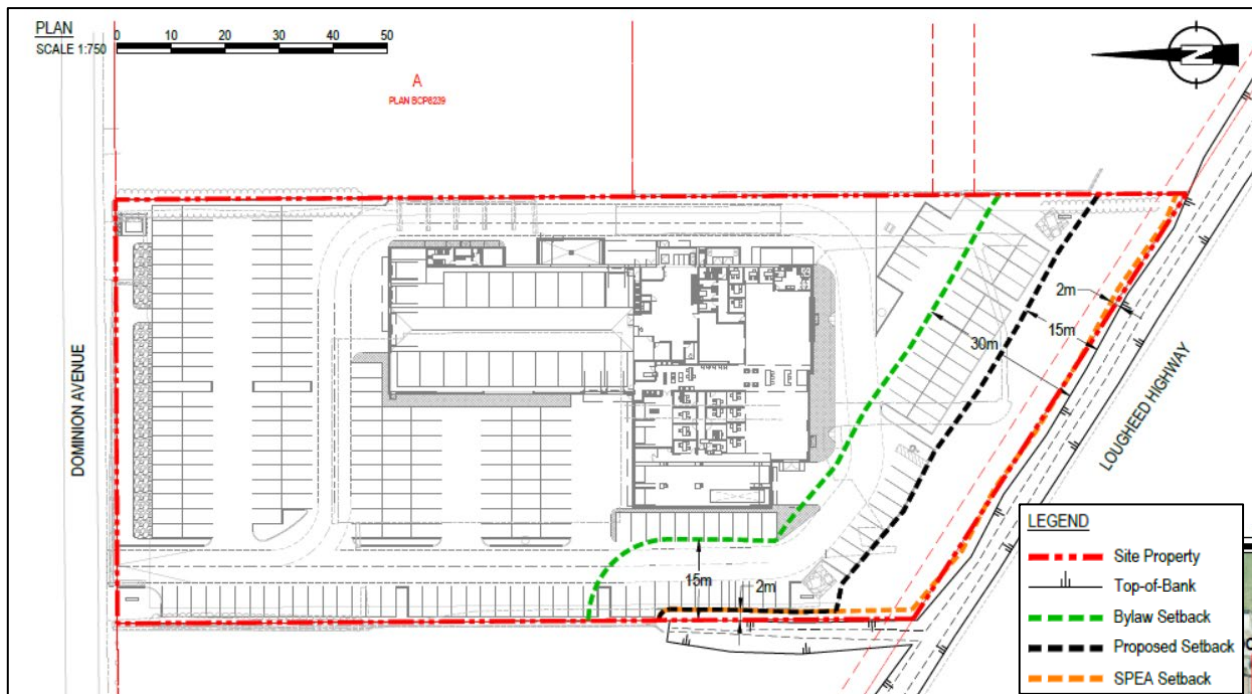
Lougheed Hwy Class A(O) watercourse



Class B watercourse

1300 Dominion Avenue – Rezoning Application

The Watercourse Protection Development Permit (DP) Area guidelines in the Official Community Plan prescribe a 30m wide watercourse protection area for the class A(O) and a 15m wide protection area for the class B watercourse measured from the watercourse top-of-bank. The development is also subject to the Provincial Riparian Area Protection Regulation (RAPR) which would potentially require a minimum 2m setback from the watercourse high watermark. The map below shows the prescribed watercourse protection area (green dashed line).



Map showing the watercourse protection area

The applicant provided an environmental report which assessed the development proposal and its conformance with the City's Watercourse Protection DP guidelines. This report proposes a 15m setback for the class A(O) and a 2m setback for the class B watercourse as shown on the image above (black dashed line). Through this development, the applicant would improve permeability in the setback area and enhance it with riparian planting. Further information on proposed watercourse protection and the enhancement plans would be provided to Committee in consideration of the Watercourse Protection Development Permit should the rezoning application proceed.

Trees: The applicant submitted an arborist report (Attachment 2) assessing the 51 existing trees on the site. These trees are primarily cypress hedges located along the periphery of the site along with 2 black cottonwoods, a vine maple, a birch and a sweet gum. None of these trees meet the Tree Bylaw's definition of significant tree. The proposed development requires removal of all onsite trees as they will be impacted by the filling of the site to meet the flood construction level.

The applicant is proposing to plant 89 new trees which includes 29 in or adjacent to the parking areas and 60 in the watercourse protection area. The landscape plan also proposes a mixture of 785 shrubs, 145 grasses, 114 perennials and 219 ground cover plants with an additional mixture of 717 shrubs and 366 ground cover plants in the watercourse protection area. The landscape plans will be confirmed and secured through issuance of the development permits.

Off-site Infrastructure and utilities: This project requires relatively minor infrastructure and service upgrades to meet standards of the subdivision servicing bylaw and adequately service the proposed development. These include new water, sanitary and storm sewer service connections, removing and repairing driveway letdowns, resurfacing Dominion Avenue ½ road, and confirmation street lighting meets bylaw standard.

DISCUSSION

The OCP and additional City policies establishes how the community is intended to develop, designates lands for uses in keeping with these policies and provides guidance on the types of land use the City should encourage. The site Highway Commercial OCP land use designation supports consideration of the proposed District Commercial zone and is in keeping with economic policy to support business and generate employment opportunities in the community. The proposed redevelopment of the site will also result in the demolition of the existing buildings removing the non-compliance with the building code resolving outstanding safety concerns.

The proposal also provides information in response to sites watercourse protection area designation and recommends improvements to enhance the riparian area in support of a proposed reduction to the watercourse setback. The proposed setback would be in keeping with others approved along the Lougheed Highway corridor and would be further considered by Committee if the rezoning is successful.

It is staff's opinion that the proposal is aligned with established direction in the OCP. Staff recommend the proposal be supported with the following provisions:

- 1) The site be rezoned to the District Commercial zone to permit highway oriented commercial land uses.
- 2) The existing buildings be demolished to allow for the Section 57 notice to be removed from title.
- 3) Securing off-site infrastructure works and services to service the new development.

FINANCIAL IMPLICATIONS

This property is currently assessed at just over \$4 million due to its partial farm status. Once rezoned and new commercial development takes place, it is anticipated that there will be an increase in property tax revenue.

1300 Dominion Avenue – Rezoning Application

Public Consultation

Development signs have been posted to face both Dominion Avenue and Lougheed Highway and provide notification of the rezoning application. To date, no comments from the public have been received. The public hearing would provide a formal opportunity for Council to hear comment on the amendments.

OPTIONS (✓ = Staff Recommendation)

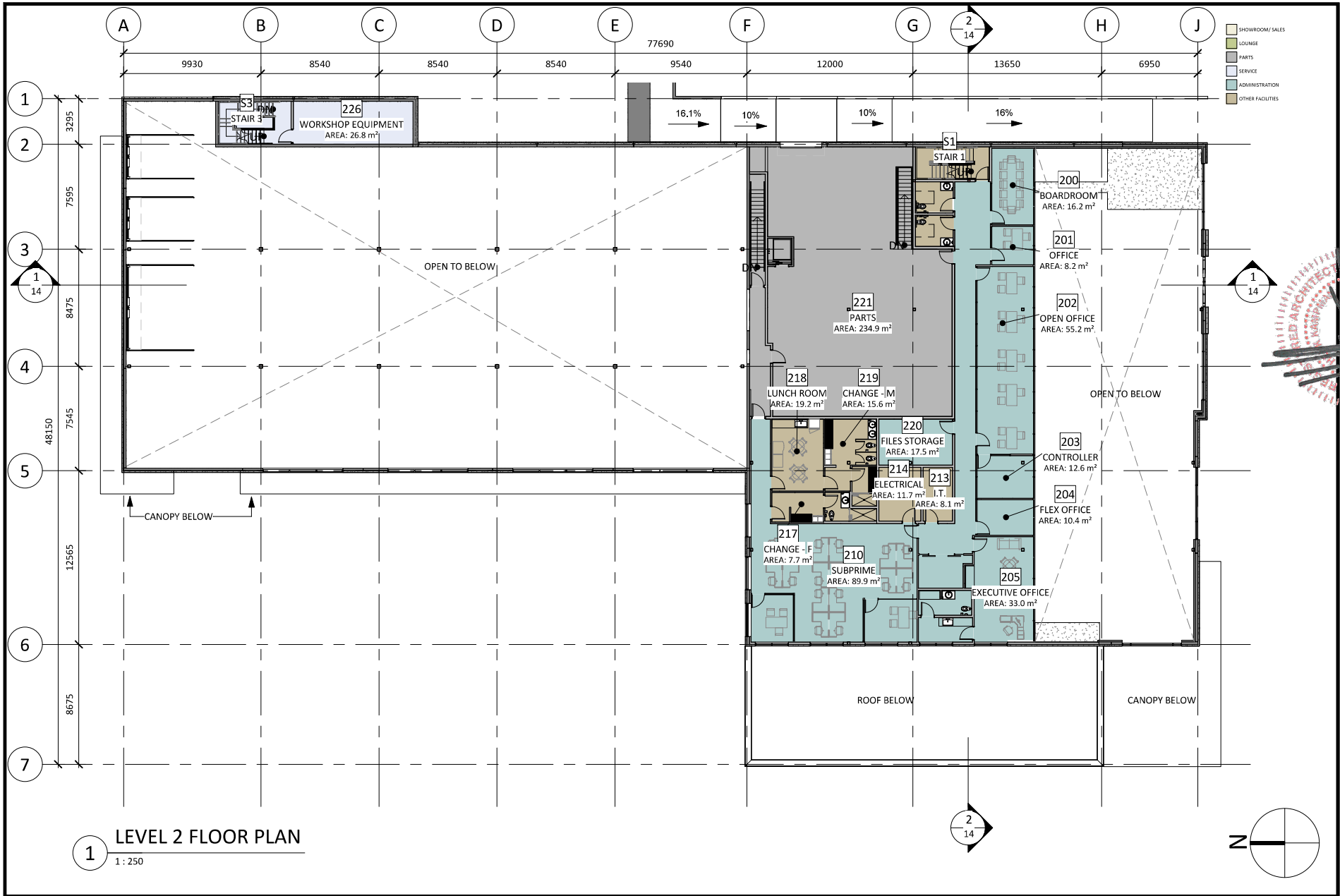
	#	Description
	1	Recommend to Council that the Zoning Bylaw amendment be considered for approval.
	2	Request additional information, amendments to the application, changes to recommended conditions of prior to forwarding the application to Council.
	3	Recommend to Council that the application be refused.

