



CITY COUNCIL MEETING AGENDA

Monday, August 29, 2022, 6:00 p.m.

Meeting held electronically and open to public attendance

Council Chamber, City Hall

We recognize and respect that New Westminster is on the unceded and unsurrendered land of the Halkomelem speaking peoples. We acknowledge that colonialism has made invisible their histories and connections to the land. As a City, we are learning and building relationships with the people whose lands we are on.

LIVE WEBCAST: Please note City Council Meetings, Public Hearings, Council Workshops and some Special City Council Meetings are streamed online and are accessible through the City's website at <http://www.newwestcity.ca/council>

Pages

1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT

The Mayor will open the meeting and provide a land acknowledgement.

2. CHANGES TO THE AGENDA

Urgent/time sensitive matters only

3. PRESENTATION

3.1. 2022 Planning Institute of BC Excellence in Policy Planning Award: Seven Bold Steps for Climate Action

Presentation to Project Partners:

- Babies for Climate Action
- The Walker's Caucus

4. CONSENT AGENDA

If Council decides, all the recommendations in the reports on the Consent Agenda can be approved in one motion, without discussion. If Council wishes to discuss a report, that report is removed from the Consent Agenda. A report may be removed in order to discuss it, because someone wants to vote against the report's recommendation, or because someone has a conflict of interest with the

report. Any reports not removed from the Consent Agenda are passed without discussion.

Recommendation:

THAT Council adopt the recommendations for items # on consent.

- 4.1. Amendments to the 2022 Schedule of Council Meetings** 12
- To seek Council's approval to align the council meeting schedule with Council commitments in September and November.
- Recommendation:**
- That the 2022 schedule of council meetings be amended to: remove the meetings scheduled for September 12, 2022; remove the council workshop scheduled for September 19, 2022; and add a Council Workshop to November 14, 2022.
- 4.2. Appointment of City Officers** 17
- To provide for the efficient operation of the City by designating Manager of Communications and Economic Development, Blair Fryer as the Chief Licence Inspector, and Eva Yip as Acting Director of Human Resources and Information Technology with the power, duty and responsibility to carry out the functions prescribed to these positions.
- Recommendation:**
- That Council designate the Manager of Communications and Economic Development, Blair Fryer as the Chief Licence Inspector; and
- That Council appoint Eva Yip as Acting Director of Human Resources and Information Technology.
- 4.3. Budget 2023: Fees and Rates Review** 23
- To seek Council's approval in principle for the proposed changes to the fees and rates bylaws to accommodate the changes recommended by staff in their review of user fees and rates; and provide direction to staff on changes to the related bylaws.
- Recommendation:**
- That* Council approves in principle the proposed changes in fees and rates; and
- That* Council direct staff to prepare the necessary amendment bylaws.
- 4.4. Construction Noise Bylaw Exemption Request – New Westminster Interceptor – Columbia Sewer Rehabilitation** 60
- To request that Council grant an exemption from the Construction Noise Bylaw for ORCC to continue construction of utility holes and related works on Columbia Street in the downtown core from September 12, 2022 through December 23, 2022.

Recommendation:

THAT Council grant an exemption to Metro Vancouver's contractor, Oscar Renda Contracting of Canada (ORCC), from Construction Noise Bylaw No. 6063, 1992, for an average of two nights per week (between Monday to Thursday) excluding Friday and Saturday nights, Sundays or Statutory Holidays, re-commencing September 12, 2022 and ceasing December 23, 2022, to construct utility holes and conduct related works in the 600 - 800 block of Columbia Street.

4.5. Delegation Bylaw Update to facilitate Acting Director Roles 63

To request Council amend the Delegation Bylaw 7176, 2015, and so respond to changed department structures to allow for effective delegation of the Director position.

Recommendation:

That Delegation Bylaw Amendment Bylaw No 8365, 2022 (attachment 1) be given three readings.

4.6. Electronic Message Centre for Ryall Park / Queensborough Community Centre 79

This report responds to Council direction to report back regarding the feasibility for a third party to provide and operate an electronic sign at the Queensborough Community Centre in Ryall Park.

Recommendation:

THAT Council receive this report for information, and

THAT Council direct staff to proceed with the design and installation of the Electronic Message Centre in Ryall Park.

4.7. Fall 2022 Outdoor Pools Operating Schedule Update 85

To inform Council of changes to the proposed September 6 – October 10 Outdoor Pool operations.

Recommendation:

THAT this report be received for information.

4.8. Massey Theatre Renovation Update 89

The purpose of this report is to provide an update of the Massey Theatre Renovation project. The report provides an overview of project milestones completed to date, and outlines the work plan of future works, including removal of the large gymnasium and supporting spaces as per the 2015 approved plan for the project.

Recommendation:

THAT Council receives this report for information.

4.9. Master Transportation Plan Amendment and Monitoring Report 109

This report provides a progress update regarding implementation of the

City's Master Transportation Plan (MTP) and presents amendments addressing new mobility and curbside management.

Recommendation:

THAT Council adopt the Master Transportation Plan amendments provided in Attachment 1 of this report;

THAT the Master Transportation Plan monitoring report be received;

THAT Council direct Staff to report back on future MTP amendments that would bring a Vision Zero model to transportation safety in New Westminster.

4.10. Official Community Plan Amendment and Rezoning Applications for Infill Townhouse: 102/104 Eighth Avenue and 728 First Street – Preliminary Report

154

To seek Council's approval to proceed with processing the proposed Official Community Plan amendment and rezoning at 102/104 Eighth Avenue and 728 First Street.

Recommendation:

THAT Council direct staff to proceed with processing the proposed Official Community Plan (OCP) amendment and rezoning at 102/104 Eighth Avenue and 728 First Street, as outlined in the "Consultation and Review Process" section of this report.

THAT Council, with regard to the proposed OCP amendment:

1. Give consideration to the requirements of Section 475 and 476 as well as other relevant sections of the *Local Government Act*;
2. Direct staff to advise and consult with the following:

The Board of Education of New Westminster Schools; and

The following First Nations:

Cowichan Tribes;

Halalt First Nation;

Katzie First Nation;

Kwantlen First Nation;

Kwikwetlem First Nation;

Lyackson First Nation;

Lake Cowichan First Nation;

Musqueam Indian Band;
Penelakut Tribe;
Qayqayt First Nation;
Seabird Island Band;
Semiahmoo First Nation;
Shxw'ōwhámél First Nation;
Soowahlie First Nation;
Squamish Nation;
Sto:lo Nation;
Sto:lo Tribal Council;
Stz'uminus First Nation;
Tsawwassen First Nation; and
Tseil-Waututh Nation.

1. Direct staff to seek input from interested parties in the following manner:

Send a request for written comments to the parties listed above;

As part of the notification requirements for a Public Hearing, place a notice on the City Page to advise the public of this application; and

As part of the notification requirements for a Public Hearing, require the applicant to include notice of the proposed OCP amendment on the site signage required for the subject application.

1. Not require consultation with:

Board of the regional district in which the area covered by a plan is located (Metro Vancouver);

Any greater boards or improvement districts;

Greater Vancouver Sewerage and Drainage District Board;

Ministry of Transportation and Infrastructure; and

Councils of immediately adjacent municipalities;

as none are considered to be affected by this application.

Grant Committee

The purpose of this report is to release appointments to the City's Grant Committees to the public.

Recommendation:

THAT Council receive the report titled, "Recruitment 2022: Appointment to the Social and Cultural Vibrancy Grant Committee" for information.

4.12. Temporary Use Permit: 97 Braid Street (Royal Columbian Hospital Parking) Phase 2 – Consideration of Notice of Issuance 192

To seek Council's approval to proceed with a Temporary Use Permit to allow a temporary parking lot on a portion of 97 Braid Street for hospital staff and construction workers during the Phase 2 of Royal Columbian Hospital redevelopment.

Recommendation:

THAT Council issue notice that it will consider a resolution to issue a Temporary Use Permit to allow a temporary parking lot on a portion of 97 Braid Street for hospital staff and construction workers during the Phase 2 of Royal Columbian Hospital redevelopment, following a Request for Public Comment period ending on September 19, 2022

4.13. Temporary Use Permit for Group Living Facility: 311 Louellen Street – Consideration of Notice of Issuance 272

To seek Council's approval to proceed with processing the Temporary Use Permit, to enable temporary operation of a recovery program for men at 311 Louellen Street.

Recommendation:

THAT Council issue notice that it will consider a resolution to issue a Temporary Use Permit to allow Maintain Recovery to operate a residential recovery program for up to 10 men at 311 Louellen Street, following completion of public consultation and following a Request for Public Comment period ending on September 19, 2022.

4.14. Proclamation: Azadi Ka Amrit Mahotsav Day, August 15, 2022 287

4.15. Proclamation: Literacy Month, September 2022 288

4.16. Minutes for Adoption

- a. June 30, 2022 Public Hearing 289**
- b. June 30, 2022 City Council Meeting 299**
- c. July 11, 2022 City Council Meeting (9:00 a.m.) 306**
- d. July 11, 2022 City Council Meeting (6:00 p.m.) 308**
- e. July 25, 2022 Special City Council Meeting 326**

5. OPPORTUNITY FOR THE PUBLIC TO SPEAK TO COUNCIL – 7:00 PM

6. BYLAWS

6.1. Public Hearings Not Held

a. **Zoning Amendment Bylaw (337 and 339 Keary Street) No. 8324, 2022**

To enable construction of a 9 unit infill townhouse project at 337 and 339 Keary Street. This bylaw is on the agenda for **THREE READINGS**.

Application considered by Council on July 11, 2022, notice published on August 18 and 25, 2022.

No Public Hearing held.

a. **Notification** 328

b. **Bylaw No. 8324, 2022** 329

b. **Zoning Amendment Bylaw (616 and 640 Sixth Street) No. 8348, 2022**

To enable construction of a mixed-use, 100% secured market rental project at 616 and 640 Sixth Street. This bylaw is on the agenda for **THREE READINGS**.

Application considered by Council on July 11, 2022; notice published on August 18 and 25, 2022

No Public Hearing held.

a. **Notification** 336

b. **Bylaw No. 8348, 2022** 337

c. **Zoning Amendment Bylaw (122 Eighth Avenue) No. 8356, 2022**

To enable construction of a duplex at 122 Eighth Avenue. This bylaw is on the agenda for **THREE READINGS**.

Application considered by Council on July 11, 2022; notice published on August 18 and 25, 2022

No Public Hearing held.

a. **Notification** 341

b. **Bylaw No. 8356, 2022** 342

d. **Zoning Amendment Bylaw (817 St. Andrews Street) No. 8354, 2022**

To enable construction of a triplex at 817 St. Andrews Street. This bylaw is on the agenda for **THREE READINGS**.

Application considered by Council on July 11, 2022; notice published on August 18 and 25, 2022

No Public Hearing held.

- a. **Notification** 349
- b. **Bylaw No. 8354, 2022** 350

e. **Zoning Amendment Bylaw (Parking Reductions for Patios) No. 8357, 2022**

To allow businesses to convert parking or loading spaces on private property into patio space. This bylaw is on the agenda for **THREE READINGS**.

Application considered by Council on July 11, 2022; notice published on August 18 and 25, 2022

No Public Hearing held.

- a. **Notification** 358
- b. **Bylaw No. 8357 2022** 359

6.2. **Bylaws for readings**

- a. **Delegation Amendment Bylaw No. 8365, 2022** 361
To respond to changed department structures and allow for effective delegation of the Director position. This bylaw is on the agenda for **THREE READINGS**.

6.3. **Bylaws for adoption**

- a. **Zoning Amendment Bylaws Repeal Bylaw No. 8353, 2022** 363
To repeal Bylaw No.8317, 2022 (Parking Reduction for Patios); Bylaw No.8325, 2022 (122 Eighth Ave); and, Bylaw No. 8323, 2022 (817 St. Andrews St) in order to correct an administrative error. This bylaw is on the agenda for **ADOPTION**.
- b. **Zoning Amendment (1321 Cariboo Street) Bylaw No. 8345, 2022** 364
To facilitate a 15 unit secured market rental housing development. This bylaw is on the agenda for **ADOPTION**.
- c. **Development Cost Charges Bylaw No. 8327, 2022** 368
To establish new Development Cost Charge rates for subdivisions and building projects in New Westminister. This bylaw is on the agenda for **ADOPTION**.

7. **MOTIONS FROM MEMBERS OF COUNCIL**

- 7.1. **Advocacy for Inclusion of Sexualized Violence Prevention as part of the Serving It Right program, Councillor Trentadue**

Background:

To provide support and advocacy to the City of Victoria in their work to prevent and respond to sexualized violence in the hospitality sector. The CoV been working with a number of other partners (including Ending Violence Association of BC, Good Night Out Vancouver, BC Restaurant and Foodservices Association and BC's Alliance of Beverage Licensees) in advocating and requesting that the Province enhance BC's "Serving It Right" training to incorporate sexualized violence prevention and response education.

Recommendation:

That Council request the mayor write to Minister Farnworth and Parliamentary Secretary Lore advocating for the inclusion of 'sexualized violence prevention training' within the Serving It Right curriculum to provide foundational education to people with the front-line opportunity to take action to prevent sexualized violence and respond appropriately and with care when incidents occur.

7.2. Low Carbon Energy Systems, Councillor Nakagawa

WHEREAS the City of New Westminster declared a climate emergency in 2019 with a plan to meet the IPCC targets; and

WHEREAS the City of New Westminster endorsed the Fossil Fuel Non-Proliferation Treaty in 2021; and

WHEREAS it is important to distinguish carefully between various possible 'low carbon' gasses that might be employed as pipeline gasses, including renewable natural gas (RNG), biomass, green hydrogen and blue hydrogen, since the carbon emissions from these sources vary significantly;

WHEREAS sources for Renewable Natural Gas (RNG) in BC are very limited, and are at most expected to produce an amount equivalent to 5% of BC's current gas use (according to a 2022 report prepared for the BC Government and FortisBC);

WHEREAS In order to meet province-wide emissions reduction targets of at least 80% below 2007 levels in the next 30 years, flexible but limited resources such as RNG will likely need to be prioritized for more difficult to decarbonize industries such as steel, concrete, pulp and paper and meeting peak electric loads; and

WHEREAS a typical electric heat pump operates at 300-400% thermal efficiency, more than 3-4 times more efficient than a gas appliance burning RNG or any other fuel (which operates below 100% efficiency);

THEREFORE BE IT RESOLVED THAT the City of New Westminster recognize both the significant difference in the lifecycle emissions associated with different gaseous fuels including RNG, blue and green hydrogen and biomass, and the limited supply of truly low-carbon RNG; and

THAT the City of New Westminster direct staff to prioritize electrification over gas when proceeding with work on acceleration of the Energy Step Code, and in particular explore ways to exclude RNG from future Low Carbon Energy Systems; and

THAT the City of New Westminster consider electric heat pumps systems the preferred option for space and water heating in buildings and intend to encourage the use of limited RNG resources for their highest and best use and not for residential or commercial heating; and

THAT the City of New Westminster include the above in our Community Energy and Emission Plan (CEEP) and our Corporate Energy and Emissions Reduction Strategy (CEERS); and

THAT the City of New Westminster write a letter to the BC Minister of Environment encouraging that this definition be adopted provincially, and encouraging the Province to evaluate the highest and best use of RNG considering its limited availability.

8. NEW BUSINESS

8.1. ON TABLE Recruitment 2022: Appointments to the Community Heritage Commission (CHC) and the Economic Development Advisory Committee (EDAC)

379

To release Closed Council appointments to two City Advisory Committees.

Recommendation:

THAT Council receive the report titled, "Recruitment 2022: Appointments to the Community Heritage Commission (CHC) and the Economic Development Advisory Committee (EDAC)," for information.

9. ANNOUNCEMENTS FROM MEMBERS OF COUNCIL

10. END OF THE MEETING

*Some personal information is collected and archived by the City of New Westminster under Section 26(g)(ii) of the Freedom of Information and

Protection of Privacy Act and for the purpose of the City's ongoing commitment to open and transparent government. If you have any questions about the collection of personal information please contact Legislative Services, 511 Royal Avenue, New Westminster, V3L 1H9, 604-527-4523.

REPORT

To:	Mayor Cote and Members of Council	Date:	August 29, 2022
From:	Jacque Killawee City Clerk	File:	05.1035.10
		Item #:	2022-561
Subject:	Amendments to the 2022 Schedule of Council Meetings		

RECOMMENDATION

That the 2022 schedule of council meetings be amended to: remove the meetings scheduled for September 12, 2022; remove the council workshop scheduled for September 19, 2022; and add a Council Workshop to November 14, 2022.

PURPOSE

To seek Council's approval to align the council meeting schedule with Council commitments in September and November.

DISCUSSION

Staff are proposing to make changes to the council meeting schedule as follows:

- Remove the closed and city council meetings scheduled for September 12, as members of Council will be attending the Union of BC Municipalities annual convention;
- Remove the council workshop scheduled for September 19, as there are no items for that meeting;
- Add a council workshop to November 14 in order to hold a Finance Workshop.

The revised schedule can be found in Attachment 1.

OPTIONS

- 1) That the 2022 schedule of council meetings be amended to: remove the meetings scheduled for September 12, 2022; remove the Open Workshop scheduled for September 19, 2022; and add a Council Workshop to November 14, 2022.
- 2) That Council provide other direction.

CONCLUSION

The revised schedule proposed in this report will more accurately reflect Council commitments for the remainder of the year.

ATTACHMENTS

Attachment 1: Revised Schedule of 2022 Council Meetings

APPROVALS

This report was prepared by:

Gillian Day, Agenda Secretary

This report was approved by:

Jacque Killawee, City Clerk

Lisa Spitale, Chief Administrative Officer

Attachment 1

Revised Schedule of 2022 Council Meetings

2022 SCHEDULE OF COUNCIL MEETINGS

Live Webcast: Please note City Council Meetings, Public Hearings, Council Workshops and some Special City Council meetings are streamed online and are accessible through the City's website at: <https://www.newwestcity.ca/council>

Meeting	Time	Location
Closed Council Meeting (confidential) (Closed)	9:00 a.m.	Held electronically
Council Workshop (Workshop)	3:00 p.m.	Held in Council Chamber and electronically
City Council Meeting (Council)	6:00 p.m.	In Council Chamber and electronically
Public Hearing (PH)	6:00 p.m.	In Council Chamber and electronically
On Public Hearing days, a City Council Meeting follows the Public Hearing (Council*)	Follows the Public Hearing	In Council Chamber and electronically

AUGUST	1 No Meeting	8 No Meeting	15 No Meeting	22 No Meeting	29 Closed Workshop Council
SEPTEMBER	5 No Meeting	12 No Meeting	19 Closed Council (at Qboro)	26 No Meeting	
OCTOBER	3 Closed Council	10 No Meeting	17 No meeting.	24 No Meeting	31 No meeting
NOVEMBER	7 Inaugural Council Meeting	14 Finance Workshop	21 No meeting	28 Closed Workshop Council	
DECEMBER	5 No Meeting	12 Closed Workshop PH Council*	19 No Meeting	26 No meeting	

Notes:

- Closed Council Meetings are closed to the public and begin at 9:00 a.m.
- Council Workshops are open to the public and begin at 3:00 p.m.
- City Council Meetings are open to the public and begin at 6:00 p.m.
- Public Hearings are open to the public and begin at 6:00 p.m.
- City Council Meetings held to deal with the bylaws considered at the Public Hearings begin immediately following each Public Hearing. These meetings are open to the public.

Meeting dates, times or venues may change from month to month, but notice of the time, date and place of meetings will be given.

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REPORT

To:	Mayor Cote and Members of Council	Date:	August 29, 2022
From:	Lisa Spitale Chief Administrative Officer	File:	05.1035.10
		Item #:	2022-605
Subject:	Appointment of City Officers		

RECOMMENDATION

That Council designate the Manager of Communications and Economic Development, Blair Fryer as the Chief Licence Inspector; and

That Council appoint Eva Yip as Acting Director of Human Resources and Information Technology.

PURPOSE

To provide for the efficient operation of the City by designating Manager of Communications and Economic Development, Blair Fryer as the Chief Licence Inspector, and Eva Yip as Acting Director of Human Resources and Information Technology with the power, duty and responsibility to carry out the functions prescribed to these positions.

BACKGROUND

The Chief Licence Inspector is provided specific powers in the Officers Establishment and Indemnity Bylaw No. 7175, 2007, Business Licence Bylaw No. 5640, 1986, and Business Regulations and Licensing (Rental Units) Bylaw No. 6926, 2004 (located in attachment 1 for reference) and requires appointment by Council.

The position of Director of Human Resources and Information Technology is an officer of the City, and good governance requires that Council appoint an Acting Director if there is an extended period when the Director of Human Resources and Information Technology is absent or otherwise unable to act.

ANALYSIS

Following a period of transition, the City moved the function of Business Licensing under the Office of the Chief Administrative Officer of the City. The City has realized efficiencies having the function under the Manager of Communication and Economic Development. This report formalizes the permanent appointment.

The Director of Human Resources and Information Technology is currently taking an extended leave. To ensure that the department functions well, and to facilitate vacation for the Acting Director, staff is seeking the appointment of an Acting Director of Human Resources and Information Technology.

OPTIONS

1. That Council designate Manager of Communications and Economic Development, Blair Fryer to be the Chief Licence Inspector;
2. That Council appoint Eva Yip as Acting Director of Human Resources and Information Technology.
3. That Council provide alternate direction.

Staff recommend options 1 and 2.

CONCLUSION

In approving this report's resolution, Council will be supporting the smooth administration of the City.

ATTACHMENTS

Attachment 1: Powers Provided to the Chief Licence Inspector

APPROVALS

This report was prepared by:
Jacque Killawee, City Clerk
Carolyn Armanini, Senior Planner

This report was reviewed by:
Craig MacFarlane, Manager, Legal Services

This report was approved by:
Lisa Spitale
Chief Administrative Officer

Attachment 1

Powers Provided to the Chief Licence Inspector *Extracts from Bylaws*

**POWERS PROVIDED TO THE CHIEF LICENCE INSPECTOR
EXTRACTS FROM BYLAWS**

1. OFFICERS ESTABLISHMENT AND INDEMNITY BYLAW NO. 7175, 2007

2. The following positions are established as Officers of the City of New Westminster, and assigned the functions and duties set out:

(g) **Licence Inspector:**

The power, duty and responsibility to carry out the functions prescribed to this position by applicable legislation, and other related power, duties and functions assigned by the Council and the City Administrator.

2. BUSINESS LICENCE BYLAW NO. 5640, 1986

GRANTING AND ISSUING OF LICENSES

6. Power is hereby delegated to the Licence Inspector to:

- (1) grant a business license; and
- (2) suspend, for reasonable cause, any licence for such period as he may determine.

3. BUSINESS REGULATIONS AND LICENSING (RENTAL UNITS) BYLAW NO. 6926, 2004

PART 2 - ADMINISTRATION AND ENFORCEMENT

4. Administration

The *Inspector* is authorized to administer and enforce this bylaw and to perform any other duties and exercise any other powers that may be delegated by *Council*.

5. Right of Entry

For the purposes of ensuring compliance with this bylaw or any order made under this bylaw, the *Inspector and Building Inspector* are authorized to enter, at all reasonable times, on *residential property* that is subject to this bylaw to ascertain whether the requirements of this bylaw are met. Where entering *residential*

property, the *Building Inspector* or *Inspector* shall show proper identification and shall notify the *owner* or occupant of the purpose of the entry.

6. Compliance Orders

- (a) If, in the opinion of the *Inspector*, there is a contravention of this bylaw or an order made under this bylaw or, in the opinion of the *Inspector*, a *rental unit* or *residential property* does not conform to the minimum maintenance standards prescribed by this bylaw, the *Inspector* may issue an order requiring that the *owner* bring the *residential property* or *rental unit* into compliance with the provisions of this bylaw within the time specified in the notice.
- (b) Service of the order referred to in paragraph 6(1) will be sufficient if the notice:
 - I. in the case of service on an individual, is served personally or mailed by prepaid registered mail to the address of the *owner* shown on the then current year's real property assessment roll for the *residential property* for which the order is issued;
 - II. in the case of service on a corporation, is served personally on a director, officer or manager of the corporation or by leaving it at or mailing it by registered mail to the registered office of the corporation.

16. Granting, Refusal and Suspension of Licence

The *Inspector* is authorized to:

- (a) grant or refuse a business licence under this bylaw; and
- (b) suspend a business licence issued under this bylaw for reasonable cause, for such period as the *Inspector* may determine.

18. Conditions of Licence

For the purposes of preventing or abating *nuisances* and ensuring the safety, quiet, peace, enjoyment, comfort and convenience of tenants of *rental units* and persons in the vicinity of *rental units*, the *Inspector* may impose terms and conditions upon the granting, renewal or suspension of a business licence issued under this bylaw in the nature of pro-active property management through the implementation of those property management practices recommended by the New Westminster Police Service Crime Free Multi-Housing Program ("CFMH"), including but not limited to:

(a) proper tenant screening by:

- use of posted written applicant criteria
- obtaining and recording two pieces of identification from applicants (at least one of which must be picture identification)
- obtaining and verifying *tenant* references
- use of a detailed application form to be completed in person
- performing credit checks on applicants
- use of standard rental agreements and other BC Residential Tenancy Office forms;

(b) ongoing competent property management by:

- monitoring conduct of tenants and guests to prevent or abate nuisance behaviour
- documenting all infractions of tenancy agreements
- swiftly addressing breaches of tenancy agreements
- maintaining the physical condition of residential property including the building exterior and interior, lighting, landscaping all in accordance with New Westminster Police Service Crime Prevention Through Environmental Design (CPTED) Report recommendations and City bylaws.

REPORT

Finance

To: Mayor Cote and Members of Council **Date:** August 29, 2022

From: Harji Varn **File:**
CFO/Director of Finance

Item #: 2022-601

Subject: Budget 2023: Fees and Rates Review

RECOMMENDATION

That Council approves in principle the proposed changes in fees and rates; and

That Council direct staff to prepare the necessary amendment bylaws.

PURPOSE

To seek Council's approval in principle for the proposed changes to the fees and rates bylaws to accommodate the changes recommended by staff in their review of user fees and rates; and provide direction to staff on changes to the related bylaws.

BACKGROUND

This report is to provide Council with an overview of the City's annual fees and rates review. All departments have reviewed their user fees and rates. The following is a summary of the changes being proposed by each department for implementation January 1st 2023. Detailed explanations supporting the changes are provided in Attachments 1 through 5.

EXISTING POLICY AND PRACTICE

User rates assist the City in managing the demands of the annual operating budget by recovering costs associated with providing certain City services. As directed by Council, departments are required to review their user fees and rates on an annual basis.

Changes proposed by departments are based on comparative data with other municipalities or industry, analysis specific to the service provided or an estimated rate of inflation. The estimated rate of inflation used for this review is 2.4% based on the targeted inflation from the Bank of Canada Monetary Policy Report and is in-line with the Federal Government's inflation targeting strategy.

ANALYSIS

Engineering Services

Review of fees and rates which are administered by the Engineering Services Department involved comparison with other municipalities in Metro Vancouver, industry standards and general demand on City resources. Staff is recommending that most rates be increased by 2.4% for 2023 and has proposed some minor wording changes for clarity. Other recommended changes are summarized below. Further discussion is provided in **Attachment 1**.

- **Part 2.0 Cemetery Services Fees and Rates**

Staff is recommending Cemetery Services Fees and Rates increase by 2.4% plus an additional 1.75% 'convenience fee' for all fees and rates to allow the cemetery to accept credit payment on site. There have also been some minor wording changes for clarity.

- **Part 3.0 Commercial Towing Fees and Rates**

Commercial Towing Fees and Rates reflect the current rates set by the Insurance Corporation of British Columbia.

- **Part 4.0 Solid Waste Fees and Rates**

Staff is recommending no changes to Additional Receptacle fees or Administration fees which are in line with rates for similar services offered by other Metro Vancouver municipalities.

- **Part 8.0 Street and Traffic Fees and Rates**

Street Occupancy Damage Deposits

Staff is recommending no changes to Street Occupancy Damage Deposits.

Residential Parking Permit Fees and Rates

Staff is recommending increases to parking permit fees in line with the "Five-Year Approach to On-Street Parking Fees & Rates" endorsed by Council on October 28, 2019 and continue to include a 10% climate emergency fund surcharge.

Parking Meter and Pay Station Fees and Rates

Staff is recommending parking meter and pay station rates be adjusted in accordance with the "Five-Year Approach to On-Street Parking Fees & Rates" report that was

endorsed by Council on October 28, 2019. These rates are inclusive of the \$0.25 per hour Climate Emergency Fund Surcharge previously adopted by Council.

