

# Committee of Council Agenda

Tuesday, May 14, 2024

3:30 p.m.

Council Chambers

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

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Pages

1. CALL TO ORDER

2. ADOPTION OF THE AGENDA

2.1 Adoption of the Agenda

Recommendation:

*That the Tuesday, May 14, 2024, Committee of Council Meeting Agenda be adopted as circulated.*

3. CONFIRMATION OF MINUTES

3.1 Minutes of Committee of Council

3

Recommendation:

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

- *April 2, 2024*
- *April 9, 2024*
- *April 16, 2024*
- *April 23, 2024.*

4. REPORTS

4.1 Environmental Conservation Development Permit application for 1019 Fernwood Avenue

19

Recommendation:

*That Committee of Council approve Development Permit DP000532 which will regulate the environmental conservation measures of a new childcare facility at 1019 Fernwood Avenue.*

5. COUNCILLORS' UPDATE

6. MAYOR'S UPDATE
7. CAO UPDATE
8. RESOLUTION TO CLOSE

8.1 Resolution to Close

Recommendation:

*That the Committee of Council Meeting of Tuesday, May 14, 2024, 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

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

*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;*

*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].*

9. ADJOURNMENT

9.1 Adjournment of the Meeting

Recommendation:

*That the Tuesday, May 14, 2024, Committee of Council Meeting be adjourned.*



# Committee of Council Minutes

Tuesday, April 2, 2024

Council Chambers

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

Council Present: Chair - Mayor West  
Councillor Darling  
Councillor Penner  
Councillor Petriw  
Councillor Pollock  
Councillor Washington

Council Absent: Councillor McCurrach

Staff Present: R. Bremner, CAO  
K. Grommada, Deputy CAO  
C. Deakin, Corporate Officer  
D. Long, Director Community Safety &  
Corporate Services  
J. Lovell, Director Finance  
G. Mitzel, Director Recreation  
M. Patrick, Acting Fire Chief

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## 1. CALL TO ORDER

The meeting was called to order at 2:02 p.m.

## 2. ADOPTION OF THE AGENDA

### 2.1 Adoption of the Agenda

#### Moved-Seconded:

*That the Tuesday, April 2, 2024, Committee of Council Meeting Agenda be adopted as amended by deleting item 4.1 (to be deferred to April 9, 2024, Committee of Council Meeting).*

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

Absent (1): Councillor McCurrach

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:*

- *February 27, 2024*
- *March 5, 2024*
- *March 12, 2024.*

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

Absent (1): Councillor McCurrach

Carried

### **4. DELEGATIONS**

#### **4.1 Proposed Highway Use Bylaw Amendment**

This item was deleted from the agenda and deferred to April 9, 2024, Committee of Council meeting.

### **5. REPORTS**

#### **5.1 Development Permit Application for 2061 Kingsway Avenue**

Moved-Seconded:

*That Committee of Council approve Development Permit DP000523 which would regulate the development of an industrial building at 2061 Kingsway Avenue.*

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

Absent (1): Councillor McCurrach

Carried

### **6. COUNCILLORS' UPDATE**

No update.

### **7. MAYOR'S UPDATE**

No update.

## 8. CAO UPDATE

No update.

## 9. RESOLUTION TO CLOSE

### 9.1 Resolution to Close

#### Moved-Seconded:

*That the Committee of Council Meeting of Tuesday, April 2, 2024, be closed to the public pursuant to the following subsections(s) of Section 90(1) of the Community Charter:*

#### Item 5.1

*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].*

#### Item 5.2

*b. personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity.*

#### Item 5.3

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

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

#### Item 5.4

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

#### Item 5.5

*g. litigation or potential litigation affecting the municipality.*

#### Item 5.6

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

*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;*

*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 (6): Mayor West, Councillor Darling, Councillor Penner, Councillor Petriw, Councillor Pollock, and Councillor Washington

Absent (1): Councillor McCurrach

Carried

## **10. ADJOURNMENT**

### **10.1 Adjournment of the Meeting**

Moved-Seconded:

*That the Tuesday, April 2, 2024, Committee of Council Meeting be adjourned.  
(5:21 p.m.)*

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

Carried

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Mayor

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Corporate Officer



# Committee of Council Minutes

Tuesday, April 9, 2024

Council Chambers

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

Council Present: Chair - Mayor West  
Councillor Darling  
Councillor McCurrach  
Councillor Penner  
Councillor Petriw (joined at 3:02 p.m.)  
Councillor Pollock  
Councillor Washington

Staff Present: R. Bremner, CAO  
B. Clarkson, Fire Chief  
C. Deakin, Corporate Officer  
J. Frederick, Director Engineering & Public Works  
B. Irvine, Director Development Services  
D. Long, Director Community Safety & Corporate Services  
J. Lovell, Director Finance  
G. Mitzel, Director Recreation

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## 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, April 9, 2024, Committee of Council Meeting Agenda be adopted as circulated.*

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

Absent (1): Councillor Penner

Carried

**3. CONFIRMATION OF MINUTES**

None.

**4. RESOLUTION TO CLOSE**

**4.1 Resolution to Close**

Moved-Seconded:

*That the Committee of Council Meeting of Tuesday, April 9, 2024, be closed to the public pursuant to the following subsections(s) of Section 90(1) of the Community Charter:*

Item 5.1

*g. litigation or potential litigation affecting the municipality.*

Item 5.2

*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].*

Item 5.3

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

*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;*

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

Absent (1): Councillor Petriw

Carried

## **5. DELEGATIONS**

### **5.1 Proposed Highway Use Bylaw Amendment**

Two residents attended to raise concerns regarding City streets being used as an extension of private parking. They suggested that the Highway Use Bylaw be amended to prohibit on-street parking in front of other people's homes which impedes the homeowner's enjoyment.

