



**COUNCIL AGENDA**  
**Regular Meeting**  
**Tuesday, March 14, 2017**  
**7:00 PM - Council Chambers**  
**2580 Shaughnessy Street**

**1. CALL TO ORDER**

**2. ADOPTION OF THE AGENDA**

**2.1 Adoption of the March 14, 2017 Regular Council Meeting Agenda**

*Recommendation: That the Regular Council Meeting Agenda of March 14, 2017 be adopted.*

**3. CONFIRMATION OF MINUTES**

**3.1 Minutes of February 28, 2017 Regular Council Meeting**

*Recommendation: That the February 28, 2017 Regular Council Meeting Minutes be adopted.*

**4. PUBLIC HEARINGS**

**4.1 Zoning Amendment Bylaw No. 3992 (Marihuana Regulations)**

**5. BYLAWS**

**5.1 Zoning Amendment Bylaw No. 3992 (Marihuana Regulations) - Third Reading**

*Recommendation: That "Zoning Amendment Bylaw No. 3992" (Marihuana Regulations) be given third reading.*

**5.2 Zoning Amendment Bylaw No. 3995 for 1161 Kingsway Avenue - First Two Readings**

*Recommendation: That "Zoning Amendment Bylaw No. 3995" for 1161 Kingsway Avenue be given first two readings.*

**5.3 OCP Amendment Bylaw No. 3996 (Coach Houses) - First Two Readings**

*Recommendation: That "OCP Amendment Bylaw No. 3996" for Coach Houses be given first two readings.*

- 5.4 Zoning Amendment Bylaw No. 3997 (Coach Houses) - First Two Readings**  
**(See Item 5.3 for supporting reports)**  
*Recommendation: That "Zoning Amendment Bylaw No. 3997" for Coach Houses be given first two readings.*
- 5.5 Development Procedures Amendment Bylaw No. 3998 (Coach Houses) - First Three Readings**  
**(See Item 5.3 for supporting reports)**  
*Recommendation: That "Development Procedures Amendment Bylaw No. 3998" for Coach Houses be given first three readings.*
- 5.6 Parking and Development Management Amendment Bylaw No. 3999 (Coach Houses) - First Three Readings**  
**(See Item 5.3 for supporting reports)**  
*Recommendation: That "Parking and Development Management Amendment Bylaw No. 3999" for Coach Houses be given first three readings.*
- 5.7 Fees and Charges Amendment Bylaw No. 4000 (Coach Houses) - First Three Readings**  
**(See Item 5.3 for supporting reports)**  
*Recommendation: That "Fees and Charges Amendment Bylaw No. 4000" for Coach Houses be given first three readings.*
- 5.8 Controlled Substance Nuisance Bylaw No. 3972 - Final Reading**  
*Recommendation: That "Controlled Substance Nuisance Bylaw No. 3972" be given final reading.*
- 5.9 Fees and Charges Amendment Bylaw No. 3973 (Controlled Substance Nuisance) - Final Reading**  
*Recommendation: That "Fees and Charges Amendment Bylaw No. 3973 (Controlled Substance Nuisance)" be given final reading.*
- 5.10 Bylaw Notice Enforcement Amendment Bylaw No. 3987 (Controlled Substance Nuisance) - Final Reading**  
*Recommendation: That "Bylaw Notice Enforcement Amendment Bylaw No. 3987" (Controlled Substance Nuisance) be given final reading.*
- 5.11 Ticket Information Utilization Amendment Bylaw No. 3988 (Controlled Substance Nuisance) - Final Reading**  
*Recommendation: That "Ticket Information Utilization Amendment Bylaw No. 3988" (Controlled Substance Nuisance) be given final reading.*

## **6. REPORTS**

### **6.1 Rezoning Application for 575 Seaborne Avenue**

#### *Recommendation:*

- 1. That the zoning of 575 Seaborne Avenue be amended from A (Agriculture) to M3 (Light Industrial).*
- 2. That prior to adoption of the amending bylaw, the following conditions be met to the satisfaction of the Director of Development Services:*
  - a. Submission of design, securities and fees for off-site works in an amount satisfactory to the Director of Development Services; and*
  - b. Submission and registration of a legal agreement to implement specific building, parking, loading and landscape design requirements to provide for an appropriate treatment between the industrial use and non-industrial uses to the north of Dominion Avenue and east of Fremont Connector.*
- 3. That prior to adoption of the amending bylaw, a strip of land be dedicated to the satisfaction of the Approving Officer to achieve a 20m right-of-way for Seaborne Avenue.*

### **6.2 Rezoning Application for 2143-49 Prairie Avenue**

#### *Recommendation:*

- 1. That the zoning of 2143, 2147 and 2149 Prairie Avenue be amended from RS1 (Residential Single Dwelling 1) to RTh3 (Residential Townhouse 3).*
- 2. That the amending bylaw include the following clause to provide for the bonus density:*

*“On the site comprised of Lots 13, 12, and 11, District Lot 465, Group 1, New Westminster District, Plan 1189 (2143, 2147 and 2149 Prairie Avenue), the lot area for each dwelling unit shall not be less than 220m<sup>2</sup> unless the owner contributes \$38,750 per dwelling unit proposed to be constructed in excess of the number of dwelling units that could be developed on the land on a 220m<sup>2</sup> of lot area per dwelling unit basis to a City reserve fund for the provision of community amenities and social housing amenities, in which case the lot area for each dwelling unit shall be not less than 202m<sup>2</sup> per unit based on the site size of 3,441m<sup>2</sup>.”*
- 3. That prior to adoption of the amending bylaw, the following conditions be*

*met to the satisfaction of the Director of Development Services:*

- a. Installation of protective fencing for tree retention;*
- b. Demolition of existing buildings;*
- c. Consolidation of the lots;*
- d. Completion of design and submission of securities and fees for off-site works and services; and*
- e. Registration of a S.219 Restrictive Covenant to ensure the buildings are designed and constructed to achieve a minimum standard of Built Green® Gold.*

**6.3 Proposed Business Amendment Bylaw No. 3991 (Marihuana Regs)**

*Recommendation: That the Business Bylaw be amended by adding a section to allow refusal of a business licence for a business that is in contravention of provincial or federal law.*

**6.4 Proposed Bylaw Notice Enforcement Amendment Bylaw No. 3993 (Waterways Protection)**

*That the Bylaw Notice Enforcement Bylaw be amended to include the Waterways Protection Bylaw No. 0914 and that the draft amendment bylaw be received for introduction.*

**7. STANDING COMMITTEE VERBAL UPDATES**

**7.1 Community Safety Committee**

**7.2 Healthy Community Committee**

**8. NEW BUSINESS**

**9. OPEN QUESTION PERIOD**

**10. RESOLUTION TO CLOSE**

**10.1 Resolution to Close the March 14, 2017 Regular Council Meeting**

*Recommendation: That the Regular Council Meeting of March 14, 2017 be closed to the public pursuant to the following subsection(s) of Section 90 of the Community Charter:*

- c) labour relations or employee negotiations*





# **COUNCIL Agenda Item Report**

Agenda Item No. 806

Submitted by: Sandra Edgecombe

Submitting Department: Corporate Office

Meeting Date: March 14, 2017

## **SUBJECT**

Adoption of the March 14, 2017 Regular Council Meeting Agenda

## **Recommendation:**

Recommendation: That the Regular Council Meeting Agenda of March 14, 2017 be adopted.

## **ATTACHMENTS**

-

# **COUNCIL Agenda Item Report**

Agenda Item No. 807  
Submitted by: Sandra Edgecombe  
Submitting Department: Corporate Office  
Meeting Date: March 14, 2017

## **SUBJECT**

Minutes of February 28, 2017 Regular Council Meeting

## **Recommendation:**

Recommendation: That the February 28, 2017 Regular Council Meeting Minutes be adopted.

## **ATTACHMENTS**

- [2017 02 28 Draft Council Minutes.pdf](#)

In attendance: Mayor G. Moore and Councillor L. Dupont, Councillor M. Forrest, Councillor D. Penner, Councillor G. Pollock, Councillor D. Washington, and Councillor B. West.

Also in attendance: Director of Recreation L. Bowie, Assistant Corporate Officer C. Deakin, Fire Chief N. Delmonico, Director of Finance K. Grommada, Manager of Bylaw Services P. Jones, Director of Engineering and Public Works K. Meersman, Manager of Communications and Administrative Services P. Purewal, Acting Chief Administrative Officer, L.L. Richard, Corporate Office Consultant D. Schaffer, Director of Human Resources S. Traviss and Director of Corporate Support R. Wishart.

**1. CALL TO ORDER**

Mayor G. Moore called the meeting to order at 7:00pm in the Council Chambers, Port Coquitlam City Hall, 2580 Shaughnessy Street, Port Coquitlam, BC.

**2. ADOPTION OF THE AGENDA**

**2.1 Adoption of February 28, 2017 Regular Council Meeting Agenda**

It was moved and seconded that the February 28, 2017 Regular Council Meeting Agenda be adopted.

Carried.

**3. CONFIRMATION OF MINUTES**

**3.1 February 14, 2017 Council Meeting Minutes**

It was moved and seconded that the February 14, 2017 Regular Council Meeting Minutes be adopted.

Carried.

**4. DELEGATIONS**

**4.1 New View Society Delegation – Strategic Plan**

Ms. Tiffany Melius, Executive Director, presented an update on the New View Society's Strategic Plan.

## **5. PUBLIC INPUT OPPORTUNITY**

### **5.1 Public Input Opportunity for Development Variance Permit (Community Recreation Centre Development)**

His Worship Mayor G. Moore asked if there were any speakers wishing to address Council regarding Development Variance Permit DVP00037 for 2150 Wilson Avenue and 2438 and 2466 Mary Hill Road. Two speakers approached the podium however the comments were not related to the proposed variance for off-site services requirements.

It was moved and seconded that Development Variance Permit No. DVP00037 be approved and issued for 2150 Wilson Avenue and 2438 and 2466 Mary Hill Road.

Carried.

## **6. BYLAWS**

### **6.1 Zoning Amendment Bylaw No. 3922 (Marihuana Regulations) - First Two Readings**

It was moved and seconded that Zoning Amendment Bylaw No. 3922 (Marihuana Regulations) be given first two readings.

Carried.

### **6.2 Controlled Substance Nuisance Bylaw No. 3972**

It was moved and seconded that Controlled Substance Nuisance Bylaw No. 3972 be given first three readings.

Carried.

### **6.3 Fees and Charges Amendment Bylaw No. 3973 (Controlled Substance Nuisance)**

It was moved and seconded that Fees and Charges Amendment Bylaw No. 3973 (Controlled Substance Nuisance) be given first three readings.

Carried.

### **6.4 Bylaw Notice Enforcement Bylaw No. 3987 (Controlled Substance Nuisance)**

It was moved and seconded that Bylaw Notice Enforcement Bylaw No. 3987 (Controlled Substance Nuisance) be given first three readings.

Carried.

**6.5 Ticket Information Utilization Bylaw No. 3988 (Controlled Substance Nuisance)**

It was moved and seconded that Ticket Information Utilization Bylaw No. 3988 (Controlled Substance Nuisance) be given first three readings.

Carried.

**6.6 Election Signs Amendment Bylaw No. 3969**

It was moved and seconded that Election Signs Amendment Bylaw No. 3969 be given final reading.

Carried.

**6.7 Election Procedure Amendment Bylaw No. 3970**

It was moved and seconded that Election Procedure Amendment Bylaw No. 3970 be given final reading.

Carried.

**6.8 Ticket Information Utilization Amendment Bylaw No. 3985 (Election Signs)**

It was moved and seconded that Ticket Information Utilization Amendment Bylaw No. 3985 (Election Signs) be given final reading.

Carried.

**6.9 Bylaw Notice Enforcement Amendment Bylaw No. 3971 (Election Signs)**

It was moved and seconded that Bylaw Notice Enforcement Amendment Bylaw No. 3971 (Election Signs) be given final reading.

Carried.

**7. REPORTS**

**7.1 Rezoning Application for 1161 Kingsway Avenue**

It was moved and seconded that:

1. *The zoning of 1161 Kingsway Avenue be amended from Heavy Industrial (M2) to General Industrial (M1), with a site-specific restriction that restaurants not be a permitted use.*
2. *Prior to adoption of the amending bylaw, the following conditions be met to the satisfaction of the Director of Development Services:*

- a. *Completion of design and submission of securities and fees for off-site works as required including a multi-use pathway along the Kingsway Avenue frontage;*
- b. *MOTI approval for landscaping improvements to the triangular area within the Mary Hill Bypass right-of-way, completion of design and submission of a landscape security; and*
- c. *BC Hydro approval for landscaping improvements within its rights-of-way, completion of design and submission of a landscape security.*

Carried.

Councillor Washington voted against the resolution.

## **7.2 Rezoning and Development Permit Applications for 1244 & 1248 Pitt River Road**

It was moved and seconded that:

1. *A new public hearing be held to consider amending the zoning of 1244 and 1248 Pitt River Road from RS1 (Residential Single Dwelling 1) to RS2 (Residential Single Dwelling 2) with access to the proposed lots via shared crossings from Pitt River Road.*
2. *Pursuant to s.499 of the Local Government Act, staff be authorized to provide notice of an application to vary the Highway Bylaw to allow new residential lots to be accessed from an arterial street.*
3. *The conditions to be met prior to adoption of the amending bylaw be amended as follows:*
  - a) *that the requirement to provide a security for lane construction be waived; and,*
  - b) *that the requirement to register a legal agreement to restrict vehicular access to the lane be deleted.*

Carried.

## **8. STANDING COMMITTEE VERBAL UPDATES**

### **8.1 Smart Growth Committee**

Councillor Forrest provided an update.

### **8.2 Finance and Intergovernmental Committee**

Mayor Moore provided an update.

## **9. NEW BUSINESS**

**9.1** Council provided a few updates related to community events.

## **10. OPEN QUESTION PERIOD**

Mayor G. Moore invited those wishing to ask a question of Council to approach the podium. The following speakers came forward:

- 1) Ms. N. McCurrach, 3007 Larch Way would like to know if the design-build contract could be modified at this point; for the variance could the City not retain the large coniferous trees; if the trees are healthy why do they have to be removed and when will the 'naturalization area' sign be removed in Birchland Park.
- 2) Ms. J. Tomsing, 2432 Welcher Avenue wanted to know why the trees on the Community Recreation Complex are being removed, only to have them replaced and noted that the trees on the perimeter of the site seem to be healthy.
- 3) Mr. N. Oxley, 2441 Mary Hill Road expressed concern about commuters parking on his street and the difficulty for him to park in front of his own residence.
- 4) Mr. B. Wilson, 827 Baker Street (Coquitlam) wanted to know who would be part of the urban forest committee, if one was created.

## **11. RESOLUTION TO CLOSE**

It was moved and seconded that the February 28, 2017 Regular Council Meeting be closed at 8:34pm pursuant to the following subsection(s) of Section 90 of the *Community Charter*.

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

Carried.

Certified Correct,

---

Mayor G. Moore

---

Corporate Officer



# **COUNCIL Agenda Item Report**

Agenda Item No. 820

Submitted by: Sandra Edgecombe

Submitting Department: Corporate Office

Meeting Date: March 14, 2017

## **SUBJECT**

Zoning Amendment Bylaw No. 3992 (Marihuana Regulations)

## **Recommendation:**

## **ATTACHMENTS**

- [Zoning Amendment Bylaw No. 3992 for Marihuana Regulations.pdf](#)
- [Report to Council - Medical Marihuana.pdf](#)
- [Report to Joint Committees - Regulation of Marihuana Uses.pdf](#)

*A Bylaw to amend zoning regulations related to marihuana uses.*

---

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

**Citation**

1. This Bylaw may be cited for all purposes as “Zoning Amendment Bylaw No. 3992”.

**Bylaw Amendments**

2. That Zoning Bylaw, 2008, No. 3630, Definitions, be amended by deleting the definition for Medical marihuana production facility and replacing it with the following:

**“Medical marihuana production facility** means premises licensed under Part 1 of the Access to Cannabis for Medical Purposes Regulations, including related accessory activities such as processing, testing, research and development, packaging and storage functions.”

3. That Zoning Bylaw, 2008, No. 3630, Section II, Zones and Zone Regulations, Clause 6, be amended by adding the following clauses after clause c) and then renumbering the remaining clause in order:

- 6) d) marihuana dispensaries, compassion clubs, and all other premises in which any cannabis product is kept or offered for sale or consumption on the premises, other than a licensed pharmacy, residential premises in which cannabis is produced pursuant to an authorization under Part 2 of the Access to Cannabis for Medical Purposes Regulations, and a medical marihuana production facility;
- e) the keeping or offering for sale of bongs or pipes designed or intended to be used for the smoking or other consumption of a substance the possession of which is subject to the *Controlled Drugs and Substances Act (Canada)*;

***Read a first time by the Municipal Council this 28<sup>th</sup> day of February, 2017.***

***Read a second time by the Municipal Council this 28<sup>th</sup> day of February, 2017.***

***Public Hearing held this 14<sup>th</sup> day of March, 2017***

---

**Mayor**

---

**Assistant Corporate Officer**

## Report to Council

**DATE:** February 7, 2017

**To:** Council

**FROM:** Joint Smart Growth Committee (SGC) and Community Safety Committee (CSC)

**SUBJECT: REGULATION OF MARIHUANA USES**

---

### **EXECUTIVE SUMMARY**

Possessing and selling marihuana for non-medical purposes is illegal in Canada, but the federal government is considering making changes to its legislation to legalize these activities. A joint meeting of the SGC and CSC was held to give consideration to recent and anticipated changes to the federal regulation of both medical and non-medical marihuana. The joint committee recommends amending the City's regulations at this time so that we can continue to prohibit the sale and distribution of marihuana products and related paraphernalia.

### **RECOMMENDATION**

That the City's regulations be amended to prohibit the display, sale and distribution of marihuana products and related paraphernalia.

### **COMMENTS AND ANALYSIS**

On February 2<sup>nd</sup>, 2017 a joint meeting of the Smart Growth Committee (SGC) and Community Safety Committee (CSC) was held to consider impending changes to the federal regulation of medical and non-medical marihuana uses. As described in the attached report from the Manager of Bylaw Services and Manager of Planning, the changes are expected to result in the opportunity for commercial premises to sell, display and distribute marihuana and related products. The City currently prohibits these activities. The joint committee recommends that our regulations be amended to continue to maintain our ability to determine if, where and how marihuana sales would occur in Port Coquitlam. The City's potential regulation of marihuana-related uses would be brought forward to Council for direction after the legislation is in place.

### **OPTIONS**

Council may:

1. Authorize staff to bring forward amending bylaws to implement recommended changes; or,
2. Request further consideration by the joint committee of the proposed amendments; or,
3. Determine that it does not wish to proceed with bylaw amendments at this time.

---

*Submitted by Laura Lee Richard on behalf of the Chair of the joint Smart Growth and Community Safety Committee*

Attachment: Report to Joint SGC and CSC dated January 24, 2017



## Report to Committee

**DATE:** January 26, 2017

**To:** Smart Growth Committee (SGC)  
Community Safety Committee (CSC)

**FROM:** Jennifer Little, Manager of Planning  
Paula Jones, Manager of Bylaw Services

**SUBJECT: REGULATION OF MARIHUANA USES**

---

### EXECUTIVE SUMMARY

Recent and anticipated changes to federal regulation of medical and non-medical marihuana combined with the unauthorized opening of a medical marihuana compassion club have triggered the need to review municipal regulations pertaining to sales and display of marihuana and related paraphernalia. This report recommends that regulations be amended at this time so that we can continue to prohibit the sale and distribution of marihuana products and related paraphernalia. Further consideration of appropriate policies and regulations for these uses will be given once federal legislation is in place to legalize marihuana.

### RECOMMENDATIONS

- 1) That Council be requested to bring forward amendments to the City's regulations to prohibit the sale and distribution of marihuana products and related paraphernalia.
- 2) That Staff be directed to report back to Council on options to regulate marihuana-related uses once senior government legislation is in place.

### INTRODUCTION

The federal government has recently amended legislation pertaining to medical marihuana and intends to bring forward legislation which will legalize non-medical marihuana uses. Changes to the City's regulations are proposed to ensure we are able to meet the community's expectations for regulating the sale and distribution of medical and non-medical marihuana and related products in Port Coquitlam.

## REGULATORY BACKGROUND

### Federal Regulations

***Controlled Drug and Substances Act:*** Marihuana (cannabis) is currently a controlled drug under the *Controlled Drug and Substances Act*, and, unless otherwise regulated for production and distribution for medical purposes, is subject to offences under that Act. Possessing and selling marihuana for non-medical purposes is currently illegal in Canada.

***Access to Cannabis for Medical Purposes Regulations*** (ACMPR): The federal government regulates medical cannabis under the ACMPR legislation. This legislation, which is essentially a combination of the two previous regulatory systems, provides for personal and designated person production within certain restriction. The legislation also provides for commercial production under a tightly controlled environment and distribution parameters. The legislation does not permit on-site retail sales or distribution of marihuana, such as compassion clubs or dispensaries.

***Legislation pertaining to non-medical marihuana:*** The federal government has committed to legalize, regulate, and restrict access to marihuana and created a nine-member Task Force to provide advice on a new legislative and regulatory framework. To date, the Task Force has provided a broad scope of recommendations including minimum age of use, personal cultivation conditions, promotion and advertising restrictions, packaging and labelling requirements and law enforcement as well as supply chain, taxing, education, retail sales, provisions for provincial regulation and proposed amendments to the ACMPR. The amending legislation is anticipated in early 2017.

### Provincial Regulations

***Local Government Act:*** This provincial legislation provides municipalities with the authority to regulate uses of land, buildings and structures within its boundaries, including the power to prohibit uses within a zone.

### Municipal Regulations

***Zoning Bylaw:*** The Zoning Bylaw provides for the commercial production of medical marihuana through a site-specific zoning amendment. The bylaw does not otherwise regulate or control marihuana uses, including the sale or distribution of marihuana or associated paraphernalia.

***Controlled Substance Nuisance Bylaw:*** This bylaw regulates and imposes requirements for remediation of properties which are being used to produce, store, or sell controlled substances.

***Business Bylaw:*** This bylaw provides for the issuance of business licences to retail, manufacturing and other businesses and requires any business to be in compliance with relevant bylaws prior to licence issuance.

## **DISCUSSION**

Medical marihuana retail sales or distribution such as compassion clubs or dispensaries are currently unlawful under the *Controlled Drugs and Substance Act* and the City will not issue a business licences for these uses. However, the impending changes to federal regimes pertaining to medical and non-medical marihuana uses is expected to result in the ability for commercial premises to sell, display and distribute marihuana and related products. The parameters or restrictions for these uses are unknown and it is expected that some responsibilities may be delegated to Provincial governments, potentially in a similar respect to liquor and tobacco products. A regulatory approach that prohibits these activities would maintain the City's ability to determine if, where and how marihuana sales occur in Port Coquitlam.

A number of retail establishments currently display and sell marihuana or drug related paraphernalia as part of their permitted general retail uses. The City has also received enquiries from those who wish to establish a marihuana paraphernalia retail business, often referred to as "vape shops" as a precursor to eventual retail sales of marihuana products. In several recent cases, there is evidence to suggest that shops have been keeping marihuana on premises or distributing/selling marijuana on premises. The City could better control the current and long term impact of marijuana sales by also prohibiting these uses for now.

Once the new federal (and potentially provincial) legislation is in place, the City should revisit the restrictions on sales and display of marihuana, products and paraphernalia and determine appropriate regulations, policies or processes.

## **OPTIONS**

The Committees may:

1. Recommend Council authorize staff bring forward amending bylaws to implement the changes as described in this report (recommended).
2. Request amendments on the scope of changes prior to proceeding with the amending bylaws.
3. Determine that the bylaw amendments should not proceed at this time.

---

Jennifer Little, MCIP  
Manager of Planning

---

Paula Jones,  
Manager of Bylaw Services

# **COUNCIL Agenda Item Report**

Agenda Item No. 821

Submitted by: Sandra Edgecombe

Submitting Department: Corporate Office

Meeting Date: March 14, 2017

## **SUBJECT**

Zoning Amendment Bylaw No. 3992 (Marihuana Regulations) - Third Reading

## **Recommendation:**

Recommendation: That "Zoning Amendment Bylaw No. 3992" (Marihuana Regulations) be given third reading.

## **ATTACHMENTS**

- [Report to Council - Bylaw Available for Third Reading.pdf](#)





## Report to Council

**DATE:** March 8, 2017

**TO:** Mayor and Councillors

**FROM:** Carolyn Deakin, CMC  
Assistant Corporate Officer

**SUBJECT: BYLAW CONSIDERED EARLIER AT PUBLIC HEARING**

---

The following Bylaw was considered at the Public Hearing held earlier this evening, and is now available for third reading if the Public Hearing was concluded and no new information is required:

- 1) Zoning Amendment Bylaw No. 3992 for Marihuana Regulations

Council policy requires the Corporate Officer to bring the availability of this Bylaw for third reading to the attention of the Council at this time. Council may now decide whether it wishes to give third reading immediately or delay it until the next meeting, so that any representations made at the input opportunity can be further considered.

---

Carolyn Deakin, CMC  
Assistant Corporate Officer

/cd

# **COUNCIL Agenda Item Report**

Agenda Item No. 822

Submitted by: Sandra Edgecombe

Submitting Department: Corporate Office

Meeting Date: March 14, 2017

## **SUBJECT**

Zoning Amendment Bylaw No. 3995 for 1161 Kingsway Avenue - First Two Readings

## **Recommendation:**

Recommendation: That "Zoning Amendment Bylaw No. 3995" for 1161 Kingsway Avenue be given first two readings.

## **ATTACHMENTS**

- [Report to Council - Rezoning Application for 1161 Kingsway Avenue.pdf](#)
- [Zoning Amend. Bylaw No. 3995 for 1161 Kingsway Avenue.pdf](#)
- [Report to Committee - Rezoning Application for 1161 Kingsway Avenue.pdf](#)

## Report to Council

**DATE:** February 20, 2017

**To:** Mayor and Council

**FROM:** Smart Growth Committee

**SUBJECT:** **1161 KINGSWAY AVENUE**  
**REZONING APPLICATION RZ000127**  
(Smart Growth Committee Meeting – February 16, 2017)

---

**EXECUTIVE SUMMARY :** The Smart Growth Committee (SGC) recommends consideration be given to a rezoning application that would facilitate the development of an industrial building designed to accommodate a brewery and three general industrial tenants. The highly visible property, located between the Mary Hill Bypass and the Pitt River, has an irregular shape and is encumbered by BC Hydro lines. An attractive building design and substantial landscaping improvements are proposed, including improvement of an isolated property within the highway right-of-way. While amending the zoning to the General Industrial zone is recommended, SGC also wishes to avoid the potential traffic impacts if fast-food restaurants were to locate in the industrial spaces by setting a site-specific restriction to exclude this use. The application is considered to be in keeping with Council's land use and liquor establishment policies and is recommended.

### **RECOMMENDATIONS**

1. That the zoning of 1161 Kingsway Avenue be amended from Heavy Industrial (M2) to General Industrial (M1), with a site-specific restriction that restaurants not be a permitted use.
2. That prior to adoption of the amending bylaw, the following conditions be met to the satisfaction of the Director of Development Services:
  - a. Completion of design and submission of securities and fees for off-site works as required including a multi-use pathway along the Kingsway Avenue frontage;
  - b. MOTI approval for landscaping improvements to the triangular area within the Mary Hill Bypass right-of-way, completion of design and submission of a landscape security; and
  - c. BC Hydro approval for landscaping improvements within its rights-of-way, completion of design and submission of a landscape security.

### **1. SUMMARY**

At its meeting held February 16<sup>th</sup>, 2017, the Smart Growth Committee considered the attached staff report and recommended that the zoning of 1161 Kingsway Avenue be amended from Heavy Industrial (M2) to General Industrial (M1), with a site-specific restriction that restaurants

not be a permitted use. In discussion, Committee noted that the proposed redevelopment featured a high quality design and would improve a prominent location. The Committee also noted the cost to maintain landscape improvements to the isolated triangle within the highway right-of-way, and expressed the opinion that the City should accommodate maintenance without increasing the budget.

## **2. OPTIONS**

Council may:

1. Proceed with consideration of the rezoning application (recommended)
2. Request that additional information or amendments to the application be made prior to consideration of an amending bylaw; or,
3. Reject the application if it does not wish to further consider the application.



*Submitted by Laura Lee Richard, MCIP, Director of Development Services, with the concurrence of the Chair.*

Attachment: Report to SGC dated February 9, 2017

*A Bylaw to amend "Zoning Bylaw, 2008, No. 3630"*

---

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

**Citation**

1. This Bylaw may be cited for all purposes as "Zoning Bylaw, 2008, No. 3630, Amendment Bylaw, 2017, No. 3995".

**Administration**

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

**Civic:** 1161 Kingsway Avenue

**Legal:** Lot A, Section 17 & 18, Block 6 North, Range 1 East, New Westminster District, Plan BCP 19376

**From:** M2 (Heavy Industrial)

**To:** M1 (General Industrial)

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

3. That Zoning Bylaw, 2008, No. 3630, INDUSTRIAL ZONES, 4.3 Permitted Uses, by replacing Note 3 with the following Note 3:

Note 3: Restaurant uses in the M zones are limited as follows:

- (1) A maximum 75m<sup>2</sup> (807.3 sq.ft.) in interior floor area except that on Lot 3, Section 18, NWD, Plan LMP1496 Exc. Plan LMP22527 (1320 Kingsway Avenue), one restaurant is permitted to be 140m<sup>2</sup> (1506.9 sq.ft.) and, for clarification, any additional restaurant on this property is limited to 75m<sup>2</sup> (807.3 sq.ft.) in interior floor area; and,

- (2) At Lot A, Section 17 & 18, Block 6 North, Range 1 East, NWD, Plan BCP 19376 (1161 Kingsway Avenue) a restaurant is not a permitted use.

***Read a first time by the Municipal Council this 14<sup>th</sup> day of March, 2017.***

***Read a second time by the Municipal Council this 14<sup>th</sup> day of March, 2017.***

***Public Hearing held this 28<sup>th</sup> day of March, 2017.***

---

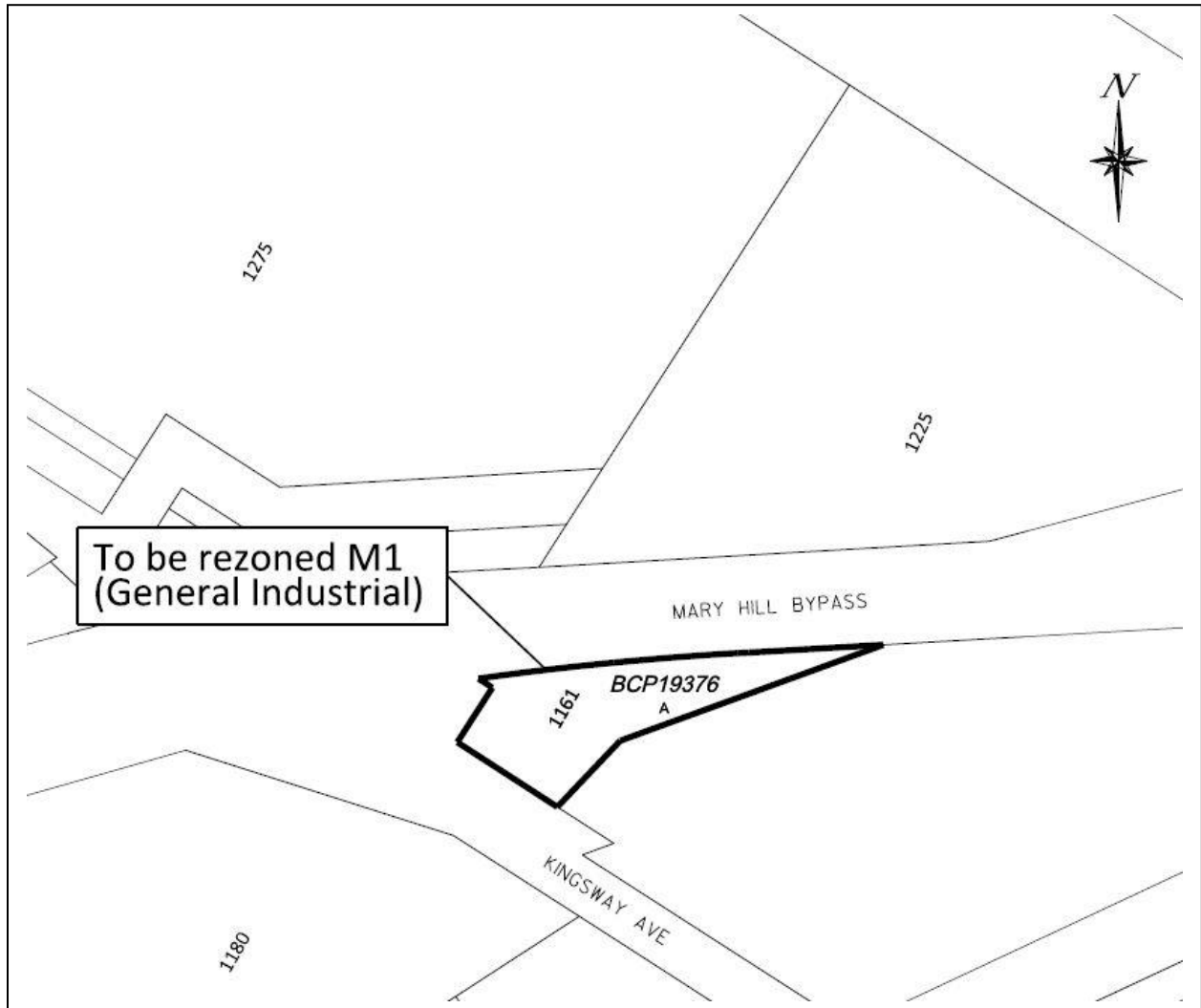
***Mayor***

---

***Assistant Corporate Officer***

**BYLAW 3995**

**Schedule 1**





## REPORT TO COMMITTEE

**DATE:** February 9, 2017

**TO:** Smart Growth Committee (SGC)

**FROM:** Laura Lee Richard, Director of Development Services

**SUBJECT: 1161 KINGSWAY AVENUE  
REZONING APPLICATION RZ000127**

---

### EXECUTIVE SUMMARY

This report describes an application for developing the north-east corner of the Mary Hill Bypass and Kingsway Avenue with an attractive building designed to accommodate a brewery and three general industrial tenants. The site is small but highly visible, has an irregular shape, and is heavily impacted by both BC Hydro services and provincial highway setback requirements. Substantial on-site and boulevard landscaping is proposed as well as landscaping of an unkempt area of land at the corner to improve the area's aesthetics. The proposed landscaping of this area is for native, drought-tolerant species to minimize maintenance costs to the City and is recommended.