- **Part 13.0 Q to Q Ferry Fees and Rates**

Staff is recommending no changes to Q to Q Ferry fares due to continued ridership recovery after COVID-19 pandemic. Fares are used to partially offset the operating cost to provide this transportation service between Downtown and Queensborough.

Climate Action, Planning and Development

Staff is recommending that most rates be increased by 2.4% for 2023 and will be making some wording changes in the Bylaw to clarify the applicability of current fees and charges. Other recommended changes are summarized below. Further detail is provided in **Attachment 2**.

- ♦ ***Building Fees***

Staff is proposing a new credit card convenience fees of 1.75% on the total cost of invoices that are paid online and clarified the wording to the fees and charges bylaw on Occupant Load, the Waste and Recycling deposit, Fees for Revisions to Permits and Fees for Special Inspections.

- ♦ ***Business License Fees***

Staff is recommending that the Inter-Municipal Business License (IMBL) fee remain unchanged and Commercial Vehicle Fees for Taxi remain unchanged in alignment with IMBL Transportation Network Services Bylaw.

- ♦ ***Planning Fees***

Staff is recommending no change to the Site Disclosure Statement Fee Administration, Development/Special Development permit landscape deposit for secured rental residential units, Development Permit landscape deposit for laneway/carriage house and projects with fewer than six units, and water bag. Staff is also recommending an increase in the refundable deposit for Tree Protection Barrier Signs from \$25 to \$30.

The wording to the fees and charges bylaw regarding charges for staff attendance at development application open house and application time extension fees has been clarified.

- ♦ ***Plumbing Permit Fees***

Staff is recommending changes in wording to the Fees for Revisions to Permits and Fees for Special Inspection.

◆ ***Tree Protection and Regulation Fees***

Staff is recommending that the Tree protection and Regulations Fees be moved from the Tree Protection and Regulation Bylaw No. 7799, 2016 to the Climate Action, Planning & Development Fees and Rates Amendment Bylaw No. 8358, 2022 for consistency with other Climate Action, Planning and Development fees.

Cultural Services

Staff is recommending an increase of 2.4% for Anvil Centre Studio rates, Equipment Rental rates and photo and Reproduction fees. Programming fees will remain status quo through cost recovery. Additionally the fee for piano tuning will be set to be equal to the cost for the city to hire this service. Further discussion is provided in **Attachment 3**.

Anvil Theatre

Staff is recommending no changes to Anvil Theatre Rental Rates and a 2.4% increase in the staffing charge out rates. There have also been some minor wording changes for clarity. Further discussion is provided in **Attachment 4**.

Electric Utility

Staff is recommending that rates will increase by the rate of inflation with the exception of EV charging rates which are unchanged. Further detail is provided in **Attachment 5**.

FINANCIAL IMPLICATIONS

In large part, user rates and fees will increase by an estimated rate of inflation of 2.4% on January 1st, 2023 and the additional revenue contribution will be incorporated into the 2023 budget projections.

At the beginning of 2023, and as part of the budget process - departments may bring forward new user fees and charges for Council's consideration and direction.

OPTIONS

The following options are presented for Council's consideration:

- 1) That Council approves in principal the proposed changes in fees and rates, and;
- 2) That Council direct staff to prepare the necessary amendment bylaws.
- 3) That Council provide other direction.

CONCLUSION

City staff have reviewed and recommended changes to user fees and rates for their respective departments for the upcoming year. Provided that Council agrees in principle with the proposed changes in fees and rates, staff will bring forward, for Council's consideration at the next regular meeting of Council the related amendment bylaws.

ATTACHMENTS

- Attachment #1 - Engineering Services Fees and Rates Review Memo
- Attachment #2 - Climate Action, Planning and Development Fees and Rates Review Memo
- Attachment #3 - Cultural Services Fees and Rates Review Memo
- Attachment #4 - Anvil Theatre Fees and Rates Review Memo
- Attachment #5 - Electric Utility Fees and Rates Review Memo

INTERDEPARTMENTAL LIAISON

All departments participate in the annual budget process. The Senior Management Team (SMT) provides overall direction. The Finance Department provides overall financial oversight.

This report was approved by:

Harji Varn
CFO/Director of Finance

Lisa Spitale
Chief Administrative Officer

Attachment #1

Engineering Fees and Rates Review Memo

MEMORANDUM

To: Harji Varn
Director of Finance

Date: August 22, 2022

From: Lisa Leblanc
Director of Engineering Services

File: 09.1700.01-2022

Subject: **2023 USER FEES & RATES REVIEW**

Fees and Rates that are administered by the Engineering Department include the following:

- Animal Control
- Cemetery Services
- Commercial Towing
- Solid Waste
- Highway Use for Utility
- Sewerage System User
- Soil Deposit Regulation
- Street and Traffic
- Subdivision and Development Control
- Waterworks
- Water Shortage Response Plan
- Security Deposit for Damage to Municipal Facilities and/or Obstruction of Roads by Builders
- Q to Q Ferry

Our review of fees involved comparison with other municipalities in Metro Vancouver, industry standards and general demand on City resources. The following is an explanation of the recommended changes to the Engineering Fees and Rates Bylaw 7553, 2013.

Part 1.0 Animal Control Fees and Rates

An estimated rate of inflation as an increase in fees of 2.4% is recommended for New Westminster Animal Services licensing, impoundment and maintenance rates. Animal Services rates are comparable with others in the Lower Mainland. Impoundment and other fees were increased to match other municipalities.

Annual License Fees						
	Paid on or Before March 1st		Paid After March 1st		Initial License	
	Current	2023	Current	2023	Current	2023
Male/Female Dog	\$67	\$69	\$87	\$89	\$36	\$ 37
Sterilized Dog	\$26	\$27	\$35	\$36	\$26	\$ 27
Dangerous Dog - Unsterilized	\$205	\$210	\$256	\$262	\$103	\$106
Dangerous Dog - Sterilized	\$154	\$158	\$205	\$210	\$77	\$79
Therapy Dog - No Charge	No Charge		No Charge		No Charge	
Service Dog - No Charge	No Charge		No Charge		No Charge	
Impoundment Fees						
	1st Offence		2nd Offence		Subsequent Offences	
	Current	2023	Current	2023	Current	2023
Licensed Dogs	\$46	\$49	\$82	\$85	\$154	\$158
Unlicensed Dogs	Current \$92.00 plus License Fee			2023 \$94.00 plus License Fee		
Dangerous Dogs	Current \$308	2023 \$350	Current \$513	2023 \$550		
Vicious Dogs	Current \$308	2023 \$350	Current \$513	2023 \$550	Current \$1,025	2023 \$1,050
Sterilized Cat with Identification	\$16	\$17				
Sterilized Cat without Identification	\$36	\$37				
Unsterilized Cat with Identification	\$108	\$111				

Unsterilized Cat without Identification	\$133	\$136		
For Each Companion Animal (excluding dogs/cats)	\$16	\$17		
For Any Other Animal	Current \$56.00 plus any additional costs incurred		2023 \$57.00 plus any additional costs incurred	
Other Fees				
	Current		Recommended for 2023	
Replacement License Tag	\$5.00		\$6.00	
Transfer of Valid Dog License	\$ 5.00		\$ 6.00	
Dog boarding (per animal)	\$31.00 / day		\$32.00 / day	
Cat boarding (per animal)	\$21.00 / day		\$22.00 / day	
Administering medication Note – any veterinary costs incurred during boarding must be paid prior to release of animal	\$5.00 / day		\$6.00 / day	
Maintenance Fees				
	Current		Recommended for 2023	
Dog	\$18.00		\$20.00	
Vicious/Dangerous Dog	\$36.00		\$37.00	
Cat	\$10.00		\$12.00	
Small Animal (pocket pet)	\$8.00		\$10.00	
<i>The above fees are per day/per animal. Any veterinary fees incurred while in the care of Animal Services must be paid in full prior to release</i>				
Removal/Disposal				
	Current		Recommended for 2023	
Dog	Fee removed per Bylaw 7964, 2017			
Dog under 25 pounds	\$46.00		\$47.00	
Dog 25 pounds or over	\$72.00		\$74.00	
Cat	\$26.00		\$27.00	
Small Animal (pocket pet)	\$10.00		\$10.00	
<i>All fees are subject to applicable taxes</i>				

Part 2.0 Cemetery Services Fees and Rates

There are several recommended changes to the fee schedule this year for the Fraser Cemetery:

- A 2.4% estimated rate of inflation as an increase in fees is recommended for all rates and fees.
- An additional 1.75% 'convenience fee' increase is recommended for all rates and fees to allow the cemetery to start accepting credit card payments on site.
- For clarity, language for *Cremation* under Interment Fees and Plot Fees has been updated to "*Cremation Burial*" and "*Cremation Lot*" respectively.
- For Clarity, language for *Urn size for the double niche is restricted to a maximum of 6.5" in width or diameter and 11" in height*. Has been updated to *Urn size for the double niche is restricted to a maximum of 5.5" in width or diameter and 10" in height*. To properly reflect size restriction.

Fees	Current	Recommended for 2023
Interment Fees		
Adult Casket	\$1,235.00	\$1,286.00
Veteran Casket	\$730.00	\$760.00
Child/Infant Casket - Non-Resident Only	\$695.00	\$724.00
Cremation Burial – Excluding Resident Child/Infant	\$485.00	\$505.00
Ossuary (Includes Name Engraving)	\$660.00	\$687.00
Inurnment Fee	\$335.00	\$349.00
Deepen Unoccupied Grave for Interment	\$1,060.00	\$1,104.00
Deepen Occupied Grave for Interment	\$3,640.00 (incl. CFC)	\$3,791.00 (incl. CFC)
<u>Note:</u> Interment rates for a Saturday/Sunday/Statutory Holidays are twice the regular interment fees.		
Plots Fees		
Adult Casket		
Resident	\$5,205.00	\$5,421.00
Non-Resident	\$7,810.00	\$8,133.00
Child/Infant Casket		
Resident	\$1,425.00	\$1,484.00
Non-Resident	\$2,140.00	\$2,226.00

Cremation Lot		
Resident	\$1,340.00	\$1,395.00
Non-Resident	\$2,010.00	\$2,093.00
Columbarium Niche (Richmond I and II)		
Resident – Single	\$2,635.00	\$2,744.00
Resident – Double	\$4,125.00	\$4,296.00
Non-Resident – Single	\$3,950.00	\$4,116.00
Non-Resident – Double	\$6,190.00	\$6,445.00
Columbarium Niche (Richmond II Estates)		
Resident – Single	\$2,895.00	\$3,015.00
Resident – Double	\$4,530.00	\$4,718.00
Non-Resident – Single	\$4,345.00	\$4,523.00
Non-Resident – Double	\$6,795.00	\$7,076.00
Columbarium Niche (Heritage Plaza)		
Resident – Single	\$3,160.00	\$3,291.00
Resident – Double	\$4,950.00	\$5,155.00
Non-Resident – Single	\$4,735.00	\$4,938.00
Non-Resident – Double	\$7,425.00	\$7,733.00
<u>Note:</u> A second interment can be added to a single niche. The cost is the difference between a single niche and double niche. This does not apply to niches in Richmond I.		
<u>Note:</u> Urn size for the double niche is restricted to a maximum of 5.5" in width or diameter and 10" in height.		
<u>Note:</u> Care Fund Contribution accounts for 25% of total.		
Other Fees, Products and Services		
Plaque and Marker Fees (plaque type is determined by niche location)		
Single Niche Plaque	\$475.00	\$495.00
Double Niche Plaque	\$605.00	\$630.00
Heritage Plaza Niche Plaque	\$720.00	\$750.00
Plaque Additions and Changes (Single Niche Plaque)	\$315.00	\$328.00
Plaque Additions and Changes (Double Niche Plaque)	\$400.00	\$417.00
Date Scroll Additions or Changes (Heritage Plaza Plaque)	\$180.00	\$187.00
Marker Permit Only – No Placement	\$110.00	\$115.00
Marker Permit & Placement – Horizontal/Flat Marker	\$300.00	\$313.00
Existing Marker Removal and Placement	\$150.00	\$156.00

Note: Care Fund Contribution accounts for 25% of total, not charged on additions and changes.

Memorial Bench	\$2,706.00	\$2,818.00
Memorial Tree	\$2,205.00	\$2,297.00
Uralla Vase (Richmond II)	\$500.00	\$521.00
Armidale Vase (Richmond II)	\$450.00	\$469.00
Special Attention to Grave Space	\$230.00	\$240.00
Transfer of Grave Space	\$105.00	\$109.00
Exhumation	Twice the Interment Fees	
Plot Buy-Back	As outlined in Cemetery Bylaw 7068, 2006	
Administration Fee	\$75.00	\$78.00
<i>All fees are subject to applicable taxes</i>		

Part 3.0 Commercial Towing Fees and Rates

New Westminster Towing Services fees and rates continue to reflect those set by the Insurance Corporation of British Columbia (ICBC) in *ICBC Towing & Storage Rate Payment Schedule - Light & Medium Duty* (<http://efaidnbmnnnibpcajpcgqlclefindmkaj/https://www.icbc.com/partners/material-damage/Towing/Documents/Light-Medium-Duty-Towing-Storage-Rate-Payment-Schedule.pdf>). The *ICBC Towing and Storage Rate Payment Schedule* is adjusted throughout the year and as the updates become available, city rates are adjusted to match those of ICBC.

Commercial Towing Fees and Rates are monitored and set by the Insurance Corporation of British Columbia (ICBC) and can change at any time without notice.		
Fees	Current	Recommended for 2023
FLAT TOWING RATE FOR VEHICLE		
Up to 2,999 Kgs GVWR	\$77.46	\$79.78
3,000 Kgs to 6,300 Kgs GVWR	\$81.80	\$84.25
Flat drop rate for all vehicles (including charges & taxes)	\$80.00	No change
Special mobile vehicles. Over 6,300 Kgs GVWR	At hourly rate	No change
Additional fee for each use of dolly or trailer	\$30.00	\$35.00
Service calls (unlocks, battery boost, etc...)	\$45.00	No change
HOURLY RATES FOR EACH UNIT OF EQUIPMENT USED		
One Ton Wrecker	\$77.46	\$79.78

Three Ton Wrecker	\$81.80	\$84.25
STORAGE RATES PER VEHICLE		
Automobile Daily Rate	\$23.28	\$20.71
Truck Daily Rate	\$23.28	\$20.71
Motorcycle Daily Rate	\$11.64	\$10.36
Utility Trailer (same as automobile)	\$23.28	\$20.71
Charge for out of City Boundary Tow – per km	\$2.64	\$2.41
ADMINISTRATIVE FEE		
Release fee for any vehicle	\$30.00	\$35.00
<i>All fees are subject to applicable taxes</i>		

Part 4.0 Solid Waste Fees & Rates

Solid Waste Fees and Rates are set according to cost projections described in the 5 year Solid Waste Fund Operating Budget. In 2023, there are no recommended changes to Additional Receptacle fees or Administration fees which are in line with rates for similar services offered by other Metro Vancouver municipalities. Cart replacement fees are based on current market values for plastic resins and production costs, and adequately cover current replacement costs. Basic flat rates were developed to cover recycling costs for mattresses and disposal for other large bulky items. City staff can continue to provide subjective pricing for SPU requests of smaller piles of waste materials based upon the \$40 minimum and volume of the load. No changes to other sections of this table.

C. ADDITIONAL RECEPTACLES (per tag)	Current	Recommended for 2023
For a tag for every additional receptacle (not to exceed 60 Litres in size)	\$4.00	No change
D. ADMINISTRATION FEES	Current	Recommended for 2023
For the replacement of a lost or damaged 120 Litre container, as provided by the City.	\$75.00	No change
For the replacement of a lost or damaged 240 Litre container, as provided by the City.	\$100.00	No change
To upsize from a 120 Litre garbage container to a 240 Litre garbage container, as provided by the City	\$25.00	No change
To recover a missed collection for a late set out, wrong collection container or	\$25.00	No change

incorrectly placed collection container.		
F. SPECIAL PICK UP FEES	Current	Recommended for 2023
Minimum fee for service, includes one (1) item	\$40.00	No change
Minimum fee for service to collect and transfer large volumes of loose green waste	\$50.00	No change
Minimum fee for service where a backhoe loader and dump truck is required	\$150.00	No change
For every (1) additional mattress or boxspring item	\$25.00	No change
For every (1) additional bulky item (appliance or furniture)	\$20.00	No change
<i>All fees are subject to applicable taxes</i>		

Part 5.0 Highway Use Utility Fees and Rates

The Highway Use Utility Fees and Rates including Pavement Degradation Fees are proposed to increase by an estimated rate of inflation of 2.4%. These fees apply to a "Canadian Carrier" or "Distribution Undertaking" as defined in the Telecommunications Act (Canada) that wishes to enter on those highways (as defined in the Local Government Act of British Columbia) within the jurisdiction of the Municipality from time-to-time for the purpose of constructing, maintaining, operating and removing fiber optic cables, ducts, conduits, manholes, other accessories, support structures, transmission lines and other related telecommunications facilities.

Highway Use Utility Fees and Rates	Current	Recommended for 2023
Plan Approval and Inspection Fees	<p>A one-time flat fee of \$595.00 for a project of 20 metres or less;</p> <p>For projects in excess of 20 metres, a one-time flat fee of \$1,735.00</p> <p>A one-time charge for each project of \$11.95 per metre of Service Corridor used by the Company</p>	<p>A one-time flat fee of \$609.00 for a project of 20 metres or less;</p> <p>For projects in excess of 20 metres, a one-time flat fee of \$1,777.00</p> <p>A one-time charge for each project of \$12.25 per metre of Service Corridor used by the Company</p>

Pavement Degradation Fees	Current	Recommended for 2023
Age of Street in Years Since Last Paved as Determined by the Commissioner	Fee Per Square Meter of Excavation	Fee per m² of Excavation
0-5 years	\$76.90	\$78.75
6-10 years	\$64.10	\$65.65
11-15 years	\$40.60	\$41.60
16-20 years	\$23.50	\$24.10
21 years or greater	\$12.40	\$12.70
<i>All fees are subject to applicable taxes</i>		

Part 6.0 Sewerage System User Fees and Rates

For housekeeping and clarity, Part 6 Sections A Table references to “Secondary Suite Annually” are proposed to be replaced with “Secondary Suite (including Laneway Houses) Annually”.

Sewerage service charges are recommended to be increased by an estimated rate of inflation of 2.4% as listed below. Other service charges remain the unchanged.

A. RESIDENTIAL RATES	Current	Revised wording
	Secondary Suite Annually	Secondary Suite (including Laneway Houses) Annually

G. SERVICE CHARGES	Current	Recommended for 2023
Residential Water & Sewer Cap-off Fee (combined)	\$5,850.00	\$5,990.00
Ditch Enclosure Administration Fee	\$320.00	\$328.00
Ditch Enclosure Engineering Design Fee	\$2,670.00	\$2,734.00
<i>All fees are subject to applicable taxes</i>		

Part 7.0 Soil Deposit Regulation Fees and Rates

Engineering fees and security deposits for soil deposit are proposed to increase by and estimated rate of inflation of 2.4%.

Soil Deposit Regulation Fees	Current	Recommended for 2023
Annual License Fees		
Non-refundable Application Fee	\$692.00 plus \$0.77 per cubic metre of soil or other material to be deposited or removed	\$709.00 plus \$0.79 per cubic metre of soil or other material to be deposited or removed
Security Deposit for full and proper compliance with Soil Deposit Bylaw and Terms and Conditions of permit	\$4,245.00 per 5,000 cubic metre of soil or other material to be deposited or removed, or fraction of	\$4,347.00 per 5,000 cubic metre of soil or other material to be deposited or removed, or fraction of
<i>All fees are subject to applicable taxes</i>		

Part 8.0 Street and Traffic Fees and Rates

Street Occupancy Permit Fees and Rates

It is recommended that most Street Occupancy fees and rates be increased by approximately 2.4%, in alignment with an estimated rate of inflation.

The Street Occupancy Permit Application Fee has been renamed to “Street Occupancy Permit Application and Traffic Management Plan Review Fee” to more closely reflect the service being provided.

For clarity, it is proposed that the reference to “Pre and post construction inspection fee” be renamed to “Pre-, post-, and other construction inspection fee”.

Street Occupancy Permit Fees	Current	Recommended for 2023
Street Occupancy Permit Application and Traffic Management Plan Review Fee (see Note 1)	\$104.50	\$107.00
Street Festival	\$155.00 per block	\$159.00 per block
Parade	\$38.25 per block	\$39.00 per block

Block Party (local street only)	\$38.25 per day	\$39.00 per block
Construction, maintenance and/or ancillary works on a street or boulevard	\$52.50 per block face per day	\$54.00 per block face per day
Installation, maintenance and/or removal of utilities on a street or boulevard (excluding City Works)	\$52.50 per block face per day	\$54.00 per block face per day
Hoarding and/or staging area for private development on a street or boulevard	\$52.50 per block face per day	\$54.00 per block face per day
Parking of unattached commercial trailer or container on a street	\$52.50 per day	\$54.00 per day
Parking of unattached recreational or utility trailer on a street	\$10.50 per day	\$11.00 per day
Parking of recreational vehicle on a street	First 48 hours free, then \$10.50 per day thereafter	First 48 hours free, then \$11.00 per day thereafter
Rental of each metered parking stall	\$22.00 per day	\$22.50 per day
Rental of each on-street parking space, or portion thereof (5 meters length or longer), in a pay station zone.	\$22.00 per day	\$22.50 per day
<p><i>Note 1: The Street Occupancy Permit (SOP) Application and Traffic Management Plan Review Fee only applies to the initial SOP or SOP renewals or extensions that require an amended Traffic Management Plan or other conditions, and only applies to SOPs for the following works:</i></p> <ul style="list-style-type: none"> <i>-Construction, maintenance and/or ancillary work on street or boulevard</i> <i>-Installation, maintenance and/or removal of utilities on a street or boulevard (excluding City works)</i> <i>-Hoarding and/or staging area for private development on a street or boulevard</i> 		
Oversize And Overweight Permit Fees		
Single trip	\$78.50 per vehicle	\$80.00 per vehicle

Annual permit	\$261.00 per vehicle	\$268.00 per vehicle
Duplicate permit	\$26.00 each	\$27.00 each
Other Fees		
Temporary No Parking Sign Installation and Removal (see Note 2)	\$52.50 per block face	\$54.00 per block face
Pre-, post-, and other construction inspection fee	\$52.50	\$54.00 per inspection
Redemption of impounded chattel	\$31.40	\$32.00
<i>Note 2: Temporary No Parking Signs are required for all SOPs that require use of on-street parking space</i>		
<i>All fees are subject to applicable taxes</i>		

Street Occupancy Damage Deposits

The City instituted consistent damage deposits for street occupancy in 2022. These fees are collected for Street Occupancy Permits that have reasonable risk of resulting in damage to City street infrastructure (road surface, sidewalk, boulevard) and are only collected on projects that are not related to a Building Permit. No changes are proposed for 2023.

Street Occupancy Damage Deposits	Current	Recommended for 2023
Minor works with limited risk of damage to asphalt road surfaces	\$2,500.00	No change
Coring, test holes, drilling on asphalt or concrete road and/sidewalk surfaces	\$2,500.00 per location	No change
Moderate works with risk of damage to asphalt road surfaces, concrete road and/or sidewalk surfaces, boulevard (e.g., large vehicles operating on sidewalks, boulevards, etc.)	\$10,000.00	No change
Major works with significant risk of damage to asphalt road surfaces, concrete road and/or sidewalk surfaces, boulevard (e.g., house relocation traversing multiple blocks)	\$20,000.00	No change
<i>Damage Deposits are collected as part of the Street Occupancy Permit process for City infrastructure and the amount subject to any cost incurred by the City will be refunded after the final inspection.</i>		
<i>All fees are subject to applicable taxes</i>		

Other Fees

The fees to generate a traffic signal timing report and to process speed hump applications are recommended to increase by an estimated rate of inflation of approximately 2.4%, consistent with many other Engineering fees.

Signal Timing Report Fee	Current	Recommended for 2023
Fee to generate a traffic signal timing report	\$77.00	\$79.00
Speed Hump Application Fee	Current	Recommended for 2023
Application Processing Fee (payable upon review of Speeding Concern Form and staff confirmation)	\$102.50	\$105.00
<i>All fees are subject to applicable taxes</i>		

Residential Parking Permit Fees and Rates

Residential Parking Permit (RPP) fees are recommended to increase in accordance with the “Five-Year Approach to On-Street Parking Fees & Rates” report that was considered by Council on October 28, 2019 and continue to include a 10% climate emergency fund surcharge. Per last year’s Engineering Fees & Rates memo, the structure of the fees deviates slightly from the structure proposed in the October 28, 2019 Council report to simplify the framework and administration, and to avoid incurring significant software upgrading costs.

Parking Permit Fees	Current	Recommended for 2023
Annual Parking Permit Fee for the first and second residential parking permits	\$33.00* per parking permit	\$44.00* per parking permit
Annual Parking Permit Fee for the third and fourth residential parking permits	\$110.00* per parking permit	\$110.00* per parking permit
Annual Parking Permit Fee for a visitor parking permit (maximum one per household)	\$33.00* per parking permit	\$44.00* per parking permit
One book of five Day-Use Visitor Parking Permits	\$26.00	\$30.00
Shared vehicle parking permit	\$30.00	\$40.00
<i>* Includes 10% Climate Action Levy</i>		
<i>All fees are subject to applicable taxes</i>		

Parking Meter and Pay Station Fees and Rates

Parking meter and pay station rates are also recommended to be adjusted in accordance with the “Five-Year Approach to On-Street Parking Fees & Rates” report that was considered by Council on October 28, 2019. These rates are inclusive of the \$0.25 per hour Climate Emergency Fund Surcharge adopted by Council at that time.

Parking Meter/Pay Station Hourly Rates	Current	Recommended for 2023
Uptown	\$3.25	\$3.50*
Downtown	\$3.25	\$3.50*
Sapperton	\$3.25	\$3.50*
City-wide – All other areas	\$2.75	\$3.00*
* Includes \$0.25 Climate Emergency Fund Surcharge		
All fees are subject to applicable taxes		

Following are the coin breakdowns for the proposed hourly rates.

Parking Meter & Pay Station Rates					
Downtown, Uptown and Sapperton (\$3.50 per hour*)					
*Includes \$0.25 per hour Climate Action Levy					
\$	Description	Meter		Pay Station (minimum \$0.25 per transaction)	
		Current	Recommended for 2023	Current	Recommended for 2023
0.05	Coin	1 min	1 min	n/a	n/a
0.10	Coin	2 min	2 min	n/a	n/a
0.25	Coin	5 min	4 min	5 min	4 min
1.00	Coin	19 min	17 min	19 min	17 min
2.00	Coin	37 min	34 min	37 min	34 min
All fees are subject to applicable taxes					

Parking Meter & Pay Station Rates					
City-wide except above areas (\$3.00 per hour*)					
*Includes \$0.25 per hour Climate Action Levy					
\$	Description	Meter		Pay Station (minimum \$0.25 per transaction)	
		Current	Recommended for 2023	Current	Recommended for 2023
0.05	Coin	1 min	1 min	n/a	n/a
0.10	Coin	2 min	2 min	n/a	n/a
0.25	Coin	6 min	5 min	6 min	5 min
1.00	Coin	21 min	20 min	21 min	20 min
2.00	Coin	44 min	40 min	44 min	40 min
All fees are subject to applicable taxes					

There is a \$1.00 minimum charge for credit card purchases at pay stations.

Parkade Fees and Rates

Hourly rates in the parkades are recommended to increase by the same amount as on-street meters and pay stations (\$0.25/hour), while remaining slightly lower than on-street parking rates. Rates for longer time periods are recommended for increases generally in the range of 5-10%.

Fees	Current	Recommended for 2023
Anvil Center Parking		
• Minimum \$0.25 per transaction		
• Minimum \$1.00 for credit card transactions		
Hourly rate	\$2.75	\$3.00
5 hours	\$7.50	\$8.00
10 hours	\$12.00	\$13.00
Monthly Unreserved (6am to 6pm Mon-Fri)	\$75.00	\$80.00
Monthly Reserved (6am to 6pm Mon-Fri)	\$95.00	\$100.00
Monthly Reserved (24/7)	\$115.00	\$120.00
<i>All fees are subject to applicable taxes</i>		

Fees	Current	Recommended for 2023
Front Street Parkade		
Hourly rate	\$2.75	\$3.00
Daily until 6 pm	\$10.00	\$11.00
Daily until 6 am next day	\$12.50	\$14.00
Daily evening from 6pm to 6am	\$4.00	\$4.50
Monthly – Reserved 24 hrs	\$115.00	\$120.00
Monthly – Random 24/7	\$75.00	\$80.00
<i>All fees are subject to applicable taxes</i>		

Fees	Current	Recommended for 2023
Carnarvon Street Parkade		
Monthly – Random 24/7	\$75.00	\$80.00
Monthly – Reserved 24 hrs	\$115.00	\$120.00
<i>All fees are subject to applicable taxes</i>		

Part 9.0 Subdivision and Development Control Fees and Rates

Engineering fees for development servicing were reviewed and proposed to be increased by 2.4% for an estimated rate of inflation.