## **6. REPORTS**

### **6.1 Amendments to the Board of Variance Bylaw**

Moved-Seconded:

*That Committee of Council:*

- 1. Support the Board of Variance Amendment Bylaw and direct staff to bring the Bylaw forward to Council for first three readings;*
- 2. Direct staff to bring forward an amendment to the Fees and Charges Bylaw to increase the Board of Variance application fees.*

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

Absent (1): Councillor Washington

Carried

## **7. COUNCILLORS' UPDATE**

No update.

## **8. MAYOR'S UPDATE**

No update.

## **9. CAO UPDATE**

*No update.*

### **MOTION TO RECESS:**

*That the Tuesday, April 9, 2024, Committee of Council meeting be recessed.*

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

Carried

**MOTION TO RECONVENE:**

*That the Tuesday, April 9, 2024, Committee of Council meeting be reconvened.*

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

Carried

**10. ADJOURNMENT**

**10.1 Adjournment of the Meeting**

Moved-Seconded:

*That the Tuesday, April 9, 2024, Committee of Council Meeting be adjourned.  
(5:20 p.m.)*

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

Carried

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Mayor

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Corporate Officer



# Committee of Council Minutes

Tuesday, April 16, 2024

Council Chambers

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

Council Present: Chair - Mayor West  
Councillor Darling  
Councillor McCurrach  
Councillor Petriw  
Councillor Pollock  
Councillor Washington

Council Absent: Councillor Penner

Staff Present: R. Bremner, CAO  
B. Clarkson, Fire Chief  
C. Deakin, Corporate Officer  
J. Frederick, Director Engineering & Public Works  
B. Irvine, Director Development Services  
G. Mitzel, Director Recreation  
S. Ryan, Acting Director Finance

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## 1. CALL TO ORDER

The meeting was called to order at 2:09 p.m.

## 2. ADOPTION OF THE AGENDA

### 2.1 Adoption of the Agenda

#### Moved-Seconded:

*That the Tuesday, April 16, 2024, Committee of Council Meeting Agenda be adopted as circulated.*

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

Absent (1): Councillor Penner

Carried

**3. CONFIRMATION OF MINUTES**

None.

**4. REPORTS**

None.

**5. COUNCILLORS' UPDATE**

No update.

**6. MAYOR'S UPDATE**

No update.

**7. CAO UPDATE**

No update.

**8. RESOLUTION TO CLOSE**

**8.1 Resolution to Close**

Moved-Seconded:

*That the Committee of Council Meeting of Tuesday, April 16, 2024, be closed to the public pursuant to the following subsections(s) of Section 90(1) of the Community Charter:*

Item 5.1

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

*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;*

*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].*

Item 5.2

*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 (6): Mayor West, Councillor Darling, Councillor McCurrach, Councillor Petriw, Councillor Pollock, and Councillor Washington

Absent (1): Councillor Penner

Carried

**9. ADJOURNMENT**

**9.1 Adjournment of the Meeting**

Moved-Seconded:

*That the Tuesday, April 16, 2024, Committee of Council Meeting be adjourned.  
(3:51 p.m.)*

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

Absent (1): Councillor Penner

Carried

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Mayor

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Corporate Officer



# Committee of Council Minutes

Tuesday, April 23, 2024

Council Chambers

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

Council Present: Chair - Mayor West  
Councillor Darling  
Councillor McCurrach  
Councillor Penner  
Councillor Petriw  
Councillor Pollock  
Councillor Washington (left at 4:04 p.m.)

Staff Present: R. Bremner, CAO  
B. Clarkson, Fire Chief  
C. Deakin, Corporate Officer  
J. Frederick, Director Engineering & Public Works  
B. Irvine, Director Development Services  
D. Long, Director Community Safety & Corporate Services  
G. Mitzel, Director Recreation (left at 4:06 p.m.)  
K. Pachchigar, Acting Director Finance

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## 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, April 23, 2024, Committee of Council Meeting Agenda be adopted as circulated.*

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

#### Carried

## 3. CONFIRMATION OF MINUTES

None.

## **4. REPORTS**

### **4.1 Development Permit Application for 3609 St. Thomas Street**

#### Moved-Seconded:

*That Committee of Council approve Development Permit DP000522, which regulates a duplex development at 3609 St. Thomas Street.*

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

#### Carried

### **4.2 Rezoning Application for 1654 Manning Avenue**

#### Moved-Seconded:

*That Committee of Council recommend to Council that:*

- 1. The zoning of 1654 Manning Avenue be amended from RS1 (Residential Single Dwelling 1) to RS4 (Residential Single Dwelling 4); and*
- 2. Prior to adoption of the amending bylaw, the following conditions be met to the satisfaction of the Director of Development Services:*
  - a. Demolition of existing buildings and structures;*
  - b. Submission of subdivision plans to the satisfaction of the Approving Officer*
  - c. Installation of protective fencing for on-site and off-site trees and hedges; and*
  - d. Completion of design and submission of fees and securities for off-site works and services.*

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

#### Carried

### **4.3 Rezoning and Development Variance Permit Applications for 1160 Victoria Drive**

#### Moved-Seconded:

*That Committee of Council recommend to Council that the road access include a through road to Victoria Drive.*