Rezoning to the General Industrial M1 zone would be in keeping with policies of the Official Community Plan to promote employment generation. However, this zone also permits restaurants, a use which could have substantial traffic impacts due to the high visibility of the property. For this reason, it is recommended that the rezoning proceed with a restriction that restaurants not be a permitted use. The proposal for the brewery including a lounge and patio is seen to be in keeping with Council's newly adopted policy, has the added benefit of being accessible to the Traboulay PoCo Trail and is supported.

### RECOMMENDATION

It is recommended that Council adopt the following resolutions:

1. That the zoning of 1161 Kingsway Avenue be amended from Heavy Industrial (M2) to General Industrial (M1), with a site-specific restriction that restaurants not be a permitted use.
2. That prior to adoption of the amending bylaw, the following conditions be met to the satisfaction of the Director of Development Services:
  - a. Completion of design and submission of securities and fees for off-site works as required including a multi-use pathway along the Kingsway Avenue frontage;



- b. MOTI approval for landscaping improvements to the triangular area within the Mary Hill Bypass right-of-way, completion of design and submission of a landscape security; and
- c. BC Hydro approval for landscaping improvements within its rights-of-way, completion of design and submission of a landscape security.

## **1. BACKGROUND**

**1.1. The Proposal:** The owner, Milas Enterprises Ltd, proposes to develop the narrow, triangular property located at the north-east corner of the Mary Hill Bypass and Kingsway Avenue with a small, multi-tenant industrial building. The proposed uses for the site include a brewery with a lounge and three units to be leased to general industrial businesses.

**1.2. History:** This application was originally submitted a year ago but completion of staff review was deferred, in consultation with the applicant, pending Council's decisions on policies for craft breweries and bylaw amendments for this use. The Zoning Bylaw amendments were approved in November 2016 to allow accessory lounges and packaged liquor sales at breweries located in the General Industrial M1 and Light Industrial M3 zones, confirming that the proposed site would need to be rezoned to allow for the proposed uses.

## **2. POLICY & REGULATIONS**

**2.1. OCP Policy:** The economic policies of the OCP promote retention of industrial lands and support employment-generating uses. The site is designated General Industrial.

**2.2. Zoning Bylaw:** The current zoning is M2 Heavy Industrial; the proposed zone is M1 General Industrial. The M1 zone permits uses such as manufacturing and production, trade contractors, wholesaling and restaurants.

**2.3. Development Permit:** The site is included within the Industrial Development Permit Area and Environmental Conservation Development Permit Area designations.

**2.4. Liquor Establishment and Licence Policy:** This newly adopted policy provides a framework for Council's review of an application for a liquor establishment (in this case, a brewery with a lounge).

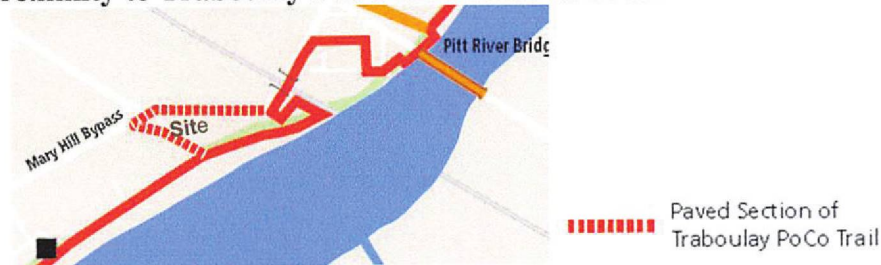
**2.5. Provincial Liquor Control and Licensing Bureau (LCLB) :** A provincial licence would be required for a brewery to include a lounge endorsement and on-site sales.

**2.6. Ministry of Transportation and Infrastructure (MOTI):** Ministry approval pursuant to s.52 of the *Transportation Act* is required due to the site's proximity to a controlled access highway (Mary Hill Bypass).

### 3. COMMENTS AND ANALYSIS

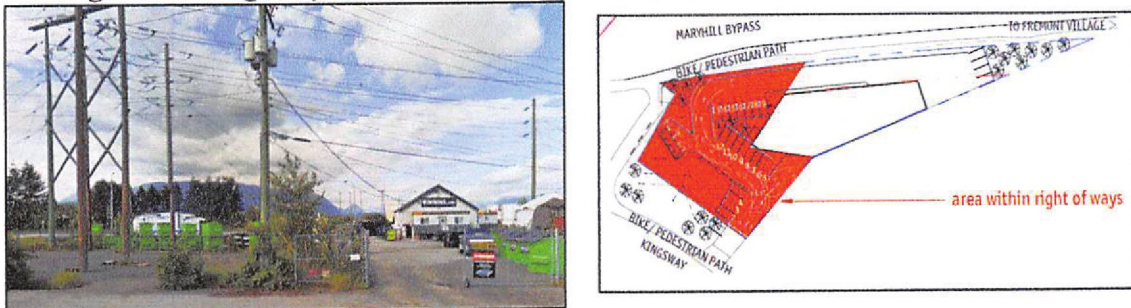
**3.1. Site Characteristics and Context:** The site is located at the northeast corner of Kingsway Avenue and the Mary Hill Bypass. It is sited across the street from the Meridian Industrial Park, an attractive and well established business area east of the Mary Hill Bypass. A heavily used, paved section of the Traboulay PoCo Trail crosses in front and alongside the property.

**Figure 1: Proximity to Traboulay PoCo Trail and Pitt River**



The primary use of the property is for outdoor storage of bins and trucks, similar to that of the large property to the east (also zoned Heavy Industrial). As shown by the image and drawing below, the site is substantially impacted by BC Hydro's rights-of-way.

**Figure 2: Kingsway Avenue frontage and Hydro Corridor**



### 3.2. Project Profile:

	<b>Bylaw Regulations<sup>1</sup></b>	<b>Proposed<sup>2</sup></b>	<b>Requested Variance</b>
<b>Lot Area</b>	1200m <sup>2</sup>	3685m <sup>2</sup>	-
<b>Impervious Surface</b>	80%	73%	-
<b>Setbacks</b>			
<b>Front (Kingsway Ave)</b>	6m	7m	-
<b>Exterior Side (Mary Hill Bypass)</b>	9m	1.5m to garbage facility; 9m to the building	7.5m
<b>Interior Side</b>	0	0	-
<b>Rear</b>	3m	Estimated 60m	-
<b>Building Height</b>	-	9.1m	-
<b>Lounge Seating</b>	25 maximum	25	-
<b>Lounge Floor Area</b>	25% of the brewery's floor area up to 100m <sup>2</sup>	15% (83.6m <sup>2</sup> )	-
<b>Patio Area</b>	Maximum 10m <sup>2</sup>	10m <sup>2</sup>	-
<b>Parking Spaces</b>	15 (10 industrial plus 5 lounge)	23	-
<b>Loading Spaces</b>	2	4	-
<b>Bike Racks</b>	6	12	-
<b>Landscaping</b>			
<b>Onsite Trees</b>	1 per 10 m frontage, 1 per 8 parking stalls Total 26	18	8
<b>Landscape strip</b>	3m width	1.2m	1.8m

**3.3. Project Description:** The proposed multi-tenant building is designed to include four units, each with mezzanines, with a total floor area of 1225 m<sup>2</sup> (13,200 sq.ft.). The unit closest to Kingsway Avenue is designed to accommodate a brewery along with packaged liquor sales, a lounge endorsement area and an outdoor patio. The other three units would be leased to industrial businesses and the applicant advises that consideration would be given to uses such as small-scale manufacturing and wholesaling businesses.

The development is designed around BC Hydro and BC Gas rights-of-way that impact building siting. Vehicle access to the site would be from Kingsway Avenue and a drive aisle along the side of the building separates the front of the industrial units from the Mary Hill Bypass and provides access to the rear. Each of the industrial units would have its own loading bay. A common garbage/recycling

<sup>1</sup> Refer to Zoning Bylaw, 2008, No. 3630 and Official Community Plan, 2013, No. 3838

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



storage facility is located within the BC Hydro right-of-way to the west, where it is accessible for pick-up. Ample on-site parking is located in the front yard and at the rear.

The proposal is for an attractive, modern design appropriate for an industrial zone utilizing extensive glazing, featuring aluminum siding and exposed tilt-up concrete panels.

**Figure 3: Building Design**



The proposal includes improvements to landscaping in keeping with this site's prominent location and substantial highway frontage. Native and drought-tolerant plants such as salal, dogwood and lavender that will screen parking spaces in front of the building are proposed to be planted along Kingsway Avenue and within the hydro corridor. The on-site trees include a mix of maple, hornbeam, dogwood, cherry and crabapple and will be complemented by seven street trees in the Kingsway Avenue frontage. A substantial evergreen hedge is proposed to provide an attractive landscaping buffer separating the drive aisle alongside the building from the Mary Hill Bypass.

The building is being designed to comply with the environmental conservation guidelines through the use of a reflective roof, thermal glazing, and a solar-ready design. SGC would consider the details of the design, parking layout and site landscaping in its future consideration of the development permit for form and character of development and environmental conservation.

The applicant proposes to enhance an unkempt triangular area of land at the corner (see Figure 4) with drought tolerant, low maintenance materials as a community benefit. However, unlike the boulevard improvements, the property owner is not responsible for ongoing maintenance of this area. The Parks Division advises that the additional cost to maintain this area would be \$6500 per year, if these improvements are approved.

**Figure 4: Triangular Area Proposed for Landscape Improvements**



**3.4. Variances to Regulations:** The requests for minor siting and landscape variances would be considered by SGC through the development permit process. The variance to siting is for the garbage/recycling facility located within the BC Hydro right-of-way in the portion next to the Mary Hill Bypass. Its small scale is unlikely to result in substantial visual impacts and the location is well suited to provide convenient access to businesses within the development. The variance to the total number of trees is requested due to insufficient room to plant the number required by the bylaw and is mitigated by proposed on and off-site landscape improvements.

**3.3 Servicing and Offsite Improvements:** Servicing upgrades to be assessed include:

- Kingsway Avenue to be reconstructed half road plus one meter as required, complete with a multi-purpose (3 meter wide) pathway;
- underground Hydro, TELUS and CATV service connections; and
- service connections (water, sanitary, and storm) as required.

**3.4 Compliance with the City's Liquor Licence Establishment Policy:** The proposed lounge would be expected to comply with the policy as follows:

- a. The location(s) of other establishments with liquor licences (*none*)
- b. The distance to schools and any other uses that may be relevant to a specific application (*no schools*),
- c. Traffic and parking impacts (*ample on-site parking proposed; site is located at a major light-controlled intersection*)
- d. Access for pedestrians and cyclists and to public transit (*close to major walking/cycling infrastructure; limited transit access*)
- e. Impacts to residents or businesses (*across from business park, would add to area's amenity*)
- f. Comments by the RCMP and Manager, Bylaw Services Division with respect to any public safety, security or business licence concerns (*would be obtained at time of application*).



**3.5 Discussion:** The proposed redevelopment would provide significant improvements to this highly visible location, including extensive landscaping and the building design maximizes use of an irregular lot. The proposed brewery and lounge would be well located with respect to access to pedestrians and cyclists using the PoCo Traboulay Trail, businesses in the area, and commuters on their way home.

The proposal to rezone from heavy industrial to general industrial is in keeping with the OCP policies to promote employment generating uses. The site is not well located for heavy industrial uses due to its small, irregular size and relative isolation on the east side of the Mary Hill Bypass. It is anticipated that the large property to the east would also be redeveloped for general industrial uses in the future.

An assessment of potential traffic impacts to the major Kingsway / Mary Hill Bypass intersection was made by staff. While the uses as proposed are not anticipated to generate any major traffic concerns, restaurants are a permitted use within the zone in premises up to 75m<sup>2</sup> (807 sq.ft.) in interior floor area and this use could have a more substantial impact. Restaurant uses, which include fast-food establishments but not drive-throughs, may be attracted to this site due to its high visibility. To avoid potential traffic issues, it is recommended that the amendment to rezone to the M1 zone include a site-specific restriction that restaurant uses not be allowed.

The proposed landscape improvements to the isolated triangle at the corner would be a benefit to the community by enhancing the aesthetics of the corner. However, there would be an additional cost to the City to maintain this improvement. Staff are recommending approval to enhance the aesthetics of the community.

**3.5. Consultation:** A development sign is posted on the property. The applicant submitted signed letters from surrounding property owners stating that they have reviewed the proposed development plans and have no objections, although one owner expressed concern about traffic implications.

The rezoning application has been referred to the MOTI and the Ministry has provided its preliminary approval. The applicant has also consulted with BC Hydro in development of the plans to ensure that the proposed landscape improvements and garbage facility would be permitted.

#### **4. OPTIONS**

The Smart Growth Committee may:

1. Recommend proceeding to Council to provide for consideration of the rezoning application (recommended);
2. Determine that it wishes to proceed with the rezoning, but not include a requirement to improve the landscape triangle;
3. Request additional information or amendments to the application to address specified issues prior to proceeding to Council;

4. Recommend rejection of the application. The applicant may then request the application be forwarded to Council for consideration.



Laura Lee Richard, MCIP  
Director of Development Services

Attachments:

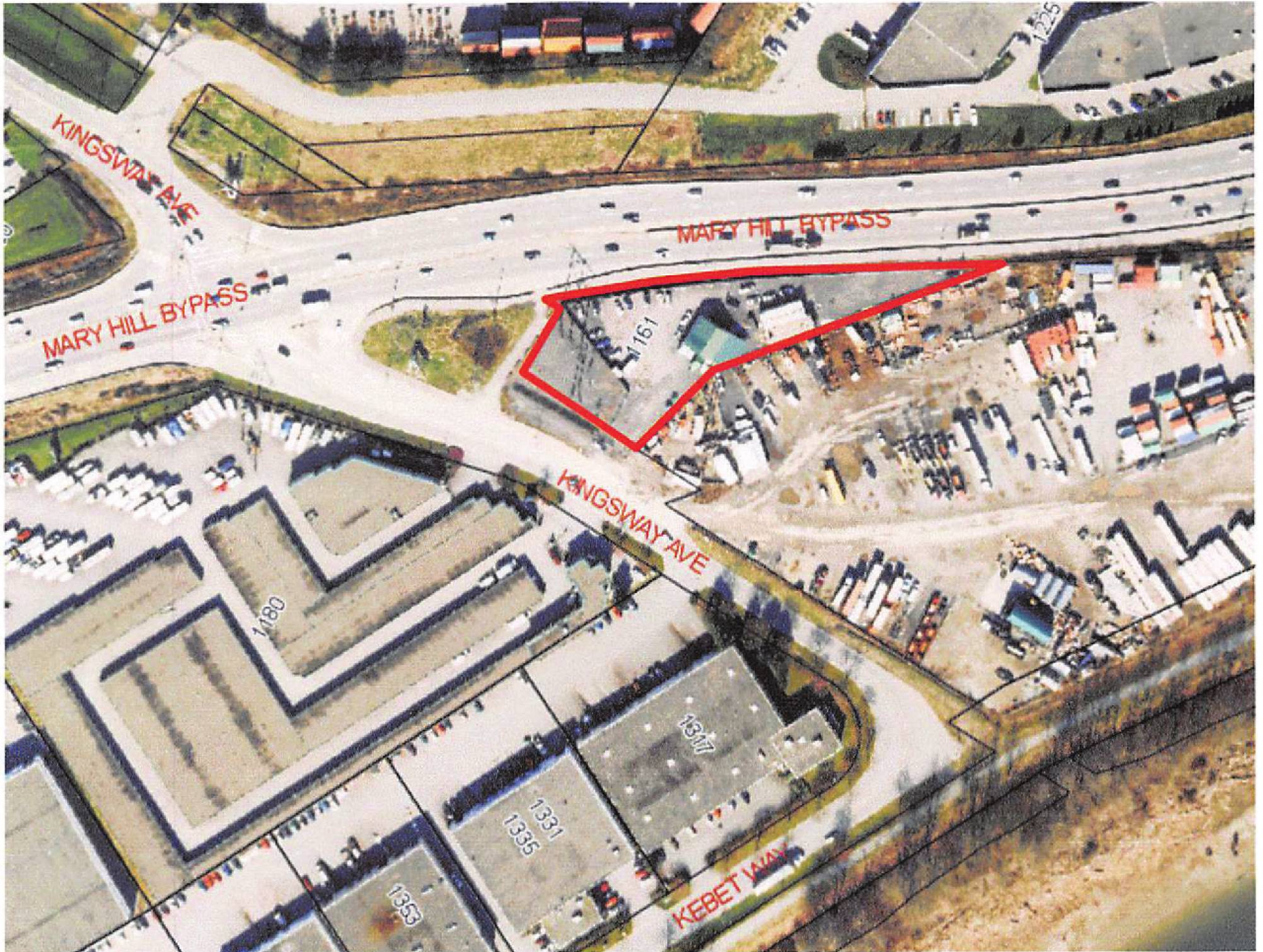
1. Location Map
2. Development concept drawings



CITY OF PORT COQUITLAM  
DEVELOPMENT APPLICATION LOCATION MAP

PROJECT ADDRESS: 1161 Kingsway Ave

FILE NO: RZ000127





symbols

smoke detector	
exit sign	
spot elevation	
window tag	
door tag	
wall tag	
equipment tag	
plumbing fixture tag	
Floor level	-----
detail callout	
section tag	
elevation tag	



1 project contacts  
A0.0

2 project information  
A0.0



PLACE

**NEW INDUSTRIAL BUILDING**  
1161 Kingsway Avenue, Port Coquitlam BC

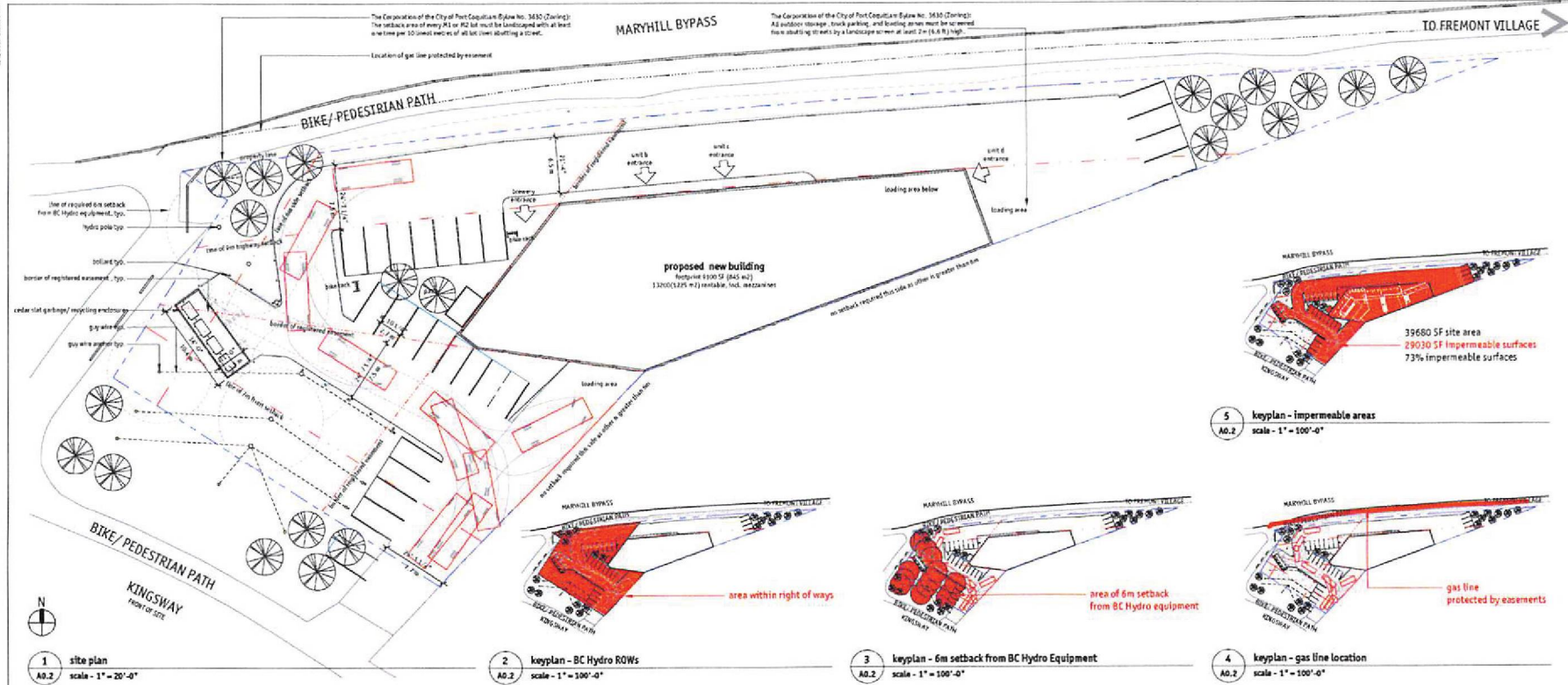
project number: 1429

no.	date	issue
1	26 Feb 2016	DIP / resume application

cover sheet,  
project  
information

heather l johnston architect BCBC  
PLACE architect ltd.  
6262 st georges avenue  
west vanancouver bc, v7w 1z1  
778 279 7314  
www.placearchitects.com

**A0.0**  
2 february 2<sup>017</sup>



**Notes**

The Corporation of the City of Port Coquitlam Bylaw No. 3630 (Zoning)  
The Corporation of the City of Port Coquitlam Bylaw No. 2248 (Subdivision Services)  
The Corporation of the City of Port Coquitlam Bylaw No. 3522 (Parking)

**Site Information**

City Address: 1161 Kingsway Avenue  
Legal Description: P.C. 807 (1978) L1 & L2 30  
PID: 029-403-382  
City of Port Coquitlam  
Project: P2 Heavy Industrial

**Property Description**

Site Area: 3680 m<sup>2</sup> (139,665 sq ft); minimum allowable P2 site area 3000 m<sup>2</sup> (12,917 sq ft)  
Frontage: 64.7 m (212 ft); minimum allowable P2 frontage 10%  
Width: 100.0 m (328 ft); minimum allowable P2 width 30m (98 ft)  
Depth: 140m (460 ft); minimum allowable P2 depth 70m (229 ft)  
Note: this is an irregular shaped lot approximately 18 m x 140m, through any existing approximately half the area.

**Building Area (Gross Floor Area)**

Proposed: 13200 m<sup>2</sup> (143,000 sq ft)  
Maximum Allowable: undetermined

**Lot Coverage**

Proposed: 80% = 2911 m<sup>2</sup> (31,399 sq ft)  
Maximum Allowable: undetermined

**Flow Area Ratio**

Proposed: 84.3% (9300 sq ft)

**Building Height**

Proposed: 9.1m (30 ft)

**Setbacks**

Proposed: 6m (19 ft 8 in)  
Front: 25.5m (83 ft 7 in)  
Side: 3m (9 ft 8 in)  
Rear: 3m (9 ft 8 in)  
Note: In (9.8 ft) side setback may be 0m if the other is greater than 6m  
Note: 30m (100.0 ft) and 10m (32.8 ft)  
Note: Provincial Highway Network requires 2m (6.5 ft)  
Note: Maryhill Bypass is Provincial Highway 70

**Landscaping and Screening**

- All outdoor storage, truck parking, and loading areas must be screened from abutting streets by a landscape screen at least 2m (6.5 ft) high.
- The setback area of every lot must be landscaped with at least one tree per 100 sq ft of lot area.
- P2 zoning requires a landscaped strip with a minimum width of 3 metres along the front and exterior side lot lines that includes a minimum of one tree per 100 sq ft of lot area.
- In the parking area, a landscaped strip or island with a minimum area of 6m x 6m (20 ft x 20 ft) parking stalls and includes a minimum of one tree.

**Off-street parking**

Accessory parking stalls:  
1 for each 5 cars

Main building and industrial buildings and uses, display yards and storage yards, research laboratories, servicing and repair establishments or similar uses:  
1 for each 2 employees, or 1 for each 5 m<sup>2</sup> (53.8 sq ft) of gross floor area, whichever is greater, plus 1 for each 25 m<sup>2</sup> (268 sq ft) of floor area and/or of parcel area used for display, retail, or other similar purposes.

**Service Area A**

Industrial area 132.0 m<sup>2</sup> (143.0 m<sup>2</sup>) (office portion) = 420 m<sup>2</sup> = 4 spaces required  
Curb delivery area = 25 = 2 spaces required  
State Unit A total parking spaces required = 8 spaces required

**Service Unit B**

Industrial area 132.0 m<sup>2</sup> (143.0 m<sup>2</sup>) = 231.5 m<sup>2</sup> = 2 spaces required

**Service Unit C**

Industrial area 15.1 m<sup>2</sup> (16.2 m<sup>2</sup>) = 6.6 m<sup>2</sup> = 2 spaces required

**Service Unit D**

Industrial area 147.5 m<sup>2</sup> (158.5 m<sup>2</sup>) = 236.8 m<sup>2</sup> = 2 spaces required

**Total Required Parking** = 10 + 2 + 2 + 2 = 16  
**Total Available Parking** = 16

**Off-street parking spaces shall conform to the following regulations**

- (1) 75% of the parking spaces shall have a minimum unobstructed length of 5.5 metres, a minimum unobstructed width of 2.7 metres and a minimum unobstructed height of 2.2 metres.
- (2) The remaining 25% of the parking spaces shall have a minimum unobstructed length of 3 metres, a minimum unobstructed width of 2.3 metres and a minimum unobstructed height of 2.2 metres.
- (3) Parking spaces suitable for handicapped individuals shall be provided, of the number and dimensions required by the British Columbia Building Regulations and the Bylaws of the City and
- (4) when a parking space adjacent to a building, fence or other structure over 30 centimetres in height, the required width of the parking space is increased by 30 centimetres.
- (5) Adequate provision shall be made for individual ingress or egress by vehicles to all parking spaces at all times by means of unobstructed maneuvering aisles, of not less than the following widths shall be provided:
  - (a) All parking areas shall be provided with adequate curbs in order to retain all vehicles within the parking area, and for groups that fences, walls, hedges or landscaped areas, and buildings, will be protected from parking vehicles.
  - (b) All parking areas shall be surfaced with asphalt, concrete or similar pavement so as to provide a surface that is durable and dust-free and shall be so graded and drained as to properly dispose of all surface water.

**Parking Stalls for Persons with Disabilities (from BCBC)**

Not required, as the proposed site plan does not include more than 50 spaces. From BCBC 1.3.3.1 (2): Where more than 50 parking stalls are provided, parking stalls for persons with disabilities shall be provided in the ratio of 1 for every 100 or part thereof.

**Parking Aisle Width**

Proposed aisle width = 7.5m (24.6 ft) aisle width  
Less than 50° stall angle = 6.5m (21.3 ft) aisle width  
Greater than 50° but less than 60° aisle width = 5m (16.4 ft) aisle width  
60° to 90° aisle width = 3.5m (11.4 ft) aisle width

**Off-Street Loading**

(a) In every parcel used for a commercial or an industrial use the minimum number of loading spaces shall be:  
1 for buildings less than 400 m<sup>2</sup> (4,291.28 sq ft)  
2 for buildings 400 m<sup>2</sup> (4,291.28 sq ft) to 2,000 m<sup>2</sup> (21,464.51 sq ft)  
3 for buildings 2,000 m<sup>2</sup> (21,464.51 sq ft) to 4,000 m<sup>2</sup> (42,929.02 sq ft)  
1 for each additional 400 m<sup>2</sup> (4,291.28 sq ft) or fraction thereof in excess of 2,000 m<sup>2</sup> (21,464.51 sq ft)  
Proposed building area: 13200 m<sup>2</sup>  
Required loading spaces: 7

**Off-street loading spaces and facilities shall be located on the same parcel as the area served, but not within the required front or side yard or not closer than 7.5m (24.6 ft) to the nearest point of intersection of any two street allowances.**

**All off-street loading and unloading spaces shall be of adequate size, and with adequate access thereto, to accommodate the types of vehicles which will be loading and unloading, but in no case shall be insufficient to accommodate a vehicle 9.0 m (29.5 ft) in length, 2.5 m (8.2 ft) in width and 3.6 m (11.8 ft) in height.**

**All loading areas shall be provided with adequate curbs in order to retain all vehicles within such permitted loading areas, and to ensure that required fences, walls, hedges, or landscaped areas, as well as any buildings, will be protected from parked vehicles.**

**zoning code summary**

**PLACE**

**NEW INDUSTRIAL BUILDING**  
1161 Kingsway Avenue, Port Coquitlam BC

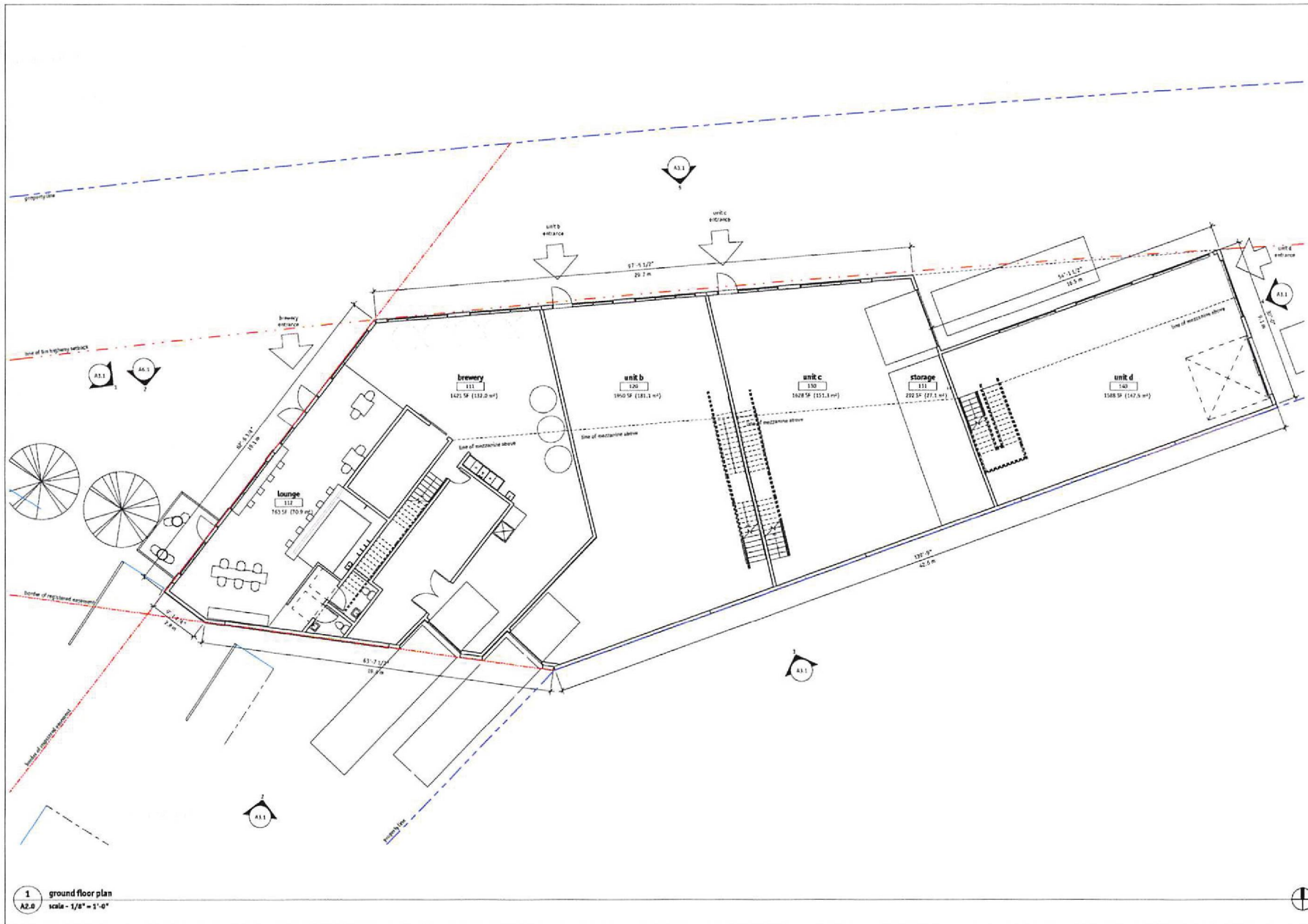
project number: 1429

No	Date	Issue
1	26 Feb 2016	DP / initial application
2	20 July 2016	DP revisions
3	05 Jan 2017	DP revisions
4	20 Jan 2017	DP revisions

**code analysis, site plan**

Heather Johnson and Associates  
PLACE architects Ltd.  
5262 St Georges Avenue  
West Vancouver, BC V7V 1A7  
778 779 7274  
www.placearchitects.com

**A0.2**  
2 february 2017



**NEW INDUSTRIAL BUILDING**  
1161 Kingsway Avenue, Port Coquitlam BC

project number: 1429

no.	date	issue
1	28 Feb 2016	D/P / issue application
3	05 Jan 2017	DP-revisions
4	20 Jan 2017	DP-revisions

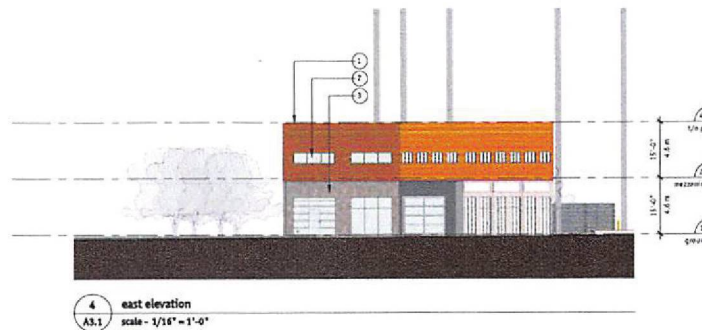
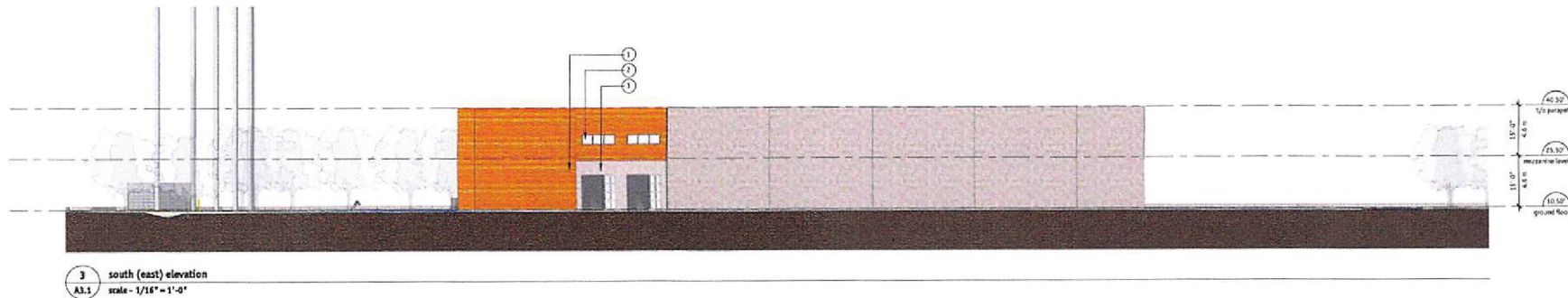
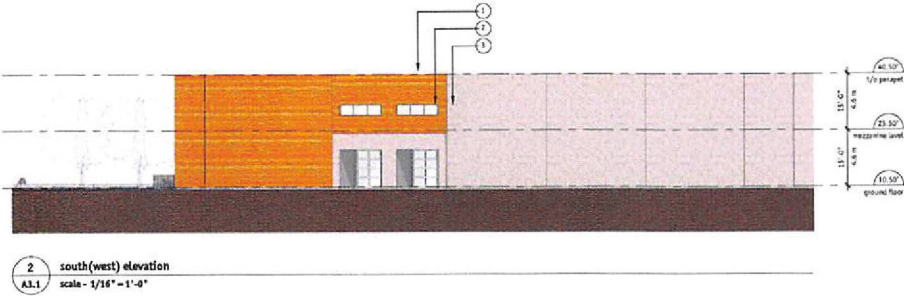
proposed  
ground floor  
plan

Heather J Johnston architect ASSC  
PLACE architect B.C.  
620.211 (george avenue)  
west Vancouver B.C. v7w 1a7  
778.275.7274  
www.placearchitects.ca

**A2.0**

2 february 2017





- 6 materials
- 1 aluminum rainwater siding
  - 2 longboard light grey panel
  - 3 dark red double pane thermally broken bronze anodized aluminum
  - 4 18" sq panels concrete



**NEW INDUSTRIAL BUILDING**  
1161 Kingsway Avenue, Port Coquitlam BC

project number: 1429

no.	date	issue
1	26 Feb 2016	D.P. / release application

elevations

Heather Johnston and Rick ACRC  
PLACE architecture Inc.  
4382 St Georges Avenue  
West Vancouver, BC V7V 1A7  
778.278.7274  
www.placearchitects.com

**A3.1**

2 february 2017

# **COUNCIL Agenda Item Report**

Agenda Item No. 823

Submitted by: Sandra Edgecombe

Submitting Department: Corporate Office

Meeting Date: March 14, 2017

## **SUBJECT**

OCP Amendment Bylaw No. 3996 (Coach Houses) - First Two Readings

## **Recommendation:**

Recommendation: That "OCP Amendment Bylaw No. 3996" for Coach Houses be given first two readings.