Subdivision Application (other than air space parcel or parcel under Strata Property Act)	Current	Recommended for 2023
--	---------	----------------------

Subdivision Application Fee (for first parcel to be created by the subdivision) includes other subdivision types (i.e. Lot Line Adjustments, and Bare Land Strata	\$2,730.00	\$2,796.00
Each additional parcel Fee	\$116.00	\$119.00
Subdivision Preliminary Approval Time Extension Fee	25% of the original subdivision application fee	No change
Works and Services Agreement		
Works & Services Agreement Fee (non-refundable)	\$1,960.00	\$2,007.00
Administration Fee	4% of the total cost of all works and services required under Bylaw 7142, 2007	No change
Latecomer Agreement	\$4,460.00	\$4,570.00
Phased Strata Subdivision		
Phased Strata Subdivision Fee	\$1,670.00 plus \$482.00 for each additional phase	\$1,710.00 plus \$495.00 for each additional phase
Form P Amendment	\$380.00	\$390.00
Strata Conversion		
Strata Conversion Fee	\$2,332.00	\$2390.00
Air Space Parcel Subdivision		
Air Space Parcel Subdivision Fee	\$3,200.00 plus legal costs and certified professional code compliance review costs	\$3,280.00 plus legal costs and certified professional code compliance review costs

Shoring		
Shoring Anchor Rod Fee and Damage Deposit	\$575.00 non-refundable fee and \$30.00/sq.m refundable damage deposit of the proposed excavation fare with anchor rods and is next to a street or lane	\$590.00 non-refundable fee and \$31.00/m ² refundable damage deposit of the proposed excavation fare with anchor rods and is next to a street or lane
General		
Building Permit Servicing Review Fee (for building permit construction value of \$100,000 or greater)	\$200.00	\$205.00
Comfort Letters	\$330.00	\$340.00
<i>All fees are subject to applicable taxes</i>		

Part 10.0 Waterworks Fees and Rates

Hydrant flow test, hydrant use, and residential Water & Sewer Cap-off Fee (combined) is recommended to increase by 2.4% in alignment with and estimated rate of inflation. The remainder of the service charges are calculated to recover all costs associated with services provided. No changes to other sections of this table.

For housekeeping and clarity, Part 10 Section B Table references to “Secondary Suite Annually” are proposed to be replaced with “Secondary Suite (including Laneway Houses) Annually”.

A. SERVICE CHARGES	Current	Recommended for 2023
Hydrant Flow Test	\$250.00	\$260.00
Hydrant Use Damage Deposit (Refundable)	\$1,000.00	No change
Hydrant Use Application Fee	\$500.00	\$515.00
Residential Water & Sewer Cap-off Fee (Combined)	\$5,850.00	\$5,990.00

All fees are subject to applicable taxes

B. RESIDENTIAL RATES	Current	Revised wording
	Secondary Suite Annually	Secondary Suite (including Laneway Houses) Annually

Part 11.0 Water Shortage Response Plan Fees and Rates

Permit fees for lawn watering exemption during annual watering restriction period under BYLAW NO. 6948, 2004 is recommended to be adjusted by and estimated rate of inflation 2.4%.

A rain barrel fee for the purchase of a subsidized rain barrel, as part of the existing rain barrel program, has now been included in the bylaw. Residents can use rain barrels to capture rainfall and reuse to water their lawns.

Permit Fees	Current	Recommended for 2023
Permit authorizing watering of new lawn and/or new landscaping when Stage 1 Restrictions or Stage 2 Restrictions are in force for a 21 day period	\$52.50 for Single Family Residential, \$78.50 for Multiple Family Residential and \$157.00 for Commercial or Industrial.	\$54.00 for Single Family Residential, \$81.00 for Multiple Family Residential and \$162.00 for Commercial or Industrial.
Rain barrel	\$75.00	\$70.00
<i>All fees are subject to applicable taxes</i>		

Part 12.0 Security Deposit for Damage to Municipal Facilities and/or Obstruction of Roads by Builders

Security Deposits are required to repair damage to municipal facilities and perform necessary street cleaning, resulting construction work and moving of buildings described under Part 15 of the Building Bylaw. The security and damage deposit rates are recommended to increase by 2.4% in alignment with an estimated rate of inflation.

Security Deposit for Moving a Building or Structure	Current	Recommended for 2023
For buildings with 1 storey	\$11,830.00	\$12,110.00
For buildings with 2 storeys	\$17,760.00	\$18,190.00
For buildings with 3 or more storeys	\$23,700.00	\$24,270.00
<i>All fees are subject to applicable taxes</i>		

Damage Deposits	Current	Recommended for 2023
Demolition Permit	\$2,615.00	\$2,680.00
Single Detached Dwelling (SDD) Permit	\$5,230.00	\$5,355.00
Duplex Permit	\$6,265.00	\$6,415.00
Corner Lot – SDD or Duplex	\$7,330.00	\$7,506.00
All Other Building Permits	1% per \$1,000 Construction Value Minimum Fee \$5,230.00 / Maximum Fee \$72,000.00	1% per \$1,000 Construction Value Minimum Fee \$5,355.00 / Maximum Fee \$73,700.00
<i>The Damage Deposits are collected as part of the Building Permit Process for City infrastructure and the amount, deducting any cost incurred by the City, will be refunded after the final inspection.</i>		
<i>All fees are subject to applicable taxes</i>		

All other fees are recommended to increase by 2.4% in alignment with and estimated rate of inflation.

Processing and Inspection Fees	Current	Recommended for 2023
Non-refundable Damage Deposit Processing Fee	\$58.00	\$60.00
Where additional inspections are required to ensure compliance, Re-inspection fee to be deducted from the Damage Deposit for each additional inspection	\$145.00	\$148.00
<i>All fees are subject to applicable taxes</i>		

Part 13.0 Q to Q Ferry Fees and Rates

In 2022, fares for the Q to Q Ferry were incorporated into the Engineering Fees & Rates By-law, accompanied by a moderate increase to reflect increased operating costs since inception of the service. Given the magnitude of the increase this year and continued ridership recovery after the COVID-19 pandemic, it is recommended that the fares not change for 2023.

Fees	Current	Recommended for 2023
Regular fare (adults 19-64):		
Single fare	\$2.25	\$2.25
Monthly pass	\$45.00	\$45.00
10-fare punch card (11 th ride free)	\$22.50	\$22.50
Concession fare (adults 65+, youth 13-18):		
Single fare	\$1.25	\$1.25
Monthly pass	\$22.50	\$22.50
10-fare punch card (11 th ride free)	\$12.50	\$12.50

Details of these changes will be incorporated into the revised Schedules for the Engineering Fees and Rates Bylaw.



Lisa Leblanc, P.Eng., M.Sc
Director of Engineering Services

Attachment #2

Climate Action, Planning and Development Fees and Rates Review Memo

Memorandum

To: Harji Varn
Director of Finance

Date: July 22, 2022

From: Emilie K Adin
Director, Climate Action, Planning and Development

File:

Re: 2022 USER FEES & RATES REVIEW (FOR 2023) – Climate Action, Planning and Development

Climate Action, Planning and Development has completed a review of our fees and rates. We have proposed a number of changes based upon the following:

- An increase to all fees based on a 2.4% estimated rate of inflation (with some exceptions); and
- A proposal to amend some fees such that they are more reflective of the relative workload for different types of applications.

Schedule A 2023 Building Permit Fees

- An increase to all fees based on 2.4% estimated rate of inflation.
- New services proposed to result in new fees and charges:
 - Credit Card Convenience Fee – an additional fee of 1.75% on the total cost of the invoice shall be added to any permit fees that are paid online. Note that this is an optional payment method (and therefore an optional fee). The ability to be able to pay building permit fees online has been a longstanding request of the development community. Payment by cheque, cash and debit, without convenience fees, are still available options.
- Housekeeping amendments to wording to clarify the fees and charges bylaw:
 - Occupant Load – replaced “confirming” with “documenting” to clarify City’s role in tracking that applicant has provided evidence of a reasonable occupant load, which the City has accepted;
 - The Waste and Recycling deposit wording is being made consistent with the Waste and Recycling Bylaw;
 - Fees for Revisions to Permits have been clarified to include both issued and under-review permits to accommodate requests for multiple revisions; and
 - Fees for Special Inspections have been clarified to include minimum charges and fees for specific (extraordinary) days and times.

Schedule B 2023 Business Licence Fees

- An increase to all fees based on 2.4% estimated rate of inflation, with the following exceptions:
 - Inter-Municipal Business Licence (IMBL) fee (as per the Metro West IMBL group) will remain at \$250 as stated within Bylaw No. 7610, 2013; and

- Commercial Vehicle Fees for Taxi will remain at \$150 (gas vehicle), \$30 (zero emission vehicle), \$0 (accessible vehicle) to be in alignment with the regionally-aligned Inter-Municipal Business Licence Transportation Network Services (TNS) as per Bylaw 8186, 2020.

Schedule C 2023 Planning Fees

- An increase to all fees based on 2.4% estimated rate of inflation, with the following exceptions:
 - Site Disclosure Statement Fee Administration – Per the Environmental Management Act/ Contaminated Sites Regulation, municipalities cannot charge more than \$100 for site disclosure statements;
 - Development/Special Development permit landscape deposit for secured rental residential unit – This fee was amended last year and no increase is required;
 - Development Permit landscape deposit for laneway/carriage house and projects with fewer than six units – This fee was amended last year and no increase is required;
 - Water Bag – This charge was added last year and no increase is required;
 - Tree Protection Barrier Sign Deposit – Due to the increased costs of manufacturing the tree protection signs, damage often found on used signs, and signs that are not returned there is an increase in the deposit from \$25 to \$30 per sign; and
- Changes in wording to the fees and charges bylaw:
 - Regarding charges for staff attendance at development application open houses, this was intended to be a charge for large projects, but was inadvertently applied to small projects instead. To correct, replace the wording “projects with fewer than 6 residential units” with “**Large Projects**” which is defined in the bylaw to include multi-unit residential or mixed-use projects over 6 units; or all Commercial or Industrial projects defined at the discretion of the Director of Climate Action, Planning and Development; and
 - For all application time extension fees, replace “50% of application fee” with “50% of application fee as calculated using current rates ” to clarify that the charge is based on current fees rather the fees previously paid by the applicant. This includes Official Community Plan, Rezoning or Heritage Revitalization Agreement, Development Variance Permit and Temporary Use Permit applications. This is appropriate clarification given the City sometimes permits extensions to applications that were subject to historical fee structures.

Schedule D 2023 Plumbing Permit Fees

- An increase to all fees based on 2.4% estimated rate of inflation.
- Changes in wording to the fees and charges bylaw:
 - Fees for Revisions to Permits have been clarified to include both issued and under review permits to accommodate multiple revisions; and
 - Fees for Special Inspections have been clarified to include minimum charges and fees for specific (extraordinary) days and times.

Schedule E 2023 Tree Protection and Regulation Fees

- The Tree Protection and Regulations Fees are being moved from Tree Protection and Regulation Bylaw No. 7799, 2016 to the Climate Action, Planning and Development Fees and Rates Amendment Bylaw No. 8358, 2022 including necessary change to update fee references within the Bylaw. This locate the fees with other CAPD fees and will assist simpler updates in the future.
- An increase to all Security and Cash-in-Lieu fees based on 2.4% estimated rate of inflation.

Schedule F 2023 Integrated Services Fees

- An increase to all fees based on 2.4% estimated rate of inflation.

Attachment #3

Cultural Services Fees and Rates Review Memo

Memorandum

TO: Harji Varn
Chief Financial Officer

DATE: July 15, 2022

FROM: Rob McCullough
Manager, Museums and Heritage
Services

SUBJECT: Cultural Services Fees and Charges Bylaw Amendment (New
Westminster Museums & Archives, New Media Gallery, Arts Services)

The purpose of this memo is to provide Council with information regarding recommended changes to the Bylaw that regulates Fees and Charges for New Westminster's Cultural Services operations.

As per Community Charter requirement municipal fees and charges must be approved through Bylaw. In accordance with the inflationary increase recommended by Finance the Cultural Services division is recommending that the fees for Anvil Centre Studio Rates, photo reproductions and video reproductions be increased by 2.4%. Programming fees will remain status quo through cost recovery. Additionally the fee for piano tuning will be set to be equal to the cost for the city to hire this service.

Regards,



Rob McCullough
Manager, Museums and Heritage Services

Attachment #4

Anvil Theatre Fees and Rates Review Memo

Memorandum

To: Lorraine Lyle, Senior Manager, Financial Services

Date: Aug 18, 2022

From: Todd Ayotte, Manager, Community Arts & Theatre

File:

Subject: **Anvil Theatre – User Fees and Rates Review – 2023 Rates**

This memo outlines recommended changes to the Anvil Theatre User Fees and Rates as included in Bylaw No. 8209, 2020.

Recommendations

No increase to Anvil Theatre Rental Rates

It is recommended that the Anvil Theatre Rental Rates are maintained at the current rate as outlined in Bylaw No. 8209, 2020. The impacts of COVID-19 are still being felt in the performing arts sector. Maintaining existing rates will support the Theatre's ability to re-establish regular cultural renters and support programming partners that were impacted by the pandemic.

Adjust language regarding scaled rental fees

The current Bylaw allows the Manager, Community Arts & Theatre, accountable to the CAO, to develop and implement scaled rental fees. The recommendation is to retain this ability but to adjust the language in the bylaw as follows:

The Manager, Community Arts & Theatre, accountable to the CAO, is authorized to develop and implement scaled rental fees in support of the advancement of the Arts Strategy, Theatre Strategy and in alignment with the City's DIER Framework and commitment to Truth and Reconciliation.

This adjustment removes the specific language related to the capacity restrictions related to the COVID-19 Provincial Health Orders. This change allows for greater alignment and purposeful programming.

Implement an increase to the staffing charges

It is recommended that the staffing charge out rates be increased by 2.4% for 2023. Existing rates have remained constant since 2014 when the Anvil Theatre opened. Implementing a phased increase is recommended to both mitigate financial impacts on theatre users while at the same time, begin to move us toward our goal of achieving full cost recovery.

Staff Position	Current Hourly Fee	Proposed Hourly Fee	Percentage Increase
Technical Supervisor	\$40.00	\$40.96	2.4%
Skilled Technician	\$30.00	\$30.72	2.4%
General Technician	\$25.00	\$25.60	2.4%
Front of House	\$25.00	\$25.60	2.4%
Security	\$25.00	\$25.60	2.4%
Building Cleaner	\$25.00	\$25.60	2.4%

Attachment #5

Electric Utility Fees and Rates Review Memo

MEMORANDUM

Electrical Utility

To: Harji Varn, CFO

Date: August 29, 2022

From: Rod Carle

File: 2140063

General Manager, Electrical Utility

Subject: Electrical Fees and Rates Review - 2023

This memo serves as a summary of the electrical service charges to be implemented in 2023.

The utility has long aimed at maintaining fees that are in-line with local industry rates. The proposed 2023 rates have incorporated a 2.4% increase due to the inflation rate.

Electric vehicle charges have been reviewed with the Climate Action team; no changes to these rates are required at this time.

The Utility Commission will be reviewing the proposed changes at its October 18th Regular Meeting.



Rod Carle
General Manager, Electrical Utility

REPORT

Climate Action, Planning and Development

To: Mayor Cote and Members of Council **Date:** August 29, 2022

From: Emilie K. Adin,
Director, Climate Action, Planning and
Development **File:** 05.1020.20

Item #: 2022-570

Subject: **Construction Noise Bylaw Exemption Request – New Westminister
Interceptor – Columbia Sewer Rehabilitation**

RECOMMENDATION

THAT Council grant an exemption to Metro Vancouver's contractor, Oscar Renda Contracting of Canada (ORCC), from Construction Noise Bylaw No. 6063, 1992, for an average of two nights per week (between Monday to Thursday) excluding Friday and Saturday nights, Sundays or Statutory Holidays, re-commencing September 12, 2022 and ceasing December 23, 2022, to construct utility holes and conduct related works in the 600 - 800 block of Columbia Street.

PURPOSE

To request that Council grant an exemption from the Construction Noise Bylaw for ORCC to continue construction of utility holes and related works on Columbia Street in the downtown core from September 12, 2022 through December 23, 2022.

BACKGROUND

In May 2022, ORCC obtained an exemption from the Construction Noise Bylaw for the 100 - 300 blocks of Columbia Street (Report #2084708); meanwhile, work paused in the downtown core during the summer season in response to concerns raised by the business community and Downtown Business Improvement Association. There was concern that summer construction, during a peak consumer season, would impact the wellbeing of the downtown business community.

DISCUSSION

City staff consider an exemption of the Construction Noise Bylaw from Sept 12 to Dec 23, 2022, to be reasonable for the following three reasons:

1. Given that this is a necessary and ongoing phase of the project;
2. Given that there are no alternate means to complete this construction project; and
3. Given that the project was delayed in the downtown core during the summer months at the City's request.

Transportation impacts will be managed on an ongoing basis through the City's standard Street Occupancy Permit process.

Figure 1. Area of Construction work (Area highlighted in Blue)



FINANCIAL IMPLICATIONS

No financial impact to the City is anticipated by granting the exemption. If the exemption is not granted, the project will likely be delayed which may result in financial impacts for the applicant.

OPTIONS

There are two options to consider:

1. That Council grant an exemption to Metro Vancouver's contractor, Oscar Renda Contracting of Canada (ORCC), from Construction Noise Bylaw No. 6063, 1992, for an average of two nights per week (between Monday to Thursday) excluding Friday and Saturday nights, Sundays or Statutory Holidays, re-commencing September 12, 2022 and ceasing December 23, 2022, to construct utility holes and conduct related works in the 600 – 800 Block of Columbia Street.
2. That Council provide staff with alternative direction.

Staff recommend Option 1.

APPROVALS

This report was prepared by:
Diane Merenick, Manager of Integrated Services

This report was reviewed by:
Diane Merenick, Manager of Integrated Services
Mike Anderson, Manager of Transportation
Lisa Leblanc, Director of Engineering

This report was approved by:
Emilie K. Adin, Director, Climate Action, Planning and Development
Lisa Spitale, Chief Administrative Officer

REPORT

Office of the Chief Administrative Officer

To: Mayor Cote and Members of Council **Date:** August 29, 2022

From: Lisa Spitale
Chief Administrative Officer **File:** 05.1035.10

Item #: 2022-573

Subject: Delegation Bylaw Update to facilitate Acting Director Roles

RECOMMENDATION

That Delegation Bylaw Amendment Bylaw No 8365, 2022 (attachment 1) be given three readings.

PURPOSE

To request Council amend the Delegation Bylaw 7176, 2015, and so respond to changed department structures to allow for effective delegation of the Director position.

BACKGROUND

To allow department directors to effectively delegate their duties during vacations and absences, the delegation bylaw designates individuals who are able to take on these roles when needed. Over the last year the City has been appointing new managers and reorganizing department structures. The amendments to the Delegation Bylaw (Attachment 1) reflect these changes. By approving these changes Council will ensure the smooth administration of the City.

DISCUSSION

The Amendments to the bylaw (Attachment 2) provide for the following delegations:

Director of Climate Action, Planning and Development:

In addition to the existing delegation to the Senior Manager of Climate Action, Planning and Development the amendment adds the following managers:

- Manager of Climate Action;
- Manager of Inspections; and

- Manager or Integrated Services.

Director of Engineering:

Due to staffing reorganizations the delegations for the Director of Engineering are modified by removing the Manager, Infrastructure Planning and replacing it with Senior Manager of Engineering.

Director of Finance:

Due to staffing changes the delegation for the Director of Finance is modified from the Manager of Financial Services to the Senior Manager of Financial Services.

Director of Parks and Recreation:

This amendment creates delegation powers to the following managers within Parks and Recreation:

- Senior Manager of Recreation Facilities and Programs;
- Manager, Business Operations;
- Manager, Parks and Open Space Planning, Design and Construction;
- Manager, Parks Operation and Services; and
- Manager, Special Projects and Community Partnerships.

Director of Human Resources and Information Technology:

This amendment creates delegated powers to the Senior Manager of Human Resources and Information Technology.

City Clerk

This amendment creates delegated powers to the Assistant City Clerk in the absence of the City Clerk.

OPTIONS

There are two options before Council:

- 1) That Delegation Bylaw Amendment Bylaw No. 8365, 2022 (Attachment 1) be given three readings.
- 2) That Council provide other direction.

Staff recommend option 1.

ATTACHMENTS

Attachment 1 Delegation Bylaw Amendment Bylaw No. 8365, 2022

Attachment 2 Redlined version of the consolidated Delegation Bylaw 7176, 2015

APPROVALS

This report was prepared by:

Jacque Killawee, City Clerk

This report was approved by:
Lisa Spitale, Chief Administrative Officer

Attachment 1
Delegation Amendment Bylaw
No. 8365, 2022

**CORPORATION OF THE CITY OF NEW
WESTMINSTER BYLAW NO. 8365, 2022**

A Bylaw to Amend Delegation Bylaw No. 7176, 2015

The Council of The Corporation of the City of New Westminster in open meeting assembled ENACTS AS FOLLOWS:

Citation

1. This Bylaw may be cited for all purposes as “Delegation Amendment Bylaw No. 8365, 2022.”

Amendments

2. Delegation Bylaw No. 7176, 2015 is amended by:
 - a. Replacing the final paragraph of section 5 with the following paragraph:
The Senior Manager of Climate Action, Planning and Development, Manager, Climate Action, Manager, Inspections, or Manager, Integrated Services may exercise the powers, duties and functions delegated to the Director of Climate Action, Planning and Development under this Bylaw and the Officers and Indemnity Bylaw 7175, 2007 upon appointment as Acting Director when the Director of Climate Action, Planning and Development is absent or otherwise unable to act.
 - b. Replace Manager, Infrastructure Planning with Senior Manager of Engineering in the final paragraph of section 6.
 - c. Add in “and the Officers and Indemnity Bylaw 7175, 2007” after “under this Bylaw” in the final paragraph of section 6;
 - d. Add in Senior in front of “Manager of Financial Services in the final paragraph of section 8;
 - e. Add “and the Officers and Indemnity Bylaw 7175, 2007” after “under this Bylaw” in the final paragraph of section 8;
 - f. Add in the following paragraph the end of section 10:
“The Senior Manager of Recreation Facilities and Programs, Manager, Business Operations, Manager, Parks and Open Space Planning, Design and Construction, Manager, Parks Operations and Services or Manager, Special Projects and Community Partnerships may exercise the powers, duties and functions delegated to the Director of Parks and Recreation under this Bylaw and the Officers and Indemnity Bylaw 7175, 2007 upon appointment as Acting Director when the Director of Parks and Recreation is absent or otherwise unable to act.”
 - g. Replacing all instances of “Human Resources” with “Human Resources and Information Technology”;
 - h. Add in the following paragraph the end of section 12:
“The Senior Manager of Human Resources and Information Technology may exercise the powers, duties and functions delegated to the Director of Human

Resources and Information Technology under this Bylaw and the Officers and Indemnity Bylaw 7175, 2007 upon appointment as Acting Director when the Director of Human Resources and Information Technology is absent or otherwise unable to act.”

- i. Add in the following paragraph as section 15 of the bylaw:
The Assistant City Clerk may exercise the powers, duties and functions delegated to the City Clerk under the Officers and Indemnity Bylaw 7175, 2007 upon appointment as Acting City Clerk when the City Clerk is absent or otherwise unable to act.

3. These amendments shall come into effect upon adoption.

GIVEN FIRST READING THIS _____ day of _____ 2022.

GIVEN SECOND READING THIS _____ day of _____ 2022.

GIVEN THIRD READING THIS _____ day of _____ 2022.

ADOPTED THIS _____ day of _____ 2022.

Mayor

Jacque Killawee, City Clerk

Attachment 1

*Redlined version of the consolidated
Delegation Bylaw 7176, 2015*

CORPORATION OF THE CITY OF NEW WESTMINSTER



DELEGATION BYLAW NO. 7176, 2015

EFFECTIVE DATE: November 30, 2015

CONSOLIDATED FOR CONVENIENCE ONLY
(July 21, 2022)

This is a consolidation of the bylaws listed below. The amendment bylaws have been combined with the original bylaw for convenience only. This consolidation is not a legal document. Certified copies of the original bylaws should be consulted for all interpretations and applications of the bylaws on this subject.

<u>AMENDMENT BYLAW</u>	<u>EFFECTIVE DATE</u>
7820, 2016	February 29, 2016
8163, 2019	November 4, 2019
8270, 2021	August 30, 2021
8344, 2022	July 11, 2022

The bylaw numbers highlighted in this consolidation refer to the bylaws that amended the principal Bylaw No. 7176, 2015. The number of any amending bylaw that has been repealed is not referred to in this consolidation.

Obtainable from the City Clerk's Office

CORPORATION OF THE CITY OF NEW WESTMINSTER

DELEGATION BYLAW NO. 7176, 2015

A bylaw to delegate certain powers, duties and functions of Council

WHEREAS:

- A. Council is enabled to delegate certain of its powers, duties and functions to its officers and employees;
- B. Council considers it desirable and convenient to delegate certain of its powers, duties and functions to its officers and employees;

NOW THEREFORE the Council of the City of New Westminster in open meeting assembled,
ENACTS AS FOLLOWS:

- 1. This Bylaw may be cited for all purposes as the “City of New Westminster Delegation Bylaw No. 7176, 2015”.
- 2. In this Bylaw, a reference to any officer of the City includes the deputy or assistant director of such officer, and is a reference to that officer, deputy or assistant, as established by the City of New Westminster Officers Establishment and Indemnity Bylaw No. 7175, 2007.
- 3. No power, duty or function delegated by this Bylaw may be sub-delegated.
- 4. The Chief Administrative Officer may exercise all the duties, powers and functions of Council in respect of:
 - (a) entering into and executing settlement agreements on behalf of the City in respect of claims or actions where the City's settlement obligation does not exceed \$50,000.00 in value and any expenditure is budgeted for in the Financial Plan;
 - (b) entering into and executing contracts on behalf of the City for the purchase of works, services or chattels having a value less than \$500,000, where the contract requires no approval or consent of the electors and the expenditure is budgeted for in the Financial Plan, and approving cost overruns under such a contract of up to \$150,000 where the expenditure is budgeted for in the Financial Plan, and, without limiting the substance of the discretion delegated herein, such discretion as delegated is subject to the Chief Administrative Officer adhering to the procurement processes endorsed by Council from time to time, and
 - (c) entering into and executing contracts on behalf of the City for the purchase of works, services or chattels where the contract requires no approval or consent of the electors and the expenditure is for an emergency and is not budgeted for in the Financial Plan, and, without limiting the substance of the discretion delegated

herein, such discretion as delegated is subject to the Chief Administrative Officer adhering to the emergency expenditure procedures set out in the City's procurement policy as endorsed by Council from time to time.

BYLAW 7820, 2016

- (d) entering into and executing contracts on behalf of the City for the loan or borrowing of art for City museums, galleries and facilities where the City's total payment obligation does not exceed \$75,000 and the expenditure is budgeted for in the Financial Plan.

BYLAW 8163, 2019

- (e) granting moneys to individuals and organizations who have applied for City money under the City's community granting programs where the expenditure is budgeted for in the Financial Plan.

BYLAW 8344, 2022

- 5. The Director of Climate Action, Planning and Development may exercise all the duties, powers and functions of Council in respect of:
 - (a) entering into and executing on behalf of the City statutory rights of way, easements and covenants under s. 219 of the *Land Title Act* in favour of the City, where no obligation, liability, reciprocal covenant or indemnity is incurred, made or granted by the City and such easement, right of way or covenant is required as a condition of rezoning or otherwise in connection with the development of land;

BYLAW 8344, 2022

- (b) entering into and executing contracts on behalf of the City for the purchase of works, services or chattels having a value upto and including \$75,000, where the contract requires no approval or consent of the electors and the expenditure is budgeted for in the Financial Plan, and approving cost overruns under such a contract of up to \$50,000 where the expenditure is budgeted for in the Financial Plan, and, without limiting the substance of the discretion delegated herein, such discretion as delegated is subject to the Director of Climate Action, Planning and Development adhering to the procurement processes endorsed by Council from time to time.

BYLAW 8344, 2022

- (c) issuing minor Development Variance Permits, upon receipt of the fees and accompanying information, as referenced in Development Approval Procedures Bylaw No. 5658, 1987 and the accompanying Schedules A, B and C.