In Favour (3): Mayor West, Councillor Darling, and Councillor Petriw

Opposed (4): Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Defeated

*That Committee of Council recommend to Council:*

1. *That the zoning of 1160 Victoria Drive be amended from RS3 (Residential Single Dwelling 3) to P3 (Parks and Natural Area) for a 1.04-acre portion and RS2 (Residential Single Dwelling 2) for the remaining 3.23-acres.*
2. *That prior to adoption of the amending bylaw the following conditions be met to the satisfaction of the Director of Development Services:*
  - a. *Approval of a watercourse development permit that provides for realignment and connection of the onsite watercourse to Watkins Creek and enhancement of the watercourse protection area;*
  - b. *Installation of tree protection as required by the Tree Bylaw.*
  - c. *Subdivision to the satisfaction of the Approving Officer including dedication of a new road, lane and, a 2.5m wide pedestrian access route between the new road and Victoria Drive and dedication of the watercourse protection area to the City of Port Coquitlam;*
  - d. *Submission of plans, fees and securities and agreements for offsite works and services that includes stormwater drainage works associated with the watercourse realignment, a crosswalk with pedestrian flashing beacons across Victoria Drive at Holtby Street, crosswalks along Lynwood Avenue and Wedgewood Street, and a raised crosswalk with lighting across Lynwood Avenue at Plymouth Crescent accessing Chelsea Park.*
  - e. *Registration of a legal agreement to ensure installation of a 6ft tall privacy fence, planting a row of trees, and restricting rear yard second floor balconies for lots adjacent to the east property boundary, and limiting windows along the east interior side yard of lot 16 to either having high sills or frosted glass.*
3. *That Development Variance Permit DVP00096 lot depth variance request for lots 3-8 and 23-26 be supported and the rear yard setback variance request lots 3-8 and 11-16 be denied and that notification is given in accordance with s.499 of the Local Government Act.*

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

Opposed (2): Councillor Darling, and Councillor Petriw

Carried

#### **4.4 Land Use Contract Review**

The Planner 1 gave an on-screen presentation noting that the Local Government Act was amended in 2014 to phase out and terminate all Land Use Contracts (LUC) by June 30, 2024. There are 14 registered LUC regulating 239 properties in Port Coquitlam and staff will provide additional information to impacted Port Coquitlam property owners as required.

#### **5. COUNCILLORS' UPDATE**

No update.

#### **6. MAYOR'S UPDATE**

No update.

#### **7. CAO UPDATE**

No update.

#### **8. CLOSED ITEMS RELEASED TO PUBLIC**

April 16, 2024, Closed Committee of Council

*"That Committee of Council approves staff recommendations and directs staff to register as a partner in the GymWorks Program with the Canadian Sport Institute Pacific (CSIP) and PacificSport".*

#### **9. RESOLUTION TO CLOSE**

##### **9.1 Resolution to Close**

Moved-Seconded:

*That the Committee of Council Meeting of Tuesday, April 23, 2024, be closed to the public pursuant to the following subsections(s) of Section 90(1) of the Community Charter:*

Item 5.1

*I. 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].*

Item 5.2

*a. personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality.*

Item 5.3

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

*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;*

*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 (7): Mayor West, Councillor Darling, Councillor McCurrach, Councillor Penner, Councillor Petriw, Councillor Pollock, and Councillor Washington

Carried

## **10. ADJOURNMENT**

### **10.1 Adjournment of the Meeting**

Councillor Washington left at 4:04 p.m. prior to adjournment of the meeting.

Moved-Seconded:

*That the Tuesday, April 23, 2024, Committee of Council Meeting be adjourned.(5:12 p.m.)*

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

Carried

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Mayor

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Corporate Officer

# Environmental Conservation Development Permit for 1019 Fernwood Avenue

## RECOMMENDATION:

*That Committee of Council approve Development Permit DP000532 which will regulate the environmental conservation measures of a new childcare facility at 1019 Fernwood Avenue.*

## REPORT SUMMARY

This report describes an application for an Environmental Conservation Development Permit to enable development of a new childcare building at 1019 Fernwood Avenue. The proposed building generally complies with the objectives and guidelines of the Environmental Conservation Development Permit Area and staff recommend approval of the permit.