## **ATTACHMENTS**

- [Report to Council - Allowing Coach Houses in Residential Neighbourhoods.pdf](#)
- [OCP Bylaw Amendment Bylaw No. 3996.pdf](#)
- [Report to Committee - Allowing Coach Houses in Residential Neighbourhoods.pdf](#)

## Report to Council

**DATE:** February 7, 2017

**To:** Mayor and Council

**FROM:** Smart Growth Committee (SGC)

**SUBJECT: ALLOWING COACH HOUSES IN RESIDENTIAL NEIGHBOURHOODS**  
(Smart Growth Committee February 2, 2017)

---

### **EXECUTIVE SUMMARY**

In 2016, a consultation process with the community dubbed “Let’s Talk Housing” revealed substantial interest in property owners being permitted to develop a coach house (i.e., a small accessory dwelling unit) in their back yards.

SGC recommends that the City’s regulations be amended to allow coach houses as a permitted use and to set guidelines that would promote design compatibility with existing development. A coach house could be built on a residential lot if it is designated and zoned appropriately, the principal dwelling is smaller than the maximum square footage that is permitted for the lot, and subject to issuance of a development permit for design and landscaping. While it is anticipated that most coach houses would be developed on corner lots or off lanes, the proposed amendment allows for coach houses on lots without lanes if there is a wide enough space in the side yard for a clear path to the back and the lot is wide enough for on-street visitor parking. The maximum size, 70 m<sup>2</sup> (~750 sq.ft.) would be large enough for a 2-bedroom home and the maximum height, 2 storeys/8.5m measured to the peak of sloping roof, allows for a living area to be built over a garage but not a building as high as permitted for the principal residence.

The consultation on housing revealed many residents are concerned about parking impacts associated with secondary suites. SGC recommends the parking bylaw be amended to require one on-site parking space for a new secondary suite in addition to a parking space for a coach house.

### **RECOMMENDATIONS**

It is recommended:

1. That the Zoning Bylaw be amended to allow coach houses on those properties located within a Residential or Small Lot Residential land use designation of the Official Community Plan and within a Single Residential (RS1, RS2, RS3 or RS4) zone;
2. That the Official Community Plan be amended to designate lots with coach houses as development permit areas and to add design guidelines applicable to coach house buildings and landscaping;

3. That the Parking and Development Management Bylaw be amended to require parking for both coach houses and secondary suites and that the required parking spaces for these uses as well as the principal dwelling must each have individual access;
4. That the Development Procedures Bylaw be amended to set procedures and approving authorities for the development of coach houses; and
5. That the Fees and Charges Bylaw be amended to set a fee for issuance of a development permit for a coach house.
6. That the City's utility bylaws be amended to set the same rates for a coach house as applicable to a secondary suite.

### **SUMMARY**

One of the implementation actions included in the City's Housing Action Plan (2015) is to expand housing choice in neighbourhoods. In 2016, SGC oversaw a number of steps to assess this action, including an extensive public consultation process "Let's Talk Housing". Based on strong support given by the community to allowing for coach houses, in November the Committee considered a staff recommendation that our regulations be amended to permit this use. The Committee supported the direction and requested additional information to address questions with respect to potential impacts and the process for approval of a coach house. At the SGC meeting held February 2nd, 2017, the Committee considered the attached comprehensive report and supported proceeding to Council with the proposed amendments. In addition, the Committee noted the City would wish to charge additional utility fees for a property with a coach house and it is further recommended that the bylaw amendments including setting the same utility rates for coach houses as applicable to secondary suites.

### **OPTIONS**

Council may:

1. Proceed with consideration of bylaw amendments to allow for and regulate the development of coach houses (recommended); or,
2. Request that staff suggest alternatives to the proposed regulations, guidelines or approval process, prior to moving forward with consideration of bylaw amendments; or,
3. Advise staff that it wishes to defer further consideration of bylaw amendments to allow for coach houses until after the OCP update process is completed; or,
4. Determine that it does not wish to consider coach houses in the community and request the OCP and Housing Action Plan be amended to revise the current policy.

*Submitted by Laura Lee Richard, MCIP, Director of Development Services, with the concurrence of the Chair.*

***A Bylaw to amend "Official Community Plan Bylaw, 2013, No. 3838" to include Coach Houses.***

---

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

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

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

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

**Citation**

- 1.** This Bylaw may be cited for all purposes as "Official Community Plan Bylaw, 2013, No. 3838, Amendment Bylaw, 2017, No. 3996".

**Administration**

- 2.** That Section 9.5 Intensive Residential, Subsection 1, Boundaries, be amended by adding the following:

DPA – Intensive Residential also applies to all lots within the RS1, RS2, RS3 and RS4 zones that include a coach house.

- 3.** That Section 9.5 Intensive Residential, Subsection 3.e. be amended by adding the following new subsection xvi:

“xvi. Lots with Coach Houses

**Coach House Building Design**

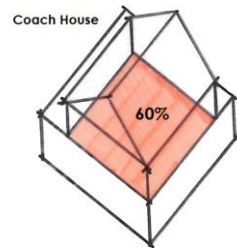
- Overall, the building's appearance is secondary or accessory to the principal dwelling
- The building design is compatible with the principal dwelling
- Architectural elements are appropriately scaled to the overall building form
- Windows and skylights promote natural lighting



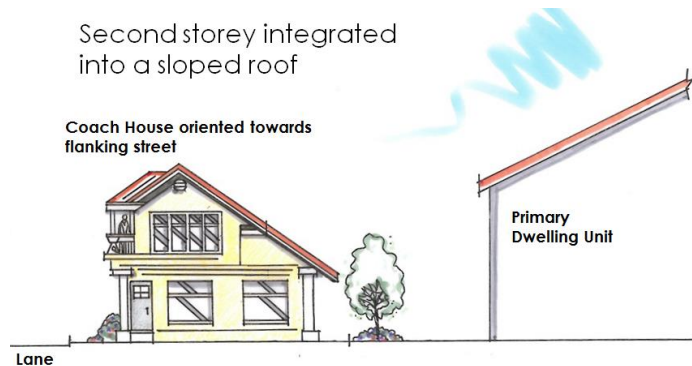
- The design, siting and orientation of windows, balconies, patios and decks provides for visual privacy between adjoining properties

### **Coach House Scale, Massing and Building Orientation**

- The area of a second floor is up to 60% of the first storey's footprint
- Balconies are restricted to the second storey (not rooftop) and have a minimum width of 2m
- Stairs to a second storey are enclosed within the building
- If a corner lot, the front door faces the flanking street  
The floor area of a second storey is integrated within a sloping roof, recessed or articulated



- For a lot with lane access, the building façade facing the lane includes architectural elements to avoid an appearance of a blank wall and minimize the visual impact of garage door(s)

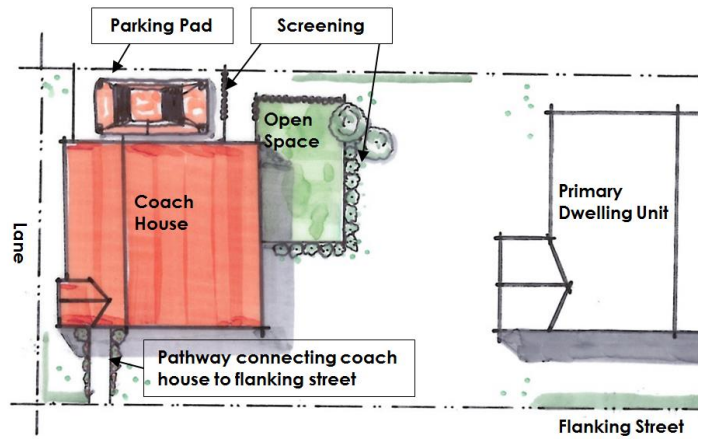


### **Coach House Lighting**

- Exterior lighting, including high-wattage motion-activated security lights, is designed to enhance the experience of the lane at night and not intrude on neighbouring properties
- Any lighting within eaves is restricted to the façade facing a lane or exterior side

## Landscaping

- A landscaped path connects the coach house to the street
- Any open parking space for a coach house is screened with landscaping or fencing
- An outdoor space is provided adjacent to the coach house that consists of lawn or pavers screened by trees, decorative fencing or layered planting and has a minimum depth of 2.4m
- There are at least two trees on the lot.



## Other

- Garbage and recycling space is provided within a designated storage area and screened from private patio areas and the lane, or is located within an accessory structure or the garage

***Read a first time by the Municipal Council this 14<sup>h</sup> day of March, 2017.***

***Read a second time by the Municipal Council this 14<sup>th</sup> day of March, 2017.***

***Public Hearing held this 28<sup>th</sup> day of March, 2017.***

---

***Mayor***

---

***Corporate Officer***



## REPORT TO COMMITTEE

**DATE:** January 26, 2017

**TO:** Smart Growth Committee (SGC)

**FROM:** Laura Lee Richard, Director of Development Services

**SUBJECT:** **Allowing Coach Houses in Residential Neighbourhoods**

---

### EXECUTIVE SUMMARY

In 2016, the City initiated a program to evaluate options that could increase housing choices in our established neighbourhoods and an inclusive “Let’s Talk Housing” consultation process over the summer revealed that the community substantially supports these options. SGC has directed staff to provide for amendment of our housing polices in the upcoming update to the Official Community Plan (OCP) and, as a separate process, bring forward proposed regulations and guidelines to allow for the development of coach houses.

This report proposes a set of bylaw amendments that would allow owners to develop an accessory dwelling unit (a “coach house”) in addition to a principal dwelling, if their proposal is determined to comply with relevant regulations and guidelines. In summary, a coach house could be developed if it is located in a single residential zone with a land use designation of Residential or Small Lot Residential in the OCP. The site must have the capacity to accommodate a coach house as determined by a number of factors including the total amount of existing and proposed floor space on the lot, the lot’s size, shape and width, access and parking. The proposed amendments allow not only for coach houses on lots with lane access or on a corner but also those that do not have a rear lane, in which case more stringent regulations are proposed. It is expected that most coach houses will be proposed for sites already developed with an older, smaller home and having vehicular access to the rear.

Coach houses would be subject to compliance with design guidelines to ensure the buildings and landscaping would be in keeping with the residential setting and minimize potential impacts on neighbours. A specific development permit process offering an opportunity for neighbours’ input on the design is further recommended.

The “Let’s Talk Housing” consultation in July 2016 revealed that many residents are concerned with parking impacts in their neighbourhoods, not only with respect to potential coach house developments but also related to parking impacts related to homes with existing secondary

suites. As our current regulations do not require on-site parking for a secondary suite, it is also recommended that the parking bylaw be amended at this time to address this concern.

**RECOMMENDATIONS:**

It is recommended to Council:

1. That the Zoning Bylaw be amended to allow coach houses on those properties located within a Residential or Small Lot Residential land use designation of the Official Community Plan and within a Single Residential (RS1, RS2, RS3 or RS4) zone;
2. That the Official Community Plan be amended to designate lots with coach houses as development permit areas and to add design guidelines applicable to coach house buildings and landscaping;
3. That the Parking and Development Management Bylaw be amended to require parking for both coach houses and secondary suites and that the required parking spaces for these uses as well as the principal dwelling must each have individual access;
4. That the Development Procedures Bylaw be amended to set procedures and approving authorities for the development of coach houses; and
5. That the Fees and Charges Bylaw be amended to set a fee for issuance of a development permit for a coach house.

**1. BACKGROUND**

**1.1. Prior Resolutions:** At its meeting held May 25<sup>th</sup>, 2016, SGC considered a number of options to increase housing choice in residential neighbourhoods, including a proposal that would allow property owners to construct coach houses on lots developed with a principal single residence. SGC authorized staff to proceed with a consultation process to obtain public feedback on these options. On November 24<sup>th</sup>, SGC received a detailed report summarizing the results of this public consultation and considered a staff report recommending next steps, including bylaw amendments to allow for coach houses. SGC resolved to support this overall direction and requested that staff first address the following concerns:

- the limited availability of on-street parking if coach houses were to be allowed for lots fronting a cul-de-sac;
- how the City could ensure that garages providing required parking space could not be turned into living space;
- how an approval process could be structured that would permit a coach house without the need for rezoning but allow neighbours' input to the design; and,
- how the City could avoid tandem parking configurations for lots with coach houses.

**1.2. OCP Policy:** The policies of the current OCP support consideration of coach houses as a form of infill housing in areas with a residential or small lot residential land use designation (i.e., the lot is not designated for higher density developments such as

townhouses or apartments). No changes to this direction are anticipated as a consequence of the current update to the OCP.

## **2. COMMENTS & ANALYSIS**

**2.1. Definition:** A “coach house” is being defined as “a detached, accessory dwelling unit on a residential property that is accessory to a principal dwelling unit and that is held in common ownership”. This definition encompasses the variety of dwelling types variously described as laneway houses, granny flats, carriage houses and garden cottages. It further indicates the unit is held in common ownership (allowing for stratification of a lot to facilitate separate ownership of a coach house is not proposed).

**2.2. Proposed Regulations:** This report brings forward recommended bylaw amendments that would allow for coach houses to be permitted in single residential areas. If adopted, a coach house would be allowed on any lot that meets the following criteria:

- the OCP land use designation is Residential (R) or Small Lot Residential (SLR);
- the zoning is single residential (RS1, RS2, RS3 or RS4);
- the lot width and area is sufficient to accommodate a small accessory dwelling unit;
- the lot either has lane access, is a corner lot, or there is a 2m clear path between the side property line and any structures; and
- unless the lot has lane access or is on a corner, then the lot frontage must be sufficient for on-street parking.

The regulations proposed for coach houses on eligible lots include the following:

- A maximum size of 70m<sup>2</sup> (753sq.ft.), if the total floor area including both the principal dwelling and the coach house is less than the maximum permitted for the lot;
- Up to 2 storeys in height but not a basement or crawl space;
- One parking space and private outdoor space;
- At least 6m (20 ft.) space separating the principal dwelling from the coach house;
- The same setback from the lane or rear property line as allowed for a garage (1.2m /4ft.).

In addition to these zoning bylaw regulations, a coach house would be subject to SGC issuance of a development permit to ensure compliance with design guidelines and landscaping as well as to provide for neighbour comment on the proposal.

**Figure 1: Coach House and Parking Layout Examples***A two-storey coach house with a one-car garage**One storey coach house with a parking pad*

### 2.3. Analysis of the Proposed Regulations

**OCP Land Use Designation:** The proposal that coach houses only be allowed in areas with a Residential (R) or Small Lot Residential (RSL) designation in the OCP means that they would not be permitted on lots located in areas designated for townhouse or apartment uses, even if the lot is currently developed with a house and zoned accordingly. This approach is in keeping with OCP policies that encourage areas to redevelop at higher densities.

**Zoning:** Most properties proposed for coach houses will be zoned for single residential uses. However, there are a few lots currently developed with single homes but in a duplex or CD zone. If this is the case, the property would need to be rezoned to a single residential zone to allow for a coach house.

**Lot Size:** The minimum size of a lot that could accommodate a coach house is proposed to vary depending on its access and existing development. A coach house would only be allowed on a smaller lot if there is lane access and the principal dwelling does not include a secondary suite or daycare; a coach house may be allowed on a larger lot even if it doesn't have lane access or the principal house includes a secondary suite or daycare, as shown by the following table.

Minimum Lot Width*	Minimum Frontage*	Minimum Lot Size	Access	Secondary suite or daycare?
10m (32.8 ft.)	10m (32.8 ft.)	370 m <sup>2</sup> (3705 sq.ft.)	Access from lane or flanking street	Not permitted
12m (39.3 ft.)	12m (39.3 ft.)	370 m <sup>2</sup> (3705 sq.ft.)	Access from lane or flanking street unless 2m wide clear path	Not permitted
12m (32.8 ft.)	12m (32.8 ft.)	740 m <sup>2</sup> (7965 sq.ft.)	Access from lane or flanking street unless 2m wide clear path	Permitted

\*Lot width is the distance between the side property lines as calculated at the front setback line; lot frontage is the length of the front property line.

**Coach House Size:** The proposed maximum coach house size of 70m<sup>2</sup> (753 sq.ft.) would allow most homes to include one or two bedrooms. This size compares with the maximum established by other communities as follows:

- Delta – 42m<sup>2</sup>
- Coquitlam - 50m<sup>2</sup>
- Richmond - 60m<sup>2</sup>
- Vancouver – 70m<sup>2</sup>
- Maple Ridge –between 37 m<sup>2</sup> and 90m<sup>2</sup>
- City of North Vancouver, 74.3m<sup>2</sup> or 92.9m<sup>2</sup> (depends on type).

Some owners may wish to develop a larger coach house in order to facilitate a 3-bedroom unit. However, allowing for a larger building size could have a greater impact on adjoining properties and is not proposed as-of-right but approval of a larger unit could be considered by Council through the development variance permit process.

The proposed regulations relate the capacity of a lot to accommodate a coach house to the size of the principal residence. The approach being taken is that it would only be possible for a lot owner to add a coach house if the floor area of the principal dwelling is less than the maximum 0.50 floor area ratio permitted for the lot, an amount that is considered to provide sufficient building potential in single residential areas. The following examples explain how this provision would apply:

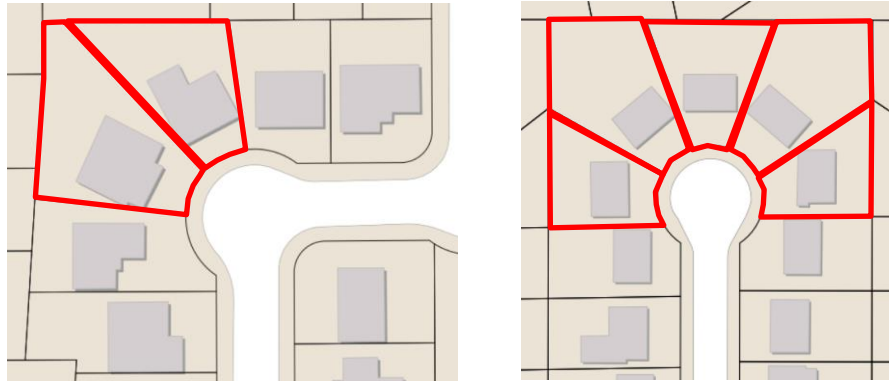
- a lot developed with a principal dwelling built to the maximum permitted floor area for the lot would not be eligible to accommodate a coach house;
- a lot developed with a principal dwelling that is at least 70m<sup>2</sup> smaller than the maximum permitted floor area could be eligible to accommodate a coach house having the maximum size; and
- a smaller coach house may be possible on a lot with a principal dwelling that is not built to the maximum.

The floor area ratio calculation exempts 46m<sup>2</sup> garage space if attached to the principal residence. To encourage garages, an additional 23m<sup>2</sup> exemption is proposed for garage space attached to a coach house.

**Coach House Access and on-street Parking:** Most lots that will be proposed for coach house developments are likely to have lane access or they will be corner lots, because such lots lend themselves more readily to development of additional dwellings. It is also proposed that lots without lanes be eligible for coach houses in order to expand potential opportunities for this form of housing in Port Coquitlam. If a lot does not have lane access, then a minimum setback of 2m between the property's side lot line and any buildings must be provided to meet the Fire Department's requirement for a clear path connecting from the street to the coach house. In addition, it is proposed that a lot with a coach house that does not have lane access have sufficient frontage to accommodate on-street parking, by requiring an uninterrupted length (no driveways) along the road edge of at least 5m. This proposal would ensure that coach houses would not be allowed on lots with narrow frontages such as the pie-shaped lots typically found at the end of a cul-de-sac, unless the lot has lane access. The examples below show two cases where a coach house would not

be permitted.

**Figure 2: Lots with frontages too narrow to accommodate a coach house**



It is proposed that one off-street parking space be required for a coach house in addition to the two spaces required for the principal dwelling. If there is a lane, then parking for the coach house would be required to be from the lane. If there is no lane, then a corner lot would be accessed from the flanking street and an internal lot accessed from the street via a shared driveway. The parking space for a coach house could be located in a detached garage, a garage attached to the coach house or a parking pad.

If the parking for the coach house is located in a garage as part of the building, a connecting door would not be permitted to help avoid the garage from being converted to living space. In addition, the development permit would indicate that a garage is exempt from the floor area calculation to further confirm its use is restricted to vehicle parking.

An amendment to the parking bylaw is proposed to implement the parking recommendations. The bylaw amendment will also specify that all required parking spaces be independently accessible (tandem parking will not be permitted if there is a coach house on the lot).

**Building Height:** The proposal is to allow for two-storey homes, facilitating design options such as living space above the garage. This design option is particularly important in Port Coquitlam because so much of the city is located in the floodplain and habitable areas must be above the flood plain elevation, but garages and building entries may be developed below. The height proposed for a coach house is 8.5m measured to the peak of a sloping roof or 7.5m for a flat roof.

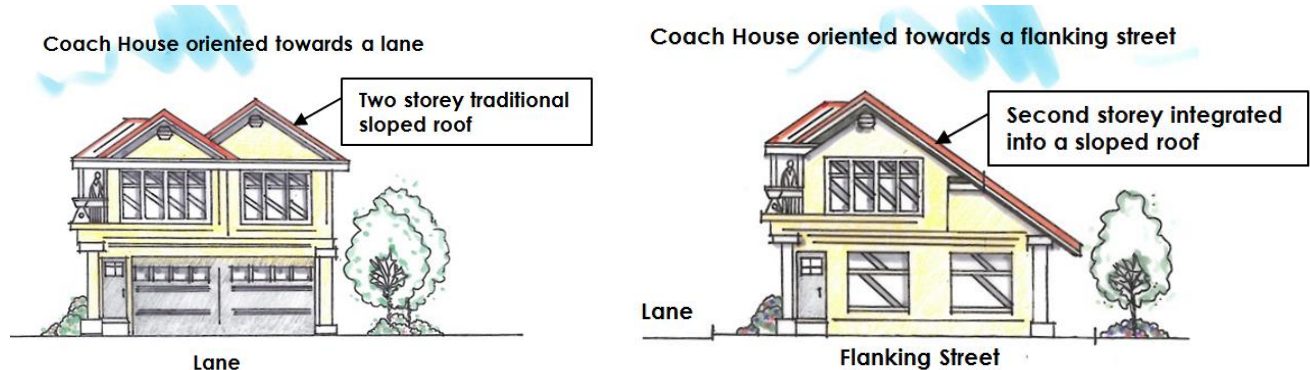
The maximum height being proposed for Port Coquitlam is similar to that of other communities with flood plains, such as Richmond and Delta. A report compiled by West Vancouver in 2012 identified the following height limits in other communities:

- Coquitlam – allows one-storey “garden cottages” plus development above garages (Coquitlam is re-evaluating its program as there has been limited take up)
- Delta, Richmond and Langley Township – allow two storeys

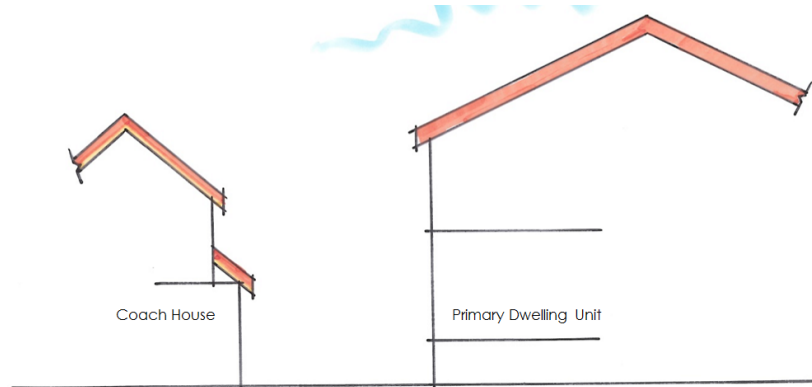


- Maple Ridge – generally allows one-storey coach houses on small lots and two storeys on larger lots
- City of North Vancouver and Vancouver – generally allow one storey or a 2<sup>nd</sup> storey if contained within a sloping roof

**Figure 3: Coach House Design Examples**



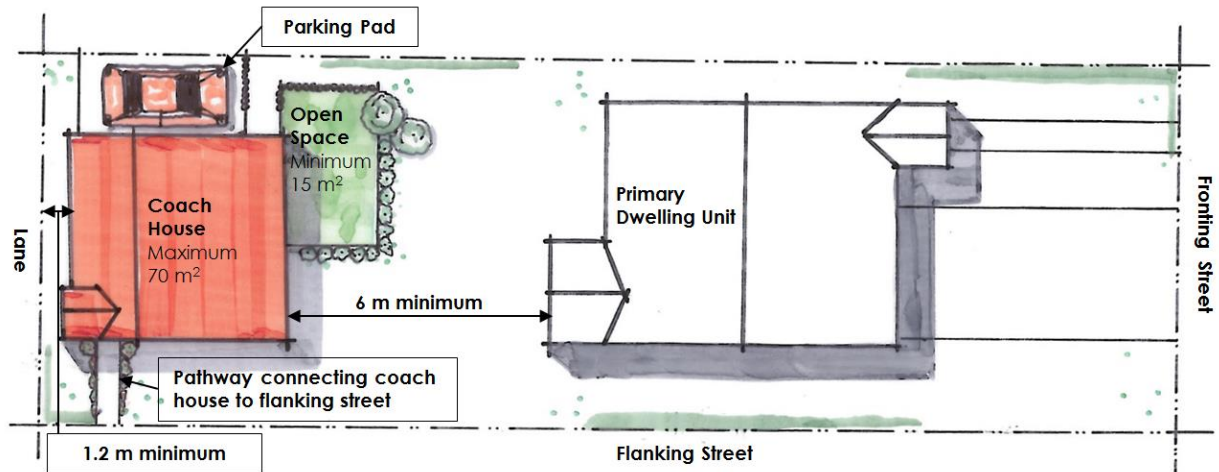
**Figure 4: Coach House Height relative to the Height of the Principal Dwelling**



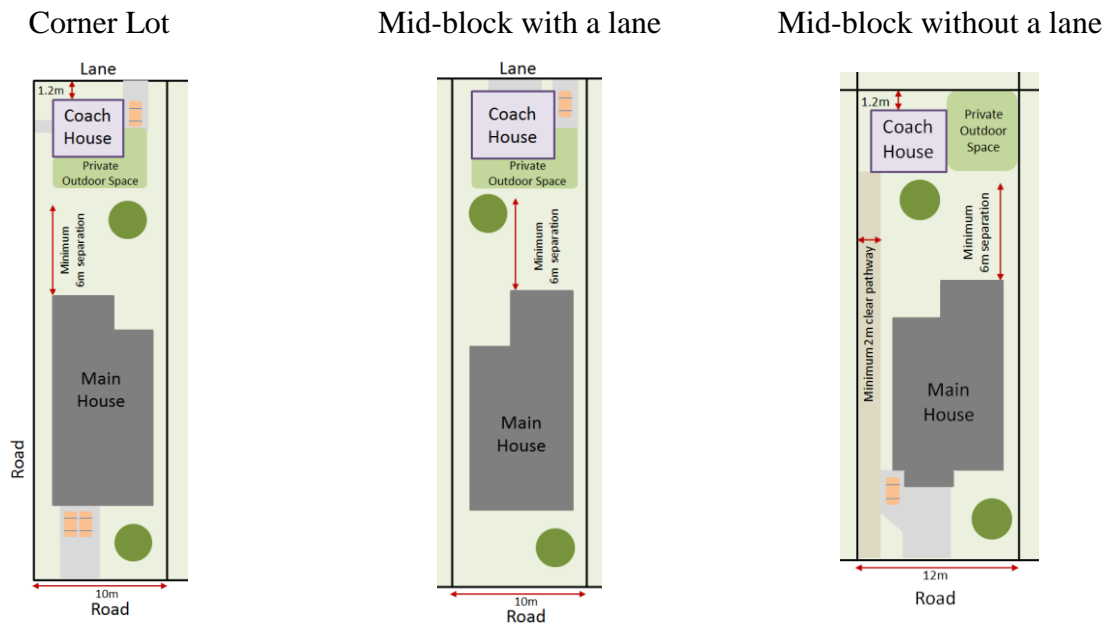
**2.4. Setbacks and Outdoor Spaces:** The proposed side yard setbacks are the same as that applicable to the principal dwelling and proposed rear yard setback the same as that required for a garage. If there is no lane, the minimum setback would be 1.2m (4') from the rear property line.

The coach house would also be required to be separated from the principal dwelling by 6m (about 20') to ensure usable outdoor space and provide an opportunity to create privacy between the dwelling through screening and landscaping. Balconies and overhangs would be allowed to encroach within this separation. The proposed minimum private outdoor space area of 15m<sup>2</sup> and minimum depth of 2.4m would be sufficient for a patio table and chairs.

**Figure 5: Sample Site Configuration** (example for a 12m x 37m lot)



**Figure 6: Examples of Coach House Siting**



**2.5. Servicing:** New construction on single-family lots within designated single-family areas is not subject to providing for off-site improvements such as paving, curb and gutters, sidewalks, and street trees. In some circumstances, utility upgrades may be required to meet sprinkler requirements.