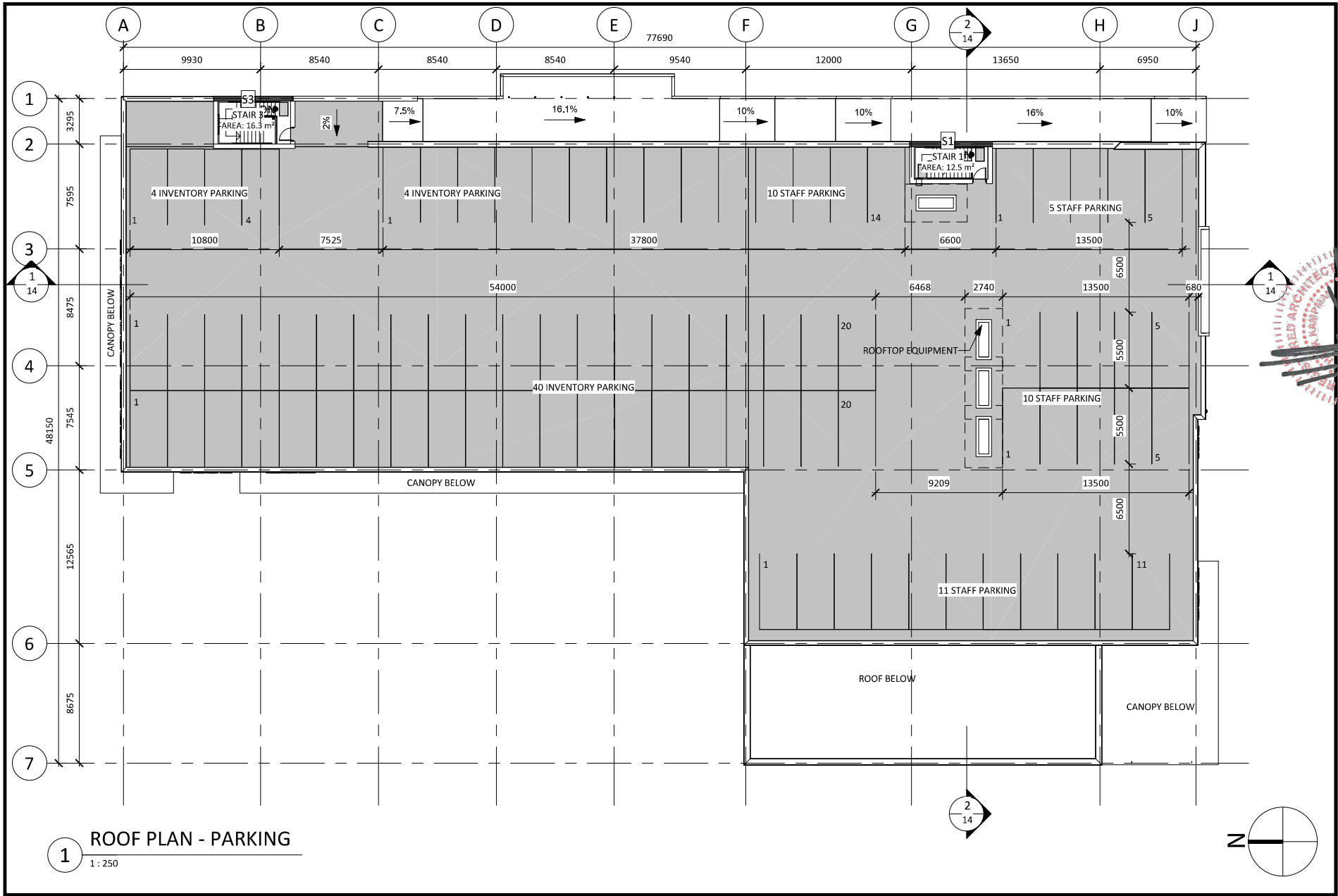
ATTACHMENTS

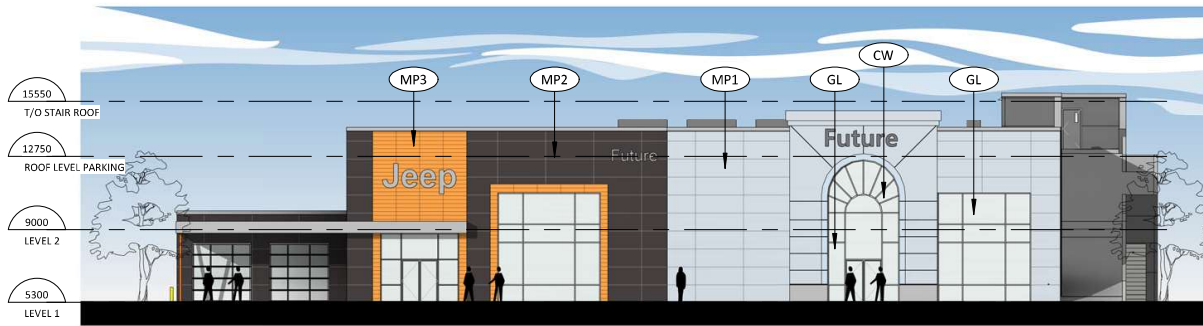
Attachment #1: Architectural concept drawings

Attachment #2: Landscape architectural concept drawings

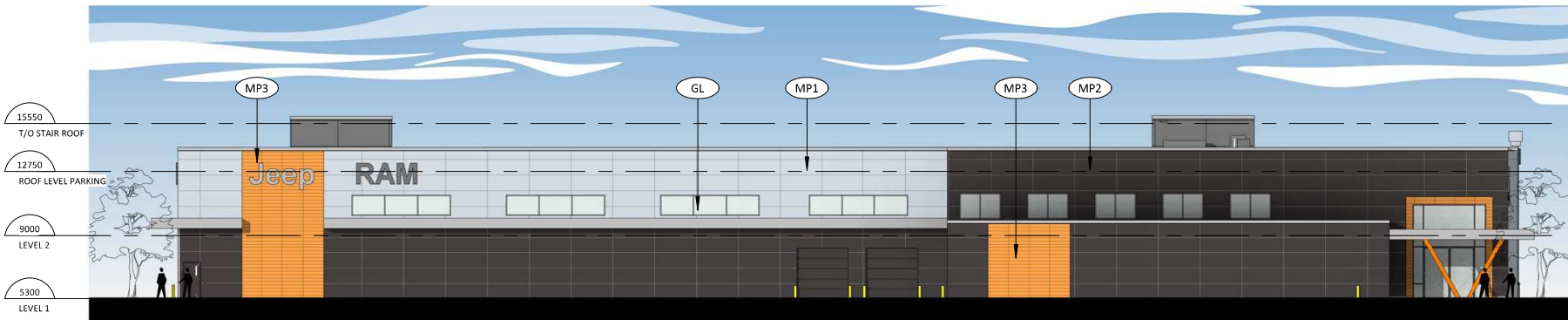
Lead author: Bryan Sherrell







1 SOUTH ELEVATION
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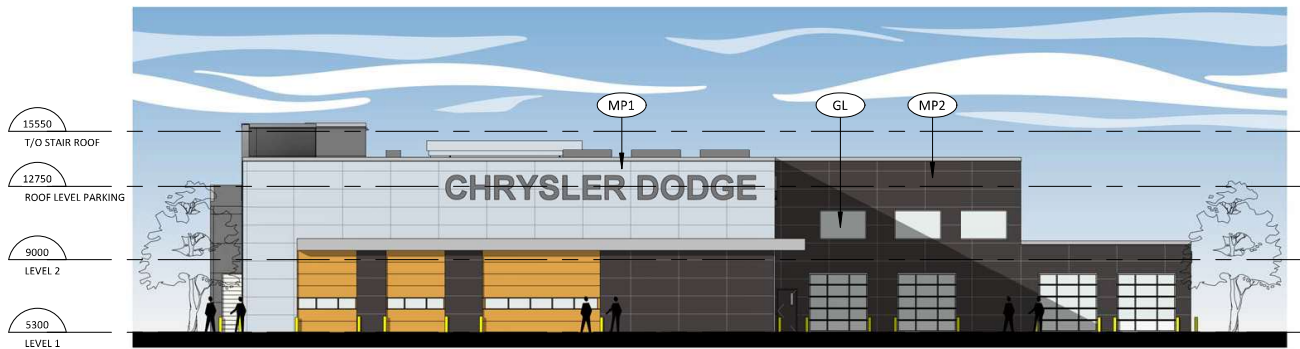


2 WEST ELEVATION
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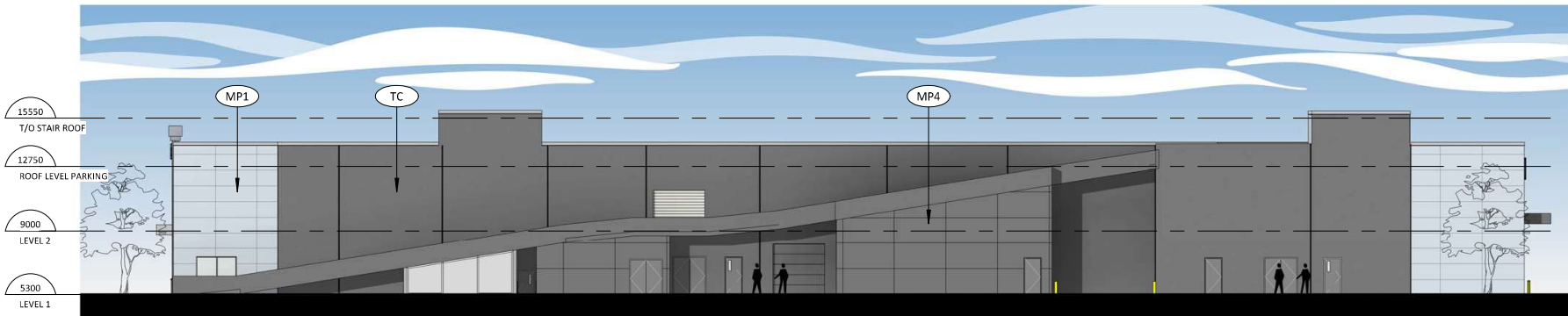
ELEVATION MATERIAL LEGEND

- MP1 KINGSKAN METAL PANEL - SILVER
- MP2 KINGSKAN METAL PANEL - CHARCOAL
- MP3 KINGSKAN METAL PANEL - CEDAR
- MP4 KINGSKAN METAL PANEL - CONCRETE GREY
- TC TILT-UP CONCRETE SANDWICH PANEL
- GL DOUBLE GLAZED WINDOW PANELS
- CW ALUMINUM CURTAIN WALL KAWNEER

NOTE: SIGNAGE NOT SUBJECT TO CURRENT DP
APPLICATION, SHOWN FOR REFERENCE ONLY



1 NORTH ELEVATION
1 : 250



2 EAST ELEVATION
1 : 250

ELEVATION MATERIAL LEGEND

- MP1 KINGSKAN METAL PANEL - SILVER
- MP2 KINGSKAN METAL PANEL - CHARCOAL
- MP3 KINGSKAN METAL PANEL - CEDAR
- MP4 KINGSKAN METAL PANEL - CONCRETE GREY
- TC TILT-UP CONCRETE SANDWICH PANEL
- GL DOUBLE GLAZED WINDOW PANELS
- CW ALUMINUM CURTAIN WALL KAWNEER

NOTE: SIGNAGE NOT SUBJECT TO CURRENT DP APPLICATION, SHOWN FOR REFERENCE ONLY

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Issued For
RE-ZONING / DP R1

1	2020/07/27	11:20:00 AM	DP
2	2020/09/24	10:20:00 AM	DP R1

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Hank Eklundsen, Architect INC. AAA
Ray Wain, Architect INC.