## BACKGROUND

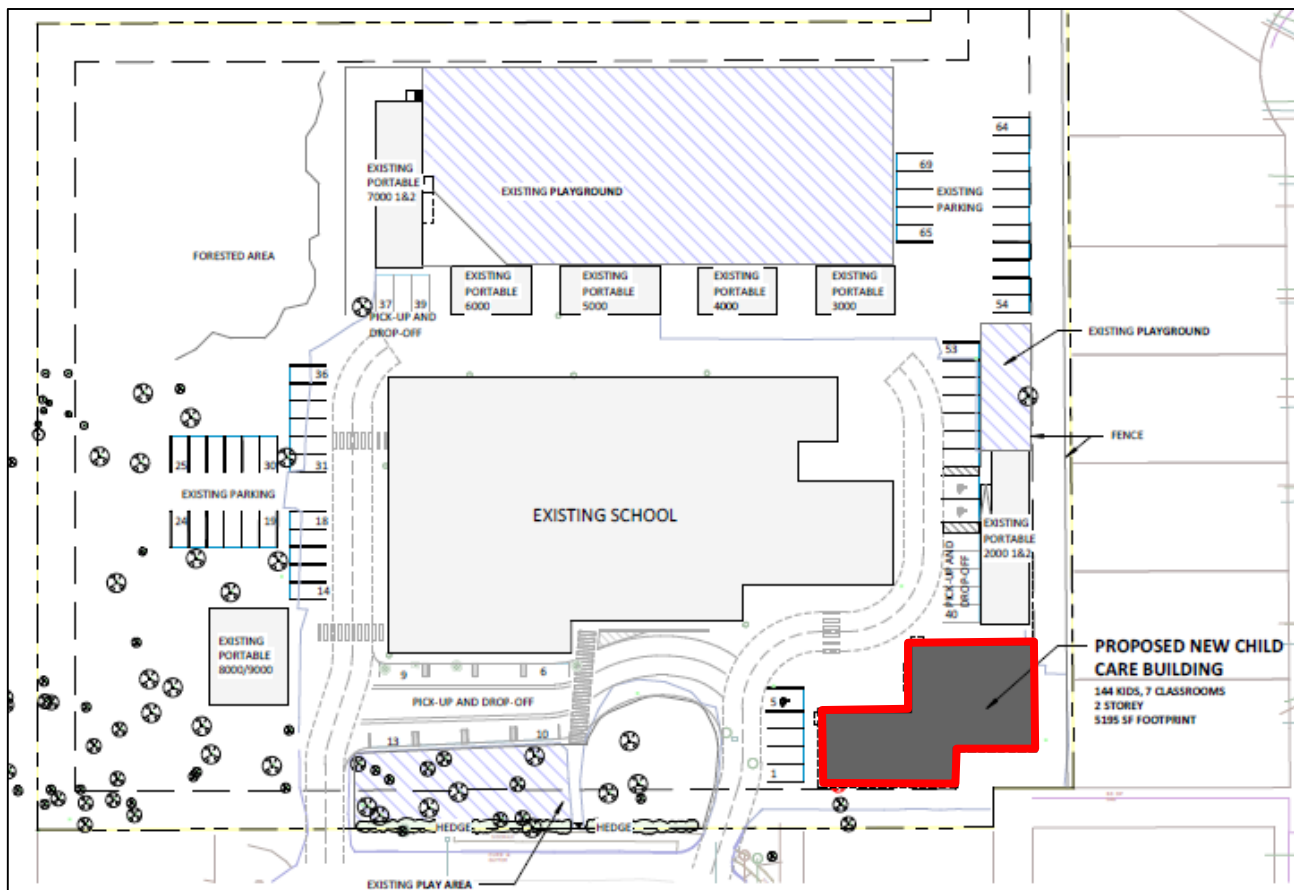
**Site Context:** The 9.4 acres site is located west of Cedar Drive adjacent to the Hyde Creek Nature Reserve. The site is developed with the BC Christian Academy Elementary School and Kids Club Childcare Centre. Surrounding land use consists of single residential homes, park and Hyde Creek.



Location map

**Proposal:** BC Christian Academy has submitted an application for an Environmental Conservation Development Permit to enable development of a new childcare building to be located near the southeast corner of the site. The proposed two-storey 940 m<sup>2</sup> (10,118 ft<sup>2</sup>) building would accommodate 144 children and be located near the southeast corner of the site as shown on the site plan below.

# Environmental Conservation Development Permit for 1019 Fernwood Avenue



Site plan

The new building would work in conjunction with the existing Kids Club childcare facilities on site to provide infant and toddler, 3 to 5-year-old, and before and after school care.



Architectural rendering – southwest corner



Architectural rendering – northwest corner

**Policy and Regulations:** 1019 Fernwood Avenue is designated in the Official Community Plan for School and is zoned P1 – Civic Institutional which permits schools and childcare facilities.

# Environmental Conservation Development Permit for 1019 Fernwood Avenue

The site is subject to compliance with the objectives and guidelines of the Environmental Conservation Development Permit Area (DPA) designation. This designation encourages sustainable development and building design which make efficient use of energy, water and other resources and reduces waste, pollution and environmental degradation. The environmental conservation DPA categorizes these measures broadly as energy conservation, water conservation and greenhouse gas reduction.

In accordance with the *Local Government Act* legislation, Institutional lands such as school sites cannot be designated as a Development Permit area for the purposes of regulating the landscaping, or the form, character and design/finish of buildings and structures.

## Project Profile

	Bylaw Regulations <sup>1</sup>	Proposed <sup>2</sup>
Site Area	n/a	38,007 m <sup>2</sup>
Total Building Area	n/a	940 m <sup>2</sup> (10,118 ft <sup>2</sup> )
Building Lot Coverage	40%	11%
Setbacks:		
Front Setback (Fernwood)	6 m	6.89 m
Rear Setback (north)	6 m	~210 m
Interior Side Setback (east)	6 m	6.2 m
Interior Side Setback (west)	6 m	~125 m
Building Height	n/a	8.4 m
Parking (school and childcare)	49 (1 stall per 10 children)	69

**Proposed Environmental Conservation Measures:** The applicant has proposed the following conservation measures be incorporated into the new childcare building.

a. Energy conservation:

- Building design to meet BC Energy Step Code.
- Light coloured roofing membrane to minimize solar heat gain.
- Glazing to be maximized wherever possible for natural light.
- Operable windows will be provided to allow natural ventilation.
- Windows are to be efficient thermally broken to help reduce solar heat gain.
- Heating system to be 80% efficient boiler.
- Lights will be LED fixtures to minimize energy consumptions and occupant sensor controlled where possible.
- Energy Star rate appliances will be used for kitchen facilities.

<sup>1</sup> Refer to Zoning Bylaw No. 3630 and Parking and Development Management Bylaw No. 4078 for specific regulations.

<sup>2</sup> Information provided by applicant.

## Environmental Conservation Development Permit for 1019 Fernwood Avenue

- b. Water conservation:
  - All toilets will be ultra low flush toilets.
  - All tap fixtures will be low flow or metered.
- c. Greenhouse gas reduction:
  - Provision of recycling storage facilities.
  - Multiple materials and products will contain recycled content including concrete, steel, insulation and gypsum board products.
  - All internal paints and coatings will be low-VOC. Floor finishes will also be low-VOC.