On-site services (water, sanitary sewer, storm sewer) for a coach house would be connected to the property's existing services and, at the time of building permit review,

may be upgraded if necessary to provide sufficient capacity for the additional development.

- 2.6. Design Guidelines:** The attached proposed design guidelines promote high quality design character, compatibility with surrounding development, protection of privacy of neighbours, and provision of landscaped outdoor areas.

### **3. IMPLEMENTATION RECOMMENDATIONS**

**Amend the Zoning Bylaw to:**

- allow coach houses as a permitted use on any property located within a Single Residential zone (RS1, RS2, RS3 or RS4) and subject to a Residential or Small Lot Residential land use designation in the Official Community Plan
- regulate the size, siting and height of coach houses as described in this report.

**Amend the Official Community Plan to:**

- designate any lot with a coach house as a development permit area
- apply coach house design guidelines to buildings and landscaping per Attachment 1

**Amend the Parking and Development Management Bylaw to require:**

- one parking space for a coach house,
- one parking space for a secondary suite, and
- individual access to required parking spaces for any lot that includes a coach house.

**Amend the Development Procedures Bylaw to:**

- set specific procedures for neighbours' input in consideration of a development permit application for a coach house per Attachment 2

**Amend the Fees and Charges Bylaw:**

- the proposed development permit application fee for a coach house is \$1000 plus a refundable fee of \$100 if the permit is not approved. This amount is expected to cover basic staff processing costs including the proposed approval process and would be in line with existing fees for minor development permits.

### **4. DISCUSSION**

The recommended amendments for coach houses are in line with the City's policies promoting additional housing and additional types of ground-oriented housing in established neighbourhoods. Coach houses offer a wide range of benefits to the community:

- as a revenue source for residents who wish to remain in their homes;
- as a means for family members to share a property yet live in a separate dwelling unit;
- by adding ground-oriented housing at a relatively lower cost, primarily due to small unit size;
- creating more rental accommodation;
- making efficient use of the City's infrastructure;
- supporting environmental and social objectives by an intensified use of land.

The public consultation process through the summer revealed that many community members see these potential benefits and are eager to see coach houses developed in Port Coquitlam neighbourhoods. The proposed regulations and design guidelines will ensure that the concerns of some residents about neighbourhood fit and parking will be addressed and the implementation proposal provides for a streamlined approval process.

## **5. OPTIONS**

SGC may select one of the following procedural options:

1. Recommend to Council that the City's bylaws be amended as outlined in this report to allow for and regulate the development of coach houses and require parking for this use (*recommended*);
2. Request that staff suggest alternatives to the regulations, guidelines or approval process as proposed in this report, prior to moving forward with consideration of bylaw amendments;
3. Advise staff that it wishes to defer further consideration of allowing for the development of coach houses until after the OCP update process is completed.

Laura Lee Richard  
Director of Development Services

Attachments:           1. Proposed Design Guidelines for a Coach House  
                              2. Draft Amendments to the Development Procedures Bylaw

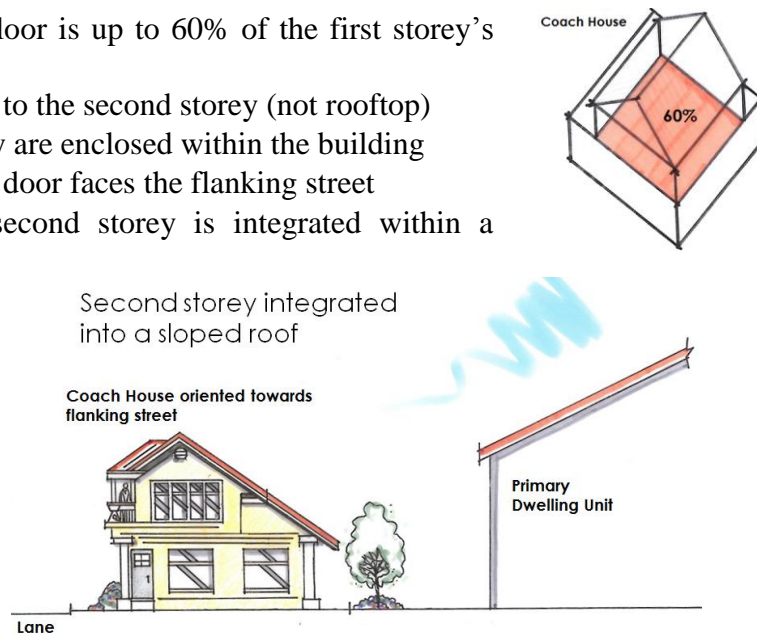
## Attachment 1: Proposed Design Guidelines for a Coach House

### Building Design

- Overall, the building's appearance is secondary or accessory to the principal dwelling
- The building design is compatible with the principal dwelling
- Architectural elements are appropriately scaled to the overall building form
- Windows and skylights promote natural lighting
- The design, siting and orientation of windows, balconies, patios and decks provides for visual privacy between adjoining properties

### Scale, Massing and Building Orientation

- The area of a second floor is up to 60% of the first storey's footprint
- Balconies are restricted to the second storey (not rooftop)
- Stairs to a second storey are enclosed within the building
- If a corner lot, the front door faces the flanking street
- The floor area of a second storey is integrated within a sloping roof, recessed or articulated
- For a lot with lane access, the building façade facing the lane includes architectural elements to avoid an appearance of a blank wall and minimize the visual impact of garage door(s)

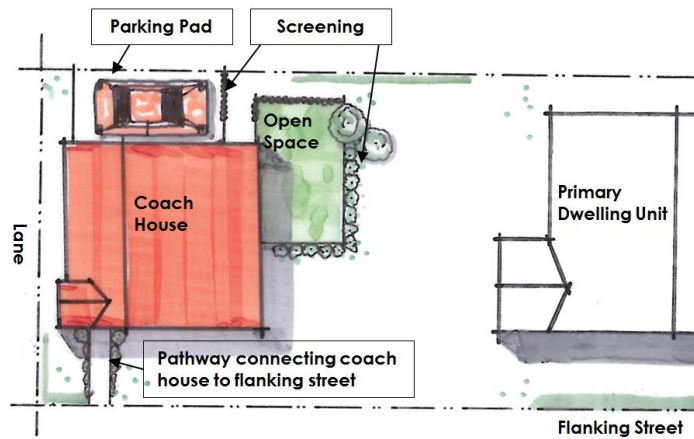


### Lighting

- Exterior lighting, including high-wattage motion-activated security lights, is designed to enhance the experience of the lane at night and not intrude on neighbouring properties
- Any lighting within eaves is restricted to the façade facing a lane or exterior side

## Landscaping

- A landscaped path connects the coach house to the street
- Any open parking space is screened with landscaping or fencing
- The primary outdoor space is adjacent to the coach house and consists of lawn or pavers screened by trees, decorative fencing or layered planting
- At least two trees are on the lot



## Other

- Garbage and recycling space is provided within a designated storage area and screened from private patio areas and the lane, or is located within an accessory structure or the garage

**Attachment 2: Draft Amendments to the Development Procedures Bylaw**

Add the following definition:

Coach House Development Permit means a development permit for a dwelling accessory to a principal dwelling.

Amend the application submission requirements to include:

In addition to the information requirements established by the bylaw, an application for a Coach House Development Permit shall include a written submission outlining the location and existing development of properties adjoining the proposed development site (i.e., any lot which abuts or is adjacent to the subject lot, whether or not it is separated by a lane or street) and a statement describing the response from the owners of these properties to the proposed design and landscaping of the proposed development.

Amend notification requirements to include:

Notice of Committee consideration of a Coach House Development Permit shall be mailed or otherwise delivered at least 10 days before the date of the Committee Meeting to all owners of properties adjoining the proposed development site.

Amend permit procedures to specify that the Committee will:

Provide an opportunity for public comment on a Coach House Development Permit prior to consideration of the application

Amend security provisions to set an amount of \$2500 for landscaping of a coach house.

## **COUNCIL Agenda Item Report**

Agenda Item No. 836

Submitted by: Sandra Edgecombe

Submitting Department: Corporate Office

Meeting Date: March 14, 2017

### **SUBJECT**

Zoning Amendment Bylaw No. 3997 (Coach Houses) - First Two Readings  
(See Item 5.3 for supporting reports)

### **Recommendation:**

Recommendation: That "Zoning Amendment Bylaw No. 3997" for Coach Houses be given first two readings.

### **ATTACHMENTS**

- [Zoning Amendment Bylaw for Coach Houses.pdf](#)



***A Bylaw to amend "Zoning Bylaw, 2008, No. 3630" to include Coach Houses.***

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

**Citation**

1. This Bylaw may be cited for all purposes as "Zoning Bylaw, 2008, No. 3630, Amendment Bylaw, 2017, No. 3997".

**Administration**

2. That Section 1 – Definitions be amended by adding the following definition in alphabetical order:

**Coach house** means a building containing only one dwelling unit and which is located on the same lot as the principal dwelling. For clarification, the lot containing the coach house and principal dwelling cannot be subdivided under the *Strata Property Act*.

3. That Section 2 – Residential Zones be amended as follows:
  - a. By replacing Table 2.3 and Notes to Table 2.3 with the following Table 2.3 and Notes to Table 2.3

**Table 2.3: Residential Zones Permitted Uses**

Use	Zone										
	RS1	RS2	RS3	RS4	RD	RTh1	RTh2	RTh3	RRh	RA1	RA2
Single	■	■	■	■	■						
Secondary suite	■ Note 2	■ Note 2	■	■							
Coach house	■ Note 3	■ Note 3	■ Note 3	■ Note 3							
Duplex					■						
Townhouse						■	■	■			
Rowhouse									■		
Apartment										■	■
Agriculture			■ Note 4								
Boarding	■ Note 5	■ Note 5	■ Note 5	■ Note 5	■ Note 5	■ Note 5	■ Note 5	■ Note 5	■ Note 5	■ Note 5	■ Note 5
Community care	■ Note 6		■ Note 6								

Use	Zone										
	RS1	RS2	RS3	RS4	RD	RTh1	RTh2	RTh3	RRh	RA1	RA2
Office use	<b>S</b> Note 9										
Parks and playgrounds	■	■	■	■	■	■	■	■	■	■	■
Parking lot			<b>S</b> Note 7								
Accessory child care facilities	■ Note 10	■ Note 10	■ Note 10	■ Note 10	■ Note 10	■ Note 10	■ Note 10	■ Note 10	■ Note 10	■ Note 10	■ Note 10
Accessory home businesses	■ Note 11	■ Note 11	■ Note 11	■ Note 11	■ Note 11	■ Note 11	■ Note 11	■ Note 11	■ Note 11	■ Note 11	■ Note 11
Accessory hobby beekeeping	■	■		■	■						

### Notes to Table 2.3

- Note 1. The symbol ■ indicates that the use is permitted in the zone in question. The symbol **S** indicates that the use is permitted in the zone at a specified location.
- Note 2. In the Riverwood Neighbourhood outlined in heavy black line on Schedule D, secondary suites are not permitted.
- Note 3. Coach houses are only permitted on lands designated “Residential” or “Small Lot Residential” in the City’s Official Community Plan, as it may be amended or replaced from time to time. For information, coach houses are subject to the regulations of Section III, Supplementary Regulations.
- Note 4. Permitted agricultural uses in the RS3 zone do not include mushroom growing or the keeping of fur bearing animals or the keeping of swine, poultry, or other livestock other than for household use or consumption.
- Note 5. Boarding uses are limited to two boarders per dwelling unit in single, duplex, townhouse and rowhouse dwellings. One boarder is permitted per apartment dwelling provided that the apartment has at least two bedrooms and two bathrooms. Boarding uses are not permitted in secondary suites, coach houses or dwelling units used for bed and breakfast businesses.
- Note 6. Community care uses in the RS1 and RS3 zones are limited to the care of 10 persons per lot and must be located at least 300 m (984.3 ft.) from any other such facility fronting on the same street measured between the two closest lot boundaries.
- Note 7. A parking lot use is permitted in the RS3 zone only on Lot 3 District Lot 255, NWD, Plan 22343 (1840 McLean Avenue).
- Note 8. In RS1 zones, the number of unrelated persons living together as a single household may be up to 10 at the following locations:
- Lot 9, Block 3, District Lot 479, New Westminster District, Plan 2134 (3237 Liverpool Street).

- b) Lot 21, Block 29, District Lot 464, New West District, Plan NWP 2039 (3135 Oxford Street).

Note 9. Office use in the RS1 zone is limited to Lot 9, Block 3, District Lot 479, New Westminster District, Plan 2134 (3237 Liverpool Street) associated with the operation of a community care facility or recovery home.

Note 10. For information, accessory child care facilities are subject to the regulations of Section III, Supplementary Regulations.

Note 11. For information, accessory home businesses are subject to the regulations of Section III, Supplementary Regulations.

**4.** That Section 2 – Residential Zones be amended as follows:

- 1) In section 2.4, Regulations, Notes to Table 2.4, by adding the following to clause ‘a’ of Note 2:

“and, in the case of a property with a coach house, an additional 23 m<sup>2</sup> of floor area for a garage or carport,”

- 2) In section 2.4, Regulations, Notes to Table 2.4, by adding the following to Note 3:

“except that all setbacks other than the rear setback are also measured to any coach house, and the rear setback for a coach house is 1.2 m.”

- 3) In section 2.5, Additional Regulations, Density of Development, subsection 2, , by adding the following:

“except that two residential buildings are permitted on each lot in the RS1, RS2, RS3 and RS4 zones if:

- a. one of the buildings is a coach house; and,
- b. the lot has an area of at least 740 square metres, or in the case of a lot on which the principal dwelling does not contain a secondary suite or an accessory child care facility, an area of at least 370 square metres.”

- 4) In section 2.5, Additional Regulations, Open Space, subsection 6, by adding the following new subsection ‘d’:

“d. coach houses in the amount of at least 15 square metres.”

**5.** That Section III – Supplementary Regulations be amended as follows:

- 1) In Section 8. Child Care Facilities by adding a new subsection 8.1 (g) as follows:

“g. Child care facilities are not permitted in coach houses.”

- 2) By adding the following new Section 15, Coach Houses as follows:

**15. COACH HOUSES**

- 15.1. Coach houses are permitted only on a lot abutting more than one street, or a street and a lane, or on a lot on which the configuration of buildings and structures allows for a clear, unobstructed path from the front property line to the coach house, at least 2 metres wide along its entire length.
- 15.2. The minimum width and frontage of a lot on which a coach house is permitted is 12 metres, except that in the case of a lot abutting more than one street, or a street and a lane, the minimum width and frontage is 10 metres.
- 15.3. In the case of a lot abutting only one street, a coach house is only permitted if, along the part of the street that abuts the lot, an uninterrupted 5-metre portion is available for parking vehicles.
- 15.4. The maximum floor area of a coach house is 70 m<sup>2</sup>. For clarification, the total combined floor area of the principal dwelling and the coach house shall not exceed the permitted floor area ratio of the zone.
- 15.5. Despite the definition of height in this Bylaw, the height of a coach house is always measured to the highest point of the roof surface, and despite the height limits specified in Table 2.4, the maximum permitted height of a coach house is 7.5 metres, except that if the slope of the roof is 9 in 12 or greater, the maximum permitted height of a coach house is 8.5 metres.
- 15.6. A building containing a coach house shall not include a basement.
- 15.7. The maximum height of crawl space in a building containing a coach house shall be 1.5m.
- 15.8. The minimum horizontal distance between any exterior wall of a coach house and the nearest point of any exterior wall of a principal dwelling located on the same lot is 6 metres.
- 15.9. If a coach house contains a garage, there shall be no interior doorway between the dwelling unit and the garage."

***Read a first time by the Municipal Council this 14<sup>h</sup> day of March, 2017.***

***Read a second time by the Municipal Council this 14<sup>th</sup> day of March, 2017.***

***Public Hearing held this 28<sup>th</sup> day of March, 2017.***

---

***Mayor***

---

***Assistant Corporate Officer***

# **COUNCIL Agenda Item Report**

Agenda Item No. 837

Submitted by: Sandra Edgecombe

Submitting Department: Corporate Office

Meeting Date: March 14, 2017

## **SUBJECT**

Development Procedures Amendment Bylaw No. 3998 (Coach Houses) - First Three Readings  
(See Item 5.3 for supporting reports)

## **Recommendation:**

Recommendation: That "Development Procedures Amendment Bylaw No. 3998" for Coach Houses be given first three readings.

## **ATTACHMENTS**

- [Development Procedures Amendment Bylaw No. 3998.pdf](#)

***A Bylaw to amend "Development Procedures Bylaw, 2013, No. 3849" related to Coach Houses.***

---

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

**Citation**

1. This Bylaw may be cited for all purposes as "Development Procedures Bylaw, 2013, No. 3849, Amendment Bylaw, 2017, No. 3998".

**Administration**

2. That Section 1 Definitions be amended by adding the following definitions in alphabetical order:

**Coach House** means a building containing only one dwelling unit and which is located on the same lot as the principal dwelling

**Development Permit - Coach House** means a development permit for a coach house.

3. That Section 3. Application Procedures and Requirements, Subsection (3) be amended by adding the following new sub-subsection (f):

“f) for a Coach House Development Permit application:

- i) a written submission describing the existing development of properties adjoining the proposed development site (i.e., any lot which abuts or is adjacent to the subject lot, whether or not it is separated by a lane or street); and,
- ii) a statement describing the response from the owners of the adjoining properties to the design and landscaping of the proposed coach house.”

4. That Section 5, Notification and Signage, be amended by adding the following new subsection 7:

“7) Notice of a Coach House Development Permit application shall include:

- a) Posting a sign on the subject property pursuant to Subsection 5 of this Section with the exception that the required context map shall include the subject property lines, the location of the principal dwelling outlined in black and the location of the proposed coach house outlined in red;
- b) Mailing a notice or otherwise delivering it, at least 10 days before the date of the Committee meeting to all owners of properties adjoining the proposed development site; and,

- c) Posting the date of Committee consideration on the sign at least 5 days prior to this consideration.”
- 5. That Section 7. Permit Procedures, Subsection 1 be amended by adding the following new sub-subsection (d)
  - “d) Prior to consideration of an application for a Coach House Development Permit, the Committee shall provide an opportunity for public comment.”
- 6. That Section 7, Subsection 2 be amended to replace the reference to “Section 895(3)” of the *Local Government Act* with “Section 460(3)”.
- 7. That Section 9, Subsection 1, clauses (b)(ii) and (c)(ii) be amended to replace the references to “Section 922” of the *Local Government Act* with “Section 499”.
- 8. That Section 11, Subsection 5 be amended to replace the reference to “Section 892” of the *Local Government Act* with “Section 466”.
- 9. That Section 14, Security, Subsection (2) be amended by adding the following new sub-subsection (e):
  - “e) For a coach house development permit, \$2500.”

***Read a first time by the Municipal Council this 14<sup>th</sup> day of March, 2017.***

***Read a second time by the Municipal Council this 14<sup>th</sup> day of March, 2017.***

***Public Hearing held this 28<sup>th</sup> day of March, 2017.***

---

***Mayor***

---

***Corporate Officer***



# **COUNCIL Agenda Item Report**

Agenda Item No. 838  
Submitted by: Sandra Edgecombe  
Submitting Department: Corporate Office  
Meeting Date: March 14, 2017

## **SUBJECT**

Parking and Development Management Amendment Bylaw No. 3999 (Coach Houses) - First Three Readings  
(See Item 5.3 for supporting reports)

## **Recommendation:**

Recommendation: That "Parking and Development Management Amendment Bylaw No. 3999" for Coach Houses be given first three readings.

## **ATTACHMENTS**

- [Parking and Development Management Amendment Bylaw No. 3999.pdf](#)

***A Bylaw to amend "Parking and Development Management Bylaw, 2005, No. 3525"  
in relation to Coach Houses.***

---

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

**Citation**

- 1.** This Bylaw may be cited for all purposes as "Parking and Development Management Bylaw, 2005, No. 3525, Amendment Bylaw, 2017, No. 3999".

**Administration**

- 2.** That Section 6, Required Off-Street Parking Spaces, Subsection (a) Residential uses, be amended by inserting the following:

(vi)	Secondary suite	1 per unit
(vii)	Coach house	1 per unit
- 3.** That Section 9, Location and Siting of Parking Facilities, be amended by adding the following new Subsection (c):

(c)	Required parking spaces for coach houses and secondary suites must be independently accessible.
-----	---

***Read a first time by the Municipal Council this 14<sup>th</sup> day of March, 2017.***

***Read a second time by the Municipal Council this 14<sup>th</sup> day of March, 2017.***

***Read a third time by the Municipal Council this 14<sup>th</sup> day of March, 2017.***

---

***Mayor***

---

***Assistant Corporate Officer***

# **COUNCIL Agenda Item Report**

Agenda Item No. 839

Submitted by: Sandra Edgecombe

Submitting Department: Corporate Office

Meeting Date: March 14, 2017

## **SUBJECT**

Fees and Charges Amendment Bylaw No. 4000 (Coach Houses) - First Three Readings  
(See Item 5.3 for supporting reports)

## **Recommendation:**

Recommendation: That "Fees and Charges Amendment Bylaw No. 4000" for Coach Houses be given first three readings.

## **ATTACHMENTS**

- [Fees and Charges Amendment Bylaw No. 4000.pdf](#)

***A Bylaw to amend "Fees and Charges Bylaw, 2006, No. 3540" related to Coach Houses.***

---

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

**Citation**

- 1.** This Bylaw may be cited for all purposes as "Fees and Charges Bylaw, 2015, No. 3892, Amendment Bylaw, 2017, No. 4000".

**Administration**

- 2.** That Schedule "D" Development Application Fees & Charges, Table 1 Application Fees: Single Residential, Duplex and Agricultural Zones be amended to add a new column, Coach House DP as follows:

	Coach House DP
Minimum fee	\$1000
Refundable fee	\$100

***Read a first time by the Municipal Council this 14<sup>th</sup> day of March, 2017.***

***Read a second time by the Municipal Council this 14<sup>th</sup> day of March, 2017.***

***Read a third time by the Municipal Council this 14<sup>th</sup> day of March, 2017.***

---

***Mayor***

---

***Assistant Corporate Officer***

# **COUNCIL Agenda Item Report**

Agenda Item No. 825

Submitted by: Sandra Edgecombe

Submitting Department: Corporate Office

Meeting Date: March 14, 2017

## **SUBJECT**

Controlled Substance Nuisance Bylaw No. 3972 - Final Reading

## **Recommendation:**

Recommendation: That "Controlled Substance Nuisance Bylaw No. 3972" be given final reading.

## **ATTACHMENTS**

- [Controlled Substance Nuisance Bylaw No. 3972.pdf](#)

*A Bylaw to promote health and safety and prohibit or impose requirements respecting  
nuisances, noxious or offensive trades.*

---

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

**Citation**

1. This Bylaw may be cited for all purposes as “Controlled Substance Nuisance Bylaw, 2017, No. 3972”.

**Definitions**

2. In this Bylaw, unless the context otherwise requires, each of the following words has the meaning set out below:

**Alteration** means any change made to the structural, mechanical or electrical components of a Controlled Substance Property;

**Building** means any structure or construction for any use or occupancy;

**Contaminant** means an unwholesome or undesirable element which makes a Property unfit for habitation;

**Controlled Substance** means a controlled substance as defined and described in Schedules I, II, III, IV, V or VI of the *Controlled Drugs and Substances Act*, R.S.C. 1996, c.19, as amended, but does not include the trade or manufacture of a controlled substance for which a valid licence or permit has been issued pursuant to the *Controlled Drugs and Substances Act* or its associated Regulations;

**Controlled Substance Property** means a Property which has been or is being used for the manufacture, growing, storage, sale, trade or barter of a Controlled Substance, and includes:

- a) a Property on which a Hazardous Condition exists;
- b) a Property contaminated by or containing trace amounts of chemical or biological materials used in or produced by the trade or manufacture of a Controlled Substance;

- c) a Property altered to manufacture, grow, store, sell, trade or barter a Controlled Substance; or
- d) a Property for which a licence to produce marihuana for medical purposes has been issued by Health Canada and the said licence has been revoked or has expired;

**Dangerous Goods** means those products or substances regulated by the *Transportation of Dangerous Goods Act* and its Regulations, both as amended from time to time;

**Hazardous Condition** means any real or potential risk to health and safety of persons or property that arises from the use of a Property for the manufacture of a Controlled Substance or for the trade, use, sharing, storage, sale or barter of a Controlled Substance and includes without limitation:

- a) any real or potential risk of fire;
- b) any unapproved Building Alteration or other modifications made to a Property;  
or
- c) any repairs needed to a Property;

**Inspector** means:

- a) the Manager of Building;
- b) the Manager of Bylaw Services;
- c) the Fire Chief;
- d) a Fire Inspector, Fire Prevention Officer or Captain/Protective Services;
- e) a Building Inspector;
- f) a Plumbing Inspector;
- g) a person designated by the City to inspect Buildings in respect of gas or electrical standards;
- h) a Bylaw Enforcement Officer;
- i) a Property Use Coordinator;
- j) a member of the Royal Canadian Mounted Police; or



k) the Assistant Manager of Bylaw Services;

**Noxious or Offensive Trade** includes a Controlled Substance Property;

**Occupant** means:

- a) a person residing on the Property;
- b) a person entitled to possession of the Property if there is no person residing on the Property; or
- c) a person who is a leaseholder of the Property;

and includes the agent of any such person;

**Owner** means a person who is the fee simple owner of the Property or has a life estate or registered leasehold interest in the Property and includes the agent of that person;

**Professional Cleaner** means a person experienced in removing Contaminants from a Property or who possesses a Building Services Worker Certificate, and who is trained in the Work Place Hazardous Materials Information System (WHMIS);

**Property** means a parcel of land, and includes, without limitation, any permanent or portable building or structure located on the parcel;

**Provincial Code** means the British Columbia Building Code as amended from time to time;

**RCMP** means the Royal Canadian Mounted Police;

**Restoration Inspection** means an inspection of a Controlled Substance Property by one or more Inspectors to determine whether the Hazardous Conditions or Building Alterations identified during a Safety Inspection have been corrected;

**Safety Inspection** means an inspection of a Property carried out by one or more Inspectors after the Property has been allowed to become a place for the manufacture, trade, use, sharing, storage, sale or barter of a Controlled Substance contrary to this Bylaw;

**Service Costs** means all direct and indirect costs incurred by the City for the dismantling and removal of materials, equipment and by-products from a Property used for a Controlled Substance, and includes without limitation:

- a) all costs, including salaries and other related personnel costs, including stand-by costs, incurred for dismantling, disassembly, removal, clean-up, transportation, storage and disposal of equipment, substances, materials and other paraphernalia associated with such use, trade, business or manufacture;
- b) costs incurred to replace consumables, or to replace equipment following exposure to Contaminants;
- c) costs incurred as the result of the analysis of the materials found at the Property and the health and safety conditions at the Property;
- d) actual costs incurred for legal fees;

**Utility** means a lawful provider of an electrical, water or natural gas service from a distribution system to consumers.

### **Prohibitions and Regulations**

- 3.
  - 1) No Person, Owner or Occupant of Property shall cause, permit or allow any Property or part thereof to become or remain a place for the manufacture, trade, use, sharing, storage, sale or barter of a Controlled Substance.
  - 2) No Person, Owner or Occupant shall
    - a) cause, permit or allow water, rubbish or noxious or offensive material to collect or accumulate around any Property in connection with the manufacture, trade, use, sharing, storage, sale or barter of a Controlled Substance; or
    - b) store or use, or cause, suffer or permit the use or storage of Dangerous Goods in any Property in quantities greater than permitted under the British Columbia Fire Code.
  - 3) No Person other than a utility or a person to whom a disconnection or bypass permit required by the City has been issued shall:
    - a) disconnect, tamper with or bypass a meter installed for the purpose of ascertaining consumption of electricity, water or natural gas from an electrical, water or natural gas distribution system; or

- b) divert, or cause, suffer or permit the diversion of an electrical or water distribution system so that the consumption is not registered by a meter.
- 4) No Person shall use or alter, or cause, suffer or permit the use or alteration of the City's water distribution system for the purpose of cultivating or the manufacture of a Controlled Substance.
- 5) Every Person who removes, interferes with, alters or tampers with a water service that was discontinued under Section 4.4 and sealed by the City, commits an offence under this Bylaw.
- 6) No Person shall alter a structure or building in a way that facilitates the manufacture or growth of a Controlled Substance.
- 7) No Person shall construct or install, or cause, suffer or permit the construction or installation of a trap or other device which could cause death or bodily harm to a person entering in or on a Property.
- 8) No Person shall construct or install, or cause, suffer or permit the construction or installation of any obstruction of an exit or an access to an exit required under the British Columbia Building Code or other enactment.
- 9) No Person shall remove or cause, suffer or permit the removal of fire stopping that is provided or required under an enactment to contain the spread of fire within a Building.
- 10) No Person shall divert or install exhaust vents for hot water tanks or furnaces to exhaust into or within a building except by way of an exhaust vent constructed or installed in compliance with applicable provincial enactments and City bylaws.
- 11) No Person shall cause or permit a building to become subject to the growth of mould or fungus arising from or in relation to production of a Controlled Substance.
- 12) No Person shall cause, allow or permit in a building the manufacture, growing, storage, transfer or disposal of a substance that emits odours, fumes or particulate matter that disturbs the enjoyment, health, comfort or convenience of individuals.
- 13) The Owner or Occupant of every Property must insure, at all times, that:
  - a) water and electrical meters referred to in Section 3. 3(a) and installed on the Property remain properly connected to the electrical or water distribution systems and operate only for the purposes intended;

- b) exhaust vents of hot water tanks or furnaces referred to in Section 3. 10) are installed, operated and maintained in accordance with all applicable enactments including the Provincial Code;
  - c) the Property contains no Dangerous Goods referred to in Section 3. 2(b) in quantities greater than permitted under the British Columbia Fire Code;
  - d) no trap or other device referred to in Section 3. 7) is located or contained anywhere on the Property;
  - e) no obstruction of an exit or an access to an exit exists on the Property as referred to in Section 4. 8); and
  - f) fire stopping is not removed.
- 14) No Owner, Occupant or other person shall cause or permit:
- a) a nuisance as a result of the use or occupancy of any Controlled Substance Property;
  - b) water, rubbish or unsightly, noxious, offensive or unwholesome matter to collect or accumulate in, on, under or around a Controlled Substance Property owned, used or occupied by the person; or
  - c) the carrying on of a Noxious or Offensive Trade in or on any Controlled Substance Property, including but not limited to the production, storage, transfer or disposal of substances that emit offensive odours, fumes or particulate matter.
- 15) An Owner or Occupant of Property must ensure, at all times, that:
- a) no growth of mould or fungi, as referred to in Section 3.11 is present in, on or around the Property;
  - b) the use or occupancy of the Property does not cause a nuisance;
  - c) no accumulation of water, rubbish, noxious, offensive or unwholesome matter is permitted to collect or accumulate in, on, under or around the Property; and
  - d) the Property is not used for a Noxious or Offensive Trade.

- 16) Every Owner of a Property which is occupied or used by persons other than the Owner who has knowledge of this Bylaw's contravention in relation to the Property, shall within 24 hours of the discovery of the contravention, deliver written notice to the City of the particulars of the contravention.

#### **Right of Entry**

4.
  - 1) An Inspector has the right to enter upon any Property in accordance with the provisions of the *Community Charter* for the following purposes:
    - a) to inspect and determine whether all regulations, prohibitions and requirements under this Bylaw or other enactments are met in relation to any matter for which the Council, a municipal officer or employee, prohibit or impose requirements;
    - b) to execute any remedial action authorized by Council under this Bylaw;
    - c) to inspect, disconnect or remove a water service under the provisions of this Bylaw; and
    - d) where there is cause to believe that a Hazardous Condition may exist on the Property, to carry out a Safety Inspection.
  - 2) No person shall interfere with or obstruct the entry of an Inspector into or onto any Property.
  - 3) The Fire Chief may:
    - a) enter on real property and inspect premises for conditions that may cause a fire, increase the danger of a fire or increase the danger to persons or property from a fire;
    - b) take measures to prevent and suppress fires, including the demolition of buildings and other structures to prevent the spreading of fires;
    - c) order the owner of real property to undertake any actions directed by the Fire Chief for the purpose of removing or reducing anything or condition considered a fire hazard or increases the danger of fire;
    - d) order every occupier of a Controlled Substance Property to vacate the property until the Do Not Occupy notice is removed by the Fire Chief under the authority of this Bylaw;

- e) without limiting paragraphs (a) to (d), exercise the powers of the Fire Commissioner under Section 25 of the *Fire Services Act*, and for these purposes that Section applies.
- 4) The City may, on 24 hours written notice, or such other period of time as may be reasonable in the circumstances, discontinue water service to a Property if the water was, or is, used for the purposes of a Controlled Substance Property. The Owner and Occupant of such Property and any other person affected by the discontinuance of the water service will, upon written request, be provided with an opportunity to make representations to Council regarding such discontinuance.

#### **Written Notice of Hazardous Condition**

- 5.
  - 1) An Inspector may issue a written notice to an Owner and, where applicable, an Occupant, to remedy any Hazardous Condition or any thing or condition that is not in compliance with this Bylaw that exists on the Property.
  - 2) Where an Owner or Occupant, or both as the case may be, receives a written notice to remedy any Hazardous Condition or any thing or condition that is not in compliance with this Bylaw pursuant to section 5.1, he or she must comply with the notice within the time frame specified therein, and failure to do so shall constitute an offence under this Bylaw.