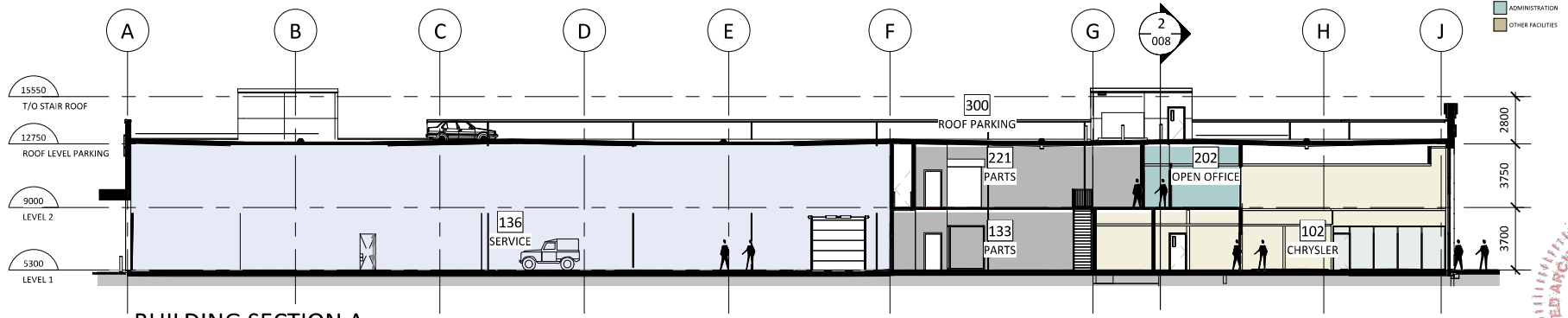
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2020-09-24

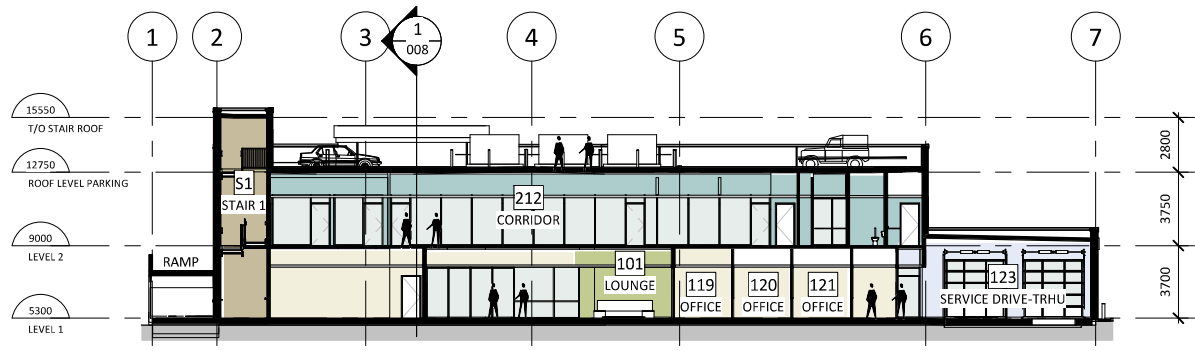
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Sheet Number	13	Drawing	ELEVATIONS

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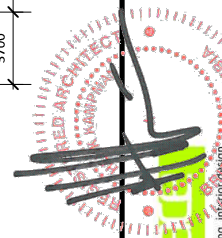


1 BUILDING SECTION A
1 : 250



2 BUILDING SECTION B
1 : 250

- SHOWROOM / SALES
- LOUNGE
- PARTS
- SERVICE
- ADMINISTRATION
- OTHER FACILITIES



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Project Number	Project	Drawing
200808	PORT COQUITLAM CHRYSLER 3000 COQUITLAM AVE PORT COQUITLAM, BC	BUILDING SECTIONS
Sheet Number	14	

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VIEW FROM LOUGHEED HIGHWAY



VIEW FROM DOMINION AVE

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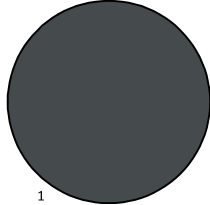
Issued For	RE-ZONING / DP R1
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2	2020/07/12 10:25:00 AM / 2P 31

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Project Number	200808	Project	PORT COQUITLAM CHRYSLER
Sheet Number	15	Drawing	3D RENDERINGS
		300 COQUITLAM AVE PORT COQUITLAM, BC	

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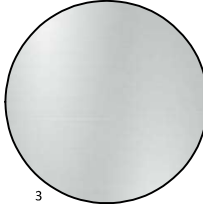
MP2 - KINGSPAN METAL PANEL -
CHARCOAL



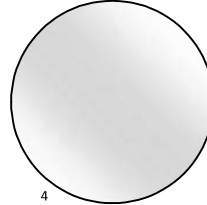
MP3 - KINGSPAN METAL PANEL -
CEDAR



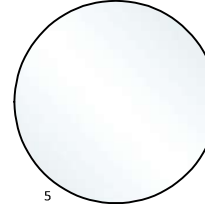
REFLECTIVE METAL PANEL



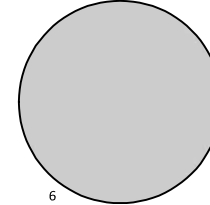
MP1 - KINGSPAN METAL
PANEL - SILVER



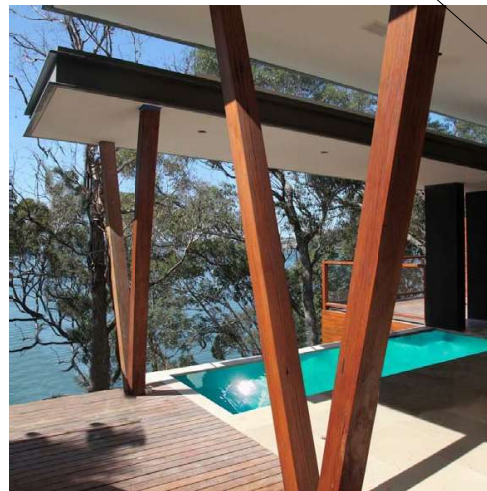
GL - CLEAR GLAZING



CW - ALUMINUM CURTAINWALL
SYSTEM



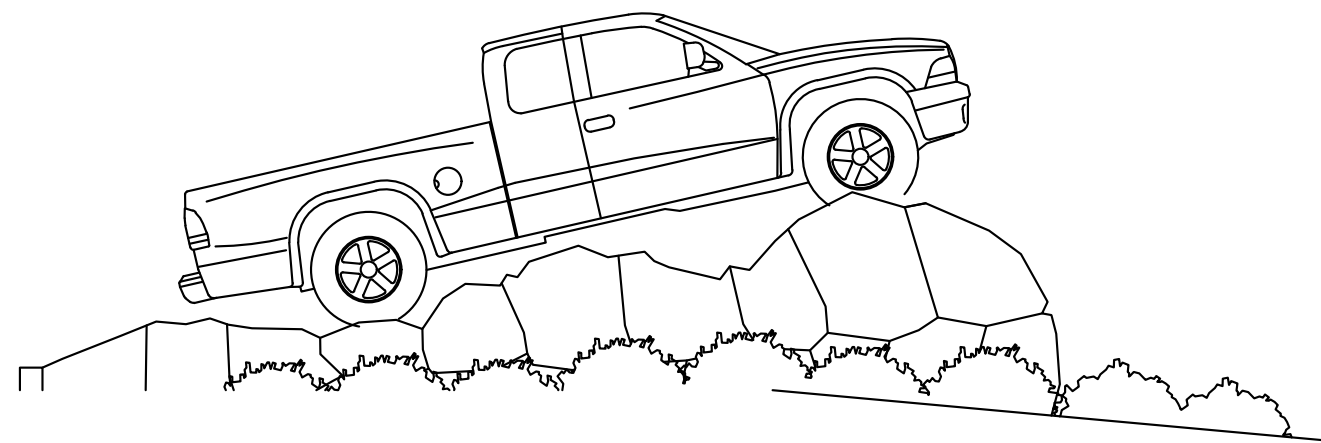
JOHN AMATO CHRYSLER DODGE JEEP RAM OF MILWAUKEE
IMAGE FOR REFERENCE ONLY
SOURCE: <https://www.yelp.com/>



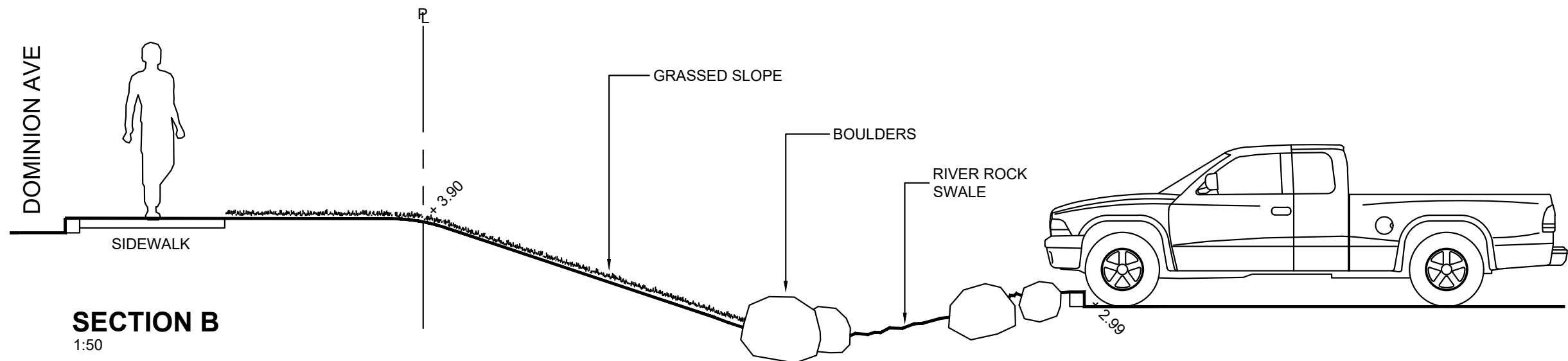
KANGAROO POINT HOUSE - DMJ DESIGN STUDIO
IMAGE FOR REFERENCE ONLY TO SHOW CANOPY DESIGN INTENT
SOURCE: <https://www.archdaily.com/>



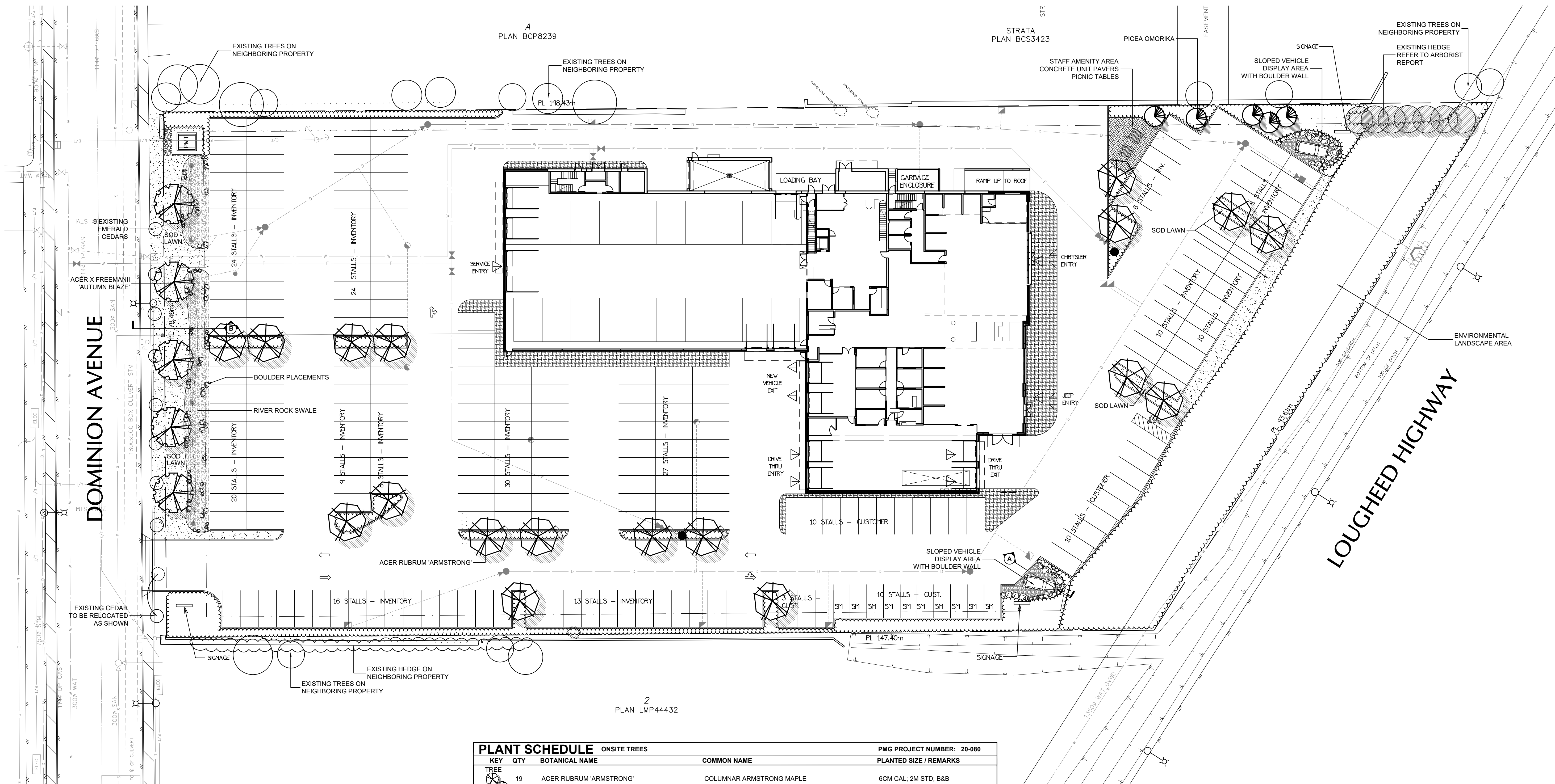
JOHN AMATO CHRYSLER DODGE JEEP RAM OF MILWAUKEE
IMAGE FOR REFERENCE ONLY
SOURCE: <https://www.yelp.com/>