### **DISCUSSION**


The proposed building complies with the regulations of the Zoning and the Parking and Development Management bylaws, and the proposed conservation measures are consistent with the Environmental Conservation DPA objectives and design guidelines.

Staff recommend approval of the Environmental Conservation Development Permit.

### **FINANCIAL IMPLICATIONS**

None.

### **OPTIONS (✓ = Staff Recommendation)**

	#	Description
	1	Approve Development Permit DP000532.
	2	Request additional information or amendments if Committee is of the opinion that such information or amendments would assist in its evaluation of how the building design complies with the environmental conservation development permit area.
	3	Recommend rejection of the application if Committee is of the opinion the application does not conform to the objectives and guidelines of the environmental conservation development permit area.

### **ATTACHMENTS**

Attachment 1: Architectural Drawings

Attachment 2: Draft Development Permit DP000532

Lead author(s): Bryan Sherrell

**REVISIONS**

DATE	DESCRIPTION
14 2024.02.23	SITE PLAN REVIEW
18 2024.03.22	REVIEW
19 2024.04.04	REVIEW
20 2024.04.11	ECO DP REVIEW
21 2024.04.17	ECO DP REVIEW

**PROJECT SYNOPSIS**

CIVIC ADDRESS: 1019 FERNWOOD AVENUE PORT COQUITLAM, BC

LEGAL DESCRIPTION: LOT 270, SECTION 7, TOWNSHIP 40, NEW WEST DISTRICT, PLAN NWP45031

ZONING: P-1

LOT SIZE: 40985.42 SF (38,077 SM)  
9.4 ACRES

BUILDING CLASSIFICATION: DAYCARE FACILITY FOR CHILDREN  
GROUP A-2, 2 STOREY FACING 1 STREETS  
BUILDING TO BE SPRINKLERED = YES

LOT COVERAGE: 40% ALLOWED  
11% PROPOSED

BUILDING HEIGHT: 2 STOREY PROPOSED

PARKING REQUIRED: *MUST NOT OCCUPY MORE THAN 95% OF LOT AREA*  
1 STALL FOR EVERY 10 CHILDREN

EXISTING: 222 SCHOOL CHILDREN = 22.2 STALLS REQUIRED  
192 DAYCARE CHILDREN = 19.2 STALLS REQUIRED  
414 TOTAL CHILDREN EXISTING = 41.4 STALLS REQUIRED

\*71 CHILDREN OVERLAP BETWEEN SCHOOL AND DAYCARE  
AND ARE NOT IN USE AT THE SAME TIME, THEREFORE,\*

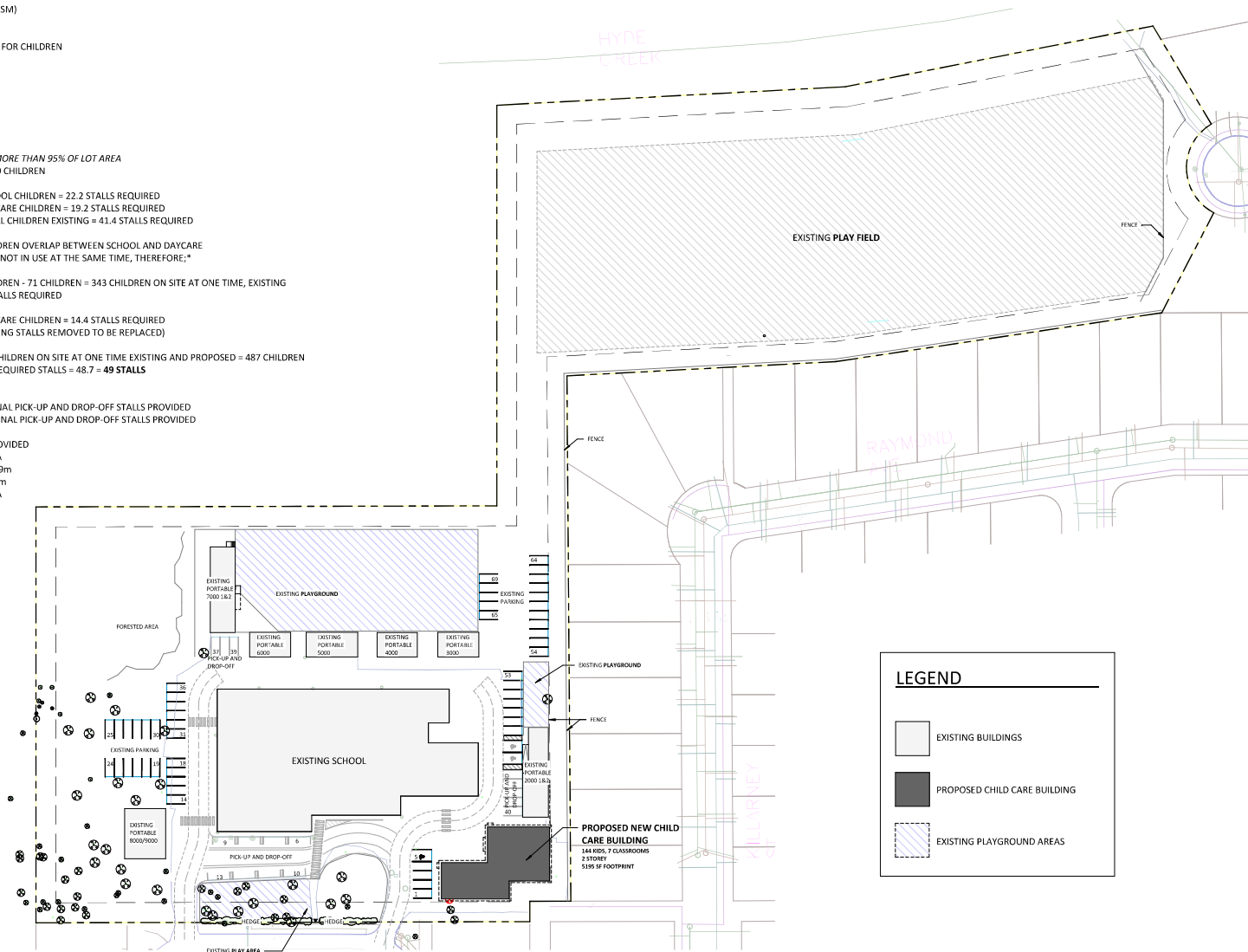
414 CHILDREN - 71 CHILDREN = 343 CHILDREN ON SITE AT ONE TIME, EXISTING  
= 34.3 STALLS REQUIRED