#### **Notice on Title**

- 6.
  - 1) Where a Building Inspector acquires knowledge that a Hazardous Condition or other thing or condition existing on a property that is not in compliance with this Bylaw or the Provincial Code, he or she may initiate the filing of notice against the title of the property as provided by section 57 of the *Community Charter*.
  - 2) The filing of notice against the title of a Controlled Substance Property is subject to the payment of fees prescribed in the Fees and Charges Bylaw.
  - 3) When the conditions that gave rise to the filing of notice against the title of a Controlled Substance Property have been remedied, the Building Inspector shall cause the notice so filed to be removed from the title.

#### **Posting of Notice on Property**

- 7.
  - 1) An Inspector may post a notice on any Property that has been used for the manufacture, trade, use, sharing, sale or barter of a Controlled Substance or that contains a Hazardous Condition or any thing or condition that is not in compliance with this Bylaw, advising of the requirements of this Bylaw.

- 2) After a notice referred to in section 7. 1) is posted, no person shall thereafter enter or occupy such Property, except as follows:
  - a) an Inspector, while exercising authority under this Bylaw;
  - b) a Professional Cleaner, while cleaning and disinfecting the Property;
  - c) a person certified by the Canadian Registration Board of Occupational Hygienists or the American Board of Industrial Hygiene, during an inspection under this Bylaw; and
  - d) a person who has applied for and received written permission from an Inspector.
- 3) No person shall:
  - a) interfere with or obstruct an Inspector from posting a notice referred to in section 7. 1); or
  - b) remove, alter, cover or mutilate a notice posted under section 7. 1).

### **Remediation Requirements**

8. 1) Where a Safety Inspection confirms that a Property was used as a Controlled Substance Property, the Owner of the Property must, within 30 days of receiving a written notice from the Inspector:
  - a) engage a Professional Cleaner to clean and disinfect the Property;
  - b) provide written certification to the City from an individual or corporation certified by the Canadian Registration Board of Occupational Hygienists or the American Board of Industrial Hygiene, confirming that, upon inspection:
    - i) the requirements of Section 8.1(a) have been satisfied; and
    - ii) the Property is substantially free of any Contaminants, mould or fungi.
- 2) If a Property is used as a Controlled Substance Property and
  - a) the supply of electricity, water or natural gas to the Property is disconnected by the City or any other lawful authority; or



- b) unauthorized Alterations or repairs are made to structural, electrical, water or gas systems, equipment, appliances or other accessories of any kind; or
- c) a Hazardous Condition exists on the Property;

then the supply of electricity, water or natural gas must not be permanently reconnected and the Property must not be occupied or used until:

- i) the Owner or Occupant has applied to an Inspector for a Restoration Inspection and has paid the prescribed Restoration Inspection fee;
- ii) the Property has been inspected by one or more Inspectors and all other lawful authorities with jurisdiction over the supply of electricity, water or natural gas, for compliance with all health and safety requirements of the City's bylaws and any provincial statutes or regulations relating to Building, electrical, water, health, gas or fire safety, as amended from time to time;
- iii) the Owner or Occupant has obtained all permits, approvals or authorizations required to carry out the work necessary to bring the Property into compliance with the City's bylaws and all applicable provincial statutes and regulations, as amended from time to time;
- iv) if required under an enactment, including the City's Building Bylaw, the owner has retained a professional engineer holding a valid licence under the *Engineers and Geoscientists Act* and the professional engineer has certified in writing that the building safety requirements required under applicable enactments have been complied with;
- v) all of the work referred to in this section has been completed and inspected by one or more Inspectors and all other lawful authorities with jurisdiction, and the Property is in compliance with the City's bylaws and all applicable Provincial statutes and regulations, as amended from time to time;
- vi) the Owner has complied with the Provincial *Contaminated Sites Regulation* by filing the required site profile;

- vii) the Owner or Occupant has paid all fees imposed under this Bylaw and prescribed in the Fees and Charges Bylaw and all other relevant City Bylaws relating to the inspection of the Property and the issuance of permits; and
  - viii) an Inspector has rescinded a Do Not Occupy notice issued to the Property.
- 3) Where the City carries out a Safety Inspection or provides a service to Property under this Bylaw, the Owner or Occupant of such Property shall pay the applicable fees prescribed by the Fees and Charges Bylaw.
- 4) An Owner or Occupant of a Controlled Substance Property shall pay to the City, in addition to the service fees prescribed by the Fees and Charges Bylaw, any additional Service Costs incurred by or on behalf of the City.
- 5) Despite Sections 8. 3) and 8. 4), if an Owner of a Property reports a contravention under Section 3. 16 of this Bylaw, the Safety Inspection Fee and the Reinspection Fee arising in respect of the contravention are waived in respect of that incident.
- 6) Section 8.5 does not apply if the Owner discovers the contravention after the RCMP or an Inspector first discovers the contravention.
- 7) Should an Owner fail to attend at the Property to provide access to an Inspector on the date and at the time of that inspection, the City may apply for an entry warrant in order to authorize a Safety Inspection of the Property.
- 8) Any remediation required to be done on the Property pursuant this Bylaw shall be completed within 60 days of the date of occurrence of the latest of the events described in 8.2 (c), provided however, that where an Inspector is satisfied that an Owner and Occupant, or either of them, is diligently proceeding with the work required pursuant to section 8. 2) of this Bylaw, the Inspector may grant an extension of time that is, in the opinion of the Inspector, reasonably sufficient to complete the remediation work required.
- 9) Before a Building is re-occupied after remediation of a Controlled Substance Property, the Owner must notify the prospective Occupants in writing that the Property had been a Controlled Substance Property and that the requirements of this Bylaw have been satisfied.

## City Reliance

9. 1) Neither the issuance of a Building Permit nor a removal of a Do Not Occupy notice posted under the authority of this Bylaw nor the acceptance or review of plans, drawings or specifications or supporting documents nor any inspections made by or on behalf of the City constitute in any way a representation, warranty, assurance or statement that the BC Building Code, this Bylaw or any other applicable codes standards or enactments have been complied with.
- 2) When a professional engineer, architect or other person provides certification or other documentation to the City under this Bylaw that the work required by or contemplated by this Bylaw substantially conforms to the requirements of this Bylaw and that the Building complies with the health and safety requirements of the BC Building Code, BC Electrical Code, this Bylaw and all other health and safety requirements established by applicable enactments, as amended from time to time and as applicable, the City will rely solely on the documentation as evidence of conformity with these requirements and not on its receipt of plans, monitoring of the work, acknowledgement of completion, or removal of a Do Not Occupy notice.

## Failure to Comply

10. 1) Pursuant to the authority granted to the City by the *Community Charter*, if an Owner or Occupant of Property:
- a) is required to remedy any Hazardous Condition or any thing or condition that is not in compliance with this Bylaw or the Provincial Code that exists on the Property pursuant to a notice given under section 6.1 of this Bylaw and fails to comply within the time specified in such notice;
- b) is required to carry out remedial work on the Property pursuant to section 8.2 of this Bylaw and fails to comply within the time specified in section 8.8 of this Bylaw; or
- c) violates any part of sections 3.1 to 3.16 of this Bylaw;

the City may, by its employees, agents or other persons with whom it contracts or by members of the RCMP, enter onto the Property for purposes of fulfilling the Owner's or Occupant's requirements under this Bylaw at the Owner's or Occupant's expense and may recover all Service Costs incurred as a debt, including, without limitation, all costs incurred by the RCMP in the disassembly, removal, transportation, storage and disposal of equipment, substances, materials and other paraphernalia associated with the manufacture, trade, use, sharing, storage, sale or barter of a Controlled Substance on the Property.

- 2) If the City exercises its right to enter and effect compliance pursuant to section 10. 1), it will invoice the Owner or Occupant for all Service Costs.
- 3) In the event that an Owner or Occupant fails to pay the Service Costs for which he or she has been invoiced, the Service Costs may be transferred to property tax roll as taxes in arrears on the 31st day of December in any year in which the invoice remains outstanding.

### **Offences and Penalties**

- 11.** 1) Every person who contravenes any provision of this Bylaw or who suffers or permits any act or thing to be done in contravention or in violation of any provision of this Bylaw, or who neglects to do or refrains from doing anything required to be done by any provision of this Bylaw, commits an offence punishable upon conviction in a prosecution under the *Offence Act* and is liable to a maximum fine of \$10,000.00.
- 2) If an offence is a continuing offence, each day that the offence is continued constitutes a separate and distinct offence.
- 3) The provisions of this Bylaw may be enforced through the issuance of a ticket under the Ticket Information Utilization Bylaw or the Bylaw Notice Enforcement Bylaw.

### **Appeal**

- 12.** 1) An Owner of a Controlled Substance Property, an authorized agent of the Owner, or the registered mortgagee of the Property may appeal the requirements imposed under this Bylaw to the Council by delivering written notice of the appeal to the Corporate Officer by no later than 30 days after receipt of an invoice for service charges assessed under this Bylaw.
- 2) A written appeal made pursuant to section 12.1 shall specify:
  - a) the nature of the appeal;
  - b) the grounds for the appeal; and
  - c) the relief sought by the appellant.
- 3) Upon receipt of a written appeal the Corporate Officer shall cause the matter to be placed on the agenda of the Council for a hearing.

- 4) After hearing from the appellant, the Council shall reconsider the matter and render a decision, either at the same Council meeting or at a subsequent Council meeting.

### **Severability**

13. If any section, subsection, clause or phrase of this Bylaw is for any reason held to be invalid by a court of competent jurisdiction, it will be deemed to be severed and the remainder of the Bylaw will remain valid and enforceable in accordance with its terms.

### **Repeal**

14. Controlled Substance Nuisance Bylaw, 2007, No. 3602, and any related amendments are hereby repealed.

***Read a first time by the Municipal Council this 28<sup>th</sup> day of February, 2017.***

***Read a second time by the Municipal Council this 28<sup>th</sup> day of February, 2017.***

***Read a third time by the Municipal Council this 28<sup>th</sup> day of February, 2017.***

---

***Mayor***

---

***Assistant Corporate Officer***

# **COUNCIL Agenda Item Report**

Agenda Item No. 826

Submitted by: Sandra Edgecombe

Submitting Department: Corporate Office

Meeting Date: March 14, 2017

## **SUBJECT**

Fees and Charges Amendment Bylaw No. 3973 (Controlled Substance Nuisance) - Final Reading

## **Recommendation:**

Recommendation: That "Fees and Charges Amendment Bylaw No. 3973 (Controlled Substance Nuisance)" be given final reading.

## **ATTACHMENTS**

- [Fees and Charges Bylaw No. 3973 \(Controlled Substance Nuisance\).pdf](#)

***A bylaw to amend the Fees and Charges Bylaw to establish service fees for controlled substance properties.***

---

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

**Citation**

1. This Bylaw may be cited for all purposes as the "Fees and Charges Bylaw, 2015, No. 3892, Amendment Bylaw, 2017, No. 3973."

**Administration**

2. The "Fees and Charges Bylaw, 2006, No. 3540", be amended by inserting a new Schedule "L", attached hereto as Attachment 1 and forming part of this Bylaw.

***Read a first time by the Municipal Council this 28<sup>th</sup> day of February, 2017.***

***Read a second time by the Municipal Council this 28<sup>th</sup> day of February, 2017.***

***Read a third time by the Municipal Council this 28<sup>th</sup> day of February, 2017.***

---

***Mayor***

---

***Assistant Corporate Officer***



**SCHEDULE L****Controlled Substance Nuisance Fees & Charges**

*This Schedule to the Fees and Charges Bylaw implements fees and charges pursuant to the requirements of the current Controlled Substance Nuisance Bylaw*

<b>INSPECTION SERVICES</b>	
Safety Inspection	\$6,500.00
Repost Do Not Occupy notice	\$250.00
Disconnect water distribution system	\$500.00
Reconnect water distribution system	\$100.00
Reinspect and reseal water distribution system after alteration or tampering	\$500.00
Restoration Inspection	\$2,000.00
Each additional Restoration Inspection before removal of Do Not Occupy notice	\$250.00
Extension of time period to complete work	\$100.00
Register section 57 notice against land title	\$300.00

<b>FIRE SERVICES</b>	
Engine	\$600.00 per hour
Quint Device	\$1315.00 per hour
Rescue vehicle	\$600.00 per hour
Special operations trailer	\$360.00 per hour
Fire Inspection vehicle	\$150.00 per hour
Duty Chief – per member	\$180.00 per hour

<b>POLICE SERVICES</b>	
<b>Police Officer Services</b>	
Dismantling – per member	
• Regular Time	\$73.10 per hour
• 1.5 Overtime	\$109.65 per hour
• 2.0 Overtime	\$146.15 per hour
Drug Disposal – per member	
• Regular Time	\$73.10 per hour
• 1.5 Overtime	\$109.65 per hour
• 2.0 Overtime	\$146.15 per hour
Exhibit Custodian Services	
Drug Disposal	
• Regular Time	\$36.55 per hour
• 2.0 Overtime	\$73.10 per hour

## SCHEDULE L (Continued)

### Controlled Substance Property Fees & Charges

Equipment Disposal	
• Regular Time	\$36.55 per hour
• 2.0 Overtime	\$73.10 per hour
Site Security Services	\$2,000.00

<b>OTHER INSPECTION SERVICES</b>	
<b>Building Inspector</b>	
• Regular Time	\$60.00 per hour
• 1.5 Overtime	\$90.00 per hour
• 2.0 Overtime	\$120.00 per hour
• Call Out	\$500.00 per call out
<b>Bylaw Enforcement Officer</b>	
• Regular Time	\$60.00 per hour
• 1.5 Overtime	\$90.00 per hour
• 2.0 Overtime	\$120.00 per hour
• Call Out	\$400.00 per call out

<b>OTHER SERVICE FEES</b>	
Supplementary services provided under the current Controlled Substance Nuisance Bylaw	Actual costs
Administrative surcharge	15% of total fees

# **COUNCIL Agenda Item Report**

Agenda Item No. 827

Submitted by: Sandra Edgecombe

Submitting Department: Corporate Office

Meeting Date: March 14, 2017

## **SUBJECT**

Bylaw Notice Enforcement Amendment Bylaw No. 3987 (Controlled Substance Nuisance) - Final Reading

## **Recommendation:**

Recommendation: That "Bylaw Notice Enforcement Amendment Bylaw No. 3987" (Controlled Substance Nuisance) be given final reading.

## **ATTACHMENTS**

- [BEN Amendment No. 3987 \(Controlled Substance Nuisance\).pdf](#)

***A Bylaw to amend the Bylaw Notice Enforcement Bylaw to coordinate the  
bylaw number for the new Controlled Substance Nuisance Bylaw.***

---

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

**Citation**

1. This Bylaw may be cited for all purposes as “Bylaw Notice Enforcement Bylaw, No. 3814, 2013, Amendment Bylaw, 2017, No. 3987”.

**Administration**

2. That the Bylaw Notice Enforcement Bylaw No. 3814, 2013 be amended by replacing the heading “Controlled Substance Nuisance Bylaw No. 3602” with the heading “Controlled Substance Nuisance Bylaw No. 3972” in Schedule A.

***Read a first time by the Municipal Council this 28<sup>th</sup> day of February, 2017.***

***Read a second time by the Municipal Council this 28<sup>th</sup> day of February, 2017.***

***Read a third time by the Municipal Council this 28<sup>th</sup> day of February, 2017.***

---

***Mayor***

---

***Assistant Corporate Officer***

# **COUNCIL Agenda Item Report**

Agenda Item No. 828

Submitted by: Sandra Edgecombe

Submitting Department: Corporate Office

Meeting Date: March 14, 2017

## **SUBJECT**

Ticket Information Utilization Amendment Bylaw No. 3988 (Controlled Substance Nuisance) - Final Reading

## **Recommendation:**

Recommendation: That "Ticket Information Utilization Amendment Bylaw No. 3988" (Controlled Substance Nuisance) be given final reading.

## **ATTACHMENTS**

- [Ticket Information Utilization Amendment Bylaw No. 3988 \(Controlled Substance Nuisance\).pdf](#)

***A bylaw to amend the Ticket Information Utilization Bylaw to coordinate the  
bylaw number for the new Controlled Substance Nuisance Bylaw.***

---

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

**Citation**

1. This Bylaw may be cited for all purposes as “Ticket Information Utilization Bylaw, 1992, No. 2743, Amendment Bylaw, 2017, No. 3988.”

**Administration**

2. That the Municipal Ticket Information Bylaw No. 2743 be amended by replacing the heading “Controlled Substance Nuisance Bylaw No. 3602” with the heading “Controlled Substance Nuisance Bylaw No. 3972” in Schedule 20 of the Bylaw.

***Read a first time by the Municipal Council this 28<sup>th</sup> day of February, 2017.***

***Read a second time by the Municipal Council this 28<sup>th</sup> day of February, 2017.***

***Read a third time by the Municipal Council this 28<sup>th</sup> day of February, 2017.***

---

***Mayor***

---

***Assistant Corporate Officer***

# **COUNCIL Agenda Item Report**

Agenda Item No. 833

Submitted by: Sandra Edgecombe

Submitting Department: Development Services

Meeting Date: March 14, 2017

## **SUBJECT**

Rezoning Application for 575 Seaborne Avenue

## **Recommendation:**

Recommendation:

1. That the zoning of 575 Seaborne Avenue be amended from A (Agriculture) to M3 (Light Industrial).
2. That prior to adoption of the amending bylaw, the following conditions be met to the satisfaction of the Director of Development Services:
  - a. Submission of design, securities and fees for off-site works in an amount satisfactory to the Director of Development Services; and
  - b. Submission and registration of a legal agreement to implement specific building, parking, loading and landscape design requirements to provide for an appropriate treatment between the industrial use and non-industrial uses to the north of Dominion Avenue and east of Fremont Connector.
3. That prior to adoption of the amending bylaw, a strip of land be dedicated to the satisfaction of the Approving Officer to achieve a 20m right-of-way for Seaborne Avenue.

## **ATTACHMENTS**

- [Report to Council - 575 Seaborne Ave.pdf](#)
- [Report to Committee - 575 Seaborne Ave.pdf](#)



## Report to Council

**DATE:** March 7, 2017  
**To:** Mayor and Council  
**FROM:** Smart Growth Committee  
**SUBJECT:** **575 SEABORNE AVENUE**  
**REZONING APPLICATION RZ000135**  
(Smart Growth Committee Meeting – March 2, 2017)

---

### **EXECUTIVE SUMMARY**

Liberty Homes is proposing to develop its property for a light industrial development. The Smart Growth Committee (SGC) recommends Council proceed with consideration of rezoning to the proposed light industrial (M3) zone, as the amendment would be in keeping with the City's development policies. The development site is located between Dominion Avenue and Seaborne Avenue west of the Fremont Connector and, similar to other approvals for rezoning properties in this area, the Committee recommends that specific design requirements be imposed to mitigate potential impacts of an industrial use on adjoining residential and agricultural lands.

### **RECOMMENDATIONS**

1. That the zoning of 575 Seaborne Avenue be amended from A (Agriculture) to M3 (Light Industrial).
2. That prior to adoption of the amending bylaw, the following conditions be met to the satisfaction of the Director of Development Services:
  - a. Submission of design, securities and fees for off-site works in an amount satisfactory to the Director of Development Services; and
  - b. Submission and registration of a legal agreement to implement specific building, parking, loading and landscape design requirements to provide for an appropriate treatment between the industrial use and non-industrial uses to the north of Dominion Avenue and east of Fremont Connector.
3. That prior to adoption of the amending bylaw, a strip of land be dedicated to the satisfaction of the Approving Officer to achieve a 20m right-of-way for Seaborne Avenue.

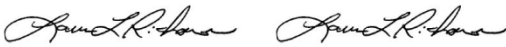
### **1. SUMMARY**

At its meeting held March 2, 2017, SGC considered the attached staff report and resolved in favour of proceeding to Council in consideration of the rezoning application. In discussion of the application, the Committee noted that this development would be in keeping with the intended character of development for the area.

## 2. OPTIONS

Council may:

1. Proceed with consideration of the rezoning application (recommended)
2. Request that SGC provide additional information or consider amendments to the application prior to its consideration of an amending bylaw; or,
3. Reject the application if it does not wish to further consider the application.



*Submitted by Laura Lee Richard, MCIP, Director of Development Services, with the concurrence of the Chair.*

Attachments: Report to SGC dated February 24, 2017

## Report to Committee

**DATE:** February 24, 2017

**To:** Smart Growth Committee (SGC)

**FROM:** Laura Lee Richard, Director of Development Services

**SUBJECT:** **575 SEABORNE AVENUE  
REZONING APPLICATION RZ000135**

---

**EXECUTIVE SUMMARY:** This report describes a rezoning application to allow for a light industrial development to be located at 575 Seaborne Avenue. The proposal is in keeping with policies of the OCP to support retention of industrial lands and provide opportunities for employment generation. Specific design control measures are recommended as conditions of the rezoning to mitigate potential impacts of light industrial uses on non-industrial developments located on the north side of Dominion Avenue and the east side of Fremont Connector.

### RECOMMENDATIONS

That SGC recommend to Council:

1. That the zoning of 575 Seaborne Avenue be amended from A (Agriculture) to M3 (Light Industrial).
2. That prior to adoption of the amending bylaw, the following conditions be met to the satisfaction of the Director of Development Services:
  - a. Submission of design, securities and fees for off-site works in an amount satisfactory to the Director of Development Services; and
  - b. Submission and registration of a legal agreement to implement specific building, parking, loading and landscape design requirements to provide for an appropriate treatment between the industrial use and non-industrial uses to the north of Dominion Avenue and east of Fremont Connector.
3. That prior to adoption of the amending bylaw, a strip of land be dedicated to the satisfaction of the Approving Officer to achieve a 20m right-of-way for Seaborne Avenue.

## **1. BACKGROUND**

- 1.1. The Proposal:** The applicant, Liberty Properties (DT) Inc., wishes to develop its vacant 7-acre site for light industrial uses. The proposed development consists of 3 multi-tenant buildings, parking and landscaping. The proposed zoning would permit light industrial uses that could include warehousing and storage, manufacturing and processing, indoor commercial recreation, trade contractors and advanced technology industries.

## **2. POLICY & REGULATIONS**

- 2.1. Regional Growth Strategy (RGS):** Metro Vancouver promotes economic strength through the retention of areas for industrial purposes and, to implement this goal, includes the subject property in an Industrial area designation and generally restricts permitted uses within this designation to industrial uses.
- 2.2. Official Community Plan (OCP):** The economic policies of the OCP promote retention of areas with an industrial land use designation for industrial purposes. The land use designation of the OCP for the subject property is IL - Light Industrial. The table of allowable uses in Section 8.2 of the Plan identifies M3 Light Industrial as a permissible zone within this designation.
- 2.3. Zoning Bylaw:** The site's current zoning is A – Agricultural; the proposed zone is M3 – Light Industrial.
- 2.4. Development Permit:** The OCP includes the site within an Industrial Development Permit Area and applies area-specific guidelines for the Dominion Triangle to guide the form and character of industrial developments, promote orderly development, and control the interface between industrial and other land uses. It also includes the site within an Environmental Conservation Development Permit Area to facilitate implementation of environmental goals and objectives.

## **3. COMMENTS AND ANALYSIS**

- 3.1. Site Characteristics and Context:** Carnoustie Golf Course and agricultural uses are located to the north of the site across Dominion Avenue. The lands south of the site across Seaborne Avenue have recently been rezoned and subdivided for the future development of the Four Square Church and light industrial uses. The property on the opposite side of the Fremont Connector is being developed by Mosaic Homes with apartment and townhouse buildings. The property to the west is currently under construction by DT6 Developments for a light industrial uses.

### 3.2. Project Profile:

	<b>Bylaw Regulations<sup>1</sup></b>	<b>Proposed<sup>2</sup></b>
<b>Site Area</b>	930 sq.m. min'm	28,107 sq.m.
<b>Building Area</b>	n/a	20,425 sq.m. <sup>3</sup> (219,000 ft <sup>2</sup> )
<b>Building Lot Coverage</b>	n/a	38 %
<b>Setbacks:</b>		
<b>Front Setback (Seaborne)</b>	6 m	16.7 m
<b>Rear Setback (Dominion)</b>	3 m	11.9 m
<b>Interior Side Setback (west)</b>	3 m	16.0 m
<b>Exterior Side Setback (Fremont Connector)</b>	6 m	17.3 m
<b>Building Height</b>	12 m	10.06 m
<b>Parking (total)</b>	215	215
<b>Small car parking spaces</b>	25% max'm (54 spaces)	1% (2 spaces)
<b>Loading</b>	8 min'm	24
<b>Impervious Surfaces</b>	80% max'm	79.2%
<b>Bicycle Parking</b>	Space for 6 bikes	6 bike stalls provided

**3.3. Development Description:** The proposed multi-tenant industrial development consists of three buildings, internal driveways, parking and landscaping. The development will be designed to front both Seaborne Avenue and the Fremont Connector with driveway access for passenger and transport trucks from Seaborne Avenue. The applicant has indicated the buildings will accommodate approximately 26 industrial units ranging in size between 291 m<sup>2</sup> (3,132 ft<sup>2</sup>) to 570 m<sup>2</sup> (6,135 ft<sup>2</sup>) and provide a total of 20,425 m<sup>2</sup> (219,000 ft<sup>2</sup>) of industrial space.

The building design exhibits a modernist architectural style with a combination of simple forms and materials that collectively create a unique architectural style. The building developer describes these forms and materials as follows;

<sup>1</sup> Refer to Zoning Bylaw No. 3630 and Parking and Development Management Bylaw No. 3525 for specific regulations

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

<sup>3</sup> Includes ground floor area of 10,703 m<sup>2</sup> plus potential for future mezzanine area of 9,721 m<sup>2</sup>

*Elevations are rooted in a repeating pattern of two core elements, one light and one dark. The light element expresses the continuity of the buildings. With this element, the intent is to employ a soft colour and detailed reveal pattern to break down the massing while at the same time unifying the form of development. The dark element expresses the individual unit. The contrasting colour and projection both vertically and horizontally from the light element are used to announce the tenant's façade and further articulate the massing. Throughout the site, elevations transition from one dominant element to the other, depending on the use underlying the façade. Along the way, they respond to and incorporate the unique aspects of the site outline.*

The unit entries will be further defined by wide arches and light and dark articulating materials. Roof top equipment will be screened by metal panels.



**Southeast Elevation (view from Fremont / Seaborne intersection)**

The landscape plan calls for a mixture of trees, grass, shrubs, perennials, and ground cover along Seaborne and Dominion Avenues as well as the Fremont Connector, the periphery of the site and parking areas. A significant portion of the site area will be used for required parking, traffic circulation and transport vehicle loading areas typical of an industrial development. The parking areas will be screened by planting to mitigate their visual impact to public areas.

Further details of the building design and landscape plan would be provided in consideration of the Development Permit.

**3.4. Requested Variances:** No variances have been requested.

**3.5. Transportation:** A transportation impact assessment (TIA) and a driveway access study were submitted by the applicant for review by the Engineering and Public Works Department. The TIA confirmed the proposed development would generate a



relatively small amount of traffic and the road network has ample capacity to support the industrial use. The driveway access study confirmed the proposed location of the access driveway on Seaborne Avenue would meet standards established by Transportation Association of Canada (TAC) Geometric Design Manual.

- 3.6. Infrastructure:** In accordance with the Subdivision Servicing Bylaw, the applicant would be responsible for construction of associated offsite infrastructure such as road, curb and gutters, sidewalks, street lights, street trees and boulevard landscaping. This site would also require dedication of a triangular area of land located at the southwest corner of the site in order to provide sufficient road width for this portion of Seaborne Avenue.



- 3.7. Environmental Conservation:** Measures to comply with the OCP's environmental conservation objectives and guidelines include building practices and products to reduce energy and water consumption, promote stormwater management and reduce GHGs. Proposed elements include high efficiency windows, insulated wall assemblies, permeable pavers for walkways and parking spaces, demand-based drip irrigation systems, native and drought-resistant plant species, and low VOC materials. GHG emissions will be reduced following a construction waste management plan with a 75% recycling target.
- 3.8. Discussion:** The proposed M3 – Light Industrial zone adheres to the policy objectives of the OCP and RGS for industrial use. The proposed development would meet OCP development permit area objectives and guidelines and the regulations of the M3 zone and parking bylaw. Detailed design review of the proposed industrial buildings and landscaping would occur in the future at the time of development permit consideration.

To ensure that the industrial development is compatible with the non-residential uses to the north and east, this report recommends appropriate measures be taken by the City at the time of rezoning. The issue of design compatibility was reviewed by SGC in 2009, when it received a land use and design review, the *Dominion Triangle Planning Review*, by consultant Eric Vance. The review provided an evaluation of the interface between the industrial and residential designations and proposed a number of design measures that could mitigate potential industrial impacts. While the proposed M3 zone has the least potential impact of the industrial zones on non-industrial areas because it requires businesses to operate fully within a building, have no outdoor storage, and not produce excessive noise, odour or other disturbances, there are a number of additional measures which can be taken to further reduce potential impacts and promote a compatible relationship. The additional measures being recommended to complement the OCP guidelines and the M3 regulations include:

- a requirement for a 6m wide landscape strip along the north property line to create sufficient area that will soften the appearance of industrial building façades and screen any open parking. This landscaped setback would be compatible with restrictions on vehicular access to Dominion Avenue
- a restriction to prohibit fencing or walls with an industrial character, such as chain link, barb wire, or lock-block walls
- a restriction on the location of any loading bays or access in yards that face Dominion Avenue and Fremont Connector
- a restriction on access to garbage and recycling storage areas in yards that face Dominion Avenue and Fremont Connector and a requirement that these areas be included within a building
- restrictions on the illumination of yards along Dominion Avenue and Fremont Connector to ensure that light sources will not shine into residential areas, control glare and adhere to dark sky principles
- a restriction that all roof top units and equipment must be screened and guidelines for these screens to be attractive and consistent with the overall design vocabulary and materials employed for the building
- a design guideline that requires building articulation, glazing, varied roofline heights and architectural details to mitigate box-like massing of industrial buildings and add visual interest.

**3.9. Consultation:** No significant concerns were noted by staff in review of the proposal. A sign notifying local residents of the application is posted on site and neighbours will be notified of the Public Hearing.

#### 4. OPTIONS

The Smart Growth Committee may:



1. Support proceeding to Council to consider the Zoning Bylaw amendment (recommended);
2. Request additional information or amendments to the application to address specified issues;
3. Recommend rejection of the application. The applicant may then request the application be forwarded to Council for consideration.