BYLAW 8163, 2019; 8344, 2022

The Senior Manager of Climate Action, Planning and Development, ~~Manager, Climate Action, Manager, Inspections, or Manager, Integrated Services~~ may exercise the powers, duties and functions delegated to the Director of Climate Action, Planning and Development under this Bylaw ~~and the Officers and Indemnity Bylaw 7175, 2007 when the Director of Climate Action, Planning and Development~~ upon appointment as Acting Director when the Director of Climate Action, Planning and Development is absent or otherwise unable to act.~~is absent or otherwise unable to act.~~

6. The Director of Engineering Services may exercise all of the duties, powers and functions of Council in respect of:
- (a) entering into and executing contracts on behalf of the City for the purchase of works, services or chattels having a value upto and including \$75,000, where the contract requires no approval or consent of the electors and the expenditure is budgeted for in the Financial Plan, and approving cost overruns under such a contract of up to \$50,000, or such greater limit as may be provided for under section 7(c) of this Bylaw, where the expenditure is budgeted for in the Financial Plan, and, without limiting the substance of the discretion delegated herein, such discretion as delegated is subject to the Director of Engineering Services adhering to the procurement processes endorsed by Council from time to time;
 - (b) entering into and executing contracts on behalf of the City for the purchase of works, services or chattels where the contract requires no approval or consent of the electors and the expenditure is for an emergency and is not budgeted for in the Financial Plan, and, without limiting the substance of the discretion delegated herein, such discretion as delegated is subject to the Director of Engineering Services adhering to the emergency expenditure procedures set out in the City's procurement policy as endorsed by Council from time to time;

BYLAW 8163, 2019

- (c) approving cost overruns on capital works construction projects of up to, in total, the greater of \$100,000.00 or 10% of the budget for the project, where the expenditure can be offset by other forgone projects in the Financial Plan;
- (d) entering into and executing licenses for not-for-profit organizations to use or occupy City property and facilities under the administration of the Engineering Services Department, where the term of such agreement is no more than three to five years and the cumulative value of the license over the license term does not exceed \$5,000; and
- (e) granting and executing, on behalf of the City, statutory rights of way under s. 218 of the *Land Title Act* over City land in favour of utility operators, where no obligation, liability, reciprocal covenant or indemnity is incurred, made or granted by the City.

- (f) accepting, modifying and discharging on behalf of the City as grantee statutory rights of way, easements and covenants under s. 219 of the *Land Title Act* in favour of the City, where no obligation, liability, reciprocal covenant or indemnity is incurred, made or granted by the City and such easement, right of way or covenant is required as a condition of rezoning or otherwise in connection with the development of land.

BYLAW 8163, 2019; 8270, 2021

The ~~Manager, Infrastructure Planning~~ **Senior Manager of Engineering**, Manager, Civic Buildings and Properties, Manager of Transportation or the Manager of Design & Construction, upon appointment as Acting Director may exercise the powers, duties and functions of Council delegated to the Director of Engineering Services under this Bylaw **and the Officers and Indemnity Bylaw 7175, 2007** when the Director of Engineering Services is absent or otherwise unable to act.

- 7. The Approving Officer of the City may exercise all the duties, powers and functions of Council in respect of:
 - (a) accepting, modifying and discharging, in whole or in part, on behalf of the City as grantee, all covenants granted to the City pursuant to s. 219 of the *Land Title Act*, where no obligation, liability, reciprocal covenant or indemnity is incurred, made or granted by the City, and where such s. 219 covenant is required as a condition of approval by the Approving Officer of subdivision of land, or is granted to the City to identify and secure the performance of obligations to construct and complete works and services arising as a condition of subdivision;
 - (b) accepting and modifying, on behalf of the City as grantee, all statutory rights of way granted to the City pursuant to s. 218 of the *Land Title Act* required as a condition of approval of subdivision, or in any circumstances in which an owner of land is required to grant, or has agreed to grant, a statutory right of way to the City;
 - (c) discharging statutory rights of way granted to the City pursuant to s. 218 of the *Land Title Act* where the right of way is no longer required by the City; and

BYLAW 7820, 2016

- (d) entering into and executing, on behalf of the City, works and services agreements pursuant to s. 509(2) of the *Local Government Act*.

BYLAW 8163, 2019

- 8. The Director of Finance may exercise all the duties, powers and functions of Council in respect of:
 - (a) entering into and executing contracts on behalf of the City for the purchase of works, services or chattels, or for the sale of property except real property, where the contract requires no approval or consent of the electors and the expenditure, if

any, is budgeted for in the Financial Plan, and approving cost overruns under such a contract of up to \$50,000 where the expenditure is budgeted for in the Financial Plan, and without limiting the substance of the discretion delegated herein, such discretion as delegated is subject to the Director of Finance and Information Technology adhering to the procurement processes endorsed by Council from time to time.

BYLAW 8270, 2021

The **Senior** Manager of Financial Services may exercise the powers, duties and functions delegated to the Director of Finance under this Bylaw **and the Officers and Indemnity Bylaw 7175, 2007** when the Director of Finance is absent or otherwise unable to act.

BYLAW 8270, 2021

9. The Purchasing Manager may exercise the duties and powers of Council in respect of:
 - (a) entering into and executing settlement agreements on behalf of the City in respect of insured claims or actions where the City's payment obligation does not exceed \$75,000 in value and the expenditure is budgeted for in the Financial Plan.

BYLAW 8163, 2019

10. The Director of Parks and Recreation may exercise the duties and powers of Council in respect of:

BYLAW 8163, 2019

- (a) entering into and executing contracts on behalf of the City for the purchase of works, services or chattels having a value upto and including \$75,000, where the contract requires no approval or consent of the electors and the expenditure is budgeted for in the Financial Plan, and approving cost overruns under such a contract of up to \$50,000, or such greater limit as may be provided for under section 12(b) of this Bylaw, where the expenditure is budgeted for in the Financial Plan, and, without limiting the substance of the discretion delegated herein, such discretion as delegated is subject to the Director of Parks and Recreation adhering to the procurement processes endorsed by Council from time to time;

BYLAW 8163, 2019

- (b) approving cost overruns on capital works construction projects of up to, in total, the greater of \$100,000.00 or 10% of the budget for the project, where the expenditure is can be offset by other forgone projects in the Financial Plan

BYLAW 7820, 2016; 8163, 2109

- (c) entering into and executing licenses for not-for-profit organizations to use or occupy City property and facilities under the administration of the Parks &

Recreation Department, where the term of such agreement is no more than three to five years and the cumulative value of the license over the term of the license does not exceed \$5,000.

The Senior Manager of Recreation Facilities and Programs, Manager, Business Operations, Manager, Parks and Open Space Planning, Design and Construction, Manager, Parks Operations and Services or Manager, Special Projects and Community Partnerships may exercise the powers, duties and functions delegated to the Director of Parks and Recreation under this Bylaw and the Officers and Indemnity Bylaw 7175, 2007 upon appointment as Acting Director when the Director of Parks and Recreation is absent or otherwise unable to act.

11. The Purchasing Manager may exercise the duties and powers of Council in respect of:

- (a) entering into and executing contracts on behalf of the City for the purchase of works, services or chattels where the contract requires no approval or consent of the electors and the expenditure is budgeted for in the Financial Plan, and approving cost overruns under such a contract of up to \$50,000 where the expenditure is budgeted for in the Financial Plan, and, without limiting the substance of the discretion delegated herein, such discretion as delegated is subject to the Purchasing Manager adhering to the procurement processes endorsed by Council from time to time.

12. The Director of Human Resources and Information Technology may exercise the duties and powers of Council in respect of:

- (a) entering into and executing contracts on behalf of the City for the purchase of works, services or chattels having a value upto and including \$75,000, where the contract requires no approval or consent of the electors and the expenditure is budgeted for in the Financial Plan, and approving cost overruns under such a contract of up to \$50,000 where the expenditure is budgeted for in the Financial Plan, and, without limiting the substance of the discretion delegated herein, such discretion as delegated is subject to the Director of Human Resources and Information Technology adhering to the procurement processes endorsed by Council from time to time.

The Senior Manager of Human Resources and Information Technology may exercise the powers, duties and functions delegated to the Director of Human Resources and Information Technology under this Bylaw and the Officers and Indemnity Bylaw 7175, 2007 upon appointment as Acting Director when the Director of Human Resources and Information Technology is absent or otherwise unable to act.

13. The Fire Chief may exercise the duties and powers of Council in respect of:

- (a) entering into and executing contracts on behalf of the City for the purchase of works, services or chattels having a value upto and including \$75,000, where the

contract requires no approval or consent of the electors and the expenditure is budgeted for in the Financial Plan, and approving cost overruns under such a contract of up to \$50,000 where the expenditure is budgeted for in the Financial Plan, and, without limiting the substance of the discretion delegated herein, such discretion as delegated is subject to the Fire Chief adhering to the procurement processes endorsed by Council from time to time.

Each of the persons listed in Schedule A to this Bylaw may exercise the duties and powers of Council in respect of entering into and executing amendments, on behalf of the City, to contracts for the construction of capital works, where the amendment does not cause the then anticipated cost of constructing the capital work to exceed the budget established by the City for the capital work and, without limiting the substance of the discretion delegated herein, such discretion as delegated is subject to the delegate adhering to the procurement processes endorsed by Council from time to time.

14. Upon a declaration of a state of local emergency pursuant to Major Emergency Program Bylaw No. 6417, 1997, the Emergency Operations Centre Director may enter into and execute contracts on behalf of the City for the purchase of works, services or chattels where the contract requires no approval or consent of the electors and the expenditure is not budgeted for in the Financial Plan, but is deemed necessary by the Emergency Operations Centre Director in order to protect:

human life, safety, and health,

property;

the environment; or

the economic interests of the City.

and, without limiting the substance of the discretion delegated herein, such discretion as delegated is subject to the Emergency Operations Centre Director adhering to the emergency expenditure procedures set out in the City's procurement policy as endorsed by Council from time to time.

15. The Assistant City Clerk may exercise the powers, duties and functions delegated to the City Clerk under the Officers Bylaw 7176, 2015 upon appointment as Acting City Clerk when the City Clerk is absent or otherwise unable to act.

Schedule A
List of Project Managers

BYLAW 8163, 2019; 8344, 2022

Civil and Parks Infrastructure Project Coordinator
Engineering Project Technologist
Infrastructure Engineer
Manager, Business Operations
Manager, Civic Buildings and Properties
Manager, Design and Construction
Manager, Engineering Operations
Manager, Horticulture Services and Parks and Open Space Planning
Manager, Infrastructure Planning
Manager, Major Projects
Manager, Transportation
Parks / Open Space Planner
Project Engineer
Project Manager
Senior Manager of Climate Action, Planning and Development
Utilities and Special Projects Engineer

REPORT

To:	Mayor Cote and Members of Council	Date:	August 29, 2022
From:	G. Dean Gibson Director of Parks and Recreation	File:	2140154
		Item #:	2022-603
Subject:	Electronic Message Centre for Ryall Park / Queensborough Community Centre		

RECOMMENDATION

THAT Council receive this report for information, and

THAT Council direct staff to proceed with the design and installation of the Electronic Message Centre in Ryall Park.

PURPOSE

This report responds to Council direction to report back regarding the feasibility for a third party to provide and operate an electronic sign at the Queensborough Community Centre in Ryall Park.

SUMMARY

As directed by Council, staff has examined the feasibility of engaging commercial digital media companies to supply and operate the structure planned to replace the former static read-a-board at the Queensborough Community Centre in Ryall Park. It has been determined that this option is not practical to pursue further at this time and staff are recommending to proceed with the project as funded in the 2022 capital budget.

BACKGROUND

Council has previously directed staff to examine the feasibility of engaging commercial digital media companies to supply and operate the structure planned to replace the former static read-a-board located on Ewen Avenue, adjacent to Ryall Park and the Queensborough Community Centre. In conjunction with the Ewen Avenue Revitalization Project, the former static read-a-board was removed to make way for the new road alignment. The initial read-a-board was funded by the Queensborough Special Programs Committee. The intended replacement will feature a new electronic digital message centre in response to the community's ongoing need to be advised of activities that are located in the neighborhood of Queensborough, and for the City to share information with its residents.

The sign will also serve as a form of way-finding to amenities in the park such as the Queensborough Community Centre, New Westminster Public Library, Fitness Centre and consideration will also be given to including the two public schools which are part of the “community campus”.

ANALYSIS

The City has reached out to the digital media companies in the past to determine if they would be interested in contributing to the placement of a digital sign at the Queensborough location. The digital industry has a number of criteria that they use when assessing a location for the placement of digital signs.

It has been determined that the location fronting the Queensborough Community Centre would be challenging given its proximity to residential properties that would be impacted by a typical large format sign, and traffic volumes would not be sufficient to attract advertising. As such, the location would not generate sufficient revenue for the sign operator to offset the cost of the sign.

FINANCIAL IMPLICATIONS

The Electronic Message Centre is included in the 2022 capital budget and Council has previously approved the allocation of developer funded voluntary amenity contributions to fund the capital cost of the project. The budget allocation is \$165,000.

ATTACHMENTS

Attachment A – Queensborough Community Centre Digital Message Centre Information Sheet

Attachment B - Electrical Message Centre Location in Ryall Park

OPTIONS

1. That Council receive this report for information.
2. That Council direct staff to proceed with the design and installation of the Electronic Message Centre in Ryall Park.
3. Provide alternate direction.

Options #1 & #2 are recommended.

APPROVALS

This report was prepared by:

Renee Chadwick, Manager of Special Projects and Community Partnerships
Roger Emanuels, Manager of Design and Construction, Engineering

This report was reviewed by:

Lisa LeBlanc, Director of Engineering

This report was approved by:

Dean Gibson, Director of Parks and Recreation
Lisa Spitale, Chief Administrative Officer

Attachment 'A'

Queensborough Community Centre Digital Message Centre Information Sheet

1

DIGITAL MESSAGE CENTRE QUEENSBOROUGH COMMUNITY CENTRE

The new LED Message Centre will respond to the community's need to be advised of the activities that are happening in Queensborough and for the City to share information with its residents. The sign will serve as a form of a way-finder to amenities in the park such as Queensborough Community Centre, New Westminster Public Library, Fitness Centre and consideration will be also be given to including the two public schools which are part this "community campus".



Attachment 'B'

Electrical Message Centre Location in Ryall Park



REPORT

Parks and Recreation

To: Mayor Cote and Members of Council **Date:** August 29, 2022

From: Dean Gibson,
Director of Parks and Recreation **File:** 2137970

Item #: 2022-600

Subject: **Fall 2022 Outdoor Pools Operating Schedule Update**

RECOMMENDATION

THAT this report be received for information.

PURPOSE

To inform Council of changes to the proposed September 6 – October 10 Outdoor Pool operations.

SUMMARY

As a result of the Canada Games Pool closure, Outdoor Pool operations for 2022 were extended into fall to provide aquatic services to the residents of New Westminster. The January 31, 2022 report to Council outlining the Outdoor Aquatics plan in response to the *Be Heard New West – Outdoor Pool Preferences Survey* stated both of the City's Outdoor Pools would extend their operating season until October 10, 2022. As reflected in the above noted report to Council, staff continue to monitor attendance and overall facility usage during the extended pool season and will be weekly adjusting the proposed Fall schedule for Hume Park Outdoor Pool based on a number of operational factors.

BACKGROUND

On November 24, 2021 – Council announced the early decommissioning of the Canada Games Pool and Fitness Centre as a result of the failure of key mechanical and structural pool systems. As Canada Games Pool services were effectively halted, the

Parks and Recreation Department initiated a process of developing service delivery alternatives for the affected services.

On January 31, 2022 Council approved the *Summer 2022 Outdoor Aquatics Plan*. In this plan, both of the City's outdoor pools were approved to remain open for services until October 10, 2022. Spring and summer monitoring of attendance and operations at Hume Park Outdoor Pool requires a change to the proposed scheduling.

ANALYSIS

Pool attendance and public demand for services

Moody Park Outdoor Pool opened early in the spring of 2022 to allow residents options for swimming activities in the City of New Westminster. Attendance numbers during the non-traditional days of operation, April 23-June 29 provided the following statistics:

Moody Park Outdoor Pool-Spring 2022	Leisure Swim
Spaces Offered	34,000
Spaces Filled	3776
% Capacity	11%
	Lap Swim
Spaces Offered	3465
Spaces Filled	2080
% Capacity	60%

Pool usage is greatly dependent on weather forecasts and it should be noted that spring weather patterns this year were unseasonably cool and wet. If fall produces a warm and bright season both of the City's outdoor pools serve to be utilized greatest in the after school hours and on weekends. Hume Park Outdoor Pool schedule will be based on the increased demand for afterschool and weekend hours then adjusted as weather, ambient temperature and natural daylight wanes.

Daylight hours and ambient lighting

Hume Park Outdoor Pool does not have significant exterior and interior pool lighting. The facility was not designed to be operated in the darker hours after dusk or before sunrise during the fall months. Operations staff are exploring options for portable lighting structures however the feasibility of this enhancement cannot be confirmed at this time. In contrast, Moody Park Outdoor pool has appropriate existing infrastructure to support evening swimming. If the operations of Moody Park Outdoor Pool prove to have the capacity for the late evening and early morning swims that can accommodate all residents of the community, the addition of lighting at Hume Park Outdoor Pool will not be considered further for this year.

Pool Boiler System

The Boiler at Hume Park Outdoor Pool is scheduled to have more preventative maintenance completed in spring of 2023 and at present there is uncertainty if the boiler will have the heating capacity to sufficiently heat the pool as the cooler weather arrives

in in September and October. Operations staff will continue to monitor and make recommendations as required.

Staffing Considerations

Trained staff shortages within the Aquatics field continue to be an operational reality. Changes in staff availability come the fall have continued to erode the department's trained team of aquatic professionals. An adjusted outdoor pool fall schedule is necessary to respond to the anticipated availability of trained and qualified aquatics staff.

CONCLUSION

Accounting for pool attendance and public demand, daylight hours and ambient lighting, pool mechanical systems and staffing considerations; it is prudent to align the Fall operating hours of Hume Park Outdoor Pool with the periods of expected demand for services. Hours of operation for Hume Park Outdoor Pool will remain dynamic in response to public safety, bather comfort and staffing factors.

NEXT STEPS

Moody Park Outdoor Pool

Moody Park Outdoor Pool operations will continue to schedule a full program complement until October 10, 2022. This program complement includes Swim lessons, Lap swimming, Leisure swim, Aquafit, Adult Swim and rentals. Following Labour Day, Moody Park Outdoor Pool will adjust the operational hours to the following:

Monday-Friday – 8:00-10:30am, 12:00-8:45pm

Saturday-Sunday – 12:15-7:30pm

Hyack Swim Club Rentals – Tuesday/Thursday/Saturday am, Wednesday/Friday pm

Swimming lessons – Tuesday/Thursday pm, Saturday am Private lessons only

Hume Park Outdoor Pool

Hume Park Outdoor Pool will implement a dynamic pool schedule. After Labour Day, Hume Park Outdoor Pool will adjust operational hours to the following:

Monday-Friday – 3:30-7:00pm

Saturday-Sunday – 11:45-7:00pm

A team of aquatic operations staff will continue to evaluate factors affecting safe and efficient operations of Hume Park Outdoor Pool and adjust hours of operation every 3-5 days. The schedule will be dynamic and responsive to changes in daylight, weather forecasts, pool and air temperatures, public demand and staffing availability. The schedule and available swims will be current and visible at all times online in the program registration platform: <https://www.newwestcity.ca/parks-and-recreation/recreation/drop-in>.

FINANCIAL IMPLICATIONS

Expenditures associated with heating and treating both of the City's outdoor pools will remain fixed regardless of the scheduled operating hours.

OPTIONS

1. Receive this report for information;
2. Provide staff with additional direction.

Option #1 is recommended

APPROVALS

This report was prepared by:
Corrinne Garrett, Senior Manager – Recreation Facilities and Services

This report was reviewed by:
Stephanie Trasolini, Acting Aquatics Manager

This report was approved by:
Dean Gibson, Director of Parks and Recreation
Lisa Spitale, Chief Administrative Officer

REPORT

Engineering Services

To: Mayor Cote and Members of Council **Date:** August 29, 2022

From: Lisa Leblanc
Director of Engineering Services **File:** 05.1035.10
(Doc# 2140574)

Item #: 2022-604

Subject: Massey Theatre Renovation Update

RECOMMENDATION

THAT Council receives this report for information.

PURPOSE

The purpose of this report is to provide an update of the Massey Theatre Renovation project. The report provides an overview of project milestones completed to date, and outlines the work plan of future works, including removal of the large gymnasium and supporting spaces as per the 2015 approved plan for the project.

SUMMARY

The City of New Westminster is proceeding with the planned renovation of the Massey Theatre Complex. Work will include upgrades to the existing building to meet modern life safety and accessibility requirements, as well as the repurposing of former classrooms and the small gymnasium to support a variety of contemporary arts, cultural, and community uses.

The decision to move forward with the renovation supports the plans that were developed in 2015 when the Ministry of Education and School District began discussions with the City to transfer ownership of the Massey Theatre. The building and lands currently occupied by the Massey Theatre Complex, including the North Wing, will be retained under the ownership of the City of New Westminster.

As part of the renovation scope of work, and consistent with the original plan for the Complex, the Theatre renovation scope will include removal of the North Wing portion of

the Massey Theatre Complex, which includes the large gymnasium formerly used by the High School, and the former cafeteria and dance studio spaces.

The Massey Theatre Renovation project advances the City's commitment to the performing arts and delivers on strategic priorities identified in the Arts Strategy 2019 – 2024 and Theatre Strategy 2019. The City will continue to work with the Massey Theatre Society (MTS) as the facility operator and a key project stakeholder.

BACKGROUND

Key Milestones

In September 2015, an Agreement-in-Principle was struck with the Provincial Government and the School District regarding City ownership of the existing Massey Theatre. A media release was issued in April 2016 and is available in Attachment 1.

In November 2021, the City became the owners of the Massey Theatre Complex and surrounding land and signed a 25-year lease agreement with MTS to operate the Theatre and ancillary spaces within the lease space. The Massey Theatre Lease space is over 83,000 square feet (7,711 m²) over four floors and is situated on a site area of 187,856 square feet (17,452.4 m²). Attachment 2 shows the existing site and building plans.

Minimum Viable Option Scope

In 2015, with an agreement in place, building assessments that were focused on the MTS lease space were completed. A "Minimum Viable Option" (MVO) scope of work was established that identified building upgrades necessary to keep the building safe and operational. Building assessments of the North Wing, including the large gymnasium and supporting spaces, were not investigated because the intention was to remove them at the time of renovation of the Theatre. A summary of the 2015 MVO scope is included in Attachment 3.

The 2015 MVO renovation costs were estimated and approved by Council as a Capital Plan amount of \$9.5M with an assumption to receive a Provincial Government contribution of \$1.19 million for the demolition of the North Wing and reconstruction of a new exterior wall. As time has passed, construction costs have escalated and the building has continued to age, while funding sources have reduced. A reassessment of the MVO including detailed building assessments will be carried out in the pre-design phase as shown in the approved work plan (Attachment 4). This work will reestablish the final scope possible within the current approved 2022-2026 5 Year Financial Plan Bylaw amount of \$14.1M. It is possible that renovation work will be completed in phases spanning four years from 2022 to December 2025.

Arts and Theatre Strategies

The Arts Strategy 2019 – 2024 and Theatre Strategy 2019 identified the renovation of the Massey Theatre as a strategic priority for the City. Both strategies articulate goals and objectives that will be advanced through the renovation of the Massey Theatre. More information about the strategies is available in Attachment 5. Renovation to the Massey Theatre is also consistent with the current and past City Strategic Plans as per the area of Facilities, Infrastructure and Public Realm priorities.

The Massey Theatre Society

The Theatre Strategy recognizes the key role of the Massey Theatre Society (MTS) as trustee and long-term operator of the Massey Theatre. The Massey Theatre and Complex Lease and Working Agreement is a 25-year lease between the City and MTS and the basis of extending the service life of the building. The Lease establishes MTS as a key partner.

Shared goals outlined in the Lease state that the City and Society will collaborate over the term of the Agreement through shared investment to improve and sustain the physical asset and its specialized functions for the use and enjoyment of all citizens of New Westminster, support the advancement of the arts and cultural sector in the City and region, and to activate and develop the facility to its fullest potential artistically, culturally and socially.

The Working Agreement includes a “Major Decisions” clause which commits to coordination and collaboration between the City and Society on capital improvements (City or Society-initiated) and any other intervention that will materially affect the operation of the Theatre.

Service Reconnection Work

The demolition of the old High School and subsequent transfer of ownership of the Theatre complex to the City requires that the Massey Theatre’s utility, security and fire protection services operate independently. Commencing in September 2021, this service reconnection work has been functionally completed, enabling operation of the Massey Theatre independent from the High School. It is expected to be fully signed-off in Fall 2022 pending final approval of the electrical distribution system.

EXISTING POLICY AND PRACTICE

The following corporate policies and agreements relate directly to the Massey Theatre.

- 2021 Massey Theatre Lease and Working Agreement
- 2019 City of New Westminster Theatre Strategy
- 2019 – 2024 Arts Strategy

Corporate level policy will be applied in considering the financing strategy for the Theatre Renovation:

- 2017 Corporate Asset Management Policy
- 2009 Corporate Reserve Policy

In considering scope of work for the Theatre Renovation, applicability of the following climate related policies will be considered:

- 2021 Green Building Policy for Civic Buildings
- 2021 Efficient Equipment Selection Policy
- 2020 Corporate Energy and Emissions Reduction Strategy (CEERS)
- 2019 Climate Action Budgeting Framework – Bold Step 1

The recently adopted eMobility Strategy and the updated Public Art Policy also need to be considered.

ANALYSIS

To operate for another 25 years, the Massey Theatre requires significant upgrades to achieve Building Code compliance and provide an acceptable level of life safety, accessibility, operational efficiency and overall functionality. Staff performed an initial analysis that determined that the North Wing, including large gymnasium, cafeteria and dance studio spaces, should not be added to the scope of work for the Theatre renovation. Key findings to support this recommendation were:

Strategic goal alignment – providing only basic upgrades to the Theatre per the 2015 MVO scope aligns with the City's commitment under the 2019 Theatre Strategy, Arts Strategy 2019 – 2024, and 2021 Lease and Working Agreement with MTS.

Budget alignment – in current market conditions, the base MVO scope already likely exceeds the available project budget of \$14.1 million, and significant scope review and value engineering will be required to keep the project within budget. Retaining the North Wing and completing the necessary Building Code and life safety improvements would require additional budget that is not included in the City's approved 5 year Financial Plan.

Value and Suitability – As noted in the Financial Implications section of this report, increasing the overall project budget to incorporate works necessary to retain the North Wing will present financial challenges that are not readily resolved within the timeframe of the Massey Theatre Renovation project. Early analysis suggests that the assumed renovation cost for the North Wing would not represent significant financial savings as contrasted against new construction once issues related to functional obsolescence, life-safety, accessibility, energy performance, and building code compliance are considered. Furthermore, a comprehensive business case to support the retention and programming of the gymnasium and adjacent spaces has not been sufficiently developed. It is noted that the City's inventory of gymnasium space will be increasing by approximately 7,427 square feet (690m²) in 2023/24 with the completion of the təməsewtxw Aquatic and Community Centre project.

The land upon which the North Wing of the Massey Complex resides, will be retained by the City and will be available to support future civic priorities.

MASSEY THEATRE RENOVATION WORK PLAN

Summarized in Attachment 4 are the key assumptions, dates and activities associated with the work plan. The initial objective is to complete building investigations, refine project scope and phasing strategy, update Class D cost estimates, and develop draft finance strategy prior to end of 2022, in alignment with the 2023 Budget and 2023-2027 5-year Financial Plan process. Design development and preparation of tender documents will then progress through 2023, and the project will be awarded for construction early in 2024. All construction will be targeted for completion by early 2026.

SUSTAINABILITY IMPLICATIONS

The 2015 MVO was approved prior to declaration of a climate emergency and prior to adoption of the City's various environmental, energy and GHG emissions reduction policies.

It is now necessary to explicitly consider the City's current policies and establish the corresponding project requirements and scope inclusions. Findings will be reported by staff to Council as detailed planning progresses.

MASSEY THEATRE OPERATIONAL IMPACTS DURING CONSTRUCTION

To mitigate impact to MTS operations and viability, a multi-phased construction schedule requiring only short-term and defined Theatre closures has been assumed. Multi-phased construction will take longer and bring higher costs. Conversely, a single construction phase brings schedule and cost advantages, but requires an extended and full closure of the Theatre which will significantly impact operations and displace not-for-profit and cultural users. In alignment with the terms of the Lease and Working Agreement, City staff are committed to reaching agreement with MTS on the final construction phasing strategy, Theatre closures, and other "Major Decisions".