PROPOSED: 144 DAYCARE CHILDREN = 14.4 STALLS REQUIRED  
(36 EXISTING STALLS REMOVED TO BE REPLACED)

TOTAL NUMBER OF CHILDREN ON SITE AT ONE TIME EXISTING AND PROPOSED = 487 CHILDREN  
TOTAL NUMBER OF REQUIRED STALLS = 48.7 = **49 STALLS**

PARKING PROVIDED: **69 STALLS PROVIDED**  
SCHOOL = 8 ADDITIONAL PICK-UP AND DROP-OFF STALLS PROVIDED  
DAYCARE = 8 ADDITIONAL PICK-UP AND DROP-OFF STALLS PROVIDED

SETBACK REQUIREMENTS: REQUIRED PROVIDED  
NORTH: 6m N/A  
SOUTH: 6m 6.89m  
EAST: 6m 6.2m  
WEST: 6m N/A



**LEGEND**

- EXISTING BUILDINGS
- PROPOSED CHILD CARE BUILDING
- EXISTING PLAYGROUND AREAS

1 SITE PLAN  
AD.02 1" = 50'-0"

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Drawings are to be read in conjunction with each other. Any discrepancies found on any drawings are to be reported to the architect before commencing work. Contractors are responsible to ensure that all work is executed to the requirements of the latest edition of the B.C. Building Code.

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**BCCA CHILD  
CARE  
BUILDING**

1019 FERNWOOD  
AVENUE PORT  
COQUITLAM, BC

title  
SITE PLAN - DP

scale As indicated  
@ 1/4" = 1'-0"

date 2024,04,17

drawn Author checked Checker

job no. 2319

sheet no. **A1.00e**

seal

REVISIONS

DATE	DESCRIPTION
1 2023.11.09	SCHEMATIC REVIEW
2 2023.11.17	REVIEW 2
3 2023.12.07	REVIEW 3
4 2023.12.13	REVIEW 4
8 2024.02.01	MEETING 03
9 2024.02.08	MEETING 04
10 2024.02.08	ISSUE FOR COORD.
11 2024.02.15	MEETING 05
15 2024.02.23	COORDINATION
16 2024.02.28	ISSUE FOR DP
17 2024.03.07	ISSUE FOR BP

BCCA CHILD  
CARE  
BUILDING

1019 FERNWOOD  
AVENUE PORT  
COQUITLAM, BC

title  
LEVEL 1 FLOOR PLAN

scale 1/4" = 1'-0"

date 2024.04.17

drawn JB checked GK

job no. 2319

sheet no. A1.01

seal

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10 2024.03.07	ISSUE FOR BP

BCCA CHILD  
CARE  
BUILDING

1019 FERNWOOD  
AVENUE PORT  
COQUITLAM, BC

title  
LEVEL 2 FLOOR PLAN

scale 1/4" = 1'-0"