---

Laura Lee Richard, MCIP  
Director of Development Services

Attachments:

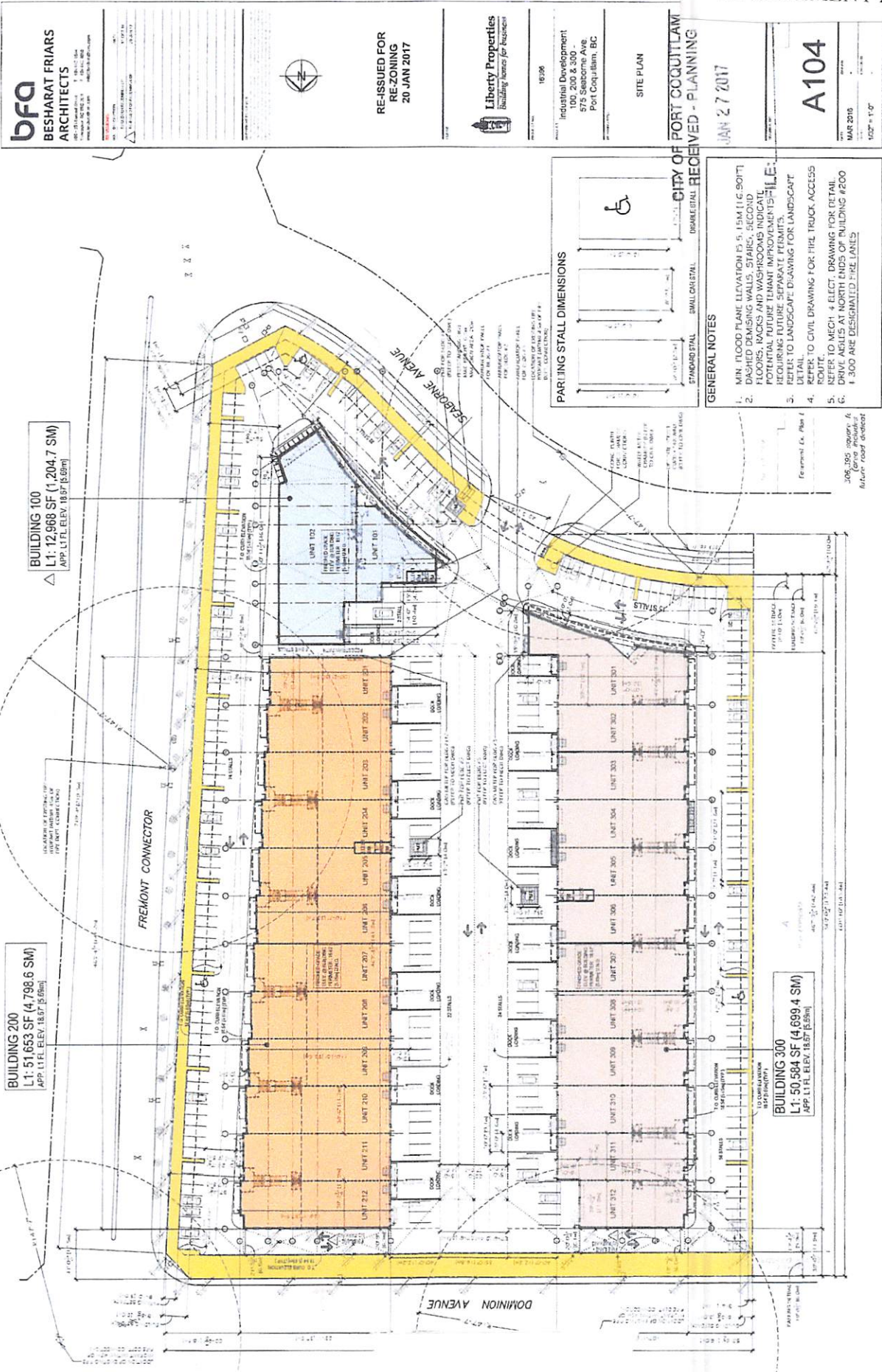
1. Location Map
2. Industrial Development Proposal

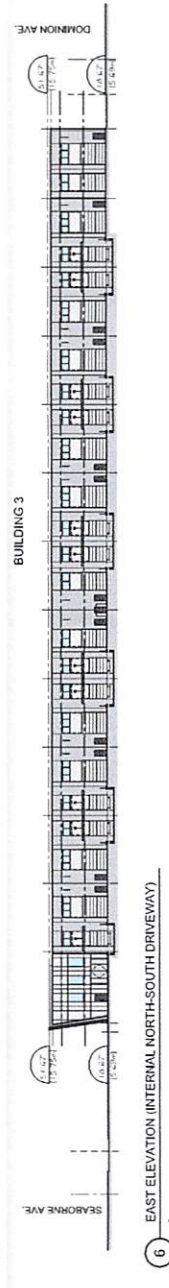
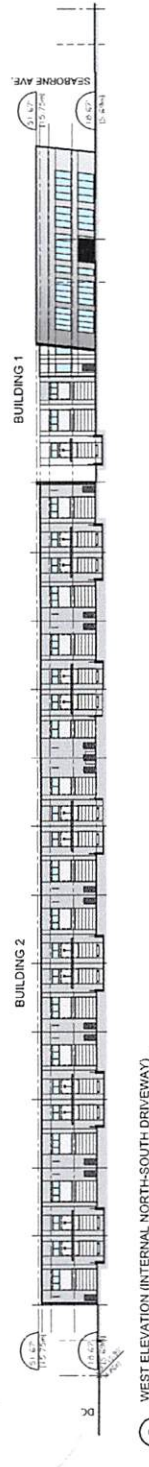
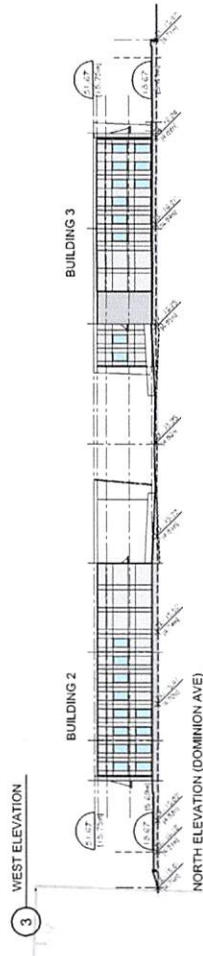
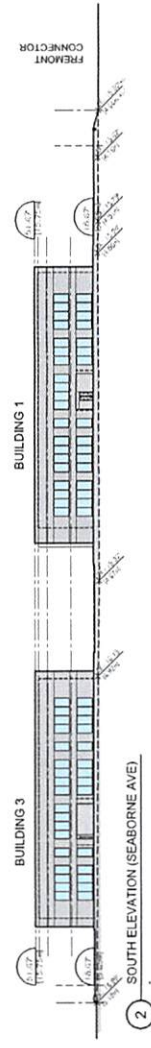
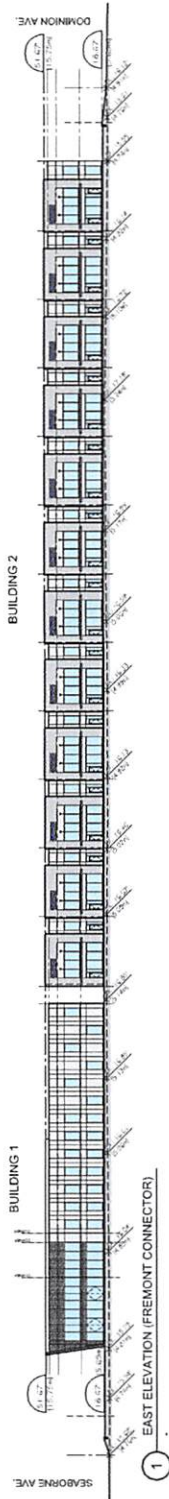
**ATTACHMENT 1**

**CITY OF PORT COQUITLAM  
DEVELOPMENT APPLICATION LOCATION MAP**













View of Building #1 (Looking from Intersection of Fremont Connector and Seaborn Avenue)



View of Building #2 (Looking north from Internal drive aisle)

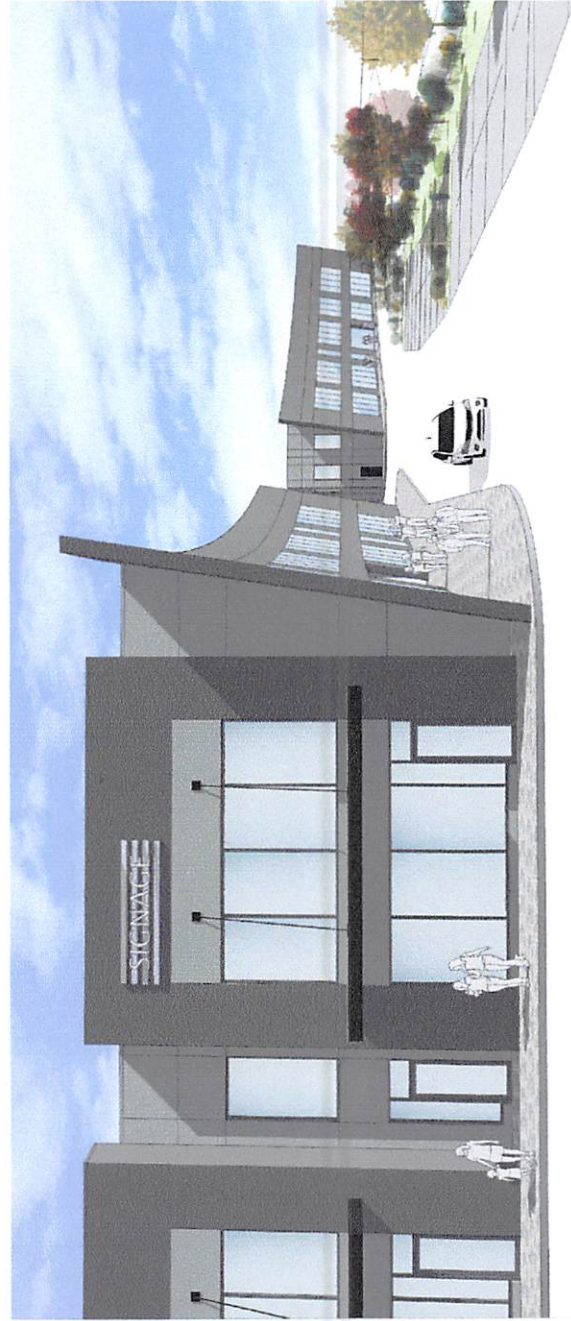








View of Building #1 & 3 (looking east along Seaborne Ave)



View of Building #3 (looking east from Internal drive aisle)

**bfg**

**BESHARAT FRIARS  
ARCHITECTS**

100-1000 Rupert Street  
Vancouver, BC V6C 2G8  
Tel: 604.681.1111  
Fax: 604.681.1112  
bfgarchitects.com

NO.	REV.	DESCRIPTION	DATE
1	1	ISSUED FOR PERMIT	11/04/16
2	1	ISSUED FOR PERMIT	11/04/16
3	1	ISSUED FOR PERMIT	11/04/16
4	1	ISSUED FOR PERMIT	11/04/16
5	1	ISSUED FOR PERMIT	11/04/16
6	1	ISSUED FOR PERMIT	11/04/16
7	1	ISSUED FOR PERMIT	11/04/16
8	1	ISSUED FOR PERMIT	11/04/16
9	1	ISSUED FOR PERMIT	11/04/16
10	1	ISSUED FOR PERMIT	11/04/16
11	1	ISSUED FOR PERMIT	11/04/16
12	1	ISSUED FOR PERMIT	11/04/16
13	1	ISSUED FOR PERMIT	11/04/16
14	1	ISSUED FOR PERMIT	11/04/16
15	1	ISSUED FOR PERMIT	11/04/16
16	1	ISSUED FOR PERMIT	11/04/16
17	1	ISSUED FOR PERMIT	11/04/16
18	1	ISSUED FOR PERMIT	11/04/16
19	1	ISSUED FOR PERMIT	11/04/16
20	1	ISSUED FOR PERMIT	11/04/16
21	1	ISSUED FOR PERMIT	11/04/16
22	1	ISSUED FOR PERMIT	11/04/16
23	1	ISSUED FOR PERMIT	11/04/16
24	1	ISSUED FOR PERMIT	11/04/16
25	1	ISSUED FOR PERMIT	11/04/16
26	1	ISSUED FOR PERMIT	11/04/16
27	1	ISSUED FOR PERMIT	11/04/16
28	1	ISSUED FOR PERMIT	11/04/16
29	1	ISSUED FOR PERMIT	11/04/16
30	1	ISSUED FOR PERMIT	11/04/16
31	1	ISSUED FOR PERMIT	11/04/16
32	1	ISSUED FOR PERMIT	11/04/16
33	1	ISSUED FOR PERMIT	11/04/16
34	1	ISSUED FOR PERMIT	11/04/16
35	1	ISSUED FOR PERMIT	11/04/16
36	1	ISSUED FOR PERMIT	11/04/16
37	1	ISSUED FOR PERMIT	11/04/16
38	1	ISSUED FOR PERMIT	11/04/16
39	1	ISSUED FOR PERMIT	11/04/16
40	1	ISSUED FOR PERMIT	11/04/16
41	1	ISSUED FOR PERMIT	11/04/16
42	1	ISSUED FOR PERMIT	11/04/16
43	1	ISSUED FOR PERMIT	11/04/16
44	1	ISSUED FOR PERMIT	11/04/16
45	1	ISSUED FOR PERMIT	11/04/16
46	1	ISSUED FOR PERMIT	11/04/16
47	1	ISSUED FOR PERMIT	11/04/16
48	1	ISSUED FOR PERMIT	11/04/16
49	1	ISSUED FOR PERMIT	11/04/16
50	1	ISSUED FOR PERMIT	11/04/16
51	1	ISSUED FOR PERMIT	11/04/16
52	1	ISSUED FOR PERMIT	11/04/16
53	1	ISSUED FOR PERMIT	11/04/16
54	1	ISSUED FOR PERMIT	11/04/16
55	1	ISSUED FOR PERMIT	11/04/16
56	1	ISSUED FOR PERMIT	11/04/16
57	1	ISSUED FOR PERMIT	11/04/16
58	1	ISSUED FOR PERMIT	11/04/16
59	1	ISSUED FOR PERMIT	11/04/16
60	1	ISSUED FOR PERMIT	11/04/16
61	1	ISSUED FOR PERMIT	11/04/16
62	1	ISSUED FOR PERMIT	11/04/16
63	1	ISSUED FOR PERMIT	11/04/16
64	1	ISSUED FOR PERMIT	11/04/16
65	1	ISSUED FOR PERMIT	11/04/16
66	1	ISSUED FOR PERMIT	11/04/16
67	1	ISSUED FOR PERMIT	11/04/16
68	1	ISSUED FOR PERMIT	11/04/16
69	1	ISSUED FOR PERMIT	11/04/16
70	1	ISSUED FOR PERMIT	11/04/16
71	1	ISSUED FOR PERMIT	11/04/16
72	1	ISSUED FOR PERMIT	11/04/16
73	1	ISSUED FOR PERMIT	11/04/16
74	1	ISSUED FOR PERMIT	11/04/16
75	1	ISSUED FOR PERMIT	11/04/16
76	1	ISSUED FOR PERMIT	11/04/16
77	1	ISSUED FOR PERMIT	11/04/16
78	1	ISSUED FOR PERMIT	11/04/16
79	1	ISSUED FOR PERMIT	11/04/16
80	1	ISSUED FOR PERMIT	11/04/16
81	1	ISSUED FOR PERMIT	11/04/16
82	1	ISSUED FOR PERMIT	11/04/16
83	1	ISSUED FOR PERMIT	11/04/16
84	1	ISSUED FOR PERMIT	11/04/16
85	1	ISSUED FOR PERMIT	11/04/16
86	1	ISSUED FOR PERMIT	11/04/16
87	1	ISSUED FOR PERMIT	11/04/16
88	1	ISSUED FOR PERMIT	11/04/16
89	1	ISSUED FOR PERMIT	11/04/16
90	1	ISSUED FOR PERMIT	11/04/16
91	1	ISSUED FOR PERMIT	11/04/16
92	1	ISSUED FOR PERMIT	11/04/16
93	1	ISSUED FOR PERMIT	11/04/16
94	1	ISSUED FOR PERMIT	11/04/16
95	1	ISSUED FOR PERMIT	11/04/16
96	1	ISSUED FOR PERMIT	11/04/16
97	1	ISSUED FOR PERMIT	11/04/16
98	1	ISSUED FOR PERMIT	11/04/16
99	1	ISSUED FOR PERMIT	11/04/16
100	1	ISSUED FOR PERMIT	11/04/16

**Liberty Properties**  
Building homes for business

PROJECT NO. 10306  
INDUSTRIAL DEVELOPMENT  
575 Seaborne Ave.  
Port Coquitlam, BC

3D PERSPECTIVES

**A1003**

DATE: MAR 2016  
SCALE: N/A  
PROJECT: N/A









# COUNCIL Agenda Item Report

Agenda Item No. 840

Submitted by: Sandra Edgecombe

Submitting Department: Development Services

Meeting Date: March 14, 2017

## SUBJECT

Rezoning Application for 2143-49 Prairie Avenue

## Recommendation:

Recommendation:

1. That the zoning of 2143, 2147 and 2149 Prairie Avenue be amended from RS1 (Residential Single Dwelling 1) to RTh3 (Residential Townhouse 3).

2. That the amending bylaw include the following clause to provide for the bonus density:

“On the site comprised of Lots 13, 12, and 11, District Lot 465, Group 1, New Westminster District, Plan 1189 (2143, 2147 and 2149 Prairie Avenue), the lot area for each dwelling unit shall not be less than 220m<sup>2</sup> unless the owner contributes \$38,750 per dwelling unit proposed to be constructed in excess of the number of dwelling units that could be developed on the land on a 220m<sup>2</sup> of lot area per dwelling unit basis to a City reserve fund for the provision of community amenities and social housing amenities, in which case the lot area for each dwelling unit shall be not less than 202m<sup>2</sup> per unit based on the site size of 3,441m<sup>2</sup>.”

3. That prior to adoption of the amending bylaw, the following conditions be met to the satisfaction of the Director of Development Services:

a. Installation of protective fencing for tree retention;

b. Demolition of existing buildings;

c. Consolidation of the lots;

d. Completion of design and submission of securities and fees for off-site works and services; and

e. Registration of a S.219 Restrictive Covenant to ensure the buildings are designed and constructed to achieve a minimum standard of Built Green® Gold.

## ATTACHMENTS

- [Report to Council - 2143 2147 & 2149 Prairie Ave.pdf](#)
- [Attachment 1 - Report to Committee \(Feb. 10\).pdf](#)

- [Attachment 2 - Report to Committee \(Feb. 24\) re Prairie Undergrounding.pdf](#)

## Report to Council

**DATE:** March 7, 2017

**To:** Mayor and Council

**FROM:** Smart Growth Committee

**SUBJECT: 2143, 2147 AND 2149 PRAIRIE AVENUE  
REZONING APPLICATION RZ000133**

(Smart Growth Committee Meeting – February 16, 2017 and March 2, 2017)

---

### EXECUTIVE SUMMARY

McLean Homes has applied for rezoning to permit a 17-unit townhouse development in the 2100 Block Prairie Avenue, including two units pursuant to the City's bonus density policy. The project's design concept is similar to other recent developments within the block and the applicant's proposal to meet a Built Green<sup>®</sup> Gold green building standard and provide for tree protection complies with environmental policies of the Official Community Plan. The Smart Growth Committee (SGC) recommends that Council proceed with consideration of this application.

### RECOMMENDATIONS

1. That the zoning of 2143, 2147 and 2149 Prairie Avenue be amended from RS1 (Residential Single Dwelling 1) to RTh3 (Residential Townhouse 3).
2. That the amending bylaw include the following clause to provide for the bonus density:  
"On the site comprised of Lots 13, 12, and 11, District Lot 465, Group 1, New Westminster District, Plan 1189 (2143, 2147 and 2149 Prairie Avenue), the lot area for each dwelling unit shall not be less than 220m<sup>2</sup> unless the owner contributes \$38,750 per dwelling unit proposed to be constructed in excess of the number of dwelling units that could be developed on the land on a 220m<sup>2</sup> of lot area per dwelling unit basis to a City reserve fund for the provision of community amenities and social housing amenities, in which case the lot area for each dwelling unit shall be not less than 202m<sup>2</sup> per unit based on the site size of 3,441m<sup>2</sup>."
3. That prior to adoption of the amending bylaw, the following conditions be met to the satisfaction of the Director of Development Services:
  - a. Installation of protective fencing for tree retention;
  - b. Demolition of existing buildings;
  - c. Consolidation of the lots;
  - d. Completion of design and submission of securities and fees for off-site works and services; and
  - e. Registration of a S.219 Restrictive Covenant to ensure the buildings are designed and constructed to achieve a minimum standard of Built Green<sup>®</sup> Gold.

## 1. SUMMARY

At its meeting held March 2, 2017, SGC considered the attached staff reports dated February 10, 2017 and February 24, 2017 and recommended proceeding to Council to provide for consideration of the rezoning application.

The first staff report outlines the applicant's proposal to develop 17 townhouses, including 2 units which would take advantage of the City's bonus density policy, and describes how the project would comply with established policies and regulations. Following an initial discussion of this report at the meeting held on February 16<sup>th</sup>, SGC requested staff provide information on options to achieve the undergrounding of existing overhead wires along Prairie Avenue. The Committee considered the second staff report with this information at its March 2<sup>nd</sup> meeting and discussed the City's current policy and regulations, the feasibility and potential cost to underground the overhead wiring from Shaughnessy Street to Flint Street, and the implications to the current application.

The Committee recommends to Council that the subject application proceed without any changes to the conditions of approval recommended in the original staff report. For Council's information, SGC has requested that staff provide an opportunity for all members of Council to consider issues associated with undergrounding of overhead wiring in the community and options to achieve this outcome as part of the 2017 work program for the Development Services Department.

## 2. OPTIONS

Council may:

1. Proceed with consideration of the rezoning application (recommended)
2. Request that SGC consider additional information or amendments to the application prior to consideration of an amending bylaw; or,
3. Reject the application if it does not wish to further consider the application.



*Submitted by Laura Lee Richard, MCIP, Director of Development Services, with the concurrence of the Chair.*

- Attachments:
1. Report to SGC dated February 10, 2017.
  2. Report to SGC (further information) dated February 24, 2017.



## Report to Committee

**DATE:** February 10, 2017

**TO:** Smart Growth Committee (SGC)

**FROM:** Laura Lee Richard, Director of Development Services

**SUBJECT: 2143, 2147 AND 2149 PRAIRIE AVENUE  
REZONING APPLICATION RZ000133**

---

**EXECUTIVE SUMMARY:** This report describes an application to redevelop three lots fronting Prairie Avenue with a 17-unit townhouse development, a proposal which continues the area's transition from detached homes to townhouses. The applicant, MacLean Homes, proposes to include two units pursuant to the City's bonus density policy and is designing the project to meet a Built Green<sup>®</sup> Gold standard. As this proposal is in keeping with Official Community Plan housing and environmental conservation policies, further consideration is recommended.

### RECOMMENDATIONS

That SGC recommend to Council:

1. That the zoning of 2143, 2147 and 2149 Prairie Avenue be amended from RS1 (Residential Single Dwelling 1) to RTh3 (Residential Townhouse 3).
2. That the amending bylaw include the following clause to provide for the bonus density:

“On the site comprised of Lots 13, 12, and 11, District Lot 465, Group 1, New Westminster District, Plan 1189 (2143, 2147 and 2149 Prairie Avenue), the lot area for each dwelling unit shall not be less than 220m<sup>2</sup> unless the owner contributes \$38,750 per dwelling unit proposed to be constructed in excess of the number of dwelling units that could be developed on the land on a 220m<sup>2</sup> of lot area per dwelling unit basis to a City reserve fund for the provision of community amenities and social housing amenities, in which case the lot area for each dwelling unit shall be not less than 202m<sup>2</sup> per unit based on the site size of 3,441m<sup>2</sup>.”
3. That prior to adoption of the amending bylaw, require the following conditions be met to the satisfaction of the Director of Development Services:

- a. Installation of protective fencing for tree retention;
- b. Demolition of existing buildings;
- c. Consolidation of the lots;
- d. Completion of design and submission of securities and fees for off-site works and services; and
- e. Registration of a S.219 Restrictive Covenant to ensure the buildings are designed and constructed to achieve a minimum standard of Built Green® Gold.

## **1. BACKGROUND**

- 1.1. The Proposal:** MacLean Homes wishes to construct a 17-unit townhouse development on the north side of Prairie Avenue at a mid-block location, directly to the south of the 22-unit “Salisbury Walk” townhouse development it is currently constructing.

## **2. POLICY & REGULATIONS**

- 2.1. Official Community Plan (OCP):** OCP housing policies applicable to this site encourage a variety of housing types to accommodate the needs of Port Coquitlam’s growing population and multi-family housing in areas close to services with good accessibility. The land use designation is RT – Townhouse Residential.
- 2.2. Zoning Bylaw:** The current zoning is RS1 – Residential Single Dwelling 1; the proposed zoning is RTh3 – Residential Townhouse 3 with a site-specific provision to apply bonus density.
- 2.3. Development Permit:** The site is subject to the Intensive Residential and Environmental Conservation development permit area designations.
- 2.4. Density Bonus Policy:** At the time of rezoning, Council may consider proposals for density bonuses on a site-by-site basis. The bonus amount must be based on the increase in land value attributable to the additional density.

## **3. COMMENTS AND ANALYSIS**

- 3.1. Site Characteristics and Context:** The 3,440m<sup>2</sup> (0.85 acre) site is located in a mid-block location on the north side of Prairie Avenue between Shaughnessy and Flint Streets. It includes three relatively flat lots which are currently occupied by older single family houses, mature trees and other landscaping. There is a 17-unit townhouse development to the east, 15 townhouses to the northeast and a 22-unit townhouse development under construction directly to the north of the site. The south side of Prairie Avenue, while currently developed with single-family homes, is designated for higher density apartment or rowhouse residential uses.

### 3.2. Project Profile:

	<b>Bylaw Regulations</b>	<b>Proposed<sup>1</sup></b>	<b>Requested Variances</b>
<b>Site Area</b>	1,000 m <sup>2</sup>	4,591.64 m	n/a
<b>Density</b> (units per area)	15 (1 per 220 m <sup>2</sup> )	17 <sup>2</sup> (1 per 202 m <sup>2</sup> )	-
<b>Building Lot Coverage</b>	40 %	30.69 %	-
<b>Impervious Surfaces</b>	n/a	66.53 %	
<b>Setbacks:</b>			
<b>Front (Prairie)</b>	7.5m	5.45 m <sup>3</sup>	2.05 m
<b>Rear (Lane)</b>	7.5 m	4.5 m	3.0 m
<b>Interior Side (East)</b>	3.5 m	3.5 m	-
<b>Interior Side (West)</b>	3.5 m	3.5 m	-
<b>Building Height:</b>	10.5 m	10.85 m	0.35 m
<b>Parking - Total</b>	37	52	
<b>Resident</b>	34	48	-
<b>Visitor</b>	3	4	-
<b>Small Car</b>	25% (13 spaces)	32% (17 spaces)	7% (4 spaces)
<b>Usable Open Space</b>	30 m <sup>2</sup> per unit (510 m <sup>2</sup> )	1,895 m <sup>2</sup>	-

**3.3. Project Description:** The townhouse units are distributed in four buildings with two buildings fronting Prairie Avenue and the other two having an internal orientation parallel to the side lot lines, in a configuration similar to that approved for the adjoining townhouse developments.

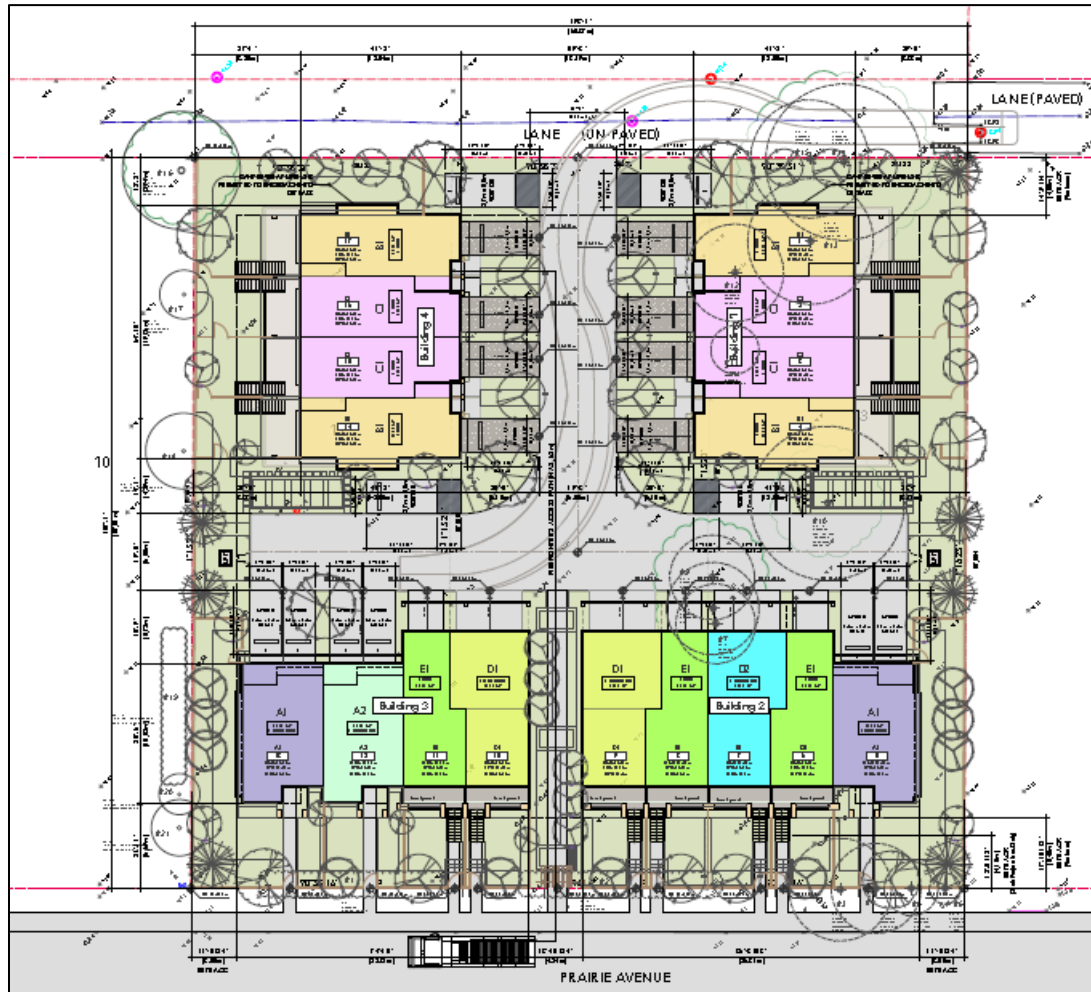
Each townhouse has two parking spaces in a garage, in either a tandem or double-wide configuration. Four open visitor parking spaces are distributed throughout the site and three units with a double-wide parking configuration are set back sufficiently to accommodate two additional parking spaces on their driveway aprons. Garbage, organic waste and recycling storage will be accommodated within each individual unit garages with pick-up from the internal driveway or the street if they wish to use city services.

<sup>1</sup> Information provided by applicant.

<sup>2</sup> Requires Council approval of bonus density (2 additional units) with the Zoning Bylaw amendment.

<sup>3</sup> Minimum setback is to front porch, main building walls are setback between 6.7m and 7.5m. Stairs to the front porches may encroach marginally into the setback area.





The development is comprised of fourteen, 3-bedroom and three, 3-bedroom plus den units with floor areas ranging from 121m<sup>2</sup> (1,303 ft<sup>2</sup>) to 157m<sup>2</sup> (1,699 ft<sup>2</sup>). The units fronting Prairie Avenue have direct pedestrian access from the street, landscaped front yards and defined entries with access to their garages from the rear; those in interior buildings have both their front entrances and garages oriented to the internal driveway. A landscaped pathway links these internal units to the street.

The building design utilizes a craftsman architectural style and features a variety of roof, window and entry elements and high quality cladding materials including wall shingles, horizontal siding and heavy timber decorative elements.

The landscape plan provides for a mixture of trees (71), shrubs (780) and groundcover (415) plants throughout the site and includes two areas for communal vegetable gardens. An arbourist's report was submitted that supports onsite measures to protect 6 trees on the adjacent property. Onsite trees and hedges will be cut due to either their poor condition or their location in the proposed building area.

The details of the building design and landscape plan would be reviewed in consideration of the Development Permit.

- 3.4. Transportation and Infrastructure:** This development involves off-site upgrades to meet the standards of the Subdivision Servicing Bylaw, including reconstruction of the rear lane and portions of Prairie Avenue abutting the site with curb and gutter, street lighting, street trees and a sidewalk.

Staff previously reviewed the capacity of the lanes to accommodate additional traffic and confirmed it would be adequate for future traffic volumes associated with this proposal and future developments in the block.

- 3.5. Bonus Density:** The application of bonus density for the two additional units is in accordance with the City's Density Bonus Policy. A third-party market appraisal was provided and establishes the increased land value for the two additional units is \$77,500. If approved, the applicant would be required to contribute \$77,500 to the City's amenity fund prior to issuance of a building permit.

- 3.6. Variances to Regulations:** The following variances to building height and setback regulations of the RTh3 Zone are proposed and would be further reviewed in consideration of the development permit.

- a) **Front yard:** A minor variance to the setback from Prairie Avenue would enable greater building articulation and covered porches providing architectural interest to the street front façade. The townhouse project to the east includes a similar reduced front yard setback.
- b) **Rear yard:** The requested rear yard setback variance would be in keeping with the context of this site and accommodate the overall siting and design of an infill development. The townhouse projects to the east and to the north include similar reduced rear yard setbacks.
- c) **Height:** A minor variance to the maximum building height has been proposed to achieve the desired architectural character and roof design.
- d) **Small Car:** A minor increase in the percentage of small car parking spaces enables an efficient layout, more double-wide spaces and more stalls than required by bylaw. The size and configuration of the smaller spaces as proposed remains sufficient to accommodate most vehicles.

- 3.7. Environmental Conservation:** The applicant proposes to comply with the environmental conservation designation by designing the building to meet a green building standard of Built Green® Gold. A Section 219 restrictive covenant is recommended to be registered to ensure this standard would be met.

- 3.8. Consultation:** A development notice sign is posted fronting Prairie Avenue advising the community of the rezoning and development permit applications for the site. Staff received one phone call from a local resident concerned about the impact of

multi-family development on on-street parking. The proposal provides for 15 additional onsite parking spaces and has curbside capacity along Prairie Avenue for approximately 10 vehicles. No other comments have been received.

**3.9. Discussion:** The applicant has proposed an attractive townhouse development that would enhance the existing streetscape and meet the intent of the City’s policies for land use, environmental conservation and design. Particular attention has been paid to ensure the site’s access, building orientation, landscaping and building design would be in keeping with the site context and that potential impacts related to the bonus density and parking demands are minimized.

#### **4. OPTIONS**

The Smart Growth Committee may:

1. Recommend proceeding to Council to provide for consideration of the rezoning application (recommended);
2. Request additional information or amendments to the application to address specified issues; or,
3. Recommend rejection of the application. The applicant may then request the application be forwarded to Council for consideration.