FINANCIAL IMPLICATIONS

The 2022-2026 Approved 5 Year Financial Plan includes \$14.1M for the Massey Theatre Renovation project to be funded from the City's Facility Reserves. To date Council has approved over \$4M in Capital Budget Funding to advance critical works and service connections.

Early pre-design work, including final scope development and cost estimates, is critical to avoid growing financial risk such as cost escalation of approximately 1% per month. At the same time, the City has not been successful in securing grant funding for projects of this type. The ability to borrow more and/or utilize City's asset replacement reserves will

be a challenge. Short- and long-range funding strategies will be required if the Massey Theatre Renovation Capital Plan needs to grow beyond \$14.1M.

The work plan included in Attachment 4 of this report is designed to produce the information needed to develop a proper understanding of building conditions, which will inform the final scope and estimated cost of the project. From here, informed decisions regarding project scope, schedule and cost baselines can be made. These include decisions relating to variances from City policy and practice, as well as decisions to support a comprehensive financial strategy to fund the project.

INTERDEPARTMENTAL LIAISON

This report was prepared collaboratively with the Finance Department, Office of the CAO (Community Arts and Theatre) and, the Parks and Recreation Department.

OPTIONS

There are two options for Council's consideration, they are:

1. Receive this report for information;
2. Provide staff with different direction.

Staff recommend Option 1.

CONCLUSION

The City is moving ahead with the Massey Theatre Renovation project based on the Minimum Viable Option scope which was developed in 2015 and approved by Council in 2016. Retention and renovation of the North Wing, including former large gymnasium, cafeteria and dance studio spaces, will not be included in the scope of works; cost to remove that portion of the building is included in the amount noted in the 5 year Financial Plan. The approved work plan contained in this report enables staff to advance the Massey Theatre Renovation project in a timely, rational and informed manner, with a commitment to engage with the Massey Theatre Society and seek direction from Council at key decision points in the pre-design, scope development and planning phases.

ATTACHMENTS

Attachment 1 - 2016 Media Release re: Agreement-in-Principle
Attachment 2 - Building Plans
Attachment 3 - 2015 MVO and 2016 Council Resolution
Attachment 4 - 2022 Work Plan
Attachment 5 - Arts and Theatre Strategies

APPROVALS

This report was prepared by:

Alex Godfrey, Project Manager with Turnbull Construction Project Management

Lisa Leblanc, Director of Engineering

This report was reviewed by:

Harji Varn, Director of Finance

Dean Gibson, Director of Parks and Recreation

Corrinne Garrett, Senior Manager of Recreation Services and Programs

Todd Ayotte, Manager Community Arts and Theatre

Christy Mereigh, Manager Strategic projects

This report was approved by:

Lisa Spitale, Chief Administrative Officer

Attachment # 1

**2016 Media Release
Agreement-in-Principle**

Posted On:
April 4, 2016

ACTION PLAN FOR RETENTION OF MASSEY THEATRE ESTABLISHED

New Westminster – Last fall the City of New Westminster and the School District #40 (SD40) worked collaboratively with the BC Ministry of Education to develop an agreement in principle for the City of New Westminster to assume the ownership of the existing Massey Theatre. The agreement in principle would see the City assuming ownership of the existing Massey Theatre and responsibility for necessary upgrades. Since that time, work has been underway to develop an action plan for the necessary upgrades to occur which will be presented at a Regular Session of Council later today.

“We have been working hard with SD40 and Ministry officials to develop an option for a plan of action that supports the school district’s work to replace NWSS and also provides for the retention of the Massey Theatre,” said Mayor Jonathan X. Côté. “We recognize the cultural value of Massey Theatre, not only to our city, but our region and we are excited to present a plan that accomplishes this objective.”

Key components of the agreement in principle include:

- the existing 1,260 seat Massey Theatre along with the land under the Theatre will be gifted to the City of New Westminster;
- the BC Ministry of Education is to finance the demolition of the existing gymnasium and reinstatement of the Theatre’s exterior wall;
- the Province will work collaboratively with the City of New Westminster to identify funding sources for future seismic upgrades to the Theatre.

“The Board appreciates that there are many demands on education funding and resources, so our focus must remain on building and operating a brand new, modern high school,” said Jonina Campbell, SD40 Board Chair. “Throughout this process, the School Board and the City of New Westminster have been unfailing in our commitment to this challenging project and we are excited that, by working together, we were able to develop an option that we believe is a win-win.”

-30-

For further information please contact:

Blair Fryer, Communications and Economic Development Manager
604-527-4688 or bfryer@newwestcity.ca

Jonina Campbell, SD40 Board Chair
jcampbell@sd40.bc.ca

Attachment # 2

Building Plans

BRITISH COLUMBIA LAND SURVEYOR'S CERTIFICATE
OF LOCATION SHOWING A BUILDING ON PROPOSED LOT A
DISTRICT LOTS 2055 AND 5678 GROUP 1 NWD PLAN EPP109420

CIVIC ADDRESS
#725 EIGHTH AVENUE
NEW WESTMINSTER, B.C.

LEGEND
SCALE 1:250
5 0 5 10 15
ALL DISTANCES ARE IN METRES
DIMENSIONS ARE MEASURED
AT GRADE, TO VERTICAL FACE
OF EXTERIOR BUILDING WALLS
UNLESS INDICATED OTHERWISE.



THIS CERTIFICATE IS VALID ONLY UNDER THE ORIGINAL TERMS AND CONDITIONS OF OUR CONTRACT WITH THE PARTY FOR WHICH IT WAS PREPARED, AND AS SUCH ONLY ON THE DATE CERTIFIED HEREON. SUBSEQUENT ADDITIONS AND MODIFICATIONS TO TITLE, PROPERTY LINES, OR IMPROVEMENTS AND THE PASSAGE OF TIME WILL CAUSE IT TO BE INVALID AND OUT OF DATE.

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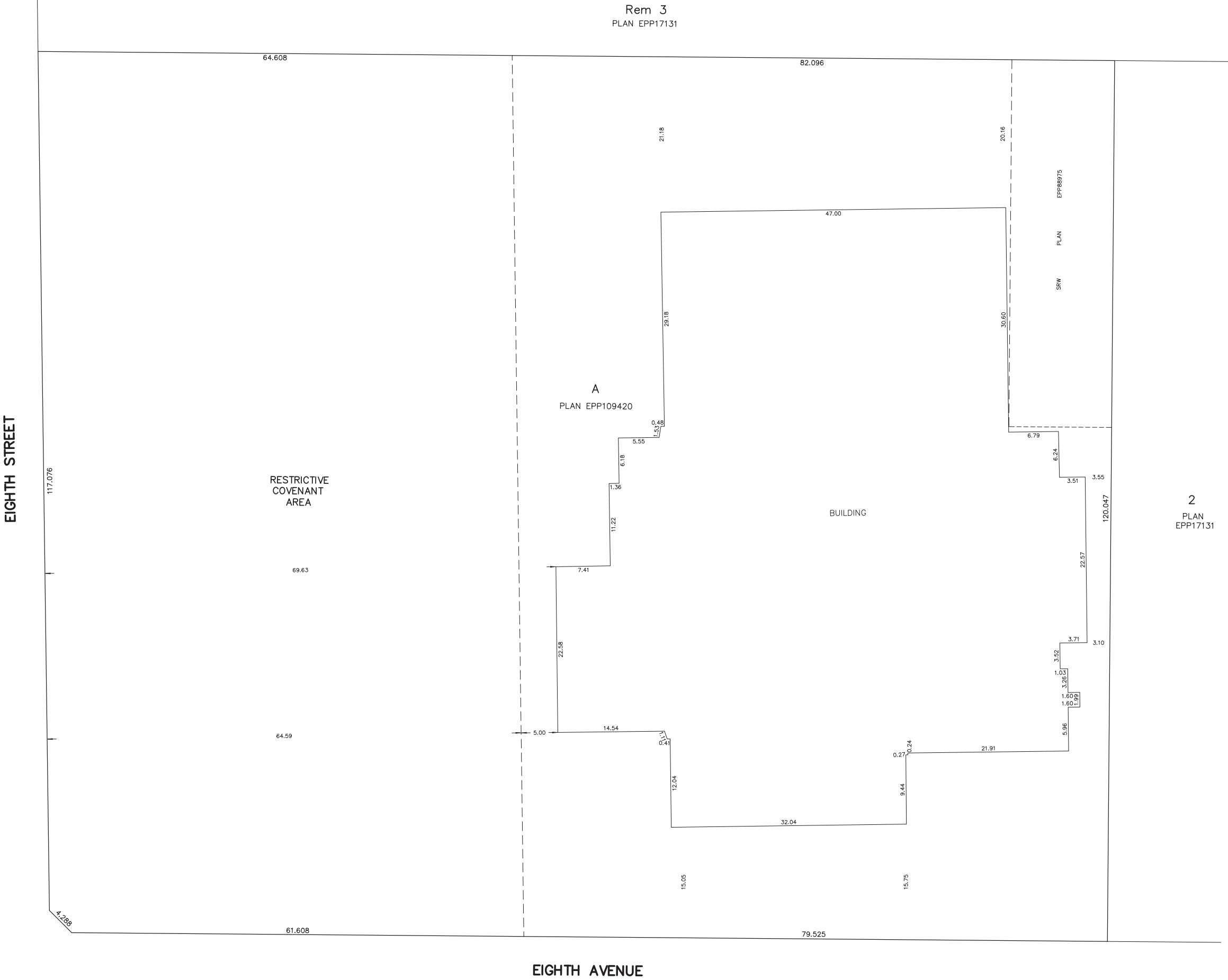
RESTRICTED COVENANT ADDED: JUNE 22, 2021
DATE OF SURVEY: JUNE 15, 2021

Sebastiano
Loconte
BGXM66

SEBASTIANO LOCONTE
BC LAND SURVEYOR (#945)
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SURVEYORS & ENGINEERS
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PH: 604-270-9331
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CADFILE: 16034-017-CERT-001.DWG

NW-21-16034-CERT CLIENT REF: NEW WESTMINSTER SCHOOL DISTRICT #40



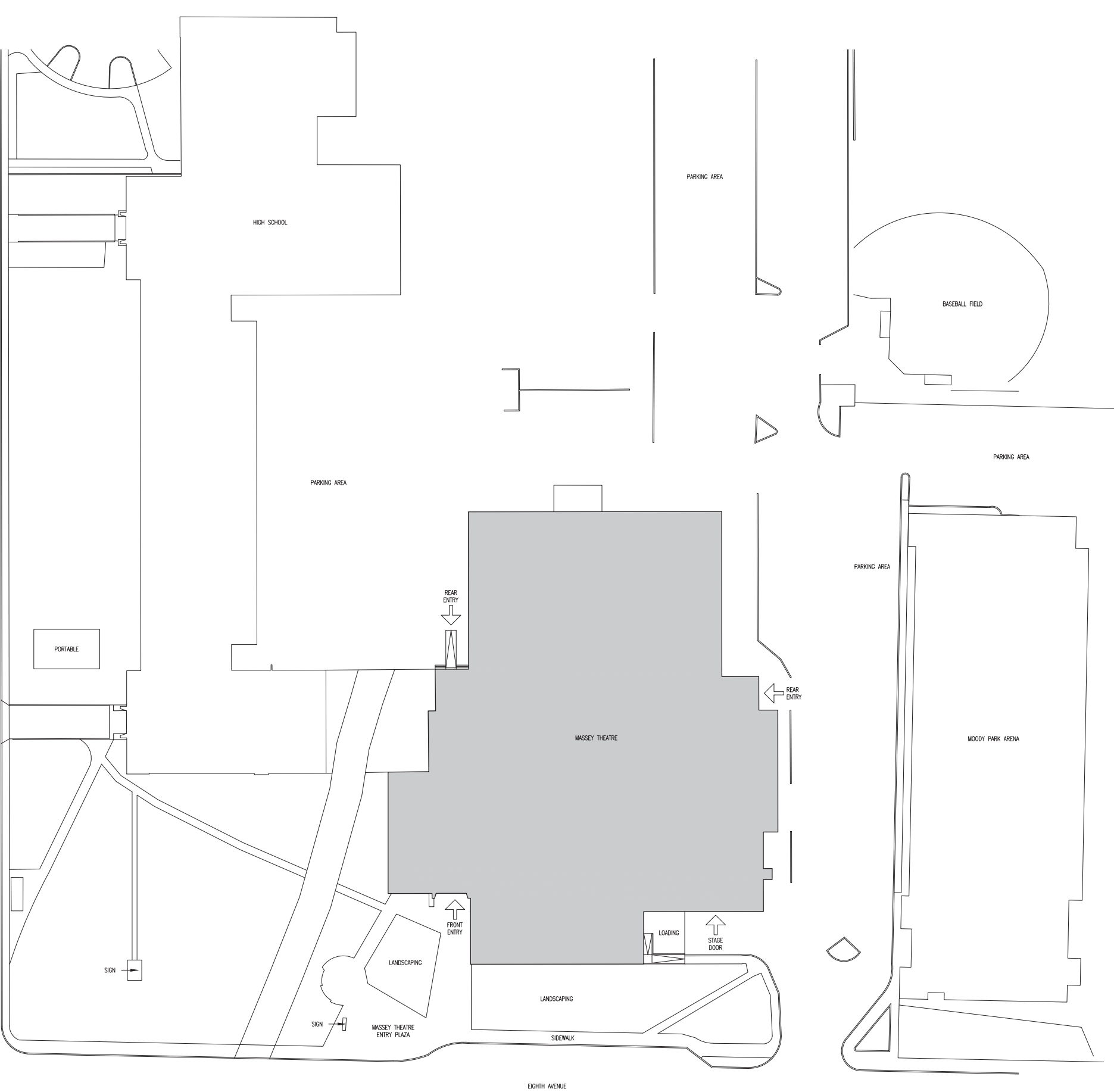
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REV.	DESCRIPTIONS	BY	DATE
CAD FILE: 1832x100		REVISION NO.	<input type="checkbox"/>

PROJECT ADDRESS
735 EIGHTH AVENUE
NEW WESTMINSTER, BC
V3M 2R2

PROJECT MASSEY THEATRE		PROJECT NUMBER 18-32
DRAWING TITLE SITE PLAN - EXISTING		DWG. NO. A100
DATE APR 2021	SCALE 1/32"=1'-0"	DRAWN AT
		CHECKED HC



North Wing of the Massey Theatre Complex
(Area in pink to be removed)

Basement Service Space

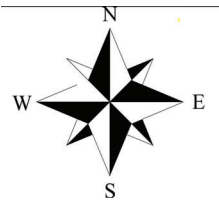
Dance Studio

School Cafeteria

Demolition Line

Massey Theatre Society Lease Space
(Area in blue to be renovated)

Basement Plan



PROJECT ADDRESS
735 EIGHTH AVENUE
NEW WESTMINSTER, BC
V3M 2R2

PROJECT MASSEY THEATRE		PROJECT NUMBER	
DRAWING TITLE BASEMENT PLAN — EXISTING		DWG. NO.	
DATE JAN 2019	SCALE 1/16"=1'-0"	DRAWN IK	CHECKED HC

North Wing of the Massey Theatre Complex
(Area in pink to be removed)

Gymnasium

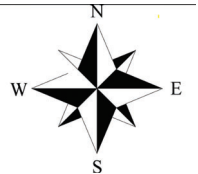
Demolition line

Massey Theatre Society
Lease Space
(Area in blue to be renovated)

Main Floor Plan

PROJECT ADDRESS
735 EIGHTH AVENUE
NEW WESTMINSTER, BC
V3M 2R2

PROJECT MASSEY THEATRE			
DRAWING TITLE MAIN FLOOR PLAN — EXISTING		PROJECT NUMBER 32	
		DWG. NO.	
DATE JAN 2019	SCALE 1/16"=1'-0"	DRAWN IK	CHECKED HC



Attachment # 3

**2015 MVO and
2016 Council Resolution**

The 2015 MVO scope definition included:

1. The Theatre will have electrical, fire alarm, water service, communication and security systems independent from the NWSS.
2. The Theatre will be upgraded with new disabled access (including a new elevator and a lift) and new handrails.
3. The lobby and washrooms will be refurbished.
4. All other interior areas in the building will be repainted.
5. Fire/life safety items, such as new emergency lighting, new exit signs, a new stage smoke venting system and new fire rated doors, will be addressed.
6. A HVAC system will be added in the Plaskett Gallery and main floor Theatre lobby and HVAC equipment and boilers, now well beyond their life expectancy, will be replaced.
7. A new exterior wall will need to be constructed where the theatre building meets the large gymnasium (after demolition of the large gymnasium).
8. Renovations will require the controlled removal and abatement of asbestos and lead containing materials and finishes.
9. Roofing will be replaced and a portion of the exterior stucco cladding will be reinforced to prevent further delamination.

On April 4 2016, Council approved the MVO and adopted the resolution to retain, own and renovate the Massey Theatre excluding the North Wing (large gymnasium, cafeteria, dance studio and supporting spaces).

Attachment # 4

2022 Work Plan

Summarized below is the work plan for the balance of year, to support presenting Council with a proposed scope and budget early in 2023 for their consideration as part of the budget approval process. The work plan is based on the following initial assumptions which will be adjusted, and reported back to Council as the project progresses:

- A 25-year service life for the building asset
- MVO scope only – basic upgrades for life safety, accessibility and Building Code compliance to be a “good landlord”, as well as key building integrity upgrades (e.g. building envelope)
- City policies will be considered, including 2019 Theatre Strategy, climate-related policies, and public art policy. Any recommended variances to policy will be reported to Council for consideration,
- Project Manager will work with MTS to identify potential phasing efficiencies while striving to maintain a level of operational continuity through construction.

Phase 1.1 Project Initiation	Jun – Jul 2022
Work Plan, PM Plans & Project Charter 1.1	Jun – Aug 2022
Update to Council	Aug 29 2022
Phase 1.2 Project Planning & Pre-Design	Sep 2022 – Jan 2023
Engage Design Team & Refine Building Investigations	Sep – Oct 2022
Refine Scope Options & Phasing Strategy	Oct 2022 – Nov 2022
Refine Class D Cost Estimate & Finance Strategy	Nov 2022
Stage Gate 2 – Sponsor Sign-Off, incl. FIPRTF	Dec 2022
Council Decision – Final Scope Definition, Draft Finance Strategy & Approval to Proceed	Jan 2023
Phase 1.3 Concept Design	Jan – Mar 2023
Develop Concept Design Package	Jan – Feb 2023
Finalize Cost Estimate & Finance Strategy*	Feb 2023
Stage Gate 3 – Sponsor Sign-Off, inc. FIPRTF	Mar 2023
Phase 2 Schematic Design & Design Development	Mar – Oct 2023
Phase 3 Contract Documents, inc. GC Contract Award	Oct 2023 – Jan 2024
Phase 4 Implementation and Construction – Phased	Jan 2024 – Dec 2025
Phase 5 Commissioning / Ongoing Operations	Dec 2025

*Third party funding applications not included. If 3rd party funding is pursued, project schedule will be delayed due to application process.

Attachment # 5

Arts and Theatre Strategies

The City has a long history of supporting performing arts and culture. The Massey Theatre, along with the Anvil Theatre and Bernie Legge Theatre, provides the crucial infrastructure to attract and host theatrical performances in the City.

The Arts Strategy 2019 – 2024 was developed to articulate the vision that will direct City decisions and implementation actions for the performing arts in the City.

Extensive stakeholder engagement for the Arts Strategy began in 2016. Results indicated that the City's existing theatre assets were of varying age, condition, functionality and unique programming potential. They also indicated that the Massey Theatre was among the most utilized cultural facilities in the City, and played an important role in community-building, local business and economic development.

The final Arts Strategy 2019-2024 was approved by Council on December 10, 2018 and is available at the following web address:

https://www.newwestcity.ca/database/files/library/2019_Arts_Strategy_Final.pdf.

A separate Theatre Strategy was completed in 2019 to guide the City's governance of these specialized assets. The Theatre Strategy identifies a need to bring the Massey Theatre to modern standards in order to support its vision as a Performing Arts Centre, a community gathering place and a regional destination. The Theatre Strategy goals, objectives and strategic priorities are aligned with the Arts Strategy.

The final Theatre Strategy 2019 was approved by Council on December 9, 2019 and is available at the following web address:

[https://www.newwestcity.ca/database/files/library/New Westminster Theatre Strategy 2019 \(Final\).pdf](https://www.newwestcity.ca/database/files/library/New_Westminster_Theatre_Strategy_2019_(Final).pdf)

Together, the Arts and Theatre Strategies establish the need for a major renovation of the Massey Theatre as a strategic priority to ensure the health and future growth of the performing arts in the City. Both Strategies articulate goals and objectives that will be advanced by the Massey Theatre Renovation project.

REPORT

Engineering Services

To: Mayor Cote and Members of Council **Date:** August 29, 2022

From: Lisa Leblanc **File:** 09.1860.90.05
Director of Engineering

Item #: 2022-559

Subject: Master Transportation Plan Amendment and Monitoring Report

RECOMMENDATION

THAT Council adopt the Master Transportation Plan amendments provided in Attachment 1 of this report;

THAT the Master Transportation Plan monitoring report be received;

THAT Council direct Staff to report back on future MTP amendments that would bring a Vision Zero model to transportation safety in New Westminster.

PURPOSE

This report provides a progress update regarding implementation of the City's Master Transportation Plan (MTP) and presents amendments addressing new mobility and curbside management.

BACKGROUND

In 2015, City Council adopted the MTP which envisioned a multi-modal transportation system that ensured healthy, active, livable and vibrant neighbourhoods. To measure success towards achieving the plans goals, policies and actions, the MTP included a monitoring plan. Monitoring enables the City to validate investment decisions and revise the plan, as needed, to adapt to changing conditions.

Since MTP adoption seven years ago, transportation technology and how it is managed has evolved. New mobility modes are providing new options for how people and goods can move. These new choices present both opportunities and challenges, including how

curbside space should be used. As a result, amendments to the MTP have been prepared to respond to these emerging subjects.

DISCUSSION

MTP Amendments

The proposed MTP amendments would add two sections to the MTP: 1., new mobility, and 2., curbside management, both further outlined below.

New Mobility

New mobility encompasses three areas 1., micromobility, 2., autonomous mobility, and 3., the electrification of mobility. Recent innovations in these three areas are changing expectations with how transportation needs are accommodated, and as such amendments to the MTP providing policies and actions to respond these developing areas are proposed.

- ***Micromobility***, a range of small, lightweight vehicles that includes bicycles, e-bikes, electric scooters and other portable mobility devices, has quickly emerged in major cities around the world primarily due to the deployment of shared e-bike and e-scooter fleets. Given micromobility's growing popularity and potential to address access and mobility challenges, in particular, "first and last-mile" trip connections, MTP amendments are proposed that identify specific actions the City should take to advance micromobility in New Westminster. Proposed actions to advance and manage micromobility are include:
 1. Work with Translink and other municipal partners to ensure a cohesive approach to micromobility region-wide;
 2. Through regional partnerships, encourage the Provincial Government to regulate and provide guidance on all micromobility devices under the Motor Vehicle Act;
 3. Conduct a feasibility study for a future electric bicycle sharing program;
 4. Adopt a permitting framework, inclusive of operational parameters, service requirements, data sharing, and pricing controls for future shared e-scooter programs, pending regulation from the Provincial Government;
 5. Adopt a policy that gives direction on how equity and universal accessibility must be considered in any shared micromobility permitting program;
 6. Complete the Active Transportation Network Plan;
 7. Identify and prioritize new locations for publicly accessible bicycle parking;
 8. Investigate funding sources and opportunities for new micromobility parking on-street and in the furniture zones;
 9. Through partnership with Translink investigate opportunities for fare integration with local shared micromobility services.
- ***Autonomous vehicles*** will likely encompass many forms of technology and service, including the use of ground robots or drones to support "last-mile" delivery, as well as

autonomous cars that do not require human oversight for operation. Though the later may still be many years away, the potential for automated last mile delivery has already become a reality in some communities. Proposed actions to advance and manage autonomous mobility include:

1. Amend the Zoning Bylaw to include a provision for electric vehicle charging requirements for new non-residential buildings;
 2. Invest in secure e-bike parking at City Facilities;
 3. Implement an e-bike educational program for seniors;
 4. Investigate and determine appropriate parameters for curbside electric vehicle charging in commercial areas.
- ***Electrification of mobility*** is underway, and primarily encompasses electric vehicles (EVs) and micromobility. The City has already taken measures to support EV adoption by requiring Level 2 charging stations for all residential parking spaces provided in new developments. Additional actions to advance and manage electrification of mobility include:
 1. Amend the Zoning Bylaw to include a provision for electric vehicle charging requirements for new non-residential buildings;
 2. Invest in secure e-bike parking at City Facilities;
 3. Implement an e-bike educational program for seniors;
 4. Investigate and determine appropriate parameters for curbside electric vehicle charging in commercial areas.

Curbside Management

The demand for curbside space is both growing and evolving, and, increasingly, requires proactive and intentional management to support City goals. Proposed curbside management actions include:

1. Consolidate curbside uses for efficiency and to optimize the space allocated to specific functions;
2. Implement flex zones that accommodate multiple uses in the right-of-way. This can include combined commercial and passenger loading zones, different functions at different times using time-of-day restrictions, as well as multiple functions occupying the same block;
3. Explore options for the digitization of curbside space as a means of establishing dynamic parking pricing and parking durations to optimize parking use.

MTP Monitoring Report

The MTP monitoring update includes two reports: 1., a progress update on implementation of MTP policies and actions, and, 2., a summary of key performance indicators (KPIs) as an overall reflection of implementation progress.

Policies and Action Report:

Attachment 2 provides a status report of the MTP's 123 policies and actions. Of these:

- **75 (61%) are ongoing**, meaning they require ongoing implementation and action by the City which is occurring;
- **21 (17%) are underway**, meaning work has commenced and anticipated to be completed in the near future;
- **14 (11%) are completed**;
- **6 (5%) are not started**;
- **7 (6%) are no longer applicable**, meaning contexts have changed (i.e., technology has replaced the need, or other levels of government have responded).

Key Performance Indicators (KPIs):

The application of KPIs is contingent on data availability and resources to collect and analyze data. The KPIs (Attachments 3 and 4) have been developed using data primarily from TransLink, Statistics Canada, ICBC, and traffic data collected by the City.

Twelve KPIs, have been identified to monitor the City's progress toward its transportation goals. The KPI's are tied directly to the MTP's six (6) goals and targets which broadly cover many areas of transportation including health and safety, social diversity, sense of place, land use and transportation integration, and sustainability. Each KPI includes a desired trend and whether the trend is being achieved.

Of the 12 KPIs, six (6) are achieving the desired trend, five (5) are not, and one (1) are to be determined (TBD) given limited data availability (i.e., data can only be collected every five years.)

NEXT STEPS

Several actions are already underway or will commence in 2023, including a feasibility study for an e-bike sharing program. External funding opportunities, such as grants, will also be sought for several of the proposed policies and actions.

The MTP monitoring report card and KPI's will also be updated annually, and will be presented to Council, to inform on the continued progress towards our transportation goals.

Looking forward, the MTP will likely require a comprehensive update in 2026 to further address continued changes in transportation. One change includes Vision Zero, which applies a systems approach to eliminate traffic fatalities and severe injuries while improving safe, healthy, equitable mobility for all. As the management of transportation systems continues to evolve, the application of Vision Zero, which has recently been incorporated into the Transportation Plans of several municipalities in the Metro Vancouver, should likely be considered within the City's context. Though the current MTP addresses road safety and managed roads, it does explicitly incorporate a Vision Zero

model. Given the four year time frame for the comprehensive update of the MTP, Staff are recommending an additional interim MTP amendment that would bring this model to transportation safety in New Westminster.

SUSTAINABILITY IMPLICATIONS

Implementation of the proposed policies and actions will reduce greenhouse gas emissions. The micromobility policies and actions have the potential to provide enhanced levels of mobility within the City, making first- and last-mile connections to public transit more convenient, and reducing the dependency on private automobiles for local trips. The curbside management policies and actions will help reprioritize space in a way that puts people first by improving the public realm through the creation of space for active travel, transit priority, and place making. Collectively, these policies will help support and encourage sustainable travel modes.

The MTP policies and actions report card and the MTP KPIs do not have direct sustainability implications, rather they serve to benchmark the City's progress towards its transportation goals, many of which have sustainability implications. This monitoring is essential to understanding our progress towards a sustainable transportation system.

FINANCIAL IMPLICATIONS

There are no direct financial implications associated with this report; however, some of the proposed actions may require capital budget which will be determined when specific work scopes are developed.

OPTIONS

The following options are presented for Council's consideration:

1. THAT Council adopt the Master Transportation Plan amendments provided in Attachment 1 of this report;
2. THAT the Master Transportation Plan monitoring report be received;
3. THAT Council direct Staff to report back on future MTP amendments that would bring a Vision Zero model to transportation safety in New Westminster;
4. Council provide other direction for staff.