VEHICLE DISPLAY ELEVATION
SECTION A



SECTION B
1:50



PLANT SCHEDULE				ONSITE TREES		PMG PROJECT NUMBER: 20-080	
KEY	QTY	BOTANICAL NAME	COMMON NAME	PLANTED SIZE / REMARKS			
TREE							
	19	ACER RUBRUM 'ARMSTRONG'	COLUMNAR ARMSTRONG MAPLE	6CM CAL; 2M STD; B&B			
	5	ACER X FREEMANII 'AUTUMN BLAZE'	AUTUMN BLAZE MAPLE	7CM CAL; 1.8M STD; B&B			
	5	PICEA OMORIKA	SERBIAN SPRUCE	2.5M HT; B&B			
NOTES: * PLANT SIZES IN THIS LIST ARE SPECIFIED ACCORDING TO THE BC LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARD, LATEST EDITION. CONTAINER SIZES SPECIFIED AS PER CNLA STANDARD. BOTH PLANT SIZE AND CONTAINER SIZE ARE THE MINIMUM ACCEPTABLE SIZES. * REFER TO SPECIFICATIONS FOR DEFINED CONTAINER MEASUREMENTS AND OTHER PLANT MATERIAL REQUIREMENTS. * SEARCH AND REVIEW: MAKE PLANT MATERIAL AVAILABLE FOR OPTIONAL REVIEW BY LANDSCAPE ARCHITECT AT SOURCE OF SUPPLY. AREA OF SEARCH TO INCLUDE LOWER MAINLAND AND FRASER VALLEY. * SUBSTITUTIONS: OBTAIN WRITTEN APPROVAL FROM THE LANDSCAPE ARCHITECT PRIOR TO MAKING ANY SUBSTITUTIONS TO THE SPECIFIED MATERIAL. UNAPPROVED SUBSTITUTIONS WILL BE REJECTED. ALLOW A MINIMUM OF FIVE DAYS PRIOR TO DELIVERY FOR REQUEST TO SUBSTITUTE. SUBSTITUTIONS ARE SUBJECT TO BC LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARD - DEFINITION OF CONDITIONS OF AVAILABILITY. * ALL LANDSCAPE MATERIAL AND WORKMANSHIP MUST MEET OR EXCEED BC LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARD LATEST EDITION. * ALL PLANT MATERIAL MUST BE PROVIDED FROM CERTIFIED DISEASE FREE NURSERY. * BIO-SOLIDS NOT PERMITTED IN GROWING MEDIUM UNLESS AUTHORIZED BY LANDSCAPE ARCHITECT.							

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pmg
LANDSCAPE
ARCHITECTS

Suite C100 - 4185 Still Creek Drive
Burnaby, British Columbia, V5C 6G9
p: 604 294-0011 ; f: 604 294-0022

SEAL:

NO.	DATE	REVISION DESCRIPTION	DR.
3	20.SEP.17	NEW SITE PLAN / CITY COMMENTS	DO
2	20.AUG.20	NEW SITE PLAN / CLIENT COMMENTS	DO
1	20.JUL.13	CLIENT COMMENTS	MM

CLIENT:

PROJECT:

POCO CHRYSLER

**1300 DOMINION AVE
PORT COQUITLAM, BC**

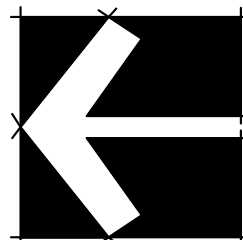
DRAWING TITLE:

**LANDSCAPE
PLAN**

DATE:	20.JUL.02	DRAWING NUMBER:	
SCALE:	1:300		
DRAWN:	DO		
DESIGN:	DO		
CHK'D:	MCY		

PMG PROJECT NUMBER:

20-080

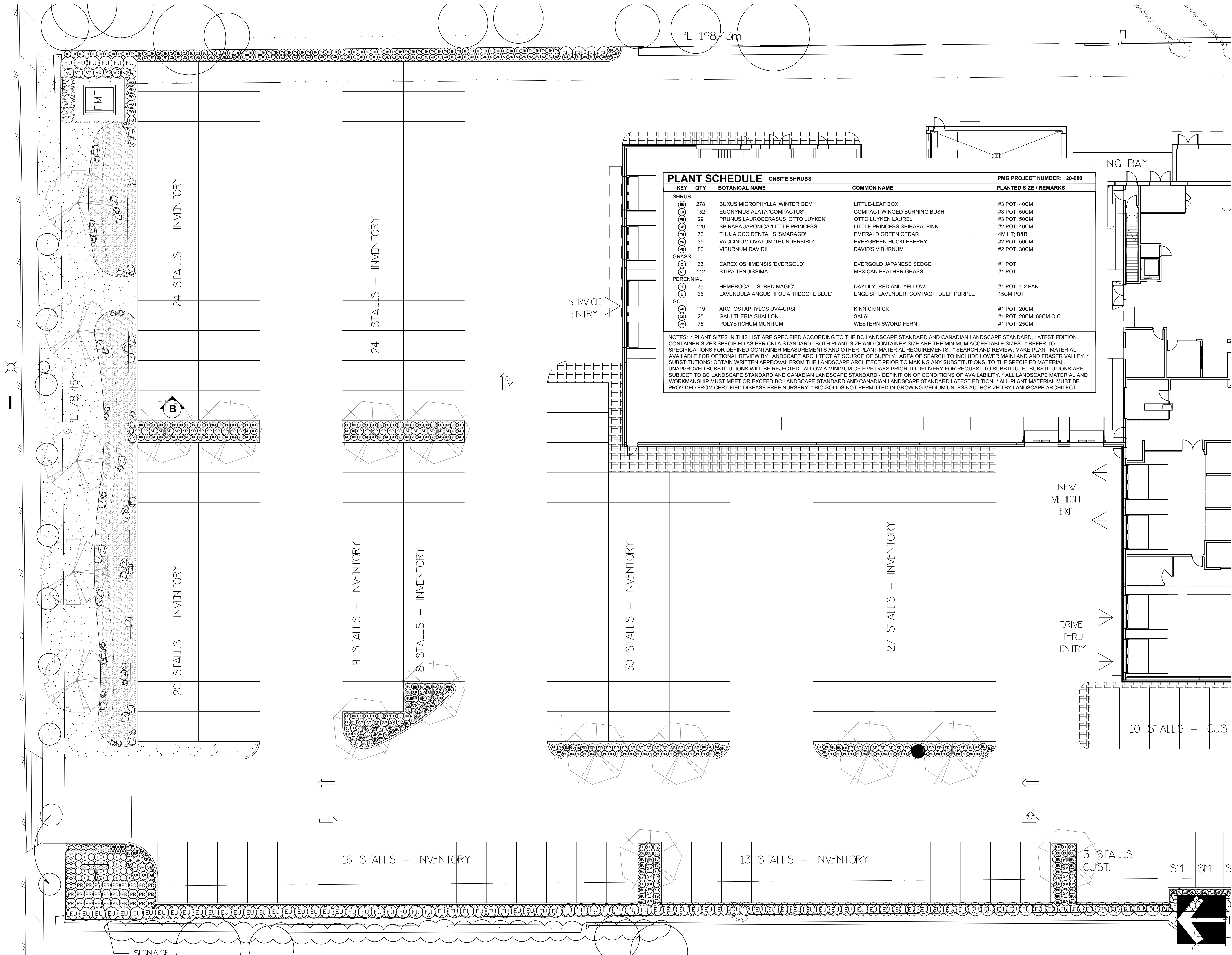


L1

OF 3

20080-4.ZIP

DOMINION AVENUE



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1	20.JUL.13	CLIENT COMMENTS	MM

NO. DATE REVISION DESCRIPTION DR.

CLIENT:

PROJECT:

POCO CHRYSLER

**1300 DOMINION AVE
PORT COQUITLAM, BC**

DRAWING TITLE:

**LANDSCAPE
SHRUB PLAN**

DATE: 20.JUL.02 DRAWING NUMBER:
SCALE: 1:200
DRAWN: DO
DESIGN: DO
CHK'D: MCY

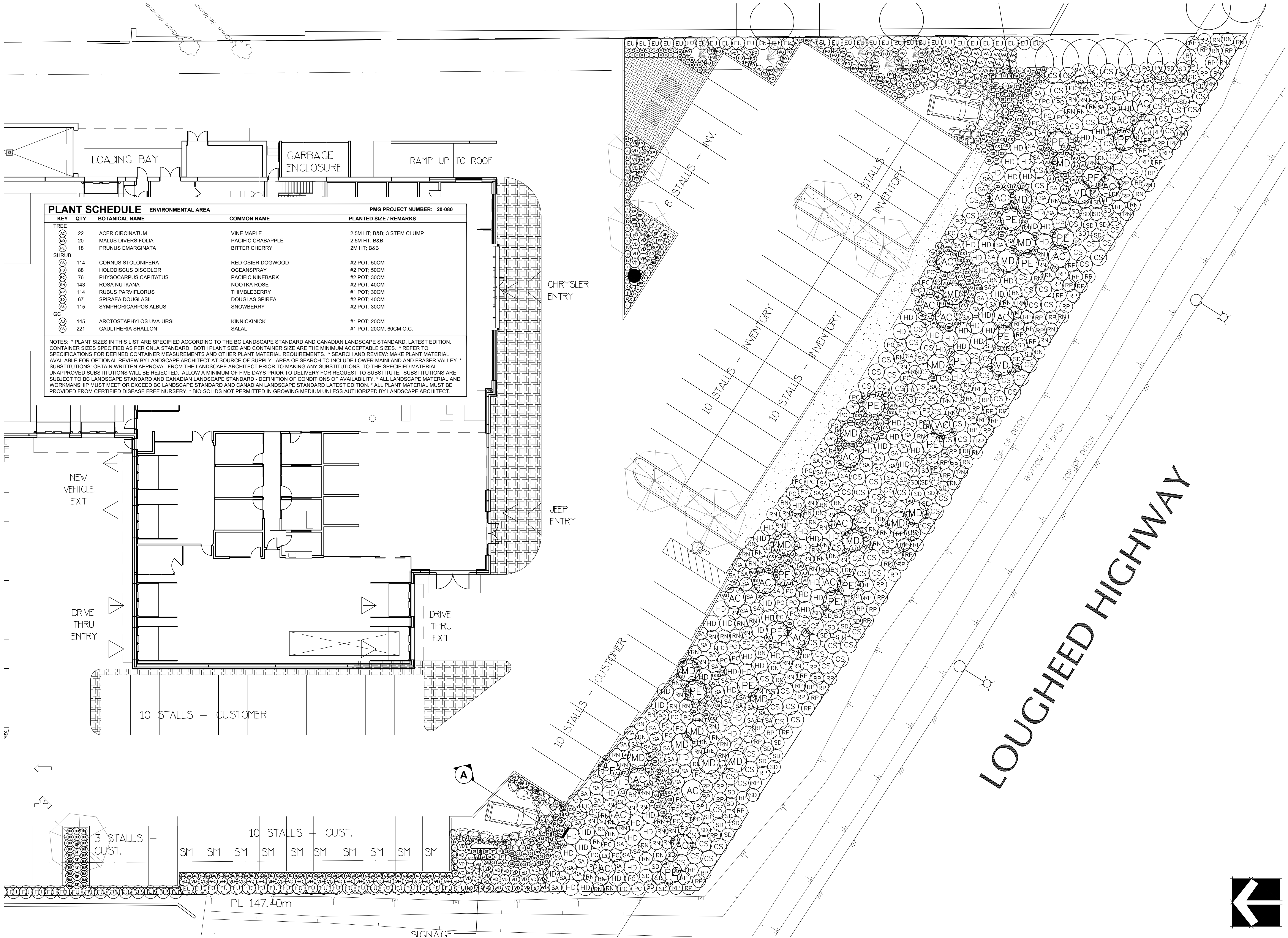
L2

OF 3

PMG PROJECT NUMBER:

20-080

20080-4.ZIP



PLANT SCHEDULE		ENVIRONMENTAL AREA		PMG PROJECT NUMBER: 20-080	
KEY	QTY	BOTANICAL NAME	COMMON NAME	PLANTED SIZE / REMARKS	
TREE	22	ACER CIRCINATUM	VINE MAPLE	2.5M HT; B&B; 3 STEM CLUMP	
	20	MALUS DIVERSIFOLIA	PACIFIC CRABAPPLE	2.5M HT; B&B	
	18	PRUNUS EMARGINATA	BITTER CHERRY	2M HT; B&B	
SHRUB	114	CORNUS STOLONIFERA	RED OSIER DOGWOOD	#2 POT; 50CM	
	98	HOLODISCUS DISCOLOR	OCEANSPRAY	#2 POT; 50CM	
	76	PHYSOCARPUS CAPITATUS	PACIFIC NINEBARK	#2 POT; 30CM	
	143	ROSA NUTKAN	NOOTKA ROSE	#2 POT; 40CM	
	114	RUBUS PARVIFLORUS	THIMBLEBERRY	#1 POT; 30CM	
	67	SPIRAEA DOUGLASII	DOUGLAS SPIREA	#2 POT; 40CM	
GC	115	SYMPHORICARPOS ALBUS	SNOWBERRY	#2 POT; 30CM	
	145	ARCTOSTAPHYLOS UVA-URSI	KINNICKINICK	#1 POT; 20CM	
	221	GAULTHERIA SHALLON	SALAL	#1 POT; 20CM; 60CM O.C.	

NOTES: * PLANT SIZES IN THIS LIST ARE SPECIFIED ACCORDING TO THE BC LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARD, LATEST EDITION. CONTAINER SIZES SPECIFIED AS PER CNLA STANDARD. BOTH PLANT SIZE AND CONTAINER SIZE ARE THE MINIMUM ACCEPTABLE SIZES. * REFER TO SPECIFICATIONS FOR DEFINED CONTAINER MEASUREMENTS AND OTHER PLANT MATERIAL REQUIREMENTS. * SEARCH AND REVIEW: MAKE PLANT MATERIAL AVAILABLE FOR OPTIONAL REVIEW BY LANDSCAPE ARCHITECT AT SOURCE OF SUPPLY. AREA OF SEARCH TO INCLUDE LOWER MAINLAND AND FRASER VALLEY. * SUBSTITUTIONS: OBTAIN WRITTEN APPROVAL FROM THE LANDSCAPE ARCHITECT PRIOR TO MAKING ANY SUBSTITUTIONS TO THE SPECIFIED MATERIAL. UNAPPROVED SUBSTITUTIONS WILL BE REJECTED. ALLOW A MINIMUM OF FIVE DAYS PRIOR TO DELIVERY FOR REQUEST TO SUBSTITUTE. SUBSTITUTIONS ARE SUBJECT TO BC LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARD - DEFINITION OF CONDITIONS OF AVAILABILITY. * ALL LANDSCAPE MATERIAL AND WORKMANSHIP MUST MEET OR EXCEED BC LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARD LATEST EDITION. * ALL PLANT MATERIAL MUST BE PROVIDED FROM CERTIFIED DISEASE FREE NURSERY. * BIO-SOLIDS NOT PERMITTED IN GROWING MEDIUM UNLESS AUTHORIZED BY LANDSCAPE ARCHITECT.

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1	20.JUL.13	CLIENT COMMENTS	MM

NO. DATE REVISION DESCRIPTION DR.

CLIENT:

PROJECT:

POCO CHRYSLER

**1300 DOMINION AVE
PORT COQUITLAM, BC**

DRAWING TITLE:

**LANDSCAPE
SHRUB PLAN**

DATE:	20.JUL.02	DRAWING NUMBER:	L3
SCALE:	1:200		
DRAWN:	DO		
DESIGN:	DO		
CHK'D:	MCY		

PMG PROJECT NUMBER:

20-080

27

Zoning Amendment Bylaw for #6108 – 2850 Shaughnessy Street – First Two Readings

RECOMMENDATION:

That Council give Zoning Amendment Bylaw No. 4201 first two readings.

OPTIONS (✓ = Staff Recommendation)

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

CITY OF PORT COQUITLAM
ZONING AMENDMENT BYLAW, 2020
Bylaw No. 4201

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

1. CITATION

This Bylaw may be cited as “Zoning Bylaw, 2008, No. 3630, Amendment Bylaw, 2020, No. 4201”.

2. ADMINISTRATION

- 2.1 That “Zoning Bylaw, 2008, No. 3630” be amended in Table 6.10.2, Note 5 by removing Note 5 and replacing it with the following:

“Note 5. One child care facility is permitted within this zone at Unit 6108 – 2850 Shaughnessy Street and it may accommodate up to 100 children. The facility must comply with the requirements of the BC Building Code for assembly uses.”

READ A FIRST TIME this _____ day of _____, 2020

READ A SECOND TIME this _____ day of _____, 2020

Mayor

Corporate Officer

Rezoning Application - #6108 - 2850 Shaughnessy Street

RECOMMENDATION:

That Committee of Council recommend to Council that Comprehensive Development Zone 10 be amended to permit a large child care facility in unit #6108 - 2850 Shaughnessy Street

PREVIOUS COUNCIL/COMMITTEE ACTION

September 10, 2019 – Council adopted Zoning Amendment Bylaw, 2018, No. 4093 which allowed for a child care facility with a capacity of 136 children to be located at #3190-2850 Shaughnessy Street.

REPORT SUMMARY

This report describes an application to amend the Zoning Bylaw to allow for a large child care facility at Shaughnessy Station Mall to be located in a different building than previously approved. The proposed new location is at the north-west corner of the site and would accommodate up to 100 children with a large outdoor play space.

BACKGROUND

Proposal: Terracap has applied to amend Comprehensive Zone 10 to permit a child care facility with a capacity of 100 children near the front Shaughnessy Station Mall in unit 6108, The CD zone currently allows for a large child care facility (up to 136 children) to be located in unit 3190, which is at the rear of the site adjacent to the CP rail underpass and yards.



Location Map

Context: The proposed location is within a multi-unit commercial building with a restaurant on the ground floor and a law office, dental clinics and health and wellness centres on the second floor.

Rezoning Application for a Large Child Care Facility

#6108 - 2850 Shaughnessy Street (Shaughnessy Station Mall)

Policy and Regulations: Shaughnessy Station Mall is zoned Comprehensive Development Zone 10 (CD10) and is designated Downtown Commercial (D) in the Official Community Plan (OCP). The CD10 zone currently has site specific zoning which allows for a large child care facility to be located in unit 3190.

The OCP includes policies which encourages a sufficient number of child care facilities throughout the community. The City has recently completed a Childcare Needs Assessment which reinforced the need to support the creation of new child care facilities in appropriate locations throughout the City.

Project Description: The applicants have advised they have secured an alternative tenant for unit #3190 but would still like to accommodate a large child care within the mall complex. The proposed new location for the child care facility is in an existing two storey commercial building at the front northwest corner of the shopping mall (previously occupied by a financial institution). The proposed new location is adjacent to a large courtyard containing the Shaughnessy Station clock-tower and sign.

The applicant advises that minimal changes to the exterior of the building are required in order to accommodate the use. Interior building renovations to the 573 m² (6,165 ft²) ground floor unit will be in accordance with the BC Building Code to accommodate the child care use. The applicants advised that approximately 1/3 of the child care spaces will be for infant/toddler aged children and the remainder for preschool age programs. They are not intending to include before or after school care at this time. Based on Fraser Health space requirements, the maximum number of children that could be accommodated within the unit is approximately 100.

The applicants note that large clock-tower courtyard adjacent to the unit is not well utilized and proposed to develop a 317 m² (3409 ft²) portion of the space for a children's outdoor play area in accordance with Fraser Health's requirements. All existing trees will be retained, and planters with cedar hedges are proposed to surround the fenced children's play area as shown in the drawing below. Small alterations to the grade level of the sunken portion surrounding the clock-tower will be needed to create a level playing area. Pedestrian connections through the courtyard and into the mall will be maintained, but relocated away from the new play area.

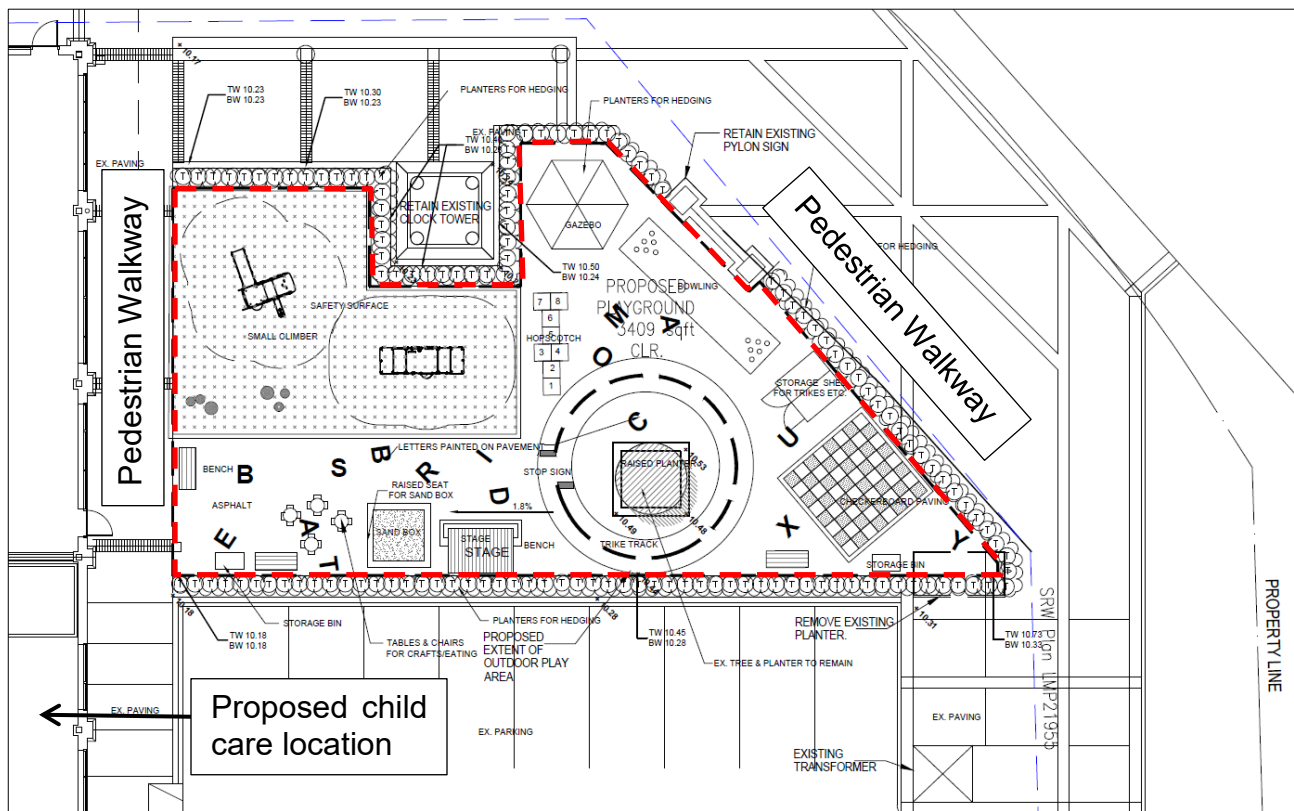
Rezoning Application for a Large Child Care Facility