date 2024.04.17

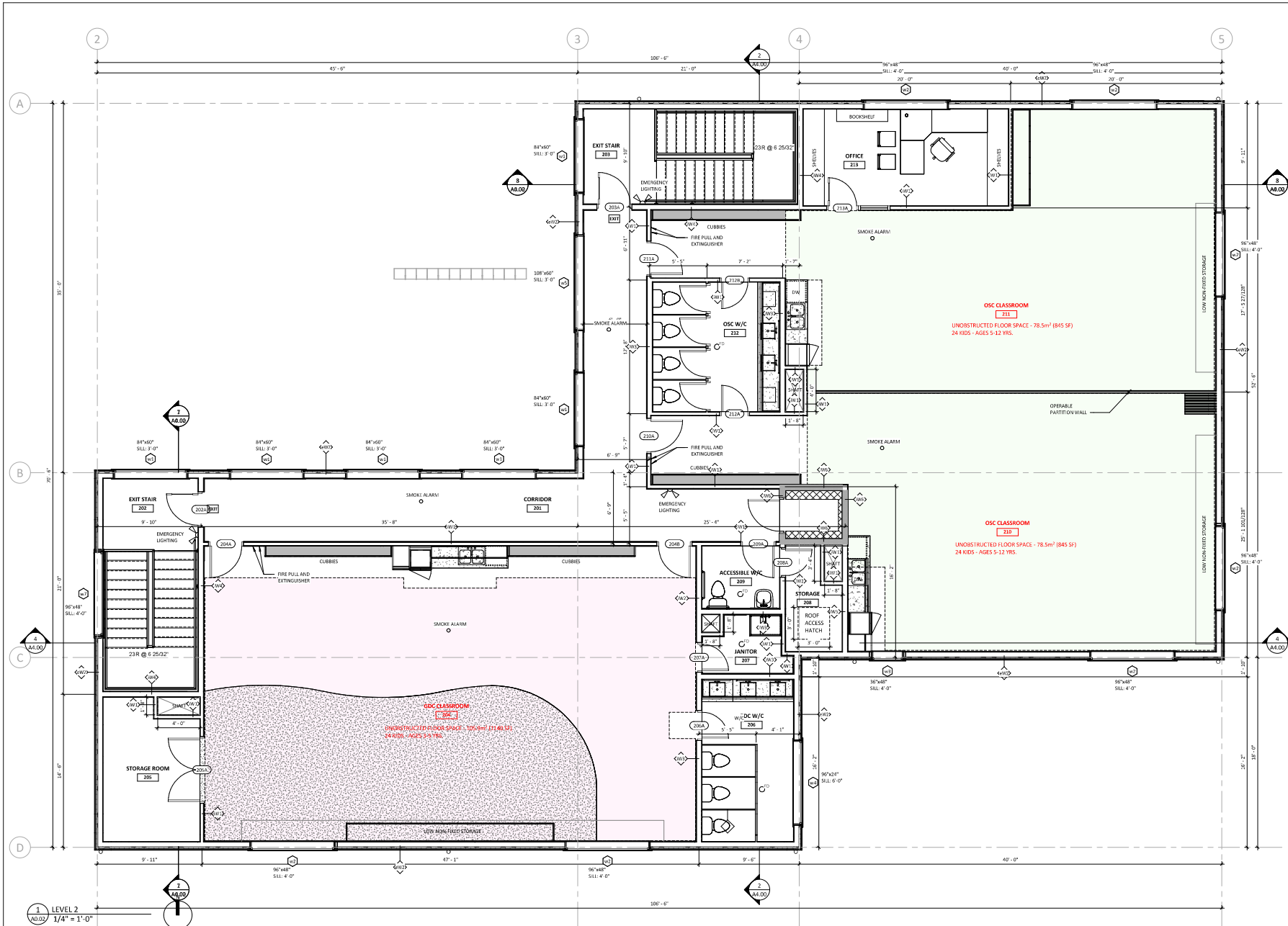
drawn JB checked GK

job no. 2319

sheet no. A1.02

seal

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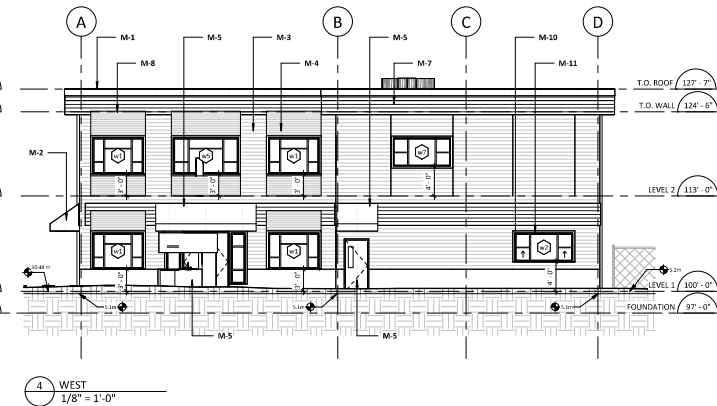
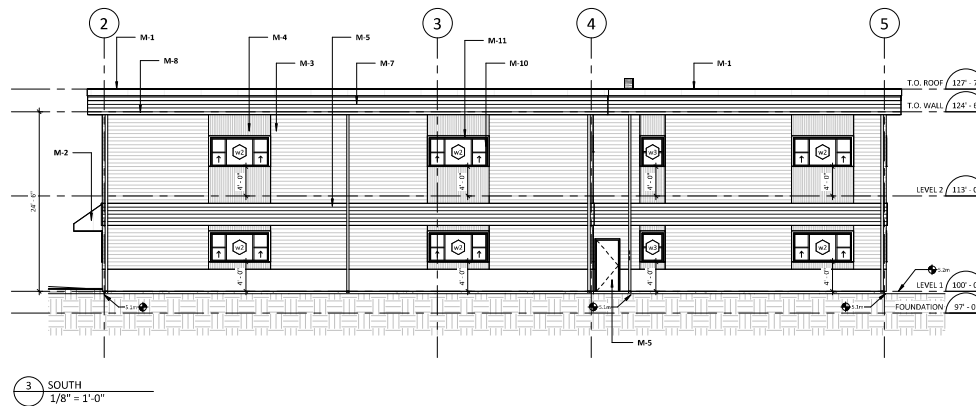
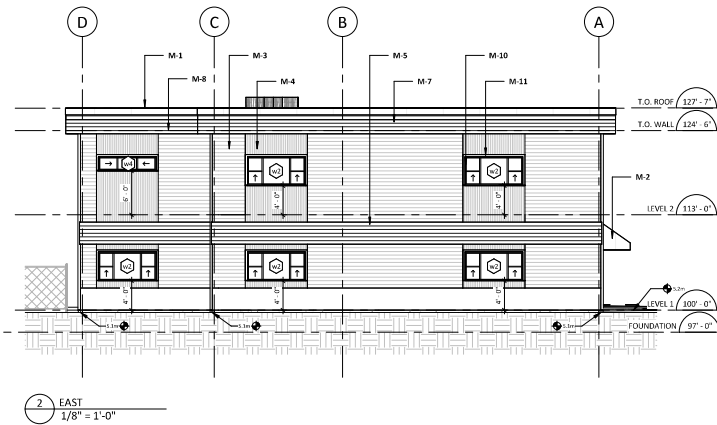
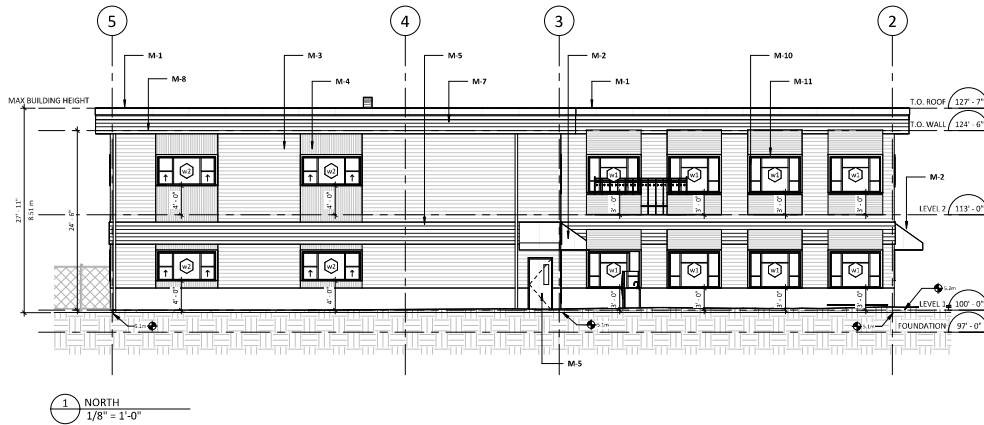