Staff recommends Option 1.

CONCLUSION

MTP amendments have been prepared for Council's consideration and recommended adoption that address New Mobility and Curbside Management. Further, an MTP

monitoring report has been prepared which identifies significant progress in achieving the City's transportation goals and targets.

ATTACHMENTS

Attachment 1 - MTP Amendments
Attachment 2 - MTP Monitoring Report – Policies and Actions
Attachment 3 - MTP Monitoring Dashboard
Attachment 4 - MTP KPI Summary Sheet

APPROVALS

This report was prepared by:
Gavin Hermanson, Transportation Planner
Erica Tiffany, Senior Transportation Planner

This report was reviewed by:
Erica Tiffany, Acting Manager Transportation

This report was approved by:
Kwaku Agyare-Manu, Acting Director, Engineering Services
Lisa Spitale, Chief Administrative Officer

Attachment # 1

MTP Amendments

Background

Changes in technology have drastically reshaped how we've moved over the ages. Recent innovations like shared mobility, micromobility, autonomous vehicles and the electrification of transport, are changing expectations with how transportation needs are accommodated.

These new technologies bring possibilities to improve our transportation system, including opportunities to reduce reliance on fossil fuels, improve goods movement, and improve mobility and access to destinations. With proper thought, due diligence, and foresight, micromobility can be managed and harnessed to improve transportation systems, cities, and quality of life. This management must be done in conjunction with neighbouring municipalities and at the regional level with Translink. A coordinated approach to new mobility solutions will help increase the likelihood of success and permanency.

New mobility is currently assuming several forms, but can be generalized into three main areas:

1. Micromobility
2. Autonomous Mobility
3. The Electrification of Mobility.

- ▶ **Micromobility** includes small electric and/or human powered transportation devices that provide mobility to users over relatively short distances. These vehicles generally operate at speeds faster than walking, but slower than an automobile. Examples of micromobility include bicycles, scooters, skateboards, and hoverboards.

- ▶ **Autonomous mobility** refers to the automation of vehicles or devices that would normally require a driver or an operator. This includes autonomous automobiles, including personal automobiles, ride-hailing, shuttles, and busses, as well as autonomous freight vehicles and delivery vehicles, such as automated ground robots and drones.
- ▶ **The electrification of mobility** includes not only micromobility and personal vehicles, and buses, but also the future expansion to larger freight vehicles with continued improvements to electric battery ranges and power. It is also expected that future cost reductions will increase adoption levels of electrified mobility.



Micromobility

Bicycle sharing programs were the original shared micromobility platforms and have. With sufficient station density, consistent bicycle availability, supporting cycling infrastructure, and the population density to support them, bicycle sharing programs can flourish.

The ability to pick up a bike at will and return it to any station within the operating area, while not worrying about bicycle theft or indoor storage creates a level of convenience and security unparalleled by personal bicycles. Electric bicycle sharing promises to bring this convenience to the next level as these e-bikes can help overcome traditional barriers to cycling, like hilly terrain, or a lack of physical endurance. They are not only excellent first- and last-mile connectors, but can replace short-distance automobile trips too.

Different ownership models (Public, Private non-profit, Private for-profit), much like the different types of bicycle sharing systems (dock-based, dockless, and hybrid), can be better suited for different contexts. Conducting a feasibility will help to understand if the City has the necessary elements for a bicycle sharing program to succeed, and what a successful program would look like in New Westminster.

Other shared mobility programs, such as electric scooters, will need to await Provincial legislation that provides the sufficient direction for municipalities to establish appropriate operating parameters. Currently eight municipalities have been granted permission to operate electric scooters under the “Electric Kick Scooter Pilot

Project Regulation” [B.C. Reg. 200/2021]. This regulation will be in effect until April 5, 2024. Until such time, the City, through its regional partnerships should encourage the Provincial Government to regulate electric micromobility devices.

♦ Micromobility Options in the City of Richmond ♦



Photo credit: City of Richmond

Autonomous Mobility

Though SkyTrain is an example of autonomous mobility, future forms of autonomous mobility will likely be operating on streets and sidewalks.

Many North American municipalities and states are operating pilot projects or have adopted legislation permitting and regulating the use of various autonomous devices in the past couple years. These include testing of autonomous cars by Google, Uber, Apple, Samsung, GM, Tesla, Nissan, as well as testing of autonomous delivery vehicles.

Autonomous delivery vehicles, including ground robots and drones, which have the potential to support “last-mile” delivery will also require careful consideration regarding how these devices can be used on streets and in the air. If not managed appropriately, these devices have the potential to disrupt the public realm and restrict mobility within public rights-of-way.

Electrification of Mobility

The City has implemented Zoning Bylaw regulations that require Level 2 charging stations for all residential vehicle parking spaces in new developments, and electrical outlets within long-term bicycle parking areas.

As noted, most electric micromobility devices are unregulated by the Province, with the exception of electric bicycles (motor-assisted cycles) which, under the Motor Vehicle Act, prohibits operation by anyone under the age of 16.

♦An autonomous drone delivering medicine♦



Photo credit: TechCrunch

DETAILED POLICIES AND ACTIONS

Policy 9A - Plan for Micromobility

Actions

	Timeframe				Project Type			Relative Capital Cost
	Quick Win	Short-Term	Medium-Term	Long-Term	Capital	Operating	Planning	
<ul style="list-style-type: none"> 9A.1: Work with Translink and other municipal partners to ensure a cohesive approach to micromobility region-wide. 								N/A
<ul style="list-style-type: none"> 9A.2: Through regional partnerships, encourage the Provincial Government to regulate and provide guidance on all micromobility devices under the Motor Vehicle Act. 								N/A
<ul style="list-style-type: none"> 9A.3: Conduct a feasibility study for a future electric bicycle sharing program. 								\$
<ul style="list-style-type: none"> 9A.4: Adopt a permitting framework, inclusive of operational parameters, service requirements, data sharing, and pricing controls for future shared e-scooter programs, pending regulation from the Provincial Government. 								\$
<ul style="list-style-type: none"> 9A.5: Adopt a policy that gives direction on how equity and universal accessibility must be considered in any shared micromobility permitting program. 								N/A
<ul style="list-style-type: none"> 9A.6: Complete the Active Transportation Network Plan. 								\$
<ul style="list-style-type: none"> 9A.7: Identify and prioritize new locations for publically accessible bicycle parking. 								N/A
<ul style="list-style-type: none"> 9A.8: Investigate funding sources and opportunities for new micromobility parking on-street and in the furniture zones. 								N/A
<ul style="list-style-type: none"> 9A.9: Through partnership with Translink investigate opportunities for fare integration with local shared micromobility services. 								N/A



SETTING THE STAGE



SHAPING INFLUENCES



PLAN FRAMEWORK



STRATEGIES, POLICIES
AND ACTIONS



IMPLEMENTATION

DETAILED POLICIES AND ACTIONS

Policy 9B - Plan for Autonomous Mobility

Actions

- 9B.1: Working with TransLink and regional partners, ask the provincial government to adopt a framework or regulations for autonomous vehicles
- 9B.2: In collaboration with Translink and municipal partners, ensure a cohesive approach to autonomous vehicles and autonomous mobility region-wide.

Policy 9C - Support the Electrification of New Mobility

Actions

- 9C.1: Amend the Zoning Bylaw to include a provision for electric vehicle charging requirements for new non-residential buildings.
- 9C.2: Invest in secure e-bike parking at City Facilities.
- 9C.3: Implement an e-bike educational program for seniors.
- 9C.4: Investigate and determine appropriate parameters for curbside electric vehicle charging in commercial areas.

Timeframe				Project Type			Relative Capital Cost
Quick Win	Short-Term	Medium-Term	Long-Term	Capital	Operating	Planning	
							N/A
							N/A
							N/A
							\$\$
							\$
							N/A



SETTING THE STAGE



SHAPING INFLUENCES



PLAN FRAMEWORK



STRATEGIES, POLICIES AND ACTIONS



IMPLEMENTATION

4.10 Curbside Management

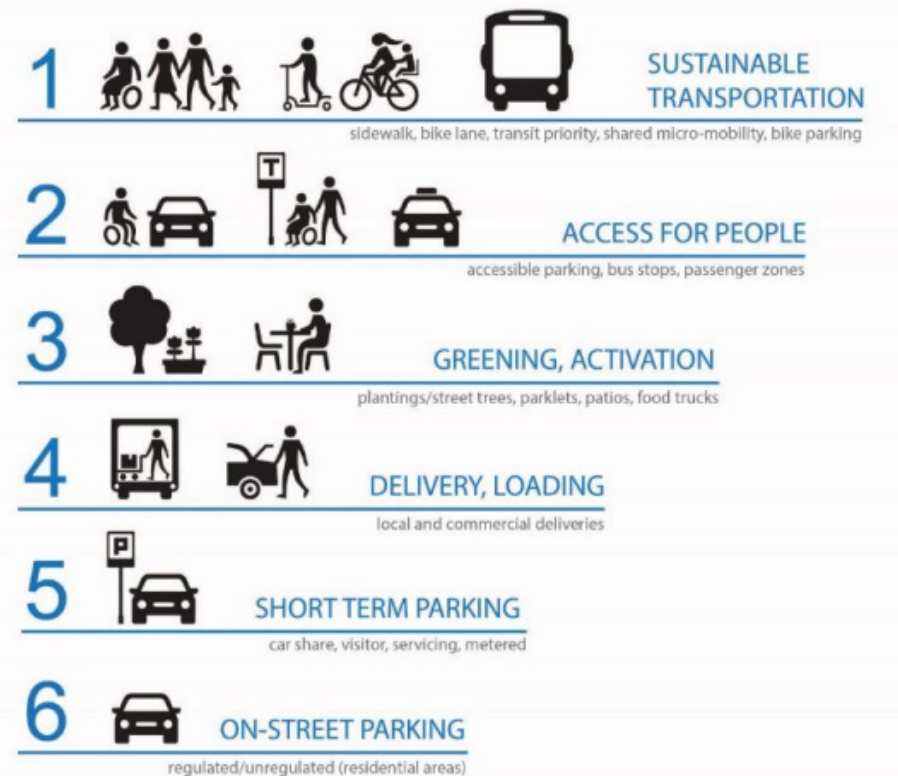
Curbside space is where mobility meets access. As transportation options continue to evolve, there will be increased demand for curbside space. Optimizing this valuable flex space will need to be done using clear principles and priorities. The prioritization of curb space needs to account for the local context of land use and activity within street blocks.

At a general level, the figure to the right, Hierarchy of Curbside Access, identifies the functional priorities for curbside uses. These priorities will assist with evaluating the trade-offs necessary and help ensure that the allocation of curbside and right-of-way in specific locations meets the City's broader community, transportation, and livability goals.

Designated curbside uses in the City are generally allocated on a request or as-needed basis for loading zones, taxi zones, and accessible parking spaces. The demand for curbside space is evolving and increasingly requires proactive and intentional management to support City goals. Many larger cities are now developing and deploying technology for the management of curbside space. As these technologies become more advanced and widespread, the City may consider adopting various new approaches for managing curbside space, particularly in commercial areas like Downtown.

Curbside space is starting to be managed differently than it traditionally has been, accordingly the hierarchy of prioritization of curbside space should be made clear. Sustainable transportation modes should be prioritized whenever possible. This includes sidewalk space for pedestrians, bike or transit priority lanes, shared micromobility and bike parking.

♦ Hierarchy of Curbside Access ♦



DETAILED POLICIES AND ACTIONS

Policy 10A - Modernize Curbside Management Policies and Approaches

Actions

	Timeframe				Project Type			Relative Capital Cost
	Quick Win	Short-Term	Medium-Term	Long-Term	Capital	Operating	Planning	
<ul style="list-style-type: none"> 10A.1: Consolidate curbside uses for efficiency and to optimize the space allocated to specific functions 								N/A
<ul style="list-style-type: none"> 10A.2: Implement flex zones that accommodate multiple uses in the right-of-way. This can include combined commercial and passenger loading zones, different functions at different times using time-of-day restrictions, as well as multiple functions occupying the same block. 								\$
<ul style="list-style-type: none"> 10A.3: Explore options for the digitization of curbside space as a means of establishing dynamic parking pricing and parking durations to optimize parking use. 								N/A

Attachment # 2

MTP Monitoring Report Policies and Actions

Master Transportation Plan (MTP) Policies - Implementation and Monitoring Update - August 2022

ThemePolicyDescription			Timeframe					Project Type			Lead	Support	Status	Comment
			Quick Win	Short Term	Medium Term	Long Term	Ongoing	Capital	Operating	Planning				
Walking	1A	Enhance the Pedestrian Network												
	1A.1	Refine the existing sidewalk network prioritization process to identify priority sidewalk improvements to fill in gaps in the sidewalk network shown in Map 4.1 based on pedestrian demand, pedestrian safety, connection to SkyTrain/transit, network gaps and anticipated needs.	●				●			●	Eng Ops	TR	▲	Rating system implemented by Engineering Operations
	1A.2	Prioritize sidewalk improvements, including both new sidewalks and enhancements to existing sidewalks, in areas with high concentrations of vulnerable road users (children, youth and seniors) including areas around schools, parks, community centres and seniors' facilities.	●	●				●			TR	D&C	▲	Regular and ongoing capital budget line item
	1A.3	Identify opportunities for enhanced pedestrian connections within and between parks, to commercial/institutional amenities and throughout the City.		●						●	TR	Parks	↑	Identified through Neighbourhood Transportation Plans, Greenways/Trails Master Plan, and Parks Master Plans
	1A.4	Improve environment for pedestrians along narrow streets, lanes and alleyways. These are often the shortest walking path in Downtown. Maintain essential functions in laneways such as loading, parking, fire access and services.		●				●			TR	IP	▲	Implemented partially through site redevelopment
Walking	1B	Create Great Places and Destinations												
	1B.1	Create and implement design guidelines that encourage developers to provide amenities to enhance the pedestrian environment, including appropriate building setbacks and weather protection such as canopies or awnings.	●							●	TR	CAPD	✓	Downtown Public and Private Realm Design Guidelines, Uptown Streetscape Vision, Development Permit Guidelines

Theme	Policy	Description	Timeframe					Project Type			Lead	Support	Status	Comment
			Quick Win	Short Term	Medium Term	Long Term	Ongoing	Capital	Operating	Planning				
	1B.2	Construct landscaped features such as curb extensions and sidewalk boulevards to improve the safety, comfort and visual appeal of the pedestrian environment.		●				●			TR	Dev, D&C	▲	Primarily implemented through development application review
	1B.3	Work with local business, business associations and community members to consider opportunities for public gathering spaces, such as parklets and plazas, along Great Streets and other neighbourhood centres.		●				●			Parks	TR, ED	▲	Eight (8) parklets and one (1) plaza have been implemented
	1B.4	Encourage the creation of outdoor patio seating at cafes and restaurants on Great Streets to create a more vibrant streetscape, while maintaining sidewalk clear zones for pedestrian movement including wheelchairs and other mobility aids.	●							●	ED	TR	▲	Approximately 20 outdoor patio seating areas approved to date.
Walking	1C	Improve Pedestrian Safety and Accessibility												
	1C.1	Where appropriate, consider reducing pedestrian crossing distances through the use of curb extensions and median islands.			●			●			TR	IP	▲	Implemented through development application review and pedestrian crossing program. Green Infrastructure projects.
	1C.10	Consider pedestrian improvements as part of all street capital projects, and significant developments that install and upgrade sidewalks, boulevards, streetscape and crossing facilities as opportunities arise.		●	●				●		Eng Services	CAPD, Others	▲	Implemented through development application review, capital projects, and green infrastructure projects
	1C.11	Continue to install missing curb letdowns and upgrade older letdowns to current design standards. Develop a process for prioritizing curb let down improvements. Aim to have curb let downs at all city street intersections by 2020.	●	●				●			TR	IP	✓	All City street corners have at least one curb letdown. Implementing new design standards for minimum two curb letdowns on street corners to be incorporated into Subdivision & Development Control Bylaw.

Theme	Policy	Description	Timeframe					Project Type			Lead	Support	Status	Comment
			Quick Win	Short Term	Medium Term	Long Term	Ongoing	Capital	Operating	Planning				
	1C.12	Continue to install accessible pedestrian signals city-wide through on-going replacement programs, at locations prioritized in consultation with stakeholder groups representing seniors and individuals with differing physical or visual abilities.	●	●				●			TR	Electrical	▲	
	1C.13	Continue to maintain and rehabilitate sidewalks and pathways so they are free of trip hazards and debris (ie sandwich boards); use smooth materials and designs that are comfortable for users of strollers, wheelchairs, or other mobility aids.		●	●		●		●		Eng Ops	TR	▲	
	1C.14	Improve and enforce measures to maintain accessibility around construction zones and special events.		●							TR, Eng	IP, Integrated Services, Parking Enforcement, D&C, Electrical, Parks and Rec, Eng Ops	▲	Brochure providing instructions for contractors completed. Continuing to improve enforcement.
	1C.2	Provide pedestrian-scale street lighting, in and around key walking destinations and crosswalks to support pedestrian visibility day and night. Transition to white light sources, particularly at crossing locations, which make pedestrians more visible.			●			●			TR	IP, Electrical	▲	Implemented through development application review. To be included in Subdivision and Development Control Bylaw amendments.
	1C.3	Work towards all sidewalks in the city having a minimum clear width of 1.8 metres, with an enhanced sidewalk clear width of at least 3.0 metres on Great Streets and other areas with high pedestrian activity.			●			●			TR	IP, CAPD	▲	Implemented through development application review and sidewalk replacement. To be included in Subdivision and Development Control Bylaw amendments.

Theme	Policy	Description	Timeframe					Project Type			Lead	Support	Status	Comment
			Quick Win	Short Term	Medium Term	Long Term	Ongoing	Capital	Operating	Planning				
	1C.4	Ensure the traveling portion of sidewalks ("sidewalk clear zones") remain free of obstructions.		●					●		TR	Eng Ops., Bylaw Enforcement, ED	▲	
	1C.5	Continue to carry out and update collision reviews every five years. The reviews should prioritize safety mitigation projects based on factors such as number of collisions, severity, ability to reduce collisions and costs. Work towards a road network where pedestrian fatalities and serious injuries are exceedingly rare.			●					●	TR	N/A	▲	Second intersection safety study since MTP underway for completion in 2022.
	1C.6	Apply Crime Prevention Through Environmental Design (CPTED) principles of streetscape design to improve pedestrian safety.		●	●				●		CAPD, Eng, Parks,	TR	▲	Implemented through development application review Development Permit Guildeines, Capital projects
	1C.7	Develop design standards that recognize the diverse needs of pedestrians, including sidewalk clear zone width, benches, and enhanced pedestrian crossings such as reduced crossing distances and modified pedestrian signal timing.		●						●	TR	IP, CAPD	↑	Updating Subdivision & Development Control Bylaw. Implementing signalized intersection policy and pedestrian crossing improvement program.
	1C.8	Consider using parking payment-in-lieu funds and voluntary amenity contributions to fund new amenities.		●						●	TR, CAPD	Finance	↑	
	1C.9	Work with agencies such as the Integrated Road Safety Unit, New Westminster Policy Department, and Bylaw Officers to enhance traffic enforcement to improve pedestrian safety.		●	●				●		Police, Parking Services	TR	▲	
Walking	1D	Enhance the Waterfront												

Theme	Policy	Description	Timeframe					Project Type			Lead	Support	Status	Comment
			Quick Win	Short Term	Medium Term	Long Term	Ongoing	Capital	Operating	Planning				
	1D.1	Work with agencies and organizations such as TransLink and Metro Vancouver to advance regional trails and inter-municipal connectivity, with a focus on acquiring and developing a complete, continuous waterfront pathway for pedestrians and cyclists along the Fraser River, including a continuous loop around Queensborough.	●	●	●			●			Eng, Parks	Other agencies	↑	Riverfront concept design completed. Westminster Pier Park completed.
	1D.2	Work to seamlessly integrate the Downtown and the waterfront by improving pedestrian connections at key locations, including Fourth Street, Begbie Street, Sixth Street, McInnes overpass and Eighth Street at Hyack Square.	●	●	●			●			IP, D&C, Parks & Rec	TR	▲	Sixth St. overpass constructed. Planning improvements for McInnes overpass underway. Begbie St. improvements to be delivered through development.
	1D.3	Construct a bicycle and pedestrian connection between the Queensborough and Quayside Neighbourhoods.	●					●			TR		▲	Q2Q ferry service implemented. Longer-term plans for bridge, ongoing.
	1D.4	Enhance waterfront amenities by providing a greater diversity of destinations and pedestrian amenities including benches, water fountains, art, historical references, wayfinding, signage and playground areas.	●					●			Parks	TR	▲	
	1D.5	Enhance the waterfront through community events that celebrate the role of the Fraser River in New Westminster's development and establishment as a City.	●						●		Parks, ED		▲	Economic Development as liaison with community groups
	1D.6	Work with agencies and organizations such as TransLink and Metro Vancouver to advance regional trails and inter-municipal connectivity, with a focus on the waterfront and the creation of a continuous waterfront greenway from Queensborough to Sapperton.		●	●					●	Eng, Parks	TR	▲	Riverfront concept design completed
Cycling	2A	Develop a Complete, Connected Bicycle Network												
	2A.1	Complete the long-term bicycle network.		●	●			●			TR	CAPD, Parks	↑	Agnes St, Downtown-Uptown, Richmond/Surrey, 10th St

Theme	Policy	Description	Timeframe					Project Type			Lead	Support	Status	Comment
			Quick Win	Short Term	Medium Term	Long Term	Ongoing	Capital	Operating	Planning				
	2A.2	Re-allocate road space from general traffic and/or motor vehicle parking to provide bicycle facilities where appropriate.		●	●	●		●			TR	CAPD, Parks	↑	Climate Emergency Bold Step #7. Monitoring of Bold Step implementation, ongoing.
	2A.3	Consider bicycle route improvements as part of all major capital projects (including new streets and improvements to existing streets). Install and upgrade routes as opportunities arise.		●	●	●		●			TR	D&C, IP	▲	Some improvements implemented through paving program
	2A.4	Continue to work with adjacent municipalities and other partners to ensure seamless cycling connections across municipal boundaries.			●					●	TR		▲	
	2A.5	Design new and review existing routes on a whole-route basis, producing a complete study with necessary link and intersection improvements.	●	●				●			TR		↑	Active Transportation Network Plan underway
	2A.6	Continue to carry out and update collision reviews every five years. The reviews should prioritize safety mitigation projects based on factors such as number of collisions, severity, ability to reduce collisions and costs.			●					●	TR		▲	Second intersection safety study underway and targeted for completion in 2022.
Cycling	2B	Provide Comfortable Bicycle Facilities												
	2B.1	Develop a Primary and Secondary Bicycle Network that is comfortable for people of all ages and abilities by encouraging the provision off-street pathways, physically separated bicycle lanes, and local street bikeways.	●	●				●			TR		↑	Active Transportation Network Plan underway
	2B.2	Prioritize cyclist movements on Primary Routes to give cyclists greater priority at intersections.	●	●				●			TR	Electrical	▲	Signalized Intersection Policy completed.
	2B.3	Develop and implement maintenance and cleaning guidelines for primary bicycle routes, prioritizing routes with high ridership.		●					●		Eng Ops	TR	✓	Guidelines completed, but implementation ongoing.

Theme	Policy	Description	Timeframe					Project Type			Lead	Support	Status	Comment
			Quick Win	Short Term	Medium Term	Long Term	Ongoing	Capital	Operating	Planning				
	2B.4	Improve and enforce measures to maintain safe cycling access around construction zones and during special events.		●					●		TR	IP, Integrated Services, Parking Enforcement	▲	Brochure providing instructions for contractors completed. Continuing to improve enforcement.
	2B.5	Design the bicycle network in consideration of the gradients of the route.			●					●	TR		▲	Active Transportation Network Plan underway. Consideration always ongoing.
Cycling	2C	Make Cycling Convenient												
	2C.1	Provide convenient and regularly spaced bicycle parking within the public right-of-way on all Great Streets and other key locations, including commercial areas, schools, community centres and other important destinations.		●	●			●			TR	CAPD, Parks & Rec, IP	▲	Incorporating within Great Streets design, and to be identified in Active Transportation Network Plan.
	2C.2	Consider bicycle "corrals" (in-street bicycle parking) and work with local businesses to identify locations for bicycle corrals as an alternative to bicycle racks on sidewalks.	●					●			TR	ED, Eng Ops	↑	Downtown Transportation Plan provides curb prioritization which supports bike parking.
	2C.3	Support TransLink in improving bicycle parking areas at 22nd Street, New Westminster, Columbia, Sapperton and Braid SkyTrain stations.	●	●				●			TransnLink	TR	▲	
	2C.4	Install sheltered bicycle parking in areas of high bicycle parking demand.			●			●			TR	Civic Buildings & Facilities, Eng Ops	↑	
	2C.5	Develop a retrofit program to encourage building owners to provide bicycle facilities in existing buildings.			●					●			⊘	Requires incentivization.
	2C.6	Support measures to expand the onboard carrying capacity of bicycles on public transit vehicles.				●				●	TransnLink	TR	▲	

			Timeframe					Project Type						
			Quick Win	Short Term	Medium Term	Long Term	Ongoing	Capital	Operating	Planning				
Theme	Policy	Description									Lead	Support	Status	Comment
Transit	3A	Enhance Transit Service Frequency												
	3A.1	Work with TransLink to add Twelfth Street to the Frequent Transit Network (FTN).		●						●	TransLink	TR	✓	Route 112 added.
	3A.2	Work with TransLink to provide more frequent service along Sixth and Eighth Streets throughout the day.		●	●					●	TransLink	TR	✓	Routes 106 and 123 added.
	3A.3	Maintain Westminster Highway, Boundary Road and Ewen Ave west of Howes Street in Queensborough as important, regionally-serving FTN corridors.		●						●	TransLink	TR	↑	Advocating for transit priority through Neighbourhood Transportation Plan, and Transit Service Area Plan efforts.
	3A.4	Work with TransLink to provide enhanced local transit services on key east-west corridors throughout the City, including Sixth Avenue, Eighth Avenue and East Columbia Street, with a focus on increasing peak period service.			●					●	TransLink	TR	✓	Routes 128 and 155 added.
	3A.5	Work with TransLink to improve peak period transit service in Queensborough, Fraserview and Victoria Hill.				●				●	TransLink	TR	▲	Routes 109, 103, 104 added.
	3A.6	Support TransLink in providing a greater level of coverage and service to neighbourhoods throughout New Westminster.				●				●	TransLink	TR	▲	Advocating for transit priority through Neighbourhood Transportation Plan, and Transit Service Area Plan efforts.
	3B.1	Improve transit connections between Uptown and Downtown								●	TransLink	TR	✓	Duc shuttle connector implemented as a pilot program. Insufficient ridership to support. TransLink improvements to Route 106 as a result.