---

Laura Lee Richard, MCIP  
Director of Development Services

Attachments: 1. Location Map  
2. Proposed Development Drawings



ATTACHMENT 1

CITY OF PORT COQUITLAM  
DEVELOPMENT APPLICATION LOCATION MAP

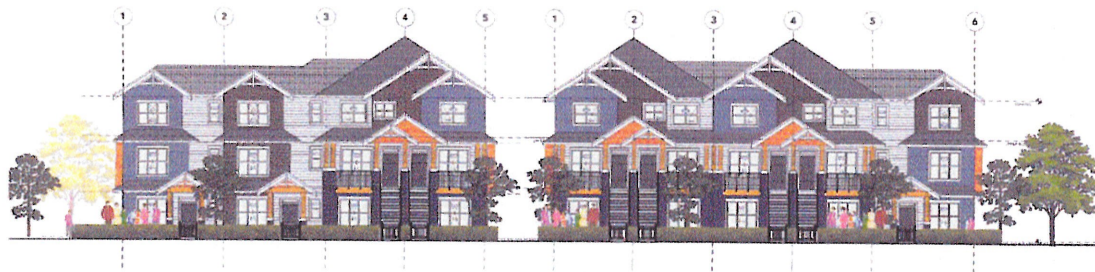


---

# PRAIRIE AVENUE

Proposed Townhomes

---



MACLEAN

Re-Issued for Rezoning/DP Application February 8th, 2017

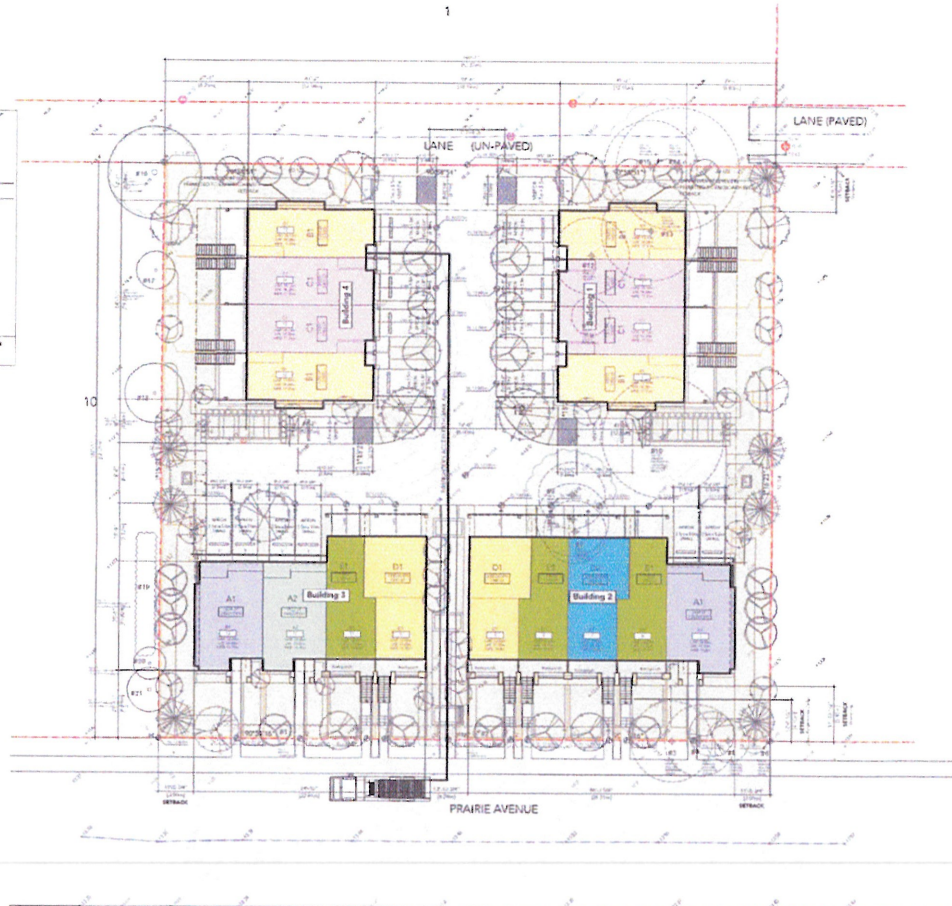
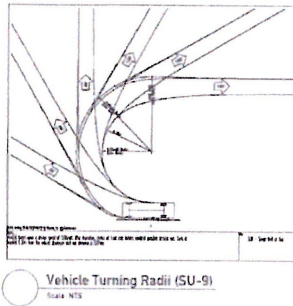


Burrows Huggins Architects

ATTACHMENT 2







Site Plan  
Scale: 1:150



no.	date	description
1	06/11/15	Initial Design
2	06/11/15	Final Design
3	06/11/15	Final Design

DESIGNER:  
Burrows Huggins Architects  
2115 14th Avenue S.W.  
Calgary, Alberta T2C 1P4  
403.243.1111  
www.burrowshuggins.com

PROJECT:  
PROPOSED TOWNHOMES  
2115 14th Avenue S.W.  
Calgary, Alberta T2C 1P4  
403.243.1111  
www.burrowshuggins.com

CONSULTANT:  
MBCLEAN  
2115 14th Avenue S.W.  
Calgary, Alberta T2C 1P4  
403.243.1111  
www.burrowshuggins.com

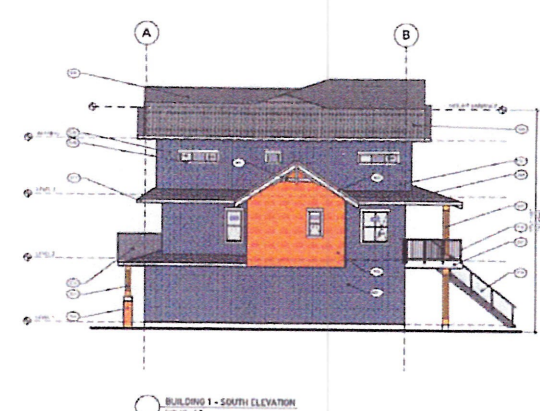
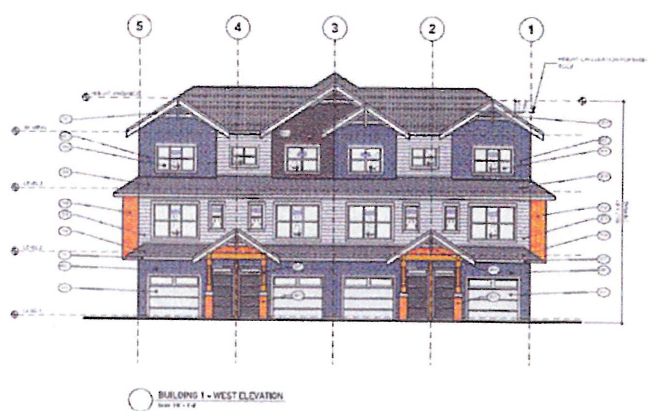
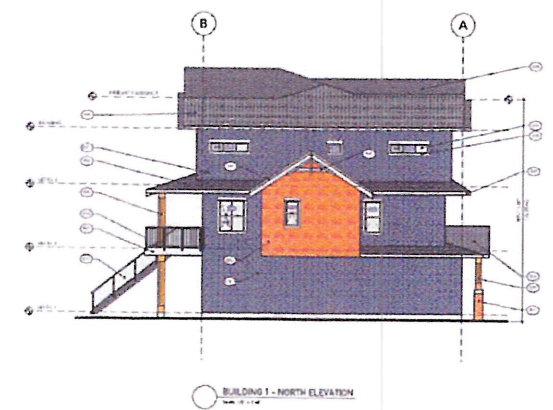
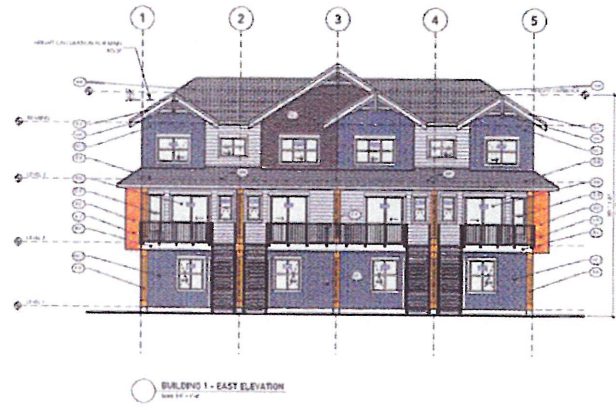


no.	date	description
1	06/11/15	Initial Design
2	06/11/15	Final Design
3	06/11/15	Final Design

PROJECT:  
PROPOSED TOWNHOMES  
2115 14th Avenue S.W.  
Calgary, Alberta T2C 1P4  
403.243.1111  
www.burrowshuggins.com

CONSULTANT:  
MBCLEAN  
2115 14th Avenue S.W.  
Calgary, Alberta T2C 1P4  
403.243.1111  
www.burrowshuggins.com





EXTERIOR MATERIAL/ COLOUR SCHEDULE

ITEM NO	MATERIAL	FINISH	PAINT AND COLOUR	
			COLOUR 1	COLOUR 2 (WHERE APPLICABLE)
101	Exterior Wall Cladding	Painted	White	Black
102	Roof Tiles	Painted	Dark Grey	Black
103	Roof Gutter	Painted	Dark Grey	Black
104	Roof Downspout	Painted	Dark Grey	Black
105	Roof Siding	Painted	Dark Grey	Black
106	Roof Siding	Painted	Dark Grey	Black
107	Roof Siding	Painted	Dark Grey	Black
108	Roof Siding	Painted	Dark Grey	Black
109	Roof Siding	Painted	Dark Grey	Black
110	Roof Siding	Painted	Dark Grey	Black
111	Roof Siding	Painted	Dark Grey	Black
112	Roof Siding	Painted	Dark Grey	Black
113	Roof Siding	Painted	Dark Grey	Black
114	Roof Siding	Painted	Dark Grey	Black
115	Roof Siding	Painted	Dark Grey	Black
116	Roof Siding	Painted	Dark Grey	Black
117	Roof Siding	Painted	Dark Grey	Black
118	Roof Siding	Painted	Dark Grey	Black
119	Roof Siding	Painted	Dark Grey	Black
120	Roof Siding	Painted	Dark Grey	Black

ORIGINAL MATERIAL NOTES:  
Material selection is shown for the exterior walls of the structure. Areas not noted are to follow the typical material specifications.  
Colors are shown in the color chart and are subject to change without notice.

REVISIONS:		
NO.	DATE	DESCRIPTION

ISSUED:  
2017-07-25  
2017-07-25

Revised for Planning/DP  
Revised for Planning/DP

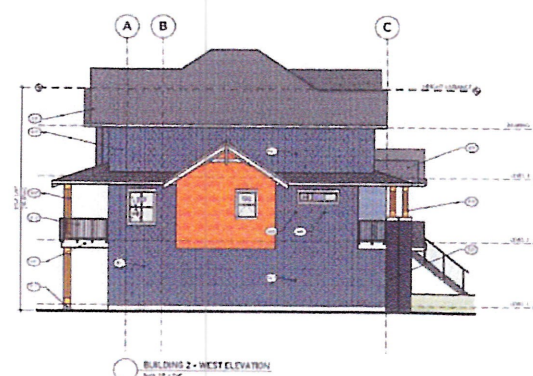
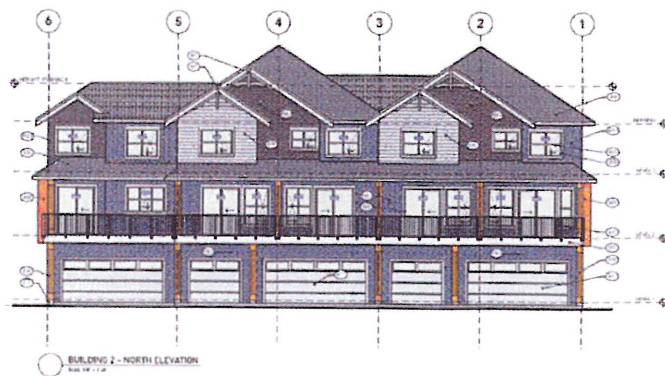
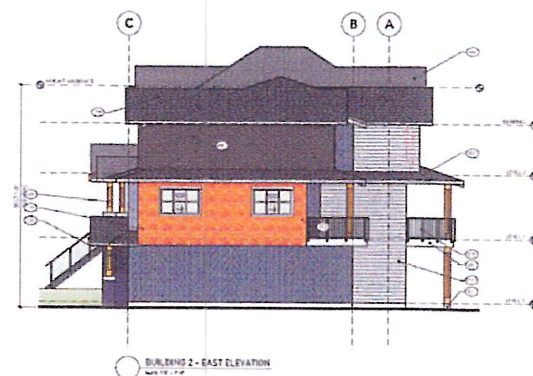
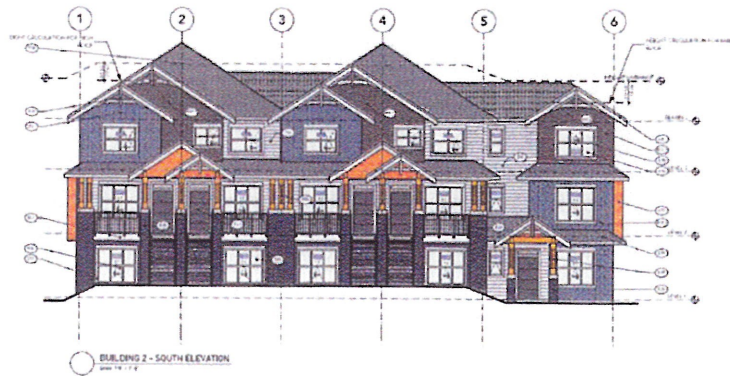
Copyright reserved. This drawing is the intellectual property of Burrowes Haggins Architects. It is not to be reproduced, stored in a retrieval system, or transmitted in any form or by any means, electronic, mechanical, photocopying, recording, or by any information storage and retrieval system, without the prior written permission of Burrowes Haggins Architects.



**Burrowes Haggins Architects**  
Suite 101, 10100 Highway 101, Unit 101  
Victoria, BC V8P 1A1  
Tel: 250.688.1111  
Fax: 250.688.1112  
www.bha.ca

PROJECT:  
**PROPOSED TOWNHOMES**  
2741, 2743, 2745, 2747, 2749, 2751, 2753, 2755, 2757, 2759, 2761, 2763, 2765, 2767, 2769, 2771, 2773, 2775, 2777, 2779, 2781, 2783, 2785, 2787, 2789, 2791, 2793, 2795, 2797, 2799, 2801, 2803, 2805, 2807, 2809, 2811, 2813, 2815, 2817, 2819, 2821, 2823, 2825, 2827, 2829, 2831, 2833, 2835, 2837, 2839, 2841, 2843, 2845, 2847, 2849, 2851, 2853, 2855, 2857, 2859, 2861, 2863, 2865, 2867, 2869, 2871, 2873, 2875, 2877, 2879, 2881, 2883, 2885, 2887, 2889, 2891, 2893, 2895, 2897, 2899, 2901, 2903, 2905, 2907, 2909, 2911, 2913, 2915, 2917, 2919, 2921, 2923, 2925, 2927, 2929, 2931, 2933, 2935, 2937, 2939, 2941, 2943, 2945, 2947, 2949, 2951, 2953, 2955, 2957, 2959, 2961, 2963, 2965, 2967, 2969, 2971, 2973, 2975, 2977, 2979, 2981, 2983, 2985, 2987, 2989, 2991, 2993, 2995, 2997, 2999, 3001, 3003, 3005, 3007, 3009, 3011, 3013, 3015, 3017, 3019, 3021, 3023, 3025, 3027, 3029, 3031, 3033, 3035, 3037, 3039, 3041, 3043, 3045, 3047, 3049, 3051, 3053, 3055, 3057, 3059, 3061, 3063, 3065, 3067, 3069, 3071, 3073, 3075, 3077, 3079, 3081, 3083, 3085, 3087, 3089, 3091, 3093, 3095, 3097, 3099, 3101, 3103, 3105, 3107, 3109, 3111, 3113, 3115, 3117, 3119, 3121, 3123, 3125, 3127, 3129, 3131, 3133, 3135, 3137, 3139, 3141, 3143, 3145, 3147, 3149, 3151, 3153, 3155, 3157, 3159, 3161, 3163, 3165, 3167, 3169, 3171, 3173, 3175, 3177, 3179, 3181, 3183, 3185, 3187, 3189, 3191, 3193, 3195, 3197, 3199, 3201, 3203, 3205, 3207, 3209, 3211, 3213, 3215, 3217, 3219, 3221, 3223, 3225, 3227, 3229, 3231, 3233, 3235, 3237, 3239, 3241, 3243, 3245, 3247, 3249, 3251, 3253, 3255, 3257, 3259, 3261, 3263, 3265, 3267, 3269, 3271, 3273, 3275, 3277, 3279, 3281, 3283, 3285, 3287, 3289, 3291, 3293, 3295, 3297, 3299, 3301, 3303, 3305, 3307, 3309, 3311, 3313, 3315, 3317, 3319, 3321, 3323, 3325, 3327, 3329, 3331, 3333, 3335, 3337, 3339, 3341, 3343, 3345, 3347, 3349, 3351, 3353, 3355, 3357, 3359, 3361, 3363, 3365, 3367, 3369, 3371, 3373, 3375, 3377, 3379, 3381, 3383, 3385, 3387, 3389, 3391, 3393, 3395, 3397, 3399, 3401, 3403, 3405, 3407, 3409, 3411, 3413, 3415, 3417, 3419, 3421, 3423, 3425, 3427, 3429, 3431, 3433, 3435, 3437, 3439, 3441, 3443, 3445, 3447, 3449, 3451, 3453, 3455, 3457, 3459, 3461, 3463, 3465, 3467, 3469, 3471, 3473, 3475, 3477, 3479, 3481, 3483, 3485, 3487, 3489, 3491, 3493, 3495, 3497, 3499, 3501, 3503, 3505, 3507, 3509, 3511, 3513, 3515, 3517, 3519, 3521, 3523, 3525, 3527, 3529, 3531, 3533, 3535, 3537, 3539, 3541, 3543, 3545, 3547, 3549, 3551, 3553, 3555, 3557, 3559, 3561, 3563, 3565, 3567, 3569, 3571, 3573, 3575, 3577, 3579, 3581, 3583, 3585, 3587, 3589, 3591, 3593, 3595, 3597, 3599, 3601, 3603, 3605, 3607, 3609, 3611, 3613, 3615, 3617, 3619, 3621, 3623, 3625, 3627, 3629, 3631, 3633, 3635, 3637, 3639, 3641, 3643, 3645, 3647, 3649, 3651, 3653, 3655, 3657, 3659, 3661, 3663, 3665, 3667, 3669, 3671, 3673, 3675, 3677, 3679, 3681, 3683, 3685, 3687, 3689, 3691, 3693, 3695, 3697, 3699, 3701, 3703, 3705, 3707, 3709, 3711, 3713, 3715, 3717, 3719, 3721, 3723, 3725, 3727, 3729, 3731, 3733, 3735, 3737, 3739, 3741, 3743, 3745, 3747, 3749, 3751, 3753, 3755, 3757, 3759, 3761, 3763, 3765, 3767, 3769, 3771, 3773, 3775, 3777, 3779, 3781, 3783, 3785, 3787, 3789, 3791, 3793, 3795, 3797, 3799, 3801, 3803, 3805, 3807, 3809, 3811, 3813, 3815, 3817, 3819, 3821, 3823, 3825, 3827, 3829, 3831, 3833, 3835, 3837, 3839, 3841, 3843, 3845, 3847, 3849, 3851, 3853, 3855, 3857, 3859, 3861, 3863, 3865, 3867, 3869, 3871, 3873, 3875, 3877, 3879, 3881, 3883, 3885, 3887, 3889, 3891, 3893, 3895, 3897, 3899, 3901, 3903, 3905, 3907, 3909, 3911, 3913, 3915, 3917, 3919, 3921, 3923, 3925, 3927, 3929, 3931, 3933, 3935, 3937, 3939, 3941, 3943, 3945, 3947, 3949, 3951, 3953, 3955, 3957, 3959, 3961, 3963, 3965, 3967, 3969, 3971, 3973, 3975, 3977, 3979, 3981, 3983, 3985, 3987, 3989, 3991, 3993, 3995, 3997, 3999, 4001, 4003, 4005, 4007, 4009, 4011, 4013, 4015, 4017, 4019, 4021, 4023, 4025, 4027, 4029, 4031, 4033, 4035, 4037, 4039, 4041, 4043, 4045, 4047, 4049, 4051, 4053, 4055, 4057, 4059, 4061, 4063, 4065, 4067, 4069, 4071, 4073, 4075, 4077, 4079, 4081, 4083, 4085, 4087, 4089, 4091, 4093, 4095, 4097, 4099, 4101, 4103, 4105, 4107, 4109, 4111, 4113, 4115, 4117, 4119, 4121, 4123, 4125, 4127, 4129, 4131, 4133, 4135, 4137, 4139, 4141, 4143, 4145, 4147, 4149, 4151, 4153, 4155, 4157, 4159, 4161, 4163, 4165, 4167, 4169, 4171, 4173, 4175, 4177, 4179, 4181, 4183, 4185, 4187, 4189, 4191, 4193, 4195, 4197, 4199, 4201, 4203, 4205, 4207, 4209, 4211, 4213, 4215, 4217, 4219, 4221, 4223, 4225, 4227, 4229, 4231, 4233, 4235, 4237, 4239, 4241, 4243, 4245, 4247, 4249, 4251, 4253, 4255, 4257, 4259, 4261, 4263, 4265, 4267, 4269, 4271, 4273, 4275, 4277, 4279, 4281, 4283, 4285, 4287, 4289, 4291, 4293, 4295, 4297, 4299, 4301, 4303, 4305, 4307, 4309, 4311, 4313, 4315, 4317, 4319, 4321, 4323, 4325, 4327, 4329, 4331, 4333, 4335, 4337, 4339, 4341, 4343, 4345, 4347, 4349, 4351, 4353, 4355, 4357, 4359, 4361, 4363, 4365, 4367, 4369, 4371, 4373, 4375, 4377, 4379, 4381, 4383, 4385, 4387, 4389, 4391, 4393, 4395, 4397, 4399, 4401, 4403, 4405, 4407, 4409, 4411, 4413, 4415, 4417, 4419, 4421, 4423, 4425, 4427, 4429, 4431, 4433, 4435, 4437, 4439, 4441, 4443, 4445, 4447, 4449, 4451, 4453, 4455, 4457, 4459, 4461, 4463, 4465, 4467, 4469, 4471, 4473, 4475, 4477, 4479, 4481, 4483, 4485, 4487, 4489, 4491, 4493, 4495, 4497, 4499, 4501, 4503, 4505, 4507, 4509, 4511, 4513, 4515, 4517, 4519, 4521, 4523, 4525, 4527, 4529, 4531, 4533, 4535, 4537, 4539, 4541, 4543, 4545, 4547, 4549, 4551, 4553, 4555, 4557, 4559, 4561, 4563, 4565, 4567, 4569, 4571, 4573, 4575, 4577, 4579, 4581, 4583, 4585, 4587, 4589, 4591, 4593, 4595, 4597, 4599, 4601, 4603, 4605, 4607, 4609, 4611, 4613, 4615, 4617, 4619, 4621, 4623, 4625, 4627, 4629, 4631, 4633, 4635, 4637, 4639, 4641, 4643, 4645, 4647, 4649, 4651, 4653, 4655, 4657, 4659, 4661, 4663, 4665, 4667, 4669, 4671, 4673, 4675, 4677, 4679, 4681, 4683, 4685, 4687, 4689, 4691, 4693, 4695, 4697, 4699, 4701, 4703, 4705, 4707, 4709, 4711, 4713, 4715, 4717, 4719, 4721, 4723, 4725, 4727, 4729, 4731, 4733, 4735, 4737, 4739, 4741, 4743, 4745, 4747, 4749, 4751, 4753, 4755, 4757, 4759, 4761, 4763, 4765, 4767, 4769, 4771, 4773, 4775, 4777, 4779, 4781, 4783, 4785, 4787, 4789, 4791, 4793, 4795, 4797, 4799, 4801, 4803, 4805, 4807, 4809, 4811, 4813, 4815, 4817, 4819, 4821, 4823, 4825, 4827, 4829, 4831, 4833, 4835, 4837, 4839, 4841, 4843, 4845, 4847, 4849, 4851, 4853, 4855, 4857, 4859, 4861, 4863, 4865, 4867, 4869, 4871, 4873, 4875, 4877, 4879, 4881, 4883, 4885, 4887, 4889, 4891, 4893, 4895, 4897, 4899, 4901, 4903, 4905, 4907, 4909, 4911, 4913, 4915, 4917, 4919, 4921, 4923, 4925, 4927, 4929, 4931, 4933, 4935, 4937, 4939, 4941, 4943, 4945, 4947, 4949, 4951, 4953, 4955, 4957, 4959, 4961, 4963, 4965, 4967, 4969, 4971, 4973, 4975, 4977, 4979, 4981, 4983, 4985, 4987, 4989, 4991, 4993, 4995, 4997, 4999, 5001, 5003, 5005, 5007, 5009, 5011, 5013, 5015, 5017, 5019, 5021, 5023, 5025, 5027, 5029, 5031, 5033, 5035, 5037, 5039, 5041, 5043, 5045, 5047, 5049, 5051, 5053, 5055, 5057, 5059, 5061, 5063, 5065, 5067, 5069, 5071, 5073, 5075, 5077, 5079, 5081, 5083, 5085, 5087, 5089, 5091, 5093, 5095, 5097, 5099, 5101, 5103, 5105, 5107, 5109, 5111, 5113, 5115, 5117, 5119, 5121, 5123, 5125, 5127, 5129, 5131, 5133, 5135, 5137, 5139, 5141, 5143, 5145, 5147, 5149, 5151, 5153, 5155, 5157, 5159, 5161, 5163, 5165, 5167, 5169, 5171, 5173, 5175, 5177, 5179, 5181, 5183, 5185, 5187, 5189, 5191, 5193, 5195, 5197, 5199, 5201, 5203, 5205, 5207, 5209, 5211, 5213, 5215, 5217, 5219, 5221, 5223, 5225, 5227, 5229, 5231, 5233, 5235, 5237, 5239, 5241, 5243, 5245, 5247, 5249, 5251, 5253, 5255, 5257, 5259, 5261, 5263, 5265, 5267, 5269, 5271, 5273, 5275, 5277, 5279, 5281, 5283, 5285, 5287, 5289, 5291, 5293, 5295, 5297, 5299, 5301, 5303, 5305, 5307, 5309, 5311, 5313, 5315, 5317, 5319, 5321, 5323, 5325, 5327, 5329, 5331, 5333, 5335, 5337, 5339, 5341, 5343, 5345, 5347, 5349, 5351, 5353, 5355, 5357, 5359, 5361, 5363, 5365, 5367, 5369, 5371, 5373, 5375, 5377, 5379, 5381, 5383, 5385, 5387, 5389, 5391, 5393, 5395, 5397, 5399, 5401, 5403, 5405, 5407, 5409, 5411, 5413, 5415, 5417, 5419, 5421, 5423, 5425, 5427, 5429, 5431, 5433, 5435, 5437, 5439, 5441, 5443, 5445, 5447, 5449, 5451, 5453, 5455, 5457, 5459, 5461, 5463, 5465, 5467, 5469, 5471, 5473, 5475, 5477, 5479, 5481, 5483, 5485, 5487, 5489, 5491, 5493, 5495, 5497, 5499, 5501, 5503, 5505, 5507, 5509, 5511, 5513, 5515, 5517, 5519, 5521, 5523, 5525, 5527, 5529, 5531, 5533, 5535, 5537, 5539, 5541, 5543, 5545, 5547, 5549, 5551, 5553, 5555, 5557, 5559, 5561, 5563, 5565, 5567, 5569, 5571, 5573, 5575, 5577, 5579, 5581, 5583, 5585, 5587, 5589, 5591, 5593, 5595, 5597, 5599, 5601, 5603, 5605, 5607, 5609, 5611, 5613, 5615, 5617, 5619, 5621, 5623, 5625, 5627, 5629, 5631, 5633, 5635, 5637, 5639, 5641, 5643, 5645, 5647, 5649, 5651, 5653, 5655, 5657, 5659, 5661, 5663, 5665, 5667, 5669, 5671, 5673, 5675, 5677, 5679, 5681, 5683, 5685, 5687, 5689, 5691, 5693, 5695, 5697, 5699, 5701, 5703, 5705, 5707, 5709, 5711, 5713, 5715, 5717, 5719, 5721, 5723, 5725, 5727, 5729, 5731, 5733, 5735, 5737, 5739, 5741, 5743, 5745, 5747, 5749, 5751, 5753, 5755, 5757, 5759, 5761, 5763, 5765, 5767, 5769, 5771, 5773, 5775, 5777, 5779, 5781, 5783, 5785, 5787, 5789, 5791, 5793, 5795, 5797, 5799, 5801, 5803, 5805, 5807, 5809, 5811, 5813, 5815, 5817, 5819, 5821, 5823, 5825, 5827, 5829, 5831, 5833, 5835, 5837, 5839, 5841, 5843, 5845, 5847, 5849, 5851, 5853, 5855, 5857, 5859, 5861, 5863, 5865, 5867, 5869, 5871, 5873, 5875, 5877, 5879, 5881, 5883, 5885, 5887, 5889, 5891, 5893, 5895, 5897, 5899, 5901, 5903, 5905, 5907, 5909, 5911, 5913, 5915, 5917, 5919, 5921, 5923, 5925, 5927, 5929, 5931, 5933, 5935, 5937, 5939, 5941, 5943, 5945, 5947, 5949, 5951, 5953, 5955, 5957, 5959, 5961, 5963, 5965, 5967, 5969, 5971, 5973, 5975, 5977, 5979, 5981, 5983, 5985, 5987, 5989, 5991, 5993, 5995, 5997, 5999, 6001, 6003, 6005, 6007, 6009, 6011, 6013, 6015, 6017, 6019, 6021, 6023, 6025, 6027, 6029, 6031, 6033, 6035, 6037, 6039, 6041, 6043, 6045, 6047, 6049, 6051, 6053, 6055, 6057, 6059, 6061, 6063, 6065, 6067, 6069, 6071, 6073, 6075, 6077, 6079, 6081, 6083, 6085, 6087, 6089, 6091, 6093, 6095, 6097, 6099, 6101, 6103, 6105, 6107, 6109, 6111, 6113, 6115, 6117, 6119, 6121, 6123, 6125, 6127, 6129, 6131, 6133, 6135, 6137, 6139, 6141, 6143, 6





Revisions:		
no.	date	description

Notes:  
 2014-01-21 Based on Revisions CP  
 2014-01-21 Revisions for Revisions CP

Copyright reserved. This drawing is the property of Burrows Huggins Architects. It is to be used only for the project and location specified. No part of this drawing may be reproduced or transmitted in any form or by any means electronic or mechanical, including photocopying, recording, or by any information storage and retrieval system, without permission in writing from Burrows Huggins Architects.



Burrows Huggins Architects  
 Suite 101, 10100 Highway 101, Victoria, BC V8N 1A1  
 Telephone: 250.688.1111 Fax: 250.688.1112  
 www.burrowshuggins.com

Project:  
**PROPOSED TOWNHOMES**  
 2143 21st Street, Port Courtenay, B.C.  
**M&CLEAN**

Consultant:

Drawn:

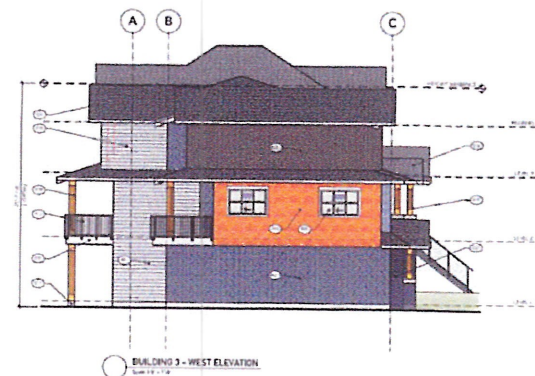
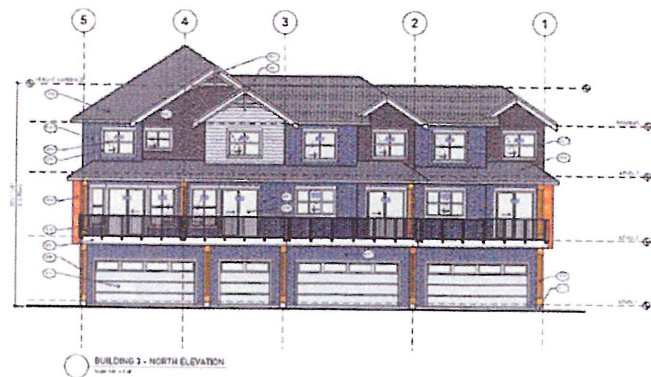
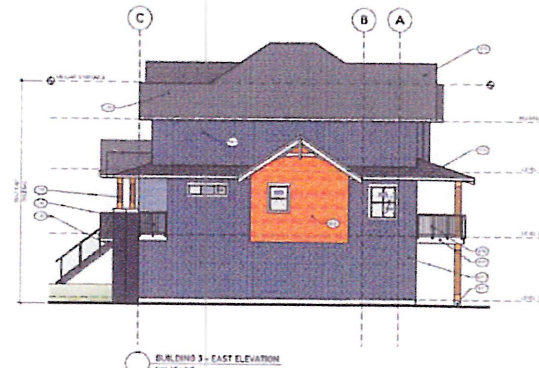
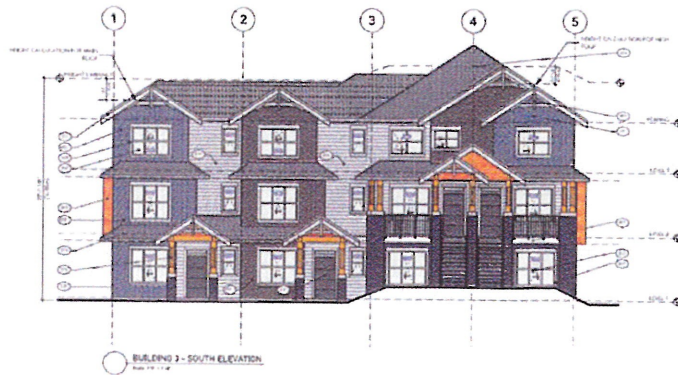
#### EXTERIOR MATERIAL / COLOUR SCHEDULE

SUIT NO	MATERIAL	FINISH AND COLOUR		
		FINISH	COLOUR 1	COLOUR 2 (WHERE APPLICABLE)
101	Exterior Wall (Main Block)	Painted	White	White
102	Roofing	Asphalt Shingles	Dark Grey	Dark Grey
103	Decking	Composite	White	White
104	Stair Treads	Composite	White	White
105	Stair Risers	Composite	White	White
106	Stair Handrails	Painted	White	White
107	Stair Balustrade	Painted	White	White
108	Stair Landing Floor	Painted	White	White
109	Stair Landing Wall	Painted	White	White
110	Stair Landing Ceiling	Painted	White	White
111	Stair Landing Floor	Painted	White	White
112	Stair Landing Wall	Painted	White	White
113	Stair Landing Ceiling	Painted	White	White
114	Stair Landing Floor	Painted	White	White
115	Stair Landing Wall	Painted	White	White
116	Stair Landing Ceiling	Painted	White	White
117	Stair Landing Floor	Painted	White	White
118	Stair Landing Wall	Painted	White	White
119	Stair Landing Ceiling	Painted	White	White
120	Stair Landing Floor	Painted	White	White
121	Stair Landing Wall	Painted	White	White
122	Stair Landing Ceiling	Painted	White	White
123	Stair Landing Floor	Painted	White	White
124	Stair Landing Wall	Painted	White	White
125	Stair Landing Ceiling	Painted	White	White

GENERAL NOTES:  
 1. Material selection is based on the latest issue of the Material Schedule. Please refer to the Material Schedule for the latest issue.  
 2. Material selection is based on the latest issue of the Material Schedule. Please refer to the Material Schedule for the latest issue.