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## EXTERIOR MATERIALS LEGEND

<b>M-1 ROOF:</b>	TPO FLAT ROOF, COLOUR: WHITE	<b>M-7 FASCIA:</b>	PAINTED ALUMINUM (SEAMS @ EVERY 5'), COLOUR: TBD
<b>M-2 AWNING:</b>	WATERPROOF FABRIC, COLOUR: TBD	<b>M-8 SOFFIT:</b>	PAINTED ALUMINUM, COLOUR: TBD
<b>M-3 SIDING 1:</b>	HARDIE PANEL SIDING, COLOUR TBD	<b>M-9 FLASHING:</b>	PAINTED ALUMINUM, COLOUR: TBD
<b>M-4 SIDING 2:</b>	HORIZONTAL CORRUGATED METAL CLADDING	<b>M-10 WINDOWS:</b>	PAINTED ALUMINUM, COLOUR: TBD
<b>M-5 BELLY BAND:</b>	PAINTED ALUMINUM OR VINYL, COLOUR: TBD	<b>M-11 TRIM:</b>	PAINTED ALUMINUM TRIM, ROUNDED EDGES, COLOUR: TBD
<b>M-6 DOORS:</b>	PAINTED METAL, COLOUR: TBD	<b>M-12 HARDWARE:</b>	PAINTED METAL, COLOUR: TBD

\*ALL COLOURS TO MATCH AESTHETIC OF EXISTING BUILDING\*



## BCCA CHILD CARE BUILDING

1019 FERNWOOD AVENUE PORT COQUITLAM, BC

title  
BUILDING ELEVATIONS

scale As indicated

date 2024.04.17

drawn JB checked GK

job no. 2319

sheet no. A3.00

seal

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Exterior View 1





Exterior View 2





Exterior View 3



THE CORPORATION OF THE CITY OF PORT COQUITLAM  
“DEVELOPMENT PROCEDURES BYLAW, 2013, NO. 3849”

DEVELOPMENT PERMIT

NO. DP000532

Issued to: BRITISH COLUMBIA CHRISTIAN ACADEMY SOCIETY  
(Owner as defined in the Local Government Act,  
hereinafter referred to as the Permittee)

Address: 1019 Fernwood Avenue Port Coquitlam BC V3B 5A8

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: 1019 Fernwood Avenue

Legal Description: Lot 270 Section 7 Township 40 New Westminster District Plan  
45031

P.I.D.: 005-883-466

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. 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. The land described herein shall be developed strictly in accordance with the terms and conditions and provisions of this permit and any specifications attached to this permit, which shall form a part hereof.
6. 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.
7. 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.
8. This permit is not a building permit.

APPROVED BY THE COMMITTEE OF COUNCIL THE \_\_\_\_\_ DAY OF \_\_\_\_\_ 2024.

SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2024.

\_\_\_\_\_  
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)

## Schedule A

### Energy Conservation

Conservation Measure	Verification Method
Building design to meet BC Energy Step Code step as required by the Building and Plumbing Bylaw	BP Stage; staff review of building permit
Light coloured roofing membrane to minimize solar heat gain	BP stage; staff review of building plans
Glazing to be maximized wherever possible for natural light.	BP Stage; staff review of building plans
Operable windows will be provided to allow natural ventilation	BP Stage; staff review of building plans
Windows are to be efficient thermally broken to help reduce solar heat gain	BP Stage; staff review of building plans
Heating system to be 80% efficient boiler	BP Stage; staff review of building plans
Lights will be occupant sensor controlled where possible. Fixtures will be LED to minimize energy consumption.	BP Stage; written confirmation by developer
Energy Star rated appliances will be used for kitchen facilities.	BP Stage; written confirmation by developer

### Water Conservation

Conservation Measure	Verification Method
All toilets will be ultra low flush toilets	BP Stage; staff review of building plans
All tap fixtures will be low flow or metered	BP stage; staff review of building plans

### GHG Reduction

Conservation Measure	Verification Method
Provision of and recycling storage facilities.	BP Stage – written confirmation by developer.
Multiple materials and products will contain recycled content including concrete, steel, insulation and gypsum board products.	BP Stage – written confirmation by developer.
All internal paints and coatings will be low VOC. Floor finishes will also be low VOC.	BP Stage – written confirmation by developer.