Theme	Policy	Description	Timeframe					Project Type			Lead	Support	Status	Comment
			Quick Win	Short Term	Medium Term	Long Term	Ongoing	Capital	Operating	Planning				
	3B.1	Continue to explore an affordable shuttle service that would provide residents and visitors with improved transit service between Downtown and Uptown.			●				●		TransLink	TR		Duck shuttle connector implemented as a pilot program. Insufficient ridership to support. TransLink improvements to Route 106 as a result.
Transit	3C	Implement Transit Priority Measures												
	3C.1	Work in partnership with TransLink to review transit reliability and identify where delays are occurring.	●							●	TransLink	TR	▲	City staff participated in development of TransLink's Bus Speed and Reliability Program
	3C.2	Work in partnership with TransLink to develop a list of potential transit priority measures and priorities.		●						●	TransLink	TR	▲	
	3C.3	Work in partnership with TransLink to strategically implement transit priority measures.		●	●			●			TransLink	TR	▲	
Transit	3D	Develop Transit Oriented Communities												
	3D.1	Consider TransLink's Transit Oriented Communities guidelines and other relevant best management practices in the development of plans for SkyTrain station areas and Frequent Transit Network corridors.		●	●					●	TransnLink	TR	▲	
	3D.2	Work with TransLink to develop and implement a Compass Card program that enables developers to provide ongoing transit pass subsidies in support of reducing parking requirements.			●					●	TR	CAPD	↑	Implemented through development application review and requests for off-street parking space reductions.
	3D.3	Apply TransLink resources to accelerate the development of pedestrian and bicycle facilities that facilitate access to transit routes in employment and residential areas.		●						●	TR	TransLink	▲	TransLink funding applications ongoing and advocacy through REAC.
	3D.4	Through City land-use planning processes, explore the potential for developing transit oriented neighbourhoods at appropriate locations in the community.			●					●	CAPD	TR	▲	

			Timeframe					Project Type						
			Quick Win	Short Term	Medium Term	Long Term	Ongoing	Capital	Operating	Planning				
Theme	Policy	Description									Lead	Support	Status	Comment
Transit	3E	Provide Excellent Customer Facilities and Information												
	3E.1	Develop a plan to prioritize and install transit shelters throughout the City, with a target of having 75% of all feasible stops provided with adequate weather protection and seating by 2020.	●	●				●			TR		↑	57% of all bus stops considered feasible for weather protection and seating have been completed.
	3E.2	Work with TransLink to provide stairs and an elevator or accessible ramp from the Sapperton Station to the Braid Industrial Area to improve access to employment and waterfront greenways.		●	●					●	TR	TransLink	↑	
	3E.3	Work with TransLink to ensure bus route and system maps or route schedules are readily available and accessible for transit users at bus stops and at SkyTrain stations.		●						●	TR	TransLink	N/A	Digital Apps have replaced need.
	3E.4	Work with TransLink to support real-time information at transit stops along Frequent Transit Network corridors.		●						●	TR	TransLink	N/A	Digital Apps have replaced need
	3E.5	Support TransLink's SkyTrain Station and Exchange Improvements Program to upgrade existing stations and exchanges in order to accommodate increasing passenger volumes, meet accessibility commitments and improve the customer experience. Prioritize improvements at Columbia Station in order to accommodate future demand from the Evergreen Line and Surrey Light Rail Transit lines.	●					●			TransLink	TR	↑	Columbia Station redesign underway.
Transit	3F	Improve Safety and Accessibility of Transit												

Theme	Policy	Description	Timeframe					Project Type			Lead	Support	Status	Comment
			Quick Win	Short Term	Medium Term	Long Term	Ongoing	Capital	Operating	Planning				
	3F.1	Retrofit all remaining inaccessible bus stops in the city where feasible (suitable grade for ramp deployment, sufficient right-of-way, etc.) to provide 100% accessible transit stops in the City by 2016 where technically feasible.	●					●			TR		↑	95% of bus stops are accessible (237 of 249 stops). Five are not accessible due to steep grades, four (4) do not have sufficient rights of ways to accommodate, and two (2) will be accessible by end of 2022.
	3F.2	Work with TransLink to improve safety and security at SkyTrain stations.		●						●	TransLink	TR	▲	
	3F.3	Work with TransLink to improve interchange facilities for pedestrians and cyclists, including better bicycle-transit integration at SkyTrain stations, bicycle parking options and complete sidewalks around FTN corridors and SkyTrain stations.		●	●					●	TR	TransLink	▲	
	3F.4	Work with TransLink to improve service integration between transit node and taxi services, especially for passengers with special needs.				●				●	TR	TransLink	⊘	Additional actions identified in Downtown Transportation Plan.
Transit	3G	Promote Region-Wide Transit Improvements												
	3G.1	Support rapid transit improvements and projects throughout the Metro Vancouver region that can enhance the use of the SkyTrain and other transit services and reduce automobile-dependency across the region, including the Evergreen, Surrey Light Rail Transit, and Broadway Rapid Transit Lines.	●							●	TransLink	TR	▲	Transport 2050 and Mayor's Council Vision identifies, additional projects. Evergreen complete. Broadway construction underway.

Theme	Policy	Description	Timeframe					Project Type			Lead	Support	Status	Comment
			Quick Win	Short Term	Medium Term	Long Term	Ongoing	Capital	Operating	Planning				
	3G.2	Support travel demand management measures in respect of financial disincentives for automobile use, such as fuel tax, carbon tax, and road pricing schemes that can actively encourage more people to use transit throughout the region.	●							●	TransLink	TR	▲	Supporting through regional partnerships.
Great Streets	4A	Great Streets												
	4A.1	Strive to implement walking, cycling, transit and place-making qualities as development occurs and as part of street revitalization efforts to enhance usage of Great Streets.		●	●	●		●			TR, CAPD, Parks		↑	Concept designs and implementation underway for E.Columbia, 6th St, 6th Ave.
	4A.2	Increase building setback through regulatory bylaws to expand pedestrian activity space.		●						●	CAPD	TR	▲	Completed through development application review
Managed Roads	5A	Updated Street Network Classification												
	5A.1	Update the City's design standards to reflect multi-modal guidelines.		●						●	IP	TR, Eng Ops, D&C	↑	Updating Subdivision and Development Control Bylaw
Managed Roads	5B	Major Road Network Improvements												
	5B.1	Direct regional traffic to the Major Road Network and discourage regional traffic from using New Westminster's internal road network.			●			●			TR	D&C	▲	Traffic calming measures implemented in Connaught Heights, Sapperton. Additional measures identified in Neighbourhood Transportation Plans to be funded over time through Capital Budget.
	5B.2	Make improvements to the Major Road Network to reflect regional traffic volumes and composition while minimizing impacts on the internal road network to encourage through traffic onto the most appropriate routes.				●		●			TR	TransLink	▲	

Theme	Policy	Description	Timeframe					Project Type			Lead	Support	Status	Comment
			Quick Win	Short Term	Medium Term	Long Term	Ongoing	Capital	Operating	Planning				
	5B.3	Apply the principle of no net increase to general purpose traffic within the City to the city road network, other than for safety and for accommodating walking, cycling and transit.	●	●	●	●				●	TR		▲	
Managed Roads	5C	Manage Internal Road Network												
	5C.1	Work towards a road network where serious injuries and fatalities are exceedingly rare. Continue to carry out and update collisions reviews every five years. These reviews should prioritize safety mitigation projects based on factors such as number of collisions, severity, ability to reduce collisions and costs.			●					●	ENG, Police		▲	
	5C.2	Minimize driveways on busy arterial and collector corridors; especially through the land development process or capital infrastructure improvements.		●	●						TR	Eng Ops, IP	✓	Street and Traffic Bylaw updated.
	5C.3	Update the Queensborough Community Transportation Plan.	●	●						●	TR	ENG, CAPD	↑	Work underway with completion targeted for 2023.
Goods Movement	6A	Implement changes to the New Westminster truck route network in the near term												
	6A.1	Work with TransLink and provide other necessary information within the legislative framework in support of the removal of Royal Avenue from the truck route network including the reduction of the hours of truck operations and re-assess the goods movement network within the Pattullo Bridge Replacement Project.			●					●	TR	TransLink	▲	To be revisited after Pattullo Bridge Replacement complete.

Theme	Policy	Description	Timeframe					Project Type			Lead	Support	Status	Comment
			Quick Win	Short Term	Medium Term	Long Term	Ongoing	Capital	Operating	Planning				
	6A.2	Work with TransLink and provide other necessary information within the legislative framework in support of the removal of East Eighth Avenue from the truck route network. Work with TransLink to re-instate a 24 hours direct on-ramp from Columbia Street onto the Pattullo Bridge and re-assess the goods movement network within the Pattullo Bridge Replacement Project.		●						●	TR	TransLink	▲	Pending completion of Patullo Bridge Replacement
	6A.3	Work with TransLink and provide other necessary information within the legislative framework in support of the removal of East Columbia Street (between Brunette Avenue and Braid Street) from the truck route network and re-assess the goods movement network within the Pattullo Bridge Replacement Project.		●						●	TR	TransLink	↑	
	6A.4	Work with TransLink to process the submitted technical documents and provide other necessary information to TransLink in support of the removal of Ewen Avenue east of Derwent Way from the truck route network.	●							●	TR	TransLink	↑	
Goods Movement	6B	Long-Term Goods Movement Strategy												

Theme	Policy	Description	Timeframe					Project Type			Lead	Support	Status	Comment
			Quick Win	Short Term	Medium Term	Long Term	Ongoing	Capital	Operating	Planning				
	6B.1	Work with the Ministry of Transportation and Infrastructure, TransLink and stakeholders through processes such as the Regional Transportation Strategy and Pattullo Bridge Project to minimize truck traffic along Stewardson Way, Front Street, Royal Avenue, East Columbia Street and Brunette Avenue by re-routing east-west regional truck traffic between westerly areas (i.e. Burnaby, Richmond, Queensborough, Annacis Island) and the easterly areas (i.e. Northeast Sector) to the South Fraser Perimeter Road and the Port Mann Bridge.			●	●				●	TR		▲	
	6B.2	Encourage the Ministry of Transportation and Infrastructure, TransLink and stakeholders to improve connectivity between the South Fraser Perimeter Road and the Port Mann Bridge, or to consider a potential new crossing between Surrey and Coquitlam as identified in the 2013 Pattullo Bridge Strategic Review Process.			●					●	TR		✓	
	6B.3	If east-west goods movement through New Westminster is considered essential by the region, provincial or federal agencies, pursue an east-west goods movement tunnel connecting Highway 1 with Highway 91A or a potential new crossing between Surrey and Coquitlam as identified in the 2013 Pattullo Bridge Strategic Review Process by working with the Ministry of Transportation and Infrastructure, TransLink and other stakeholders, and removing Front Street and Royal Avenue from the regional truck network, except for local deliveries.				●				●	TR		✓	Business case completed and circulated.
Goods Movement	6C	Discourage the use of Pattullo Bridge as the free alternative truck route to the tolled Port Mann Bridge												

Theme	Policy	Description	Timeframe					Project Type			Lead	Support	Status	Comment
			Quick Win	Short Term	Medium Term	Long Term	Ongoing	Capital	Operating	Planning				
	6C.1	Work with the Ministry of Transportation and Infrastructure to reduce the tolling structure for heavy trucks on the Port Mann Bridge to discourage the use of Pattullo Bridge as a "free alternative".		●						●	TR		✓	Tolling eliminated by provincial government in 2016.
	6C.2	Work with TransLink to ban or restrict heavy trucks on Pattullo Bridge.		●	●					●	TR		N/A	
	6C.3	Work with TransLink and regional partners to establish regional tolling as a travel demand management measure for the Metro Vancouver area as an immediate priority.			●					●	TransLink	TR	▲	Ongoing work through regional partners.
Goods Movement	6D	Promote integration and co-existence of local businesses served by trucks with other land uses in the City												
	6D.1	Work with local businesses, the transport industry and the development community to minimize the impact of truck activities on adjacent land uses.			●				●		ED	TR	▲	
	6D.2	Work with enforcement agencies to minimize non-compliant traffic operations on city streets, in particular trucks operating outside of designated truck routes.			●				●		Police, CVSE	TR	▲	
Goods Movement	6E	Support regional initiatives and programs that integrate goods movement management and activities in Metro Vancouver	●							●				

Theme	Policy	Description	Timeframe					Project Type			Lead	Support	Status	Comment
			Quick Win	Short Term	Medium Term	Long Term	Ongoing	Capital	Operating	Planning				
	6E.1	Encourage TransLink and Port Metro Vancouver, working with other partners such as Metro Vancouver, the Gateway Council, railways and Transport Canada, to develop and implement programs to better integrate and improve efficiency of goods movements with the goal of minimizing truck trips through urban neighbourhoods and, where feasible, promoting the use of the rail network and water-based transport. This may include seeking better coordination of deliveries, loading times, warehouse operations, shipping container storage and exploring off-peak cargo delivery hours.			●	●				●	TransLink	TR	▲	Port investigating short-sea shipping. Ongoing through partner agencies.
Livable Neighbourhoods	7A	Prioritize Traffic Calming Treatments												
	7A.1	Continue to identify and prioritize New Westminster neighbourhoods that require traffic calming treatments to improve neighbourhood livability.	●				●	●			TR	D&C	▲	Connaught Heights, Sapperton, Queens Park, traffic calming measures identified in Neighbourhood Transportation Plans, and partially implemented.
	7A.2	Align traffic calming locations where possible with the Pedestrian Plan, Bicycle Plan, Greenway and Trails Master Plan, and 'Best Routes to School' plan, to enhance the safety, comfort and appeal of key walking and cycling corridors.		●	●	●		●			TR		▲	Agnes Greenway, School Traffic Safety Improvement Program implemented.
Livable Neighbourhoods	7B	Develop Green Streets												
	7B.1	Consider developing a Green Streets program to enhance green spaces in public rights-of-way.			●					●	IP	TR	⊘	

Theme	Policy	Description	Timeframe					Project Type			Lead	Support	Status	Comment
			Quick Win	Short Term	Medium Term	Long Term	Ongoing	Capital	Operating	Planning				
	7B.2	Integrate rainwater management, including rain gardens and bioswales, into street-side gardens, to reduce run-off and improve drainage.		●	●	●		●			IP	TR	▲	Completed and incorporated into design for several projects including Ewen Ave, Agens Greenway. Completed where possible for sewer separation and watermain upgrades.
	7B.3	Incorporate pedestrian and cycling amenities into green street initiatives, where possible, to increase the attractiveness of walking and cycling in New Westminster's neighbourhoods.		●	●	●		●			IP	TR	⊘	
Livable Neighbourhoods	7C	Manage Through Traffic												
	7C.1	Keep through traffic on major routes.		●	●	●				●	TR		▲	
	7C.2	Work with other municipalities and jurisdictions, including TransLink, to ensure changes to their roads and infrastructure do not result in additional traffic in New Westminster.		●	●	●				●	TR		▲	
	7C.3	Work towards the principle of no net added capacity for vehicles passing through the city.	●	●	●	●				●	TR		▲	
Livable Neighbourhoods	7D	Maintain Local Access												
	7D.1	Maintain and improve local access for residents, employees, and businesses in New Westminster without encouraging additional through traffic.		●						●	TR	Eng Ops, D&C	▲	
	7D.2	Manage traffic at key entry points to the city to minimize the impact of through-traffic while maintaining access to local destinations.			●					●			N/A	
	7D.3	Work with local residents and businesses on establishing the right balance between local access and through traffic.			●					●	TR	ED	▲	

ThemePolicyDescription			Timeframe					Project Type			Lead	Support	Status	Comment
			Quick Win	Short Term	Medium Term	Long Term	Ongoing	Capital	Operating	Planning				
Livable Neighbour-hoods	7E	Minimize Driveways on Busy Arterial and Collector Corridors												
	7E.1	Develop a city-wide plan identifying laneway requirements.		●						●	TR	IP	N/A	Managed through development application review.
	7E.2	Develop and implement necessary regulatory tools for completing laneway connections.			●	●				●	IP, TR	Eng Ops, D&C	↑	Subdivision & Development Control Bylaw update work underway.
Support Programs	8A	Promote Best Routes Programming												
	8A.1	Continue to work with the New Westminster School District and local organizations to develop and update Best Routes to School travel programming for all schools in New Westminster.		●						●	TR		▲	Best Routes to School travel plans completed.
	8A.2	Work with local partners to establish Best Routes for Seniors accessing key community destinations in the city.		●						●	TR		⊘	
	8A.3	Develop a Best Routes to Transit initiative, focussing on frequent transit corridors.		●						●	TR		⊘	
Support Programs	8B	Manage Parking												
	8B.1	Support the demand management recommendations of the Downtown Parking Strategy.	●							●	TR		N/A	Demand management policies updated in Downtown Transportation Plan.
	8B.2	Concentrate parking strategies within New Westminster’s Downtown, SkyTrain areas and Frequent Transit Network corridors.		●						●	TR		▲	Parking strategies completed for Sapperton, Downtown neighbourhoods.
	8B.3	Ensure there is adequate street space for accessibility challenged drivers and passengers to load, stop and park.		●						●	TR	IP	▲	Accessible parking study completed. Changes to be made to specific curbside areas on an as-needed basis, and through development application review.
Support Programs	8C	Support Regional Policies to Reduce Automobile Dependency												

Theme	Policy	Description	Timeframe					Project Type			Lead	Support	Status	Comment
			Quick Win	Short Term	Medium Term	Long Term	Ongoing	Capital	Operating	Planning				
	8C.1	Support tolling of the planned replacement of the Pattullo Bridge.	●							●			N/A	
	8C.2	Support equitable regional road pricing strategies across Metro Vancouver.		●	●					●	TR		✓	Mobility Pricing perspective paper completed.
	8C.3	Support the development of a regional goods movement network designed to minimize the impact to neighbourhoods.		●	●					●	TransLink	TR	✓	Transport 2050
Support Programs	8D	Support Education and Awareness Initiatives												
	8D.1	Continue to work with other agencies and organizations for the delivery of TransLink's trip reduction programs.		●	●					●	TransLink	TR	▲	Ongoing work with TransLink's Travel Smart group.
	8D.2	Continue to work with other agencies and organizations to promote road safety and skills to enhance the confidence and skills of vulnerable road users.		●	●					●	TR	TransLink, Non-Profit Orgs	▲	
	8D.3	Support events and initiatives such as Bike/Walk to Work, IWalk, World Walking Day, cyclovias, and greenway mapping that educate and encourage people to use sustainable modes of transportation	●							●	TR		▲	
Support Programs	8E	Market and Promote Sustainable Transportation												
	8E.1	Produce and regularly update an on-line interactive mapping resource for cycling, walking, and transit routes	●							●	TR	IT Services	▲	
	8E.2	Create a dedicated sustainable transportation website that educates residents and visitors on the City's transit, cycling, and walking networks and benefits of sustainable transportation.	●							●	TR		✓	
	8E.3	Work with car share providers to increase car share programs		●						●	TR		▲	
	8E.4	Support the development of a wayfinding plan in New Westminster for the walking, cycling, transit and road networks, in order to facilitate better information about accessing key destinations and routes.	●							●	TR, ED	Eng Ops	▲	Pilot Downtown wayfinding strategy completed with potential City-wide rollout.

			Timeframe					Project Type						
			Quick Win	Short Term	Medium Term	Long Term	Ongoing	Capital	Operating	Planning				
Theme	Policy	Description									Lead	Support	Status	Comment
Support Programs	8F	Integrate Transportation Demand Management into City Planning												
	8F.1	Continue to incorporate requirements into the planning and development processes that seek to reduce travel demand and dependency on the private vehicle.		●	●					●	TR	CAPD	▲	
Support Programs	8G	Build Partnerships with Stakeholders												
	8G.1	Build on current partnerships and explore new partnerships, with other organizations, employers and agencies, to more effectively deliver supportive programming that promote an efficient transportation system.		●	●	●				●	TR		▲	Safe routes to school, Walk 30, HUB cycling skills training for kids.

Legend

▲	Ongoing	D&C Design and Construction, Engineering Services
↑	Underway	ED Economic Development
✓	Completed	IP Infrastructure Planning, Engineering Services
⊙	Not started	TR Transportation, Engineering Services
N/A	No longer applicable	

Attachment # 3

MTP Monitoring Dashboard

MTP Monitoring Dashboard (2022)

Goal	Associated Target(s)	KPI #	Potential KPI(s)	Desired Trendline	Data Source	Data Frequency	Baseline Year	Baseline Data	Subsequent Data Year	Data	Desired Trendline Achieved?
Mobility and Access											
Provide residents, employees and visitors with convenient access to their needs	Increase in sustainable transportation mode split	1	% of all residents within 800 km of a SkyTrain station and 400 km of the FTN	Increase	City GIS	Annual	2016	50.40%	2021	N/A	TBD
	Reduce distance driven	2	Vehicle traffic volumes on Major Road Network	Decrease	City	Annual	2015	149,327	2020	130,469	Yes
		3	Vehicle traffic volumes on collectors	Decrease	City	Annual	2017	47,557	2019	49,373	No
		7	Commuting length by mode (kms)	Decrease for vehicles	TransLink Trip Diary	5 years	2011	18.1	2017	15.9	Yes
		9	Vehicle trips by purpose	Decrease	City	5 years	2011	Varied by Trip Purpose	2017	Varied by Trip Purpose	Yes
Health and Safety											
Support and promote a healthy and safe community	Reduce distance driven	3	Vehicle traffic volumes on collectors	Decrease	City	Annual	2015	47,557	2019	49,373	No
	Increase in sustainable transportation mode	9	Vehicle trips by purpose	Decrease	City	5 years	2011	Varied by Trip Purpose	2017	Varied by Trip Purpose	Yes
	Increase safety	11	Vehicle collisions with vulnerable road users	Decrease	ICBC	Annual	2016	83	2020	29	Yes
Social Diversity											
Support the diverse social needs of the city	Increase in sustainable transportation mode split	1	% of all residents within 800 km of a SkyTrain station and 400 km of the FTN	Increase	City GIS	Annual	2016	50.4%	2021	N/A	TBD
	Increase safety	5	Vehicle speeds on Major Road Network	Decrease	City	Annual	2015	65.3	2020	67	No
		6	Vehicle speeds on collectors	Decrease	City	Annual	2015	55.8	2020	55.9	No

Goal	Associated Target(s)	KPI #	Potential KPI(s)	Desired Trendline	Data Source	Data Frequency	Baseline Year	Baseline Data	Subsequent Data Year	Data	Desired Trendline Achieved?
		11	Vehicle collisions with vulnerable road users	Decrease	ICBC	Annual	2016	83	2020	29	Yes
Sense of Place and Social Cohesion											
Create high quality streets and places that provide a strong sense of place and strengthen social connections	Increase in sustainable transportation mode split	1	% of all residents within 800 km of a SkyTrain station and 400 km of the FTN	Increase	City GIS	Annual	TBD	50.40%	2021	N/A	TBD
		4	Vehicle ownership per capita	Decrease	ICBC	Annual	2016	0.395	2020	0.373	TBD
		9	Vehicle trips by purpose	Decrease	City	5 years	2011	Varied by Trip Purpose	2017	Varied by Trip Purpose	Yes
		12	Network development of cycle routes (kms)	Increase	City GIS	Annual	2019	58.6	2020	60.5	Yes
	Reduce distance driven	3	Vehicle traffic volumes on collectors	Decrease	City	Annual	2015	47,557	2019	49,373	No
	Increase safety	11	Vehicle collisions with vulnerable road users	Decrease	ICBC	Annual	2016	83	2020	29	Yes
Land Use and Transportation Integration											
Direct density and growth to compact, attractive, neighbourhoods, with a mixture of housing types and commercial areas that support transit, walking and cycling	Increase in sustainable transportation mode split	1	% of all residents within 800 km of a SkyTrain station and 400 km of the FTN	Increase	City GIS	Annual	TBD	50.4%	2021	N/A	TBD
		12	Network development of cycle routes (kms)	Increase	City GIS	Annual	2019	58.6	2020	60.5	Yes
	Reduce distance driven	10	% vehicle trips in PM peak period	Decrease	TransLink Trip Diary	5 years	2011	65.3%	2017	62.1%	Yes
Sustainable Transportation System											
	Increase in sustainable transportation mode split	4	Vehicle ownership per capita	Decrease	ICBC	Annual	2016	0.395	2020	0.373	TBD
		9	Vehicle trips by purpose	Decrease	TransLink Trip Diary	5 years	2011	Varied by Trip Purpose	2017	Varied by Trip Purpose	Yes

Goal	Associated Target(s)	KPI #	Potential KPI(s)	Desired Trendline	Data Source	Data Frequency	Baseline Year	Baseline Data	Subsequent Data Year	Data	Desired Trendline Achieved?
Manage the impacts of the transportation system		12	Network development of cycle routes (kms)	Increase	City GIS	Annual	2019	58.6	2020	60.5	Yes
	No additional regional through-traffic	2	Vehicle traffic volumes on MRN	Decrease	City	Annual	2015	149,327	2020	130,469	Yes
	Reduce distance driven	3	Vehicle traffic volumes on collectors	Decrease	City	Annual	2015	47,557	2019	49,373	No
		7	Commuting length by mode (kms)	Decrease for vehicles	TransLink Trip Diary	5 years	2011	11.8	2017	14.9	No
		8	Vehicle kilometres travelled per capita	Decrease	TransLink Trip Diary	5 years	2011	18.1	2017	15.9	Yes
	Increase safety	4	Vehicle collision data for vulnerable road users	Decrease	ICBC	Annual	2016	83	2020	29	Yes
		5	Vehicle speeds on MRN	Decrease	City	Annual	2015	65.3	2020	67	No
		6	Vehicle speeds on collectors	Decrease	City	Annual	2015	55.8	2020	55.9	No

Attachment # 4

MTP KPI Summary Sheet

Master Transportation Plan

Key Performance Indicators 2022

1

Percent of all residents living within 800 metres of a SkyTrain station and 400 metres of the Frequent Transit Network

Desired Trend: Increase
Trend Achieved: TBD

In 2016, 50.4% of New Westminster's residents were living within 800 metres of a SkyTrain station, or 400 metres of the Frequent Transit Network.

Source:
Statistics Canada
2016 Census

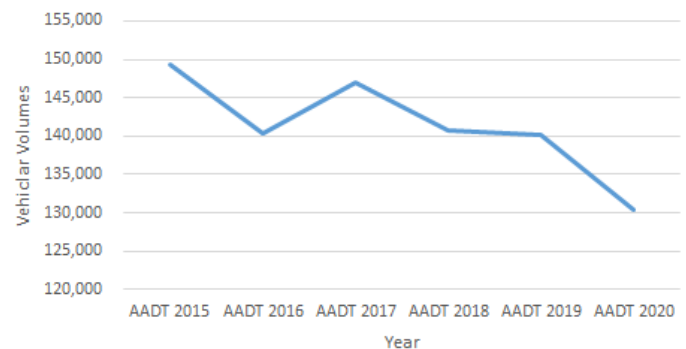
2

Vehicle traffic volumes on Major Road Network (MRN)

Desired Trend: Decrease
Trend Achieved: Yes

Annual Average Daily Totals (AADT) on the MRN have decreased 12.6% between 2015 and 2020

Annual Average Daily Traffic Volumes



Source:
City Traffic Data

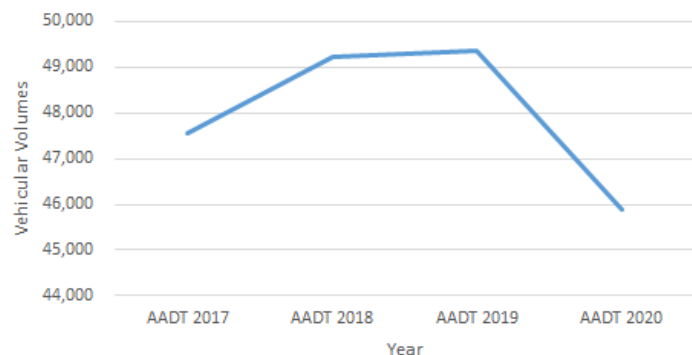
3

Vehicle traffic volumes on collectors

Desired Trend: Decrease
Trend Achieved: Yes

AADT on Collector Streets increased 3.8% between 2017 and 2019, but decreased 7.1% from 2019 to 2020.

Annual Average Daily Traffic Volumes



Source:
City Traffic Data

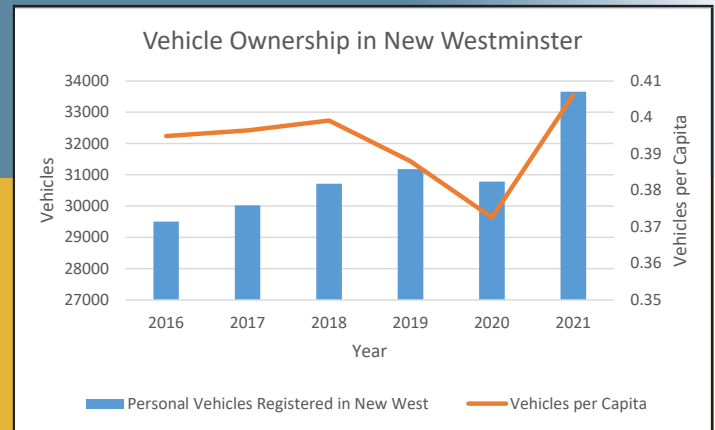
Vehicle ownership per capita

4

Desired Trend: Decrease
Trend Achieved: No

The vehicle ownership rates per capita increased marginally year-over-year between 2016 and 2018, decreased in 2019 and 2020, then increased in 2021.

Source: ICBC,
BC Statistics



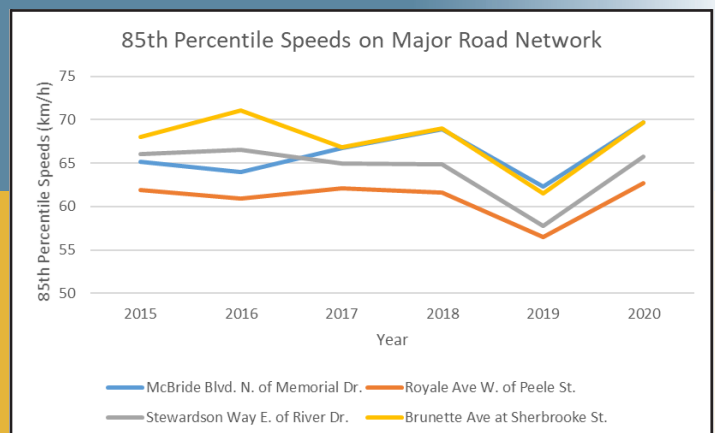
Vehicle speeds on Major Road Network

5

Desired Trend: Decrease
Trend Achieved: No

85th percentile speeds increased an average of 2.6% across the four count locations between 2015 and 2020.