#6108 - 2850 Shaughnessy Street (Shaughnessy Station Mall)



Shaughnessy Station Clock-tower Courtyard

The applicants have confirmed there will be no impact to the number and locations of the existing parking spaces but will be constructing an enclosure to accommodate existing garbage and recycling bins located within the parking area. Off-site upgrades were identified and constructed as a requirement of the previous bylaw amendment.



Proposed Outdoor Play Area

Rezoning Application for a Large Child Care Facility

#6108 - 2850 Shaughnessy Street (Shaughnessy Station Mall)

DISCUSSION

Approval of a large child care facility at Shaughnessy Station Mall has already been considered and granted by Council; this amendment would only serve to relocate the location of the approved facility to a different building. Staff believe the new location is superior as it is further from potential rail noise and air pollution and closer to pedestrian and major bus routes such as the new Rapid Bus #3. Shaughnessy Station Mall has an abundance of parking and demand can be accommodated on site.

The outdoor play area will increase activity in the underutilized courtyard while maintaining pedestrian pathways and incorporating existing landmarks and trees into the design. The size of the play area will be large enough to accommodate scheduled rotating access for groups of children during the day. Impacts to existing adjacent businesses and pedestrian connections would be minimal.

Considering the continued demand for child care spaces and the superior location for the new facility within the mall complex, staff recommend approval.

FINANCIAL IMPLICATIONS

None.

PUBLIC CONSULTATION

A sign has been posted on the site and, to date, no comments have been received.

OPTIONS (✓ = Staff Recommendation)

	#	Description
	1	Recommend to Council that Comprehensive Development Zone 10 be amended to permit a large child care facility in unit #6108-2850 Shaughnessy Street.
	2	Request additional information prior to making a decision on the proposed Zoning Bylaw amendment.
	3	Recommend rejection of the proposed Zoning Bylaw amendment.

Lead author(s): Natalie Coburn

2020-2024 Financial Plan Bylaw Amendment

RECOMMENDATION:

That Council give 2020-2024 Financial Plan Amendment Bylaw, No. 4200 first three readings.

PREVIOUS COUNCIL/COMMITTEE ACTION

At the April 28, 2020 Council meeting, Council adopted 2020-2024 Financial Plan Bylaw No. 4175

REPORT SUMMARY

A number of expenditures and funding transfers have been approved by Committee of Council since the 2020-2024 Financial Plan Bylaw was adopted in April 2020. This Financial Plan Amendment Bylaw will fulfill the statutory requirements for the expenditures and reserve account transfers previously approved by Committee. The Bylaw also includes some additional housekeeping items that have arisen in the year.

BACKGROUND

The Community Charter, Section 165, states that a Five-Year Financial Plan may be amended by bylaw at any time.

DISCUSSION

Expenditures and reserve account transfers previously approved by Committee/Council are as follows:

Description	Amount
Funding for 2020 Cart & Lock replacement capital project for distribution of 120L locks from Cart Reserve.	\$125,000
Funding for 2020 Cart & Lock replacement capital project for distribution of 240L & 360L locks from Cart Reserve.	\$225,000
Funding for direct mail out to remaining homes which have not received a cart lock from Accumulated Surplus.	\$13,600
Funding to complete Bear Hazard Assessment from Accumulated Surplus.	\$8,000
Transfer of 50% of 2019 sewer annual surplus to Sewer Long Term Reserve Fund in accordance with the City's policy on annual surplus.	\$395,000
COVID: Funding for in-kind support of temporary encroachments (ex. sidewalk patios).	\$50,000
COVID: Safety modifications funded from Accumulated Surplus.	\$100,000
Funding for engineering transportation study from Accumulated Surplus.	\$75,000

2020-2024 Financial Plan Bylaw Amendment

The financial plan amendment bylaw also includes several housekeeping items as noted below:

- Net impact of updating carry forward amounts for one-time projects in progress: \$80,600
- Presenting transfers in to or out of PCCC, General LTR and General Capital Reserves separately rather than showing the net impact for each reserve.

FINANCIAL IMPLICATIONS

The following table shows the net impact to the financial plan for the items previously listed:

Financial Plan Category	Amount
Revenues	
Sales of Services	\$126,300
Expenditures	
City Operating Expenses	\$353,500
Capital Expenditures	\$450,000
Expenditures Total	\$803,500
Transfer to Reserves	
General Capital Reserve	\$(295,000)
Community Centre Reserve	\$(545,255)
LT General Infrastructure Reserve	\$(371,055)
LT Sewer Infrastructure Reserve	\$395,000
Transfer to Reserves Total	\$(816,310)
Transfer from Reserves	
Cart Reserve	\$350,000
LT General Infrastructure Reserve	\$(666,155)
Community Centre Reserve	\$(545,255)
Accumulated Surplus (General)	\$327,300
Accumulated Surplus (Sewer)	\$395,000
Transfer From Reserve Total	\$(139,110)

2020-2024 Financial Plan Bylaw Amendment

OPTIONS (✓ = Staff Recommendation)

	#	Description
☒	1	Give the amendment bylaw first three readings.
☐	2	Direct the bylaw back to staff for further analysis and/or changes.

ATTACHMENTS

Att#1: 2020 to 2024 Financial Plan Amendment Bylaw No. 4200

Lead author(s): Farouk Zaba

CITY OF PORT COQUITLAM
2020-2024 FINANCIAL PLAN AMENDMENT BYLAW
Bylaw No. 4200

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

1. CITATION

This Bylaw is cited as “2020-2024 Financial Plan Bylaw, 2020, No. 4175, Amendment Bylaw, 2020, No. 4200”.

2. ADMINISTRATION

That the “2020-2024 Financial Plan Bylaw No. 4175”, is amended by removing Schedule “A” and Schedule “B-1” and “B-2” and replacing them with the following Schedule “A” and Schedules “B-1” and “B-2” pages attached hereto and forming part of this Bylaw.

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

Mayor

Corporate Officer

SCHEDULE "A"

Proposed Funding Sources and Expenditures

	2020		2021		2022		2023		2024
	Budget		Budget		Budget		Budget		Budget
Revenues									
Taxation & Other Levies	\$ 70,653,000	\$	72,178,700	\$	74,290,800	\$	76,466,200	\$	78,706,900
Utility Charges	24,860,500		25,921,100		27,027,800		28,182,700		29,387,900
Sale of Services	7,307,400		7,464,900		7,338,600		7,338,600		7,338,600
Contributions	4,132,300		5,589,500		3,032,800		3,043,800		3,043,800
Permits & Licences	2,732,500		2,732,500		2,672,500		2,672,500		2,672,500
Investment Income	2,578,300		2,423,500		2,459,500		2,695,600		3,001,900
Penalties & Fines	494,000		494,000		494,000		494,000		494,000
Other Revenues	156,400		156,400		156,400		156,400		156,400
Total Revenues	\$ 112,914,400	\$	116,960,600	\$	117,472,400	\$	121,049,800	\$	124,802,000
Expenditures									
City Operating Expenditures	\$ 90,571,900	\$	91,020,900	\$	92,231,600	\$	94,299,800	\$	96,752,300
External Debt Interest Expense	1,727,300		1,727,300		1,727,300		1,727,300		1,727,300
Amortization	12,000,000		12,000,000		12,000,000		12,000,000		12,000,000
Total Operating Expenditures	\$ 104,299,200	\$	104,748,200	\$	105,958,900	\$	108,027,100	\$	110,479,600
Net Revenue (Expenditure)	\$ 8,615,200	\$	12,212,400	\$	11,513,500	\$	13,022,700	\$	14,322,400
Allocations									
Net Transfers from Reserves	\$ 44,271,700	\$	26,211,500	\$	13,468,000	\$	11,560,700	\$	10,810,700
Net Transfers (to) Reserves	\$ (22,557,400)	\$	(20,306,900)	\$	(21,274,700)	\$	(22,483,900)	\$	(23,783,600)
Capital Expenditures	(83,592,300)		(27,578,200)		(13,168,000)		(11,560,700)		(10,810,700)
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	43,801,600		-		-		-		-
External Debt Principal Repayment	(1,538,800)		(1,538,800)		(1,538,800)		(1,538,800)		(1,538,800)
Total Allocations	\$ (8,615,200)	\$	(12,212,400)	\$	(11,513,500)	\$	(13,022,700)	\$	(14,322,400)
Financial Plan Balance	\$ -	\$	-	\$	-	\$	-	\$	-

SCHEDULE “B1”
Transfer From Reserves

	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget
General Capital	\$ 15,293,000	\$ 14,301,900	\$ 5,140,000	\$ 5,260,700	\$ 5,260,700
Vehicles & Equipment	5,597,300	1,695,000	1,500,000	1,500,000	1,500,000
Land Sale	4,700,000	2,000,000	2,000,000	2,000,000	1,250,000
Water Infrastructure	3,579,300	3,022,300	2,185,000	2,000,000	2,000,000
Sewer Infrastructure	2,915,900	602,300	1,715,000	750,000	750,000
Cart Replacement	2,240,000	100,000	-	-	-
Long Term General Infrastructure	1,677,200	-	-	-	-
Community Recreation Complex	1,000,100	-	-	-	-
Roads (MRN)	1,210,000	-	-	-	-
Parking	1,000,000	-	-	-	-
RCMP	600,000	600,000	200,000	-	-
Information Systems	576,300	185,000	-	-	-
Roads & Drainage	460,600	-	-	-	-
Arts & Culture	192,500	-	-	-	-
Building Maintenance	135,000	-	-	-	-
Transit Shelters	100,000	50,000	50,000	50,000	50,000
Public Safety Building	50,000	-	-	-	-
Social Housing	41,000	-	-	-	-
Environmental & Solid Waste	25,000	502,000	-	-	-
Cemetery	21,300	-	-	-	-
Parks & Recreation	2,800	-	-	-	-
Downtown	-	1,200,000	-	-	-
Federal Gas Tax	-	965,000	-	-	-
Amenities	-	400,000	-	-	-
Artificial Field	-	-	578,000	-	-
Election	-	-	100,000	-	-
Allocated Accumulated Surplus - General	2,659,900	588,000	-	-	-
Allocated Accumulated Surplus - Water	124,400	-	-	-	-
Allocated Accumulated Surplus - Sewer	70,100	-	-	-	-
Total Transfers from Reserves	\$ 44,271,700	\$ 26,211,500	\$ 13,468,000	\$ 11,560,700	\$ 10,810,700