Drawn:	MAH	Date:	JULY 2015
Checked:		Project No.:	P-435
Scale:	1/8" = 1'-0"	Sheet Title:	Division 2
Project:	PROPOSED TOWNHOMES	Sheet No.:	128





Revisions:  
no. date description

Issues:  
2019-07-23 Revised for Regulatory  
2019-07-23 Revised for Regulatory

Copyright Material: This drawing is the sole property of  
the design team and is to be used only for the  
project. The design team is not responsible for any  
errors or omissions in the drawing or for any damage  
to the project or any other party.

**Barrow Huggins Architects**  
Suite 101, 10100 101st Avenue, Delta, BC  
Tel: 604-271-1010 | Fax: 604-271-1011

Project:  
**PROPOSED TOWNHOMES**  
2143, 2147 & 2149 Prince Avenue  
Fort Coquitlam, B.C.  
**MACLEAN**

consultant:

# EXTERIOR MATERIAL/ COLOUR SCHEDULE

ITEM NO.	MATERIAL	FINISH	FABRIC AND COLOUR	
			COLOUR 1	COLOUR 2 (WHERE APPLICABLE)
001	Exterior Wall - Main Floor	Painted	Dark Grey	Dark Grey
002	Exterior Wall - Second Floor	Painted	Dark Grey	Dark Grey
003	Exterior Wall - Third Floor	Painted	Dark Grey	Dark Grey
004	Exterior Wall - Fourth Floor	Painted	Dark Grey	Dark Grey
005	Exterior Wall - Fifth Floor	Painted	Dark Grey	Dark Grey
006	Exterior Wall - Sixth Floor	Painted	Dark Grey	Dark Grey
007	Exterior Wall - Seventh Floor	Painted	Dark Grey	Dark Grey
008	Exterior Wall - Eighth Floor	Painted	Dark Grey	Dark Grey
009	Exterior Wall - Ninth Floor	Painted	Dark Grey	Dark Grey
010	Exterior Wall - Tenth Floor	Painted	Dark Grey	Dark Grey
011	Exterior Wall - Eleventh Floor	Painted	Dark Grey	Dark Grey
012	Exterior Wall - Twelfth Floor	Painted	Dark Grey	Dark Grey
013	Exterior Wall - Thirteenth Floor	Painted	Dark Grey	Dark Grey
014	Exterior Wall - Fourteenth Floor	Painted	Dark Grey	Dark Grey
015	Exterior Wall - Fifteenth Floor	Painted	Dark Grey	Dark Grey
016	Exterior Wall - Sixteenth Floor	Painted	Dark Grey	Dark Grey
017	Exterior Wall - Seventeenth Floor	Painted	Dark Grey	Dark Grey
018	Exterior Wall - Eighteenth Floor	Painted	Dark Grey	Dark Grey
019	Exterior Wall - Nineteenth Floor	Painted	Dark Grey	Dark Grey
020	Exterior Wall - Twentieth Floor	Painted	Dark Grey	Dark Grey
021	Exterior Wall - Twenty-first Floor	Painted	Dark Grey	Dark Grey
022	Exterior Wall - Twenty-second Floor	Painted	Dark Grey	Dark Grey
023	Exterior Wall - Twenty-third Floor	Painted	Dark Grey	Dark Grey
024	Exterior Wall - Twenty-fourth Floor	Painted	Dark Grey	Dark Grey
025	Exterior Wall - Twenty-fifth Floor	Painted	Dark Grey	Dark Grey
026	Exterior Wall - Twenty-sixth Floor	Painted	Dark Grey	Dark Grey
027	Exterior Wall - Twenty-seventh Floor	Painted	Dark Grey	Dark Grey
028	Exterior Wall - Twenty-eighth Floor	Painted	Dark Grey	Dark Grey
029	Exterior Wall - Twenty-ninth Floor	Painted	Dark Grey	Dark Grey
030	Exterior Wall - Thirtieth Floor	Painted	Dark Grey	Dark Grey

GENERAL MATERIAL NOTES:  
Material selection and finish for items of equal value of the decorative items, not included in the list, shall be the same as the material and finish.  
Changes to materials to occur at construction shall be subject to approval.

Sheet No. 180714 Date: 22 JUL 2015

Sheet No. 180714 Date: 22 JUL 2015

Scale: 1/8" = 1'-0" Project No. 2143

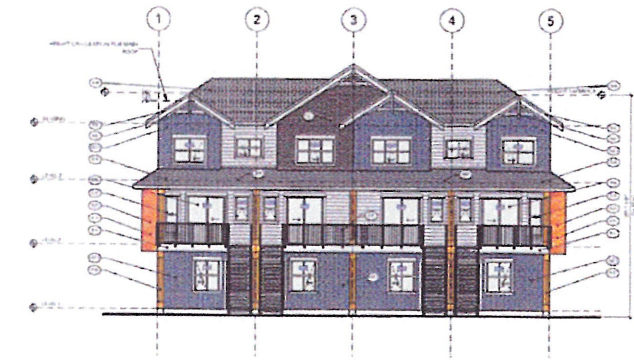
Sheet Title: Proposed Townhomes

Building 3 (Building 4 & 5) 129

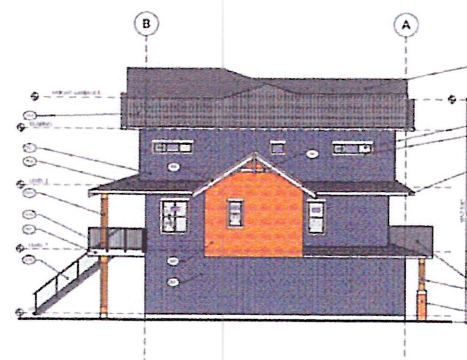
Sheet No. 180714 Date: 22 JUL 2015

Sheet No. 180714 Date: 22 JUL 2015

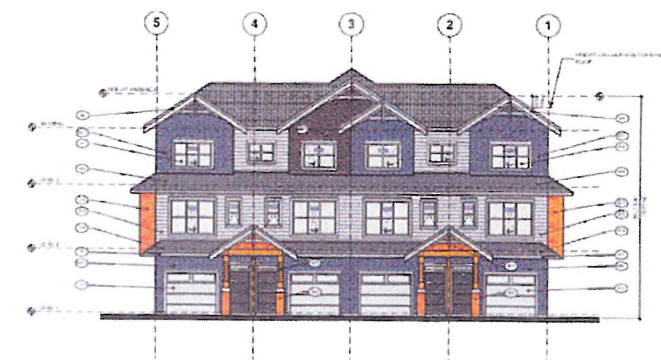




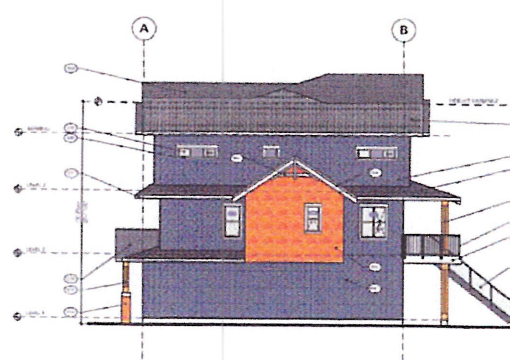
BUILDING 4 - WEST ELEVATION  
Scale: 1/8" = 1'-0"



BUILDING 4 - SOUTH ELEVATION  
Scale: 1/8" = 1'-0"



BUILDING 4 - EAST ELEVATION  
Scale: 1/8" = 1'-0"



BUILDING 4 - NORTH ELEVATION  
Scale: 1/8" = 1'-0"

#### EXTERIOR MATERIAL / COLOUR SCHEDULE

ITEM NO	MATERIAL	FINISH	COLOUR	COLOUR & FINISH APPLICABLE
101	Exterior Concrete Block & Grout	Painted	White	
102	Exterior Concrete Block & Grout	Painted	White	
103	Exterior Concrete Block & Grout	Painted	White	
104	Exterior Concrete Block & Grout	Painted	White	
105	Exterior Concrete Block & Grout	Painted	White	
106	Exterior Concrete Block & Grout	Painted	White	
107	Exterior Concrete Block & Grout	Painted	White	
108	Exterior Concrete Block & Grout	Painted	White	
109	Exterior Concrete Block & Grout	Painted	White	
110	Exterior Concrete Block & Grout	Painted	White	
111	Exterior Concrete Block & Grout	Painted	White	
112	Exterior Concrete Block & Grout	Painted	White	
113	Exterior Concrete Block & Grout	Painted	White	
114	Exterior Concrete Block & Grout	Painted	White	
115	Exterior Concrete Block & Grout	Painted	White	
116	Exterior Concrete Block & Grout	Painted	White	
117	Exterior Concrete Block & Grout	Painted	White	
118	Exterior Concrete Block & Grout	Painted	White	
119	Exterior Concrete Block & Grout	Painted	White	
120	Exterior Concrete Block & Grout	Painted	White	
121	Exterior Concrete Block & Grout	Painted	White	
122	Exterior Concrete Block & Grout	Painted	White	
123	Exterior Concrete Block & Grout	Painted	White	
124	Exterior Concrete Block & Grout	Painted	White	
125	Exterior Concrete Block & Grout	Painted	White	
126	Exterior Concrete Block & Grout	Painted	White	
127	Exterior Concrete Block & Grout	Painted	White	
128	Exterior Concrete Block & Grout	Painted	White	
129	Exterior Concrete Block & Grout	Painted	White	
130	Exterior Concrete Block & Grout	Painted	White	

**GENERAL MATERIAL NOTES:**  
Material selection is based on the quality of the materials. Areas indicated in the schedule are for general reference only. Changes in materials to those provided herein shall be at the discretion of the architect.

REVISIONS:		
no.	date	description

ISSUES:  
2015.07.23: Revised for Reopening TSP  
2015.07.27: Revised for Reopening TSP

Copyright reserved. This drawing is the intellectual property of Burrows Huggins Architects. It is to be used only for the project and site identified herein. No part of this drawing may be reproduced or transmitted in any form or by any means electronic or mechanical, including photocopying, recording, or by any information storage and retrieval system, without prior written permission from the architect.



**Burrows Huggins Architects**  
2143 21st Street, Suite 201  
Vancouver, BC V6L 1A1  
Tel: 604.681.1111  
Fax: 604.681.1112  
www.burrowshuggins.com

project: PROPOSED TOWNHOMES  
2143 21st Street, Suite 201  
Vancouver, BC V6L 1A1

consultant: M&C CLEAN

date: 2015.07.23

drawn: MTH

checked: MTH

scale: 1/8" = 1'-0"

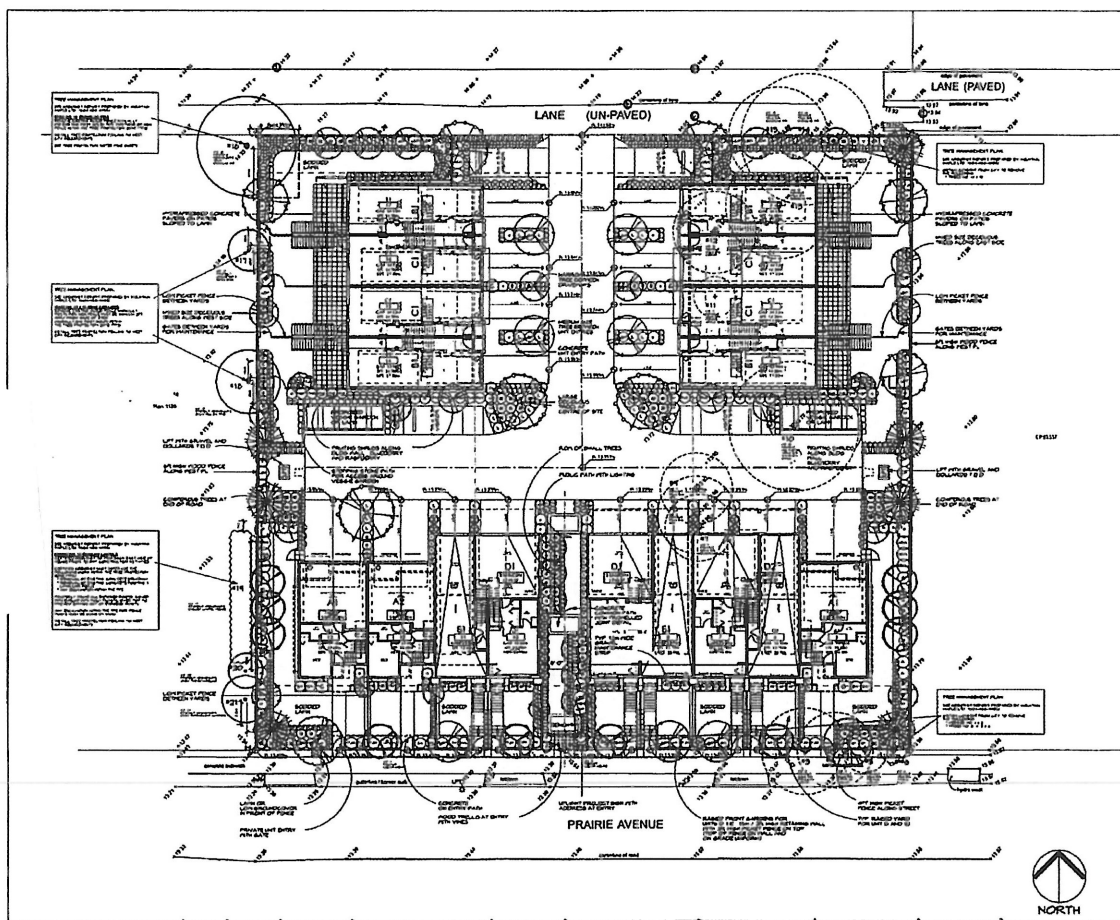
sheet title: P-430

drawings: Elevations

building: Building 4

sheet no: A5.04

project: 151207-10-0000



<b>VIEWPOINT</b> LANDSCAPE ARCHITECTS 1301 Pine Street, Suite 100 Portland, OR 97201-3000 Phone: (503) 222-1111 Fax: (503) 222-1112	
<b>PROPOSED TONNAGE PROJECT</b> PRAIRIE AVENUE, PORT COCLUM, B.C.	
FOR: <b>MAGLE HILMS</b>	
DRAWING NO.: <b>LANDSCAPE PLAN</b>	
SHEET NO.: <b>3018-21</b>	DRAWN BY: <b>LCA</b>
DATE: <b>Aug-27-2010</b>	SCALE: <b>1"=50' (HARD)</b>
DATE: <b>13 SEPT 2010</b>	SHEET NO.: <b>L1 OF 2</b>



## Report to Committee

**DATE:** February 24, 2017

**To:** Smart Growth Committee (SGC)

**FROM:** Laura Lee Richard, Director of Development Services

**SUBJECT:** **2143, 2147 AND 2149 PRAIRIE AVENUE**  
**REZONING APPLICATION RZ000133** (Further information)

---

### EXECUTIVE SUMMARY

At the SGC meeting held February 16<sup>th</sup>, the Committee considered a rezoning application to allow for a 17-unit townhouse development and determined it wished to receive information about options to achieve underground wiring along Prairie Avenue before making a decision on the application.

With the exception of sites in the downtown, the City's policies and regulations do not require new development to provide for removal of an existing overhead service, although we do require new buildings to be serviced underground between the building and the nearest power poles. Replacing the existing overhead service with underground wiring in the 2100 Block Prairie Avenue is expected to be a major and costly project, in large part because the power poles are located on the north side of the street and they support lines servicing not only the north side, but also all the houses on the south side of the street. In accordance with our established policies and in view of the expected high cost, it is not recommended that the applicant be required to provide for removal of the overhead service. It is further recommended that SGC adopt the recommendations outlined in the original staff report in order to allow consideration of the rezoning application to proceed.

### RECOMMENDATIONS

That SGC recommend to Council:

1. That the zoning of 2143, 2147 and 2149 Prairie Avenue be amended from RS1 (Residential Single Dwelling 1) to RTh3 (Residential Townhouse 3).
2. That the amending bylaw include the following clause to provide for the bonus density:

“On the site comprised of Lots 13, 12, and 11, District Lot 465, Group 1, New Westminster District, Plan 1189 (2143, 2147 and 2149 Prairie Avenue), the lot area for each dwelling unit shall not be less than 220m<sup>2</sup> unless the owner contributes \$38,750 per dwelling unit proposed to be constructed in excess of the number of dwelling units that could be developed on the land on a 220m<sup>2</sup> of lot area per dwelling unit basis to a City reserve fund for the provision of community amenities and social housing amenities, in which case the lot area for each dwelling unit shall be not less than 202m<sup>2</sup> per unit based on the site size of 3,441m<sup>2</sup>.”

3. That prior to adoption of the amending bylaw, the following conditions be met to the satisfaction of the Director of Development Services:
  - a. Installation of protective fencing for tree retention;
  - b. Demolition of existing buildings;
  - c. Consolidation of the lots;
  - d. Completion of design and submission of securities and fees for off-site works and services; and
  - e. Registration of a S.219 Restrictive Covenant to ensure the buildings are designed and constructed to achieve a minimum standard of Built Green<sup>®</sup> Gold.

## 1.0 BACKGROUND

**1.1 History – Current Application:** At the February 16<sup>th</sup> SGC meeting, SGC considered the application from McLean Homes to rezone 2143-2149 Prairie Avenue to permit a townhouse development as described in the attached report. The Committee requested staff provide information on options to achieve undergrounding of overhead wiring for the subject property and the remainder 2100 block of Prairie Avenue.

**1.2 Current Policy and Regulations for Underground Wiring:** The Parking and Development Management Bylaw requires provision of works and services on the lands being developed and roads adjacent to the lands prior to issuance of a building permit. The requirements are set out in the Subdivision Servicing Bylaw and include highway, water, sewage disposal, storm drainage, street lighting, sidewalk, and underground utility services.

For clarification, “*underground service*” means the hydro and telecommunications service line leading from the street to the house or building is located within the ground (the pole and overhead primary power lines that run along the street remain). “*Underground wiring*” means the service lines are underground (the overhead primary power lines along the street and the power poles are removed).

The Bylaw further provides that underground wiring is not required for a development unless it is in the Downtown and that undergrounding of high-voltage and transmission line is not required anywhere in the City. It stipulates that street trees are required where feasible.

**1.3 History – Off-site Services Review:** The issue of off-site requirements, including underground wiring, was considered a year ago by SGC. At that time, staff were directed to continue to require underground wiring in the Downtown in accordance with direction provided by the Transportation Solutions and Operations Committee in 2008. In addition, the staff report recognized two significant gaps:

- (1) that many of our streets were built without improvements such as curb and gutter, sidewalks, lighting and street trees and our bylaws only not require these improvements for multi-family buildings, but not new single homes or duplexes; and,
- (2) there is an interest in exploring options to eliminate power poles by replacing overhead services with underground wiring.

SGC requested staff undertake a review of the cost implications and technical feasibility of providing for undergrounding in various circumstances and to consult with residents and the development community. While it was anticipated this work could be undertaken in 2016, the high number of complex and time-sensitive development applications and construction resulted in the policy work remaining outstanding.

## **2.0 COMMENTS & ANALYSIS**

**2.1 Prairie Avenue:** Above ground utility wires run the entire length of Prairie Avenue on the north side of the street. These wires support hydro, cable and telephone servicing to properties on both sides of the streets via overhead distribution lines. The distribution lines are either connected directly to homes or, for newer multifamily developments, connected via a feeder pole in front of the development.



**Figure 1: Overhead wiring servicing homes on the north and south side of Prairie**  
(image shown is looking to the west)





Figure 2: A large apartment development on the south side of Prairie Avenue. This example illustrates an onsite underground services connecting via a feeder line to a power pole near the property boundary.

**2.2 Feasibility Assessment:** Utility companies will only assess the feasibility of undergrounding their overhead utilities upon receipt of an application and security for the design work. A cost estimate will be prepared as part of this assessment but, in some cases, the utility companies are reluctant to undertake the work given the size and scope of a proposed project. If accepted for review, the estimated cost provided by BC Hydro for the works will vary substantially depending on factors such as the number and age of the poles, voltage of the wires, need for transformers or underground vaults, restoration of the infrastructure and services, and re-establishing existing service connections. Costs and design parameters for undergrounding cable and telephone services also vary significantly and may result in their technical requirements for undergrounding being different from those designed for undergrounding the hydro service.



Figure 3: Locations of the existing utility poles in 2100 Block Prairie Avenue



Staff reviewed a proposed capital project as a means of obtaining a comparable estimate. This project provided an estimated cost for hydro work of \$4000-\$5000/metre but did not include estimated costs for telephone and cable utilities, which can range from a charge of an additional 10% to double that of the hydro costs.

2100 Block Prairie Avenue between Shaughnessy and Flint Streets has a length of 330 metres. The cost to underground the overhead power service in this block is estimated to range between \$1.32M to \$1.65M, but this number does not include telephone and cable charges. In addition to these charges, there would be a cost to provide for connections to the overhead services for older properties on this block and this could also be substantial given the relatively high number of connections and type of work. For example, removing connector poles and lines to the homes on the south side of the street would require costly trenching to bury the ducts across Prairie Street and through the private properties.

**2.3 Project Costs and Funding Sources:** The cost to underground utilities is normally be funded by new development where feasible or through a capital program initiated by the municipality. If funded through a local improvement process, the total cost would be shared among the property owners on both sides of a street.

There is relatively limited potential in the immediate or medium term for new development within the 2100 Block of Prairie Avenue to contribute substantially to the cost of undergrounding overhead services in part due to the large number of lots on the south side of the street. Although these lots have an apartment designation in the OCP, they are unlikely to be redeveloped at the higher density due to the relatively high value of single family lots and their small frontage.

BC Hydro provides a small amount of funding for beautification projects on an annual basis. If a project is approved, it pays up to 1/3 of the total project costs, limited to those directly attributed to the hydro services. Staff are not aware of external funding sources for undergrounding of telephone and cable services.



Figure 4: 2100 Block Prairie Avenue Land Uses

**2.4 Impact on Current Rezoning Application:** The subject property is currently valued based on existing policies and regulations and the developer has developed the pro forma for the proposed development based on an assessment of the City's requirements as known at the time of application. The applicant advises substantial unanticipated costs at this stage in the development process could have significant impact on the viability of the development. It is not uncommon for developers to be faced with higher charges than anticipated and, within range, they may be able to absorb such increases or pass them on to the consumer. The potential cost to underground the existing overhead service would fall outside such a scope. Even a charge to require funding for the costs of future underground wiring but only for the property frontage is likely to have a significant impact on feasibility. For example, if the estimated cost of \$5000 per metre of frontage for undergrounding the hydro service is applied to the property's 60 metre frontage then the cost for this component would be \$300,000. If the additional cost to underground the telephone and cable service is an additional 20%, then the additional off-site costs for this site could be \$360,000.

### 3.0 OPTIONS

The following options are not recommended:

- (1) *Applicant pay for whole block:* A requirement that the developer pay for the cost of undergrounding overhead services for the 2100 Block of Prairie Avenue is not a feasible option as the cost for the work is likely to be several million dollars.
- (2) *Applicant pay for portion attributed to property frontage as a condition of rezoning:* As there are no plans for undergrounding this block and perhaps only one or two sites in the foreseeable future likely to contribute to the cost in future developments, the funding would need to be put in a reserve and the City would need to look at a capital program to implement the project.
- (3) *Get a detailed cost estimate:* This report has very rough numbers with respect to potential costs. If Committee wishes to provide for improved cost information on which to base its decision, then the City and the applicant would need to seek an estimate from the overhead utilities for the whole of the block. Staff would need to seek approval from Council to obtain funding for such a cost estimate.
- (4) *Put a moratorium on development:* A new requirement for undergrounding of overhead utility services would be best implemented through a defined policy and regulatory environment, as is the case in the downtown, and implemented with a time frame that allows developers to build costs into their pro formas. Committee could recommend to Council that a moratorium be placed on all rezoning applications (other than in the downtown) pending a decision on underground wiring requirements.

Staff continue to recommend consideration of the application in accordance with the recommendations of the attached report.

---

Laura Lee Richard, MCIP  
Director of Development Services

Attachments: Report to SGC dated February 10, 2017

# **COUNCIL Agenda Item Report**

Agenda Item No. 829

Submitted by: Sandra Edgecombe

Submitting Department: Corporate Office

Meeting Date: March 14, 2017

## **SUBJECT**

Proposed Business Amendment Bylaw No. 3991 (Marihuana Regs)

## **Recommendation:**

Recommendation: That the Business Bylaw be amended by adding a section to allow refusal of a business licence for a business that is in contravention of provincial or federal law.

## **ATTACHMENTS**

- [Report to Council - Business Bylaw Amendment.pdf](#)
- [Business Amendment Bylaw No. 3991.pdf](#)

## Report to Council

**DATE:** March 8, 2017

**To:** Mayor & Council

**FROM:** Community Safety Committee (CSC)

**SUBJECT: Proposed Amendment to Business Bylaw No. 3725  
(Community Safety Committee Meeting of March 2, 2017)**

---

### **EXECUTIVE SUMMARY:**

This report recommends amending Business Bylaw No. 3725 to address the opening and potential opening of marihuana dispensaries in Port Coquitlam. The Business Bylaw states that the City may refuse a business license on a reasonable basis making the inference that illegal activity would be considered reasonable grounds for refusal. The wording of the Bylaw does not explicitly empower the City to refuse a licence for illegal activity. The amendment would add a clause that allows refusal of a business licence on the basis of illegal activity that is in contravention of provincial and/or federal law.

### **RECOMMENDATION:**

That the Business Bylaw be amended by adding a section to allow refusal of a business licence for a business that is in contravention of provincial or federal law.

### **BACKGROUND AND COMMENTS:**

At its March 2, 2017 meeting, Committee approved a recommendation to adopt the proposed amendments to Business Bylaw No. 3725. In 2016 Port Coquitlam saw the opening of two illegal marihuana dispensaries. In March 2016, the Compassion Club opened at 2819 Shaughnessy Street, subsequently changing its name to Cannabis Culture. Cannabis Culture ceased operation in February 2017 after pressure from the RCMP, the City, and the Landlord. In September 2016, United Nature by Pain opened at 1524 Prairie Avenue and continues to operate, although the owners maintain they are not dispensing marihuana and are securing the site for when marihuana becomes legal. Staff has reason to believe that there have been instances of marihuana on site with staff being refused entry for inspections. Both dispensaries applied for a business licence for a marihuana resource counselling centre with some retail sales.

*Prepared by P. Jones, Manager Bylaw Services with Concurrence of the Chair*

Attachment 1 – Business Amendment Bylaw No. 3991

*A bylaw to amend "Business Bylaw, 2010, No. 3725" to include an additional item under refusal of a licence.*

---

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

**Citation**

1. This Bylaw may be cited for all purposes as "Business Bylaw, 2010, No. 3725, Amendment Bylaw, 2017, No. 3991".

**Administration**

2. The Business Bylaw is amended in Section 6 REFUSAL OF A LICENCE by adding the following clause:
  6. (c) the business activity is in violation of a provincial and/or federal law.

*Read a first time by the Municipal Council this XX<sup>th</sup> day of March, 2017.*

*Read a second time by the Municipal Council this XX<sup>th</sup> day of March, 2017.*

*Read a third time by the Municipal Council this XX<sup>th</sup> day of March, 2017.*

---

*Mayor*

---

*Corporate Officer*



# **COUNCIL Agenda Item Report**

Agenda Item No. 830  
Submitted by: Sandra Edgecombe  
Submitting Department: Corporate Office  
Meeting Date: March 14, 2017

## **SUBJECT**

Proposed Bylaw Notice Enforcement Amendment Bylaw No. 3993 (Waterways Protection)

## **Recommendation:**

That the Bylaw Notice Enforcement Bylaw be amended to include the Waterways Protection Bylaw No. 0914 and that the draft amendment bylaw be received for introduction.

## **ATTACHMENTS**

- [Report to Council - Bylaw Notice Enforcement Amendment Bylaw \(Intro\).pdf](#)
- [Draft Bylaw Notice Enforcement Bylaw Amendment No. 3993.pdf](#)

## Report to Council

**DATE:** March 8, 2017

**TO:** Mayor & Council

**FROM:** Community Safety Committee (CSC)

**SUBJECT: Proposed Amendment to Bylaw Notice Enforcement Bylaw No. 3814  
(Community Safety Committee Meeting of March 2, 2017)**

---

### **EXECUTIVE SUMMARY:**

This report recommends amending the Bylaw Notice Enforcement Bylaw No. 3814 to include the Waterways Protection Bylaw No. 0914 by adding it to Schedule A so that ticketing provisions under this Bylaw can be enforced. The Waterways Protection Bylaw prohibits the fouling, obstructing or impeding the flow of any stream, creek, waterway, watercourse, waterworks, ditch, drain or sewer within the City.

### **RECOMMENDATION:**

That the Bylaw Notice Enforcement Bylaw be amended to include the Waterways Protection Bylaw No. 0914 and that the draft amendment bylaw be received for introduction.

### **BACKGROUND AND COMMENTS:**

At its March 2, 2017 meeting, the CSC Committee approved a recommendation to adopt the proposed amendments to the Bylaw Notice Enforcement Bylaw. The Bylaw Notice Enforcement Bylaw No. 3814 was adopted by Council in February 2012 to allow a new ticketing system for the City of Port Coquitlam. The Bylaw Notice Enforcement Bylaw is an alternate ticketing system that involves an internal screening process and an adjudication system. Tickets under the Bylaw Notice Enforcement Bylaw are issued on a balance of probabilities, do not have to be personally served and can be disputed in-house. The adjudication system maintains the City's compliance model of enforcement by allowing alternative dispute resolution. At the time of adoption the majority of City bylaws were included under the new ticketing system; however the Waterways Protection Bylaw was not included. The City still maintains its previous ticketing system known as the Municipal Ticket Information (MTI) but the Bylaw Notice Enforcement Bylaw is the preferred ticketing system.

*Prepared by P Jones, Manager of Bylaw Services with Concurrence of the Chair*

Attachment 1 – Bylaw Notice Enforcement Bylaw Amendment No. 3993

***A Bylaw to amend the Bylaw Notice Enforcement Bylaw to  
include waterway protection.***

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

**Citation**

1. This Bylaw may be cited for all purposes as “Bylaw Notice Enforcement Bylaw, No. 3814, 2013, Amendment Bylaw, 2017, No. 3993”.

**Administration**

2. That the Bylaw Notice Enforcement Bylaw No. 3814, 2013 be amended by adding the following table into Schedule A in alphabetical order by bylaw name:

**Schedule “A”  
Designated Bylaw Contraventions and Penalties**

**Waterways Protection Bylaw No. 914**

Column 1	Column 2	Column 3	Column 4	Column 5
DESCRIPTION	SECTION NO. IN BYLAW	DISCOUNTED PENALTY IN \$ (within 14 days)	FULL PENALTY IN \$ (after 14 days)	COMPLIANCE AGREEMENT DISCOUNT (where Compliance Agreement Entered in accordance with section 8(a)(v) of this bylaw)
Pollute Watercourse	2	200.00	300.00	n/a
Obstruct Watercourse	3	200.00	300.00	n/a

***Read a first time by the Municipal Council this XX<sup>th</sup> day of March, 2017.***

***Read a second time by the Municipal Council this XX<sup>th</sup> day of March, 2017.***

***Read a third time by the Municipal Council this XX<sup>th</sup> day of March, 2017.***

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**Corporate Officer**

## **COUNCIL Agenda Item Report**

Agenda Item No. 834

Submitted by: Sandra Edgecombe

Submitting Department: Corporate Office

Meeting Date: March 14, 2017

### **SUBJECT**

Community Safety Committee

### **Recommendation:**

### **ATTACHMENTS**

-

## **COUNCIL Agenda Item Report**

Agenda Item No. 835

Submitted by: Sandra Edgecombe

Submitting Department: Corporate Office

Meeting Date: March 14, 2017

### **SUBJECT**

Healthy Community Committee

### **Recommendation:**

### **ATTACHMENTS**

-

# **COUNCIL Agenda Item Report**

Agenda Item No. 857

Submitted by: Sandra Edgecombe

Submitting Department: Corporate Office

Meeting Date: March 14, 2017

## **SUBJECT**

Resolution to Close the March 14, 2017 Regular Council Meeting

## **Recommendation:**

Recommendation: That the Regular Council Meeting of March 14, 2017 be closed to the public pursuant to the following subsection(s) of Section 90 of the Community Charter:

c) labour relations or employee negotiations

## **ATTACHMENTS**

-