SCHEDULE “B2”
Transfers to Reserves

	2020	2021	2022	2023	2024
	Budget	Budget	Budget	Budget	Budget
General Capital	\$ 12,202,555	\$ 10,537,400	\$ 5,376,900	\$ 5,368,900	\$ 5,371,700
Community Recreation Complex	764,695	-	-	-	-
Water Infrastructure	3,159,800	3,168,200	2,278,800	2,283,700	2,291,100
Sewer Infrastructure	1,535,600	1,551,200	883,700	874,700	877,900
Vehicle & Equipment	1,356,100	1,311,800	1,304,400	1,299,300	1,294,100
Roads (MRN)	513,000	510,600	523,900	537,500	551,500
Downtown Projects	319,600	312,300	304,800	312,700	320,800
Land Sale	279,100	199,300	152,500	104,400	64,900
Federal Gas Tax	246,600	251,300	245,300	262,800	269,700
Cart Replacement	179,200	157,900	160,700	164,900	169,200
Parking	70,950	72,500	74,400	76,300	78,300
Transit Shelters	50,000	50,000	50,000	50,000	50,000
Sewer Rate Stabilization	39,800	40,900	41,900	43,000	44,100
RCMP	35,000	20,300	10,400	8,100	8,300
Water Rate Stabilization	27,300	28,000	28,800	29,500	30,300
Election	-	21,400	21,400	21,400	21,400
Long Term General Infrastructure	1,408,500	1,472,700	7,387,500	8,314,100	9,286,900
Long Term Water Infrastructure	215,000	349,300	1,396,300	1,571,900	1,757,700
Long Term Sewer Infrastructure	154,600	251,800	1,033,000	1,160,700	1,295,700
Total Transfers to Reserve Funds	\$ 22,557,400	\$ 20,306,900	\$ 21,274,700	\$ 22,483,900	\$ 23,783,600

Business Improvement Area Bylaw – Adoption

RECOMMENDATION:

That Council adopt Business Improvement Area Bylaw No. 4188.

PREVIOUS ACTION TAKEN:

The Port Coquitlam Downtown Business Improvement Association (BIA) has requested the City to initiate a process to renew the Business Improvement Area service for another five-year term between 2021 and 2025. The Bylaw received first three readings on July 28, 2020.

Once Council initiates the local service area, the businesses within the area may petition against bylaw renewal. The required advertisements and mail outs were completed by October 8, 2020. The Corporate Office has received two petitions against renewing the bylaw.

OPTIONS (✓ = Staff Recommendation)

	#	Description
	1	Adopt the bylaw.
	2	Delay adoption and request staff to provide additional information.
	3	Deny adoption of the bylaw.

Attachments – Petitions against the Bylaw

From: AMJKA Holdings Corp.

Date: Sept 30, 2020

Property address: 202-2228 McAllister Ave, Port Coquitlam, BC V3C 2A5

To : Corporate Office

Address: 2580 Shaughnessy Street, Port Coquitlam, BC V3C 2A8

Subject: BIA renewal bylaw 4188

Good day,

Please note that AMJKA Holdings Corp is opposed to the renewal of the BIA Agreement.

AMJKA Holdings Corp.

Shareholders

Name:

Signature

Moncef Dif

Saida Dif

Date: Sept 30-2020

The block contains two handwritten signatures. The first signature, corresponding to Moncef Dif, is a stylized cursive script. The second signature, corresponding to Saida Dif, is also a stylized cursive script, appearing slightly more compact and with a distinct loop at the end.

Magna Capital Corp.
10440 SIDAWAY ROAD
RICHMOND, B.C.
V6W 1C4

October 13, 2020

Downtown Port Coquitlam BIA
Corporate Office
2580 Shaughnessy Street,
PORT COQUITLAM, B.C.
V3C 2A8

Dear Sirs:

Re: 2565 – 2575 Shaughnessy St., Port Coquitlam, B.C.

This firm is the registered owner of the above mentioned commercial building located within the Downtown Port Coquitlam, BIA.

This firm wishes to register opposition to the renewal of the Port Coquitlam Downtown Business Improvement Area Bylaw No. 4188.

Yours truly,
Magna Capital Corp.

A handwritten signature in dark ink, appearing to read "Brenda Evans", written in a cursive style.

Per: Brenda Evans,
Authorized Signatory

CITY OF PORT COQUITLAM

BUSINESS IMPROVEMENT ASSOCIATION BYLAW

Bylaw No. 4188

Whereas Council may by majority vote, grant money to an applicant for the purpose of the planning and implementation of a Business Promotion Scheme;

And whereas before Council grants money for a Business Promotion Scheme, the Council shall pass a bylaw as required by the Community Charter;

And whereas Council has had an application for a grant of money under Section 215 of the Community Charter;

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

1. CITATION

This Bylaw may be cited as the “Downtown Business Improvement Area Bylaw, 2020, No. 4188”.

2. DEFINITIONS

1. For the purpose of this Bylaw:

Association means the Port Coquitlam Business Improvement Association, or any other name that the members of the Association may approve.

Downtown Business Improvement Area means the area of the City designated by Section 3 of this Bylaw.

Business Promotion Scheme means:

- a) carrying out studies or making reports respecting one or more areas in the municipality where business or commerce is carried on,
- b) improving, beautifying and maintaining streets, sidewalks or municipally owned land, buildings or other structures in one or more business improvement areas,
- c) the removal of graffiti from buildings and other structures in one or more business improvement areas,
- d) conserving heritage property in one or more business improvement areas, and
- e) encouraging business in one or more business improvement areas.

3. ADMINISTRATION

1. Council hereby designates those lands shown in Schedule “A” attached to and forming part of this Bylaw, as the Port Coquitlam Business Improvement Area.
2. Council hereby approves to grant to the Association an amount not exceeding \$934,167.00, broken down into annual amounts as follows:

Year	Budget
a. 2021	\$186,089.00
b. 2022	\$186,089.00
c. 2023	\$186,089.00
d. 2024	\$186,089.00
e. 2025	\$189,811.00
TOTAL (Years One to Five)	<u>\$934,167.00</u>

3. All of the money granted to the Association pursuant to this Bylaw shall be recovered within the Downtown Business Improvement Area from the owners of land within that area.
4. For the purpose of recovering the monies granted to the applicant under this Bylaw, the Council shall levy annually on all land and improvements that fall into Class 5 or 6 of Section 216 of the Community Charter within the designated Business Improvement Area, rates sufficient to raise the following sums:

Year	Budget
a. 2021	\$167,480.00
b. 2022	\$167,480.00
c. 2023	\$167,480.00
d. 2024	\$167,480.00
e. 2025	\$170,830.00

5. The Association shall submit to the City, on or before May 1, a budget for the purpose of the business promotion scheme and payment schedule set out in Schedule “B” and Schedule “C”.
6. The Association shall provide the City with audited financial statements for the year 2024 by May 1 of the following year. The Association will provide the City with an annual review engagement of the annual financial statements in the years between audits by May 1 of the following year. The Director of Finance will assess the need for an audit in the review engagement years based on a risk assessment including, but not limited to changes in personnel, systems or processes, and will notify the BIA President of any change in requirements prior to January 31 of the following year. Four years of review engagements will follow the year when additional audits are required subject to the risk assessment process outlined above.
7. The association shall not incur any indebtedness or other obligations beyond each budget year.

8. The Association shall obtain and maintain in force during the Five Year term of this Bylaw, a policy of insurance in accordance with the specifications set out in Schedule "D" attached hereto, and shall deliver a certified copy of each policy to of the five year term of the Business Improvement Area.

9. This Bylaw shall be in effect from January 1, 2021 until December 31, 2025.

4. SEVERABILITY

If any section, subsection or clause of this Bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, the decision will not affect the validity of the remaining portions of this Bylaw.

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

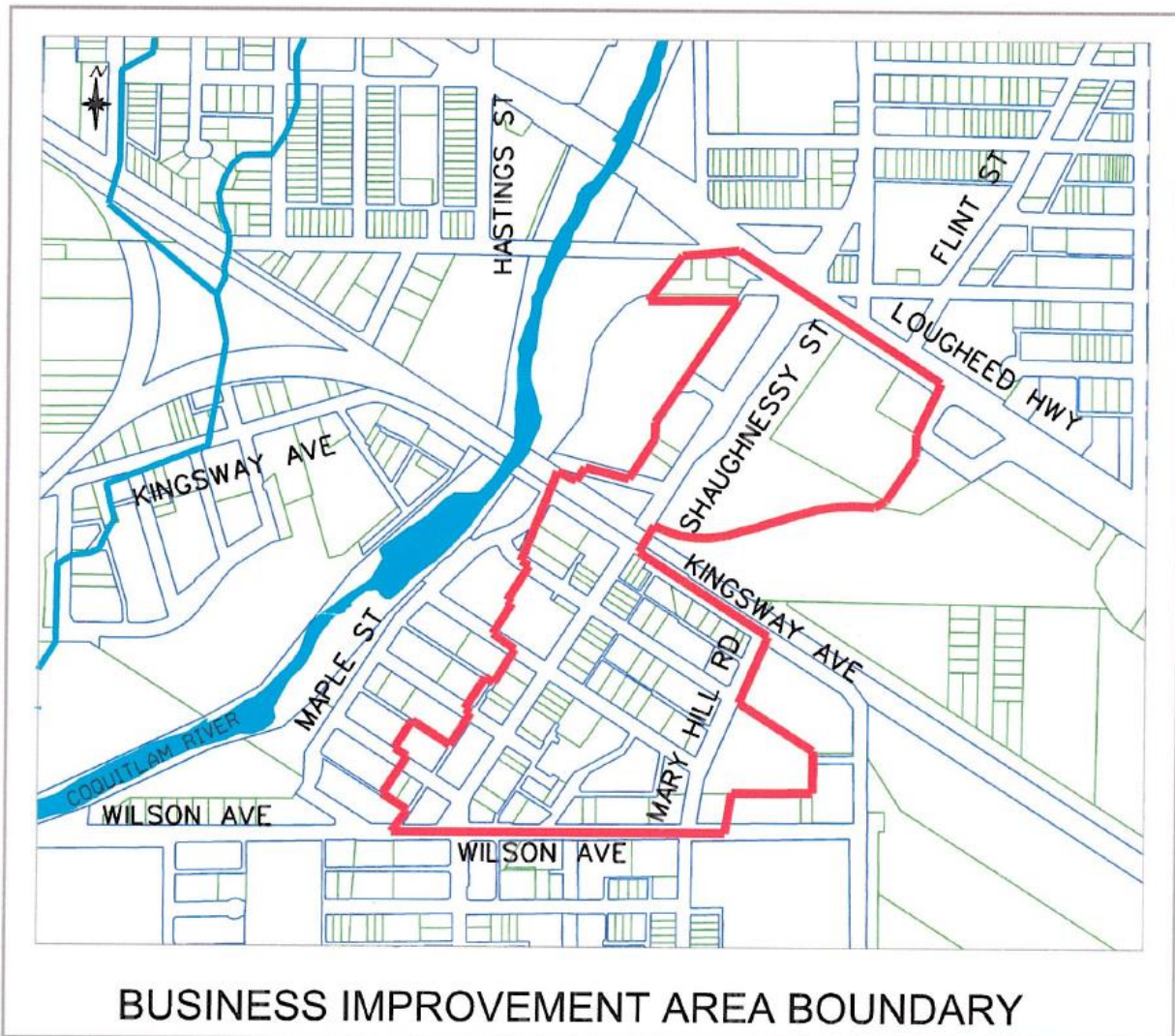
Mayor

Corporate Officer

SCHEDULE "A"

Boundaries of the Downtown Port Coquitlam Business Improvement Area

The boundaries of the Downtown Port Coquitlam Business Improvement Area (BIA) are shown in heavy outline on the map below, and are described as *"both sides of Shaughnessy St from Lougheed Hwy to Wilson Ave, extending further to the northwest at Marpole Ave, Elgin Ave, Kingsway Ave and Lougheed Hwy; and the area bounded by Shaughnessy St, Kingsway Ave, Mary Hill Rd and Wilson Ave"*.



SCHEDULE “B”

Business Promotion Scheme

Business Promotion Scheme

The Business Promotion Scheme for Downtown Port Coquitlam and the mandate of the Downtown Port Coquitlam Business Improvement Area (BIA) are as follows:

- Serving as a voice for downtown businesses and an advocate for their collective needs,
- Keeping members updated on initiatives and issues that affect them,
- Providing members with opportunities to network and collaborate,
- Leading or sponsoring events designed to attract people to downtown Port Coquitlam, and
- Leading or sponsoring initiatives designed to keep the downtown beautiful and safe.

SCHEDULE “C”

Schedule of Payments

Schedule of Payments

Annual funding will be remitted in two installments: 50% before January 15th and 50% before July 15.

SCHEDULE “D”

Insurance Specifications

1. The applicant shall provide and maintain Comprehensive General Liability Insurance acceptable to the City and subject to limits of not less than **THREE MILLION DOLLARS (\$3,000,000.00)** inclusive per occurrence for bodily injury, death and damage to property, including loss of use thereof. The insurance shall cover anyone employed directly or indirectly by the applicant as well as any contractor or subcontractor hired by the applicant.
2. The City shall be added as an additionally named insured under the Comprehensive General Liability Policy and the Policy shall contain a Cross Liability Clause.
3. The applicant shall provide the City (by delivery to the Purchasing Manager) with a copy of its Comprehensive General Liability Insurance Policy prior to the City providing funding under Section 4 of this Bylaw.
4. The applicant's Comprehensive General Liability Policy shall contain an endorsement to provide that the policy shall not be cancelled, lapsed, or materially altered, without giving thirty (30) days notice in writing to the City.

Tree Amendment Bylaw – Adoption

RECOMMENDATION:

That Council adopt Tree Amendment Bylaw No. 4197.

OPTIONS (✓ = Staff Recommendation)

	#	Description
	1	Adopt the bylaw.
	2	Delay adoption and request staff to provide additional information.
	3	Deny adoption of the bylaw.

CITY OF PORT COQUITLAM

TREE AMENDMENT BYLAW

Bylaw No. 4197

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

1. CITATION

This Bylaw is cited as “Tree Bylaw, 2019, No. 4108, Amendment Bylaw No. 4197, 2020”.

2. ADMINISTRATION

2.1 That the Tree Bylaw, Definitions section be amended by:

a) adding the following definition in alphabetical order:

“**Hedge** means a set of trees, bushes, or shrubs grown closely together and pruned to form a fence or boundary. For the purposes of this bylaw, a hedge is not a tree.”

b) amending the definition of **Tree** in section (dd) by adding the words “but does not include a hedge. For the purposes of this definitions, a tree” before the words “includes” and delete the word “and”.

2.2 That the Tree Bylaw, be amended in section 6.2 by removing the existing section and replacing it with the following:

“6.2 No tree-cutting permit is required

(a) to prune a tree in accordance with ISA guidelines; or

(b) prior to tree cutting where a hazardous tree is in imminent danger of failing and injuring persons or property due to natural causes and it is not possible to obtain a tree cutting permit prior to the tree falling. The owner may cut the tree or have it cut but shall report the cutting of the tree to the Parks Section Manager the next business day along with a photograph of the tree prior to such cutting. Following reporting, the owner shall apply for a tree cutting permit within ten business days of the tree cutting. The owner shall not remove the tree from the lot until the City has attended at the site. If the Parks Section Manager determines that the tree was not in imminent danger of falling or was in imminent danger of falling due to reasons other than natural causes, the owner may be subject to the offences and penalties in section 11 of this bylaw.”

- 2.3 That the Tree Bylaw, be amended in section 6.6 by removing the existing section and replacing it with the following:

“6.6 The Parks Section Manager may refuse to issue a tree cutting permit where:

- a) the proposed tree cutting would take place during the active nesting season of any given year, except where:
 - (i) the applicant submits a biological survey prepared by a Qualified Environmental Professional identifying any active nests located upon or in the vicinity of the lot, the removal of any significant vegetation, and the disturbance of grassy areas for ground nesters; and
 - (ii) the applicant provides detailed measures to be taken for the protection of such nests in accordance with any requirements under the *Wildlife Act*, RSBC 1996, c.488, and other applicable legislation or regulation; or
- b) the tree proposed to be cut is a significant tree, unless:
 - (i) the significant tree is a hazardous tree; or
 - (ii) the Parks Section Manager determines following review of engineering, architectural, or landscaping drawings and an arborist report that cutting is necessary for:
 - (A) the construction of or addition to a building;
 - (B) the construction of required off-street parking or an underground or above ground utility corridor; or
 - (C) the construction of required roads or services.
- c) the removal would adversely affect property owned or held by the City; or
- d) the tree is located in a Development Permit Area where hazardous conditions such as steep slopes are present, and the removal of the tree would impact site retention.”

- 2.4 That the Tree Bylaw, be amended in section 6.9 by removing the existing section and replacing it with the following:

“6.9 Every person issued a tree cutting permit shall post a copy of the permit in a conspicuous place at the front of the lot to which the tree cutting permit relates for the duration of the activities permitted in the tree cutting permit and for one week following tree removal.”

- 2.5 That the Tree Bylaw, be amended in section 7.3 by adding the words “60 cm DBH or greater” after the words “significant tree”.

- 2.6 That the Tree Bylaw, be amended in section 7.4 by adding the words “on the subject property” after the words “another tree”.
- 2.7 That the Tree Bylaw, be amended in section 7.5 by removing the existing section and replacing it with the following:
- “7.5 Every owner who is issued a tree cutting permit shall, in accordance with the associated tree replacement plan, plant replacement trees:
- (a) Within six months of the date the permit was issued, except:
- (i) when a tree is proposed to be cut for the purpose of a development where permitted construction on the site would adversely affect the health of the replacement tree planted.”
- 2.8 That the Tree Bylaw, be amended by adding the following new section 7.6 and re-numbering the remaining sections under 7. TREE REPLACEMENT:
- “7.6 If the tree replacement plan is not carried out as approved and within the approved timeline, the owner will be issued a fine and the deposit shall be forfeited to the City as cash in lieu.”
- 2.9 That the Tree Bylaw, be amended in section 7.7 by removing the existing section and replacing it with the following:
- “7.7 Where an owner submits an arborist report that demonstrates compliance with s. 7.4 and/or a report that indicates that the subject lot cannot accommodate a replacement tree or replacement trees, the Parks Section Manager will review the arborist report and the tree replacement plan in the context of the proposed development and the context of the lot.
- (a) Upon review, the Parks Section Manager may require submission of a revised tree replacement plan that increases the retention or replacement of trees on the subject property.
- (b) If the Parks Section Manager approves the tree management plan under this section, the owner shall be required to contribute \$500 in lieu of each replacement tree not planted.”
- 2.10 That the Tree Bylaw, be amended in section 7.9 by replacing the words “section 7.7” with the words “section 7.8”.
- 2.11 That the Tree Bylaw, be amended in section 10.3 by removing the existing section and replacing it with the following:
- “10.3 A Bylaw Enforcement Officer may issue a Stop Work Order if any tree is being cut or damaged in contravention of this bylaw or a tree cutting permit. A Bylaw Enforcement Officer may post the Stop Work Order in a conspicuous location near the front of the lot.

- (a) The owner of a property on which a Stop Work Order has been posted, and every other person, shall cease all work regulated by this bylaw immediately and shall not do any work until all applicable provisions of this bylaw have been substantially complied with and the Stop Work Order has been rescinded in writing by a Bylaw Enforcement Officer.”

2.12 That the Tree Bylaw be amended in section 10.5 by removing the existing section and replacing it with the following:

“10.5 Where a tree has been cut and removed from the lot without an investigation and assessment as per s. 10.4, the cutting shall be considered a contravention of this bylaw, and the fine for removing a significant tree shall apply.”

2.13 That the Tree Bylaw be amended in Schedule A, Specimen Trees by replacing the words “60 cm” with the words “45 cm”.

READ A FIRST TIME this	10 th day of	November, 2020
READ A SECOND TIME this	10 th day of	November, 2020
READ A THIRD TIME this	10 th day of	November, 2020
ADOPTION this	day of	2020

Mayor

Corporate Officer

Bylaw Notice Enforcement Amendment Bylaw – Adoption

RECOMMENDATION:

That Council adopt Bylaw Notice Enforcement Amendment Bylaw No. 4198.

OPTIONS (✓ = Staff Recommendation)

	#	Description
	1	Adopt the bylaw.
	2	Delay adoption and request staff to provide additional information.
	3	Deny adoption of the bylaw.

CITY OF PORT COQUITLAM

BYLAW NOTICE ENFORCEMENT AMENDMENT BYLAW, 2020

Bylaw No. 4198

1. CITATION

This Bylaw is cited as "Bylaw Notice Enforcement Bylaw, 2020, No. 3814, Amendment Bylaw, 2020, No. 4198".

2. ADMINISTRATION

2.2 That Schedule "A" – Tree Bylaw No. 4108 be replaced with the Schedule "A" – Tree Bylaw No. 4108 attached hereto and forming part of this Bylaw.

READ A FIRST TIME this	10 th day of	November, 2020
READ A SECOND TIME this	10 th day of	November, 2020
READ A THIRD TIME this	10 th day of	November, 2020
ADOPTED this	day of	, 2020

Mayor

Corporate Officer

SCHEDULE “A”
Designated Bylaw Contraventions and Penalties

Tree Bylaw No. 4108

DESCRIPTION	SECTION NO. IN BYLAW	DISCOUNTED PENALTY IN \$ (within 14 days)	FULL PENALTY IN \$ (after 14 days)	COMPLIANCE AGREEMENT DISCOUNT ⁽¹⁾
Tree other than a significant or heritage tree				
Cutting or removing tree no permit	5.1(a)	\$400	\$500	n/a
Damaging or allowing tree to be damaged no permit	5.1(b)	\$320	\$400	n/a
Significant tree other than a heritage tree				
Cutting or removing tree no permit	5.1(c), 10.5	\$400	\$500	n/a
Damaging, or allowing tree to be damaged no permit	5.1(d)	\$400	\$500	n/a
Significant tree further defined as a heritage tree				
Cutting or removing tree no permit	5.1(e)	\$400	\$500	n/a
Damaging, or allowing tree to be damaged no permit	5.1(f)	\$400	\$500	n/a
Actions related to Trees and Tree Permits				
Failure to adhere to the terms or conditions of a permit	5.1(g)	\$400	\$500	n/a
Permit not posted	6.9	\$160	\$200	n/a
Failure to maintain a protective barrier during tree cutting	9.1, 9.2, 9.4, 9.5	\$160	\$200	n/a
Failure to plant replacement tree as per approved replacement plan	7.5, 7.8	\$400	\$500	n/a
Obstructing City agent from inspecting site	10.2	\$400	\$500	n/a
Failure to comply with a Stop Work Order	10.3	\$400	\$500	n/a