Source:
City Traffic Data



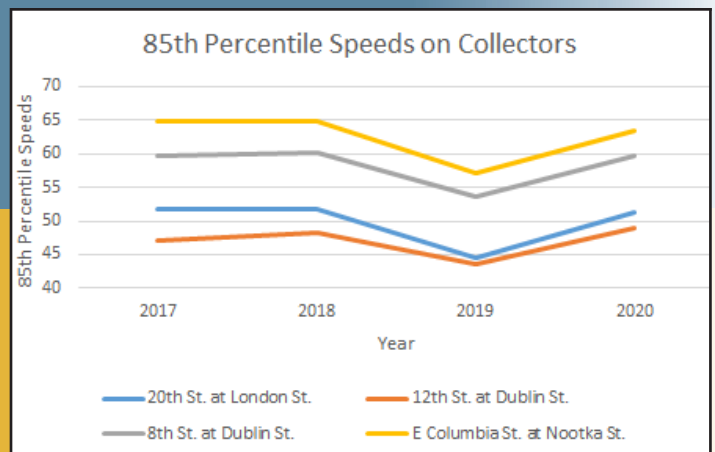
Vehicle speeds on collectors

6

Desired Trend: Decrease
Trend Achieved: No

85th percentile speeds had an average increase of 0.3% per year between 2015 and 2020.

Source:
City Traffic Counts



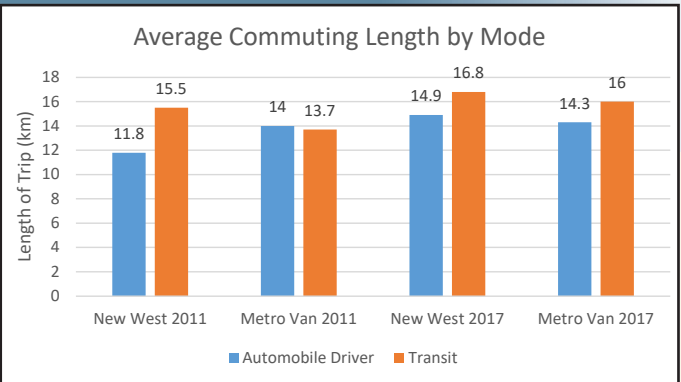
Commuting length by mode

7

Desired Trend: Decrease for Vehicles
Trend Achieved: No

Between 2011 and 2017 the average trip to work by automobile increased by 31.4%. Over the same time period the average trip to work by transit increased by 8.4%.

Source:
2011, 2017
Translink Trip
Diary



Vehicle Kilometres Travelled (VKT) per capita

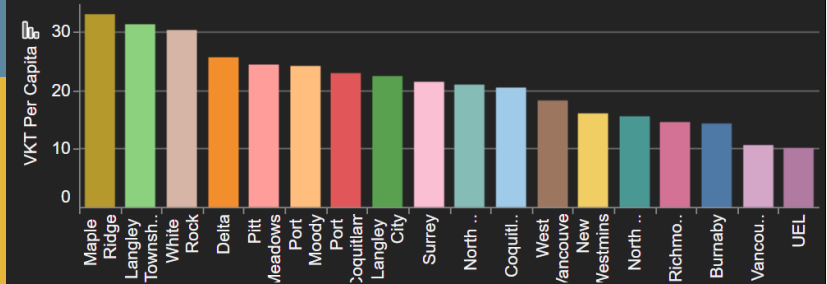
8

Desired Trend: Decrease
Trend Achieved: Yes

New Westminster's VKT per capita decreased by 12.2% between 2011 and 2017.

Source:
2011, 2017
Translink Trip
Diary

VKT Per Capita by Municipality 2017



Vehicle trips by purpose

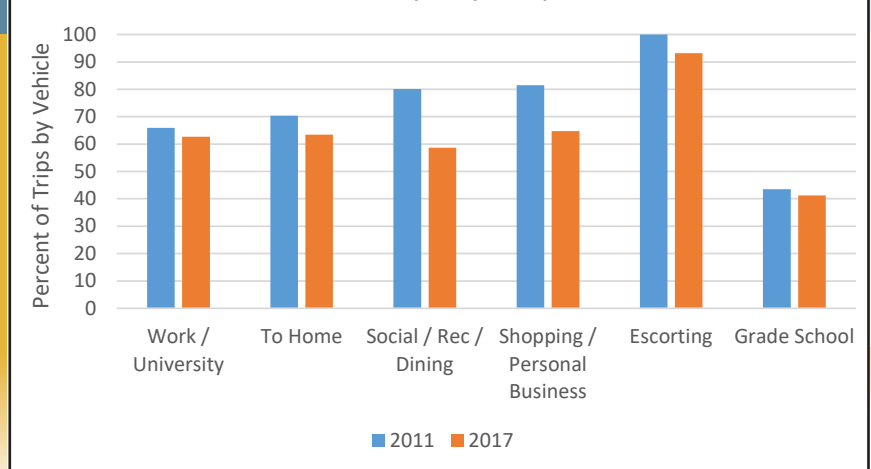
9

Desired Trend: Decrease
Trend Achieved: Yes

Automobile mode share for all trip types decreased between 2011 and 2017. Decreases ranged from 4.9% for work/university trips, to 26.7% for social, recreation, and dining trips.

Source:
2011, 2017
Translink Trip
Diary

Vehicle Trips by Purpose



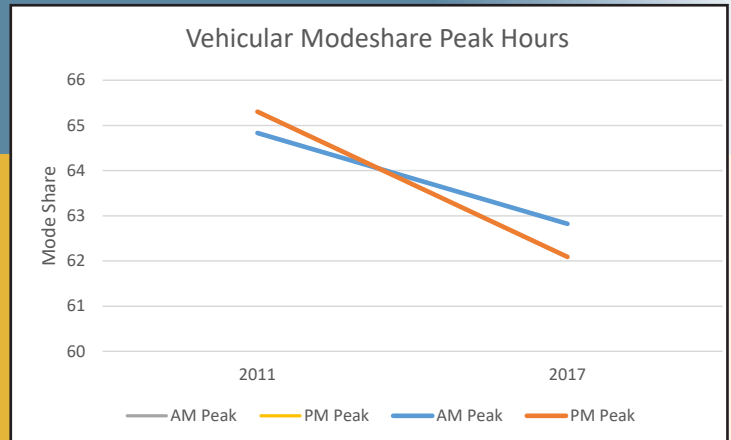
Vehicle trips by time period

10

Desired Trend: Decrease
Trend Achieved: Yes

Vehicular peak hour mode shares decreased by 3.1% in the AM peak and 4.9% in the PM peak between 2011 and 2017.

Source:
2011, 2017
Translink Trip
Diary



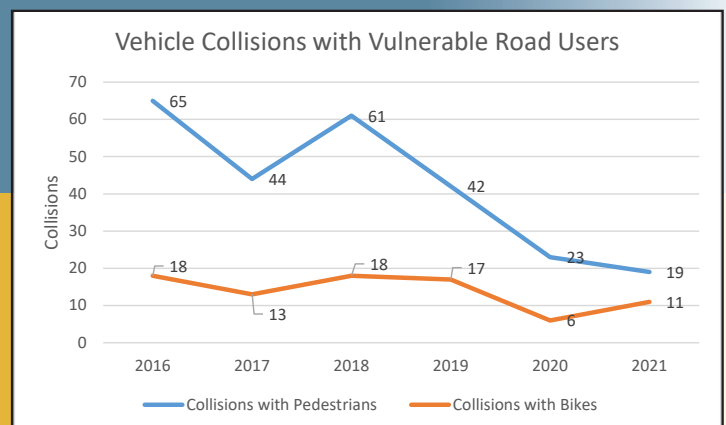
Vehicle collisions with vulnerable road users

11

Desired Trend: Decrease
Trend Achieved: Yes

Vehicular collisions with vulnerable road users decreased by 65% between 2016 and 2021. (Vulnerable road users are defined as pedestrians and cyclists).

Source:
ICBC



Network development of cycle routes

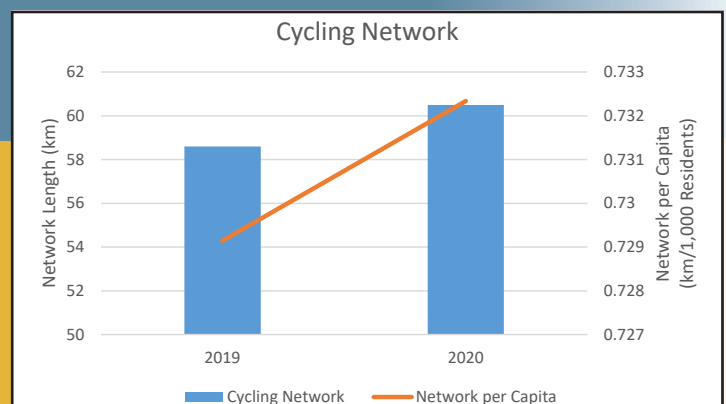
12

Desired Trend: Increase
Trend Achieved: Yes

Between 2019 and 2020 the network length increased by 1.9 km.

Source:
City GIS

Note: Data not available prior to 2019



REPORT

Climate Action, Planning and Development

To: Mayor Cote and Members of Council **Date:** August 29, 2022

From: Emilie K. Adin, MCIP **File:** REZ00228
Director, Climate Action, Planning and OCP00040
Development DP000973

Item #: 2022-574

Subject: **Official Community Plan Amendment and Rezoning Applications for Infill Townhouse: 102/104 Eighth Avenue and 728 First Street – Preliminary Report**

RECOMMENDATION

THAT Council direct staff to proceed with processing the proposed Official Community Plan (OCP) amendment and rezoning at 102/104 Eighth Avenue and 728 First Street, as outlined in the “Consultation and Review Process” section of this report.

THAT Council, with regard to the proposed OCP amendment:

1. Give consideration to the requirements of Section 475 and 476 as well as other relevant sections of the *Local Government Act*;
2. Direct staff to advise and consult with the following:
 - a. The Board of Education of New Westminster Schools; and
 - b. The following First Nations:
 - i. Cowichan Tribes;
 - ii. Halalt First Nation;
 - iii. Katzie First Nation;
 - iv. Kwantlen First Nation;
 - v. Kwikwetlem First Nation;
 - vi. Lyackson First Nation;
 - vii. Lake Cowichan First Nation;
 - viii. Musqueam Indian Band;

- ix. Penelakut Tribe;
 - x. Qayqayt First Nation;
 - xi. Seabird Island Band;
 - xii. Semiahmoo First Nation;
 - xiii. Shxw'ōwhámél First Nation;
 - xiv. Soowahlie First Nation;
 - xv. Squamish Nation;
 - xvi. Sto:lo Nation;
 - xvii. Sto:lo Tribal Council;
 - xviii. Stz'uminus First Nation;
 - xix. Tsawwassen First Nation; and
 - xx. Tsleil-Waututh Nation.
3. Direct staff to seek input from interested parties in the following manner:
- a. Send a request for written comments to the parties listed above;
 - b. As part of the notification requirements for a Public Hearing, place a notice on the City Page to advise the public of this application; and
 - c. As part of the notification requirements for a Public Hearing, require the applicant to include notice of the proposed OCP amendment on the site signage required for the subject application.
4. Not require consultation with:
- a. Board of the regional district in which the area covered by a plan is located (Metro Vancouver);
 - b. Any greater boards or improvement districts;
 - c. Greater Vancouver Sewerage and Drainage District Board;
 - d. Ministry of Transportation and Infrastructure; and
 - e. Councils of immediately adjacent municipalities;
- as none are considered to be affected by this application.

PURPOSE

To seek Council's approval to proceed with processing the proposed Official Community Plan amendment and rezoning at 102/104 Eighth Avenue and 728 First Street.

EXECUTIVE SUMMARY

Official Community Plan (OCP) amendment, rezoning and Development Permit applications have been received for 102/104 Eighth Avenue and 728 First Street. A total of 10 side-by-side, ground-oriented residential units are proposed across two buildings, and plans indicate an overall Floor Space Ratio (FSR) of 1.03. All of the proposed units would be family-friendly, containing three bedrooms, and stratified. The development proposes 11 off-street parking spaces in accordance with Zoning Bylaw requirements. Long-term bicycle storage would be provided for each unit, as per Zoning Bylaw requirements, as well as six short-term spaces.

OPTIONS

The following options are available for Council's consideration:

1. That Council direct staff to proceed with processing the proposed OCP amendment and rezoning at 102/104 Eighth Avenue and 728 First Street, as outlined in the "Consultation and Review Process" section of this report;
2. That Council, with regard to the proposed OCP amendment:
 - 1) Give consideration to the requirements of Section 475 and 476 as well as other relevant sections of the *Local Government Act*;
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 - v. Kwikwetlem First Nation;
 - vi. Lyackson First Nation;
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 - c. Greater Vancouver Sewerage and Drainage District Board;
 - d. Ministry of Transportation and Infrastructure; and
 - e. Councils of immediately adjacent municipalities;as none are considered to be affected by this application.

- 3. That Council provide staff with alternative direction.

Staff recommend Options 1 and 2.

ATTACHMENTS

Attachment 1 – Staff Memo

Attachment 2 – Background Information

Attachment 3 – Official Community Plan Amendment Consideration of Public Consultation

Attachment 4 – Applicant's Design Rationale and Project Drawings

APPROVALS

This report was prepared by:
Wendee Lang, Development Planner

This report was reviewed by:
Mike Watson, A/Supervisor of Development Planning
Lynn Roxburgh, A/ Manager, Planning

This report was approved by:
Emilie K. Adin, Director of Climate Action, Planning and Development
Lisa Spitale, Chief Administrative Officer

Attachment 1

Staff Memo

MEMO

Climate Action, Planning and Development

To: Emilie K. Adin, MCIP
Director, Climate Action, Planning and Development

Date: August 29, 2022

From: Lynn Roxburgh,
Acting Manager, Planning

File: REZ00228
OCP00040
DP000973

Item #: [Report Number]

Subject: Official Community Plan Amendment and Rezoning Applications for
Infill Townhouse: 102/104 Eighth Avenue and 728 First Street –
Preliminary Report

RECOMMENDATION

Staff recommends that the Director forward this memo and the following resolutions to Council for consideration:

THAT Council direct staff to proceed with processing the proposed Official Community Plan (OCP) amendment and rezoning at 102/104 Eighth Avenue and 728 First Street, as outlined in the “Consultation and Review Process” section of this report.

THAT Council, with regard to the proposed OCP amendment:

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-
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 - xii. Semiahmoo First Nation;
 - xiii. Shxw'ōwhámél First Nation;
 - xiv. Soowahlie First Nation;
 - xv. Squamish Nation;
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-

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To seek Council's approval to proceed with processing the proposed Official Community Plan amendment and rezoning at 102/104 Eighth Avenue and 728 First Street.

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BACKGROUND

Policy and Regulations

The OCP land use designation for the subject properties is Residential – Detached and Semi-Detached Housing (RD). An OCP amendment to change the designation to Residential – Ground Oriented Infill Housing (RGO) would be required to allow the proposed infill townhouse project and to change the Development Permit Area (DPA) to 1.2 Ground Oriented Housing, to ensure alignment between the design guidelines and proposed land use. Similarly, the proposal is not consistent with the existing Single Detached Residential Districts (RS-1) zoning, and a rezoning would be required to Infill Townhouse and Rowhouse Residential District (RT) or a similar district.

Should Council adopt the proposed amendment and rezoning, the Development Permit would be considered for issuance by the Director of Climate Action, Planning and Development. The proposal exceeds the requirements of the Family Friendly Housing Policy. A summary of relevant City policies and regulations is included in Attachment 2.

Preliminary Application Review

A Preliminary Application Review (PAR) for this project was submitted on January 5, 2021. Staff presented the PAR to the Land Use and Planning Committee (LUPC) on March 29, 2021, and the LUPC advised the applicant that an OCP amendment to re-designate the subject site, to facilitate an infill townhouse proposal, would be considered reasonable. The LUPC further advised the applicant to revise their proposal to address staff comments. As the formal submission does so, re-presentation to the LUPC was not deemed necessary.

The minutes for this meeting are available on the City's website:

https://www.newwestcity.ca/council_minutes/0329_21/LUPC%202021%20Mar%2029%20Agenda%20Package.pdf

Site Characteristics and Context

The subject site is (1,622.8 sq. m. (17,468 sq. ft.)), which includes two properties, is located in the Glenbrooke North neighbourhood, in an area composed of single-detached dwellings and one low-rise apartment building. One single detached dwelling is situated on each lot, built in 1947 and 1948. The site is located close to the Seventh Avenue Crosstown Greenway and bus service on Eighth Avenue. Additional site context information is provided in Attachment 2.

Figure 1: Site Context Map with 102/104 Eighth Avenue and 728 First Street in blue



three bedrooms. Private outdoor space, off-street vehicle and bike parking requirements would be met. A project statistics table is included in Attachment 2.

Figure 2: Proposed project rendering (view from Eighth Avenue)



DISCUSSION

Official Community Plan (OCP) Amendment

While the two lots are currently designated RD, the subject site was considered for RT designation during OCP development. As directed by Council, the ongoing Infill Housing policy work will explore potential changes to the OCP Land Use Designation Map, with the objective of designating more properties RT and RGO. Given the current timeline of the City-led process, the applicant has determined that they wish to proceed in advance by applying for a site-specific OCP amendment.

At the previously described 2021 LUPC meeting, the Committee noted that further feedback and discussion with the community would be advantageous. This directive would be integrated into the applicant-led consultation program, anticipated to begin no earlier than November 2022. Community feedback on this proposal would also inform the ongoing infill housing review.

Official Community Plan Amendment *Local Government Act* Consultation Requirements

Section 475 and 476 of the *Local Government Act* provides requirements for consultation prior to consideration of an OCP amendment. The *Act* requires local governments provide one or more opportunities for consultation with organizations and authorities it considers may be affected by the proposed amendment. In an effort to create early and ongoing consultation, staff would begin this process after preliminary approval. A full list of organizations for Council's consideration of consultation, with staff recommendations, are outlined in Attachment 3.

Building Massing and Transition

The applicant has proposed a contemporary, flat roof design that reflects the architectural expression of the multi-family building across Eighth Avenue. Building A is proposed at three storeys and steps down towards First Street following the site's natural topography. Building B would be oriented towards the central courtyard and is proposed at two storeys to transition between the adjacent single detached house and Building A. The end units fronting First Street are intended to activate this frontage. Staff consider the overall form and density to be generally consistent with the DPA 1.3 design guidelines. The proposed design would be further reviewed by staff through the application and review process, with input from the New Westminster Design Panel.

Passive Design Exclusion for FSR

For ground-oriented residential buildings, such as townhouses, thicker insulated wall assemblies are key to achieving energy efficiency. The City's Passive Design Exclusion policy includes additional FSR for single detached dwellings built to higher performance standards, including an additional 0.03 FSR for Step 4 projects. Although additional FSR for townhouses has not been specifically created under this policy, staff considers it reasonable to apply a similar FSR to this project. The RT zoning district identifies an overall FSR of 1.00 and this project is proposed at 1.03.

See Attachment 2 for more information on the City's Passive Design Exclusion Policy and the project statistics including FSR calculations.

Off-Street Parking and Vehicular Access

The property is accessed via a 4.88 m. (16 ft.) lane at the rear. A 0.6 m. (1.97 ft.) lane widening dedication is proposed, consistent with City expectations. A total of 10 residential parking spaces, including one accessible space, and one shared visitor/loading stall are proposed along the lane, consistent with Zoning Bylaw requirements.

Trees

The applicant has submitted an arborist report in support of a Tree Permit application. The report indicates that five trees and one protected hedge are present on-site, and three off-site City trees. The project proposes removal of all on-site trees and the hedge. As these trees are in structurally poor condition, the City arborist has indicated preliminary support for this proposal. Replacement trees are proposed in excess of those required. Further review of the project's tree retention and replacement strategy would be undertaken by staff during the application review process.

Demolition of the Existing Single Detached Houses

As part of the site redevelopment, the existing 1947 and 1948 houses would be demolished. As per the City's policy for buildings 50 years or older, heritage reviews were completed by staff, who noted that the buildings do not contain significant heritage value. Given that the proposal would increase opportunities for family-friendly infill housing, the benefits of the project are considered to outweigh heritage considerations.

CONSULTATION AND REVIEW PROCESS

As per the City's development review process, the anticipated review steps for the applications are:

1. Preliminary report to Council (**WE ARE HERE**);
2. Consultation with outside agencies and organizations impacted by the Official Community Plan amendment as required by Sections 475 and 476 of the *Local Government Act*;
3. Applicant-led public consultation, including dissemination of information through the local Residents Association;
4. Presentation to the New Westminster Design Panel;
5. Review by the Advisory Planning Commission;
6. Council consideration of First and Second Readings of the Bylaws;
7. A Public Hearing, followed by Council's consideration of Third Reading of the Bylaws;
8. Council consideration of adoption of the Bylaws; and,
9. Issuance of the Development Permit by the Director of Climate Action, Planning and Development.

Following the above, Building and Tree Permits would be required.

INTERDEPARTMENTAL LIAISON

The City has a project-based team approach for reviewing development applications, which facilitates interdepartmental review, providing comments to the applicant throughout the development review process.

OPTIONS

The following options are available for Council's consideration:

1. That Council direct staff to proceed with processing the proposed OCP amendment and rezoning at 102/104 Eighth Avenue and 728 First Street, as outlined in the "Consultation and Review Process" section of this report;
2. That Council, with regard to the proposed OCP amendment:
 - 1) Give consideration to the requirements of Section 475 and 476 as well as other relevant sections of the *Local Government Act*;

- 2) Direct staff to advise and consult with the following:
 - a. The Board of Education of New Westminster Schools; and
 - b. The following First Nations:
 - i. Cowichan Tribes;
 - ii. Halalt First Nation;
 - iii. Katzie First Nation;
 - iv. Kwantlen First Nation;
 - v. Kwikwetlem First Nation;
 - vi. Lyackson First Nation;
 - vii. Lake Cowichan First Nation;
 - viii. Musqueam Indian Band;
 - ix. Penelakut Tribe;
 - x. Qayqayt First Nation;
 - xi. Seabird Island Band;
 - xii. Semiahmoo First Nation;
 - xiii. Shxw'ōwhámél First Nation;
 - xiv. Soowahlie First Nation;
 - xv. Squamish Nation;
 - xvi. Sto:lo Nation;
 - xvii. Sto:lo Tribal Council;
 - xviii. Stz'uminus First Nation;
 - xix. Tsawwassen First Nation; and
 - xx. Tseil-Waututh Nation.
- 3) Direct staff to seek input from interested parties in the following manner:
 - a. Send a request for written comments to the parties listed above;
 - b. As part of the notification requirements for a Public Hearing, place a notice on the City Page to advise the public of this application; and
 - c. As part of the notification requirements for a Public Hearing, require the applicant to include notice of the proposed OCP Amendment on the site signage required for the subject application.
- 4) Not require consultation with:
 - a. Board of the regional district in which the area covered by a plan is located (Metro Vancouver);
 - b. Any greater boards or improvement districts;

- c. Greater Vancouver Sewerage and Drainage District Board;
 - d. Ministry of Transportation and Infrastructure; and
 - e. Councils of immediately adjacent municipalities;
- as none are considered to be affected by this application.

3. That Council provide staff with alternative direction.

Staff recommend Options 1 and 2.

ATTACHMENTS

Attachment 1 – Staff Memo

Attachment 2 – Background Information

Attachment 3 – Official Community Plan Amendment Consideration of Public Consultation

Attachment 4 – Applicant's Design Rationale and Project Drawings

APPROVALS

This report was prepared by:

Wendee Lang, Development Planner

This report was reviewed by:

Mike Watson, A/Supervisor of Development Planning

Lynn Roxburgh, A/ Manager, Planning

This report was approved by:

Emilie K. Adin, Director of Climate Action, Planning and Development

Attachment 2

Background Information

BACKGROUND INFORMATION

Policy and Regulations Summary

Official Community Plan

The subject properties are designated Residential – Detached and Semi-Detached Housing (RD). The intent of this designation is low-density uses such as houses, secondary suites, laneway or carriage houses and duplexes.

The proposed infill townhouse project is not consistent with the Official Community Plan (OCP) land use designation. An amendment to the OCP would be required to change the land use designation to Residential – Ground Oriented Infill Housing (RGO). The principal forms and uses permitted in these land use designations includes side-by-side townhouses.

Development Permit Area

The subject site is located within the Laneway and Carriage House Development Permit Area (DPA 1.1), which aligns with the current land use designation, but is not consistent with the proposed land use. The OCP would also be amended to change the DPA to 1.2 Ground Oriented Housing. The intent of these DPAs is to integrate ground-oriented infill housing into the city's established single detached neighbourhoods. The DPAs include specific design guidelines for consideration of infill townhouse proposals.

A Development Permit is required for the proposed development, which will be reviewed concurrently with the Rezoning application. Development Permits have been delegated to the Director of Climate Action, Planning and Development for issuance.

Zoning Bylaw

The subject properties are currently zoned Single Detached Residential (RS-1), which permits single detached dwellings with secondary suites and detached accessory dwelling units. The proposal would not be consistent with current zoning and as such an application for rezoning is required.

Passive Design Exclusions for Single Detached Residential Zones

In 2018, Council adopted Zoning Bylaw amendments to allow floor space increases the area occupied by additional wall insulation for single-detached homes achieving the top three levels of the BC Energy Step Code. The Bylaw amendment also permitted increased building height to allow for deeper insulation in the roof assembly and foundation. The bylaw amendments were applied to new, high performance single detached homes in the RS-1 and RS-5 Single Detached Dwelling Districts, NR-1 and NR-5 Neighbourhood Residential Dwelling Districts and RQ-1 Queensborough Neighbourhood Residential Dwelling Districts, under the following calculations:

The floor space ratio for the principal building shall not exceed 0.5.

The maximum floor space ratio on a parcel may be increased by:

- (a) 0.01 if the building meets Step 3 of the Energy Step Code;
- (b) 0.03 if the building meets Step 4 of the Energy Step Code; or
- (c) 0.05 if the building meets Step 5 of the Energy Step Code, or is a Passive House.

Maximum Building Height:

7.62 metres (25 feet), or 8.84 metres (29 feet) for a principal building that meets Step 5 of the Energy Step Code, or is a Passive House.

Family-Friendly Housing Policy

As per the City's Family-Friendly Housing Policy, the development would be required to provide a minimum of 30% two and three bedroom units, of which at least 10% of the overall number of units would need to contain three or more bedrooms. Based on the information provided by the applicant, all of the proposed units would have three bedrooms.

Site Characteristics and Context

The subject site, which includes two properties, is located in the Glenbrooke North neighbourhood, in an area composed of single-detached dwellings and one low-rise apartment building. The lots have an approximate combined area of 1,622.8 sq. m. (17,468 sq. ft.) and a cross slope of 6.9% from the north corner up to the south corner. One single detached dwelling is situated on each lot, built in 1947 and 1948.

The majority of properties surrounding the site are designated RD, with the low-rise apartment building to the north designated Residential – Multiple Unit Buildings (RM). The site is located approximately one block west of Royal Square Mall and Terry Hughes Park, and less than 400 m. from Herbert Spencer Elementary School, Glenbrook Middle School, and Queen's Park. A site context map and aerial image is provided below:

An aerial photograph of a residential neighborhood with yellow property boundaries. A specific area is highlighted in blue, containing parcels 102, 104, and 726. The map shows a grid of streets including Eighth Ave and First St. Other visible parcel numbers include 103, 105, 107, 109, 111, 113, 115, 117, 119, 121, 123, 125, 127, 129, 131, 133, 135, 137, 139, 141, 143, 145, 147, 149, 151, 153, 155, 157, 159, 161, 163, 165, 167, 169, 171, 173, 175, 177, 179, 181, 183, 185, 187, 189, 191, 193, 195, 197, 199, 201, 203, 205, 207, 209, 211, 213, 215, 217, 219, 221, 223, 225, 227, 229, 231, 233, 235, 237, 239, 241, 243, 245, 247, 249, 251, 253, 255, 257, 259, 261, 263, 265, 267, 269, 271, 273, 275, 277, 279, 281, 283, 285, 287, 289, 291, 293, 295, 297, 299, 301, 303, 305, 307, 309, 311, 313, 315, 317, 319, 321, 323, 325, 327, 329, 331, 333, 335, 337, 339, 341, 343, 345, 347, 349, 351, 353, 355, 357, 359, 361, 363, 365, 367, 369, 371, 373, 375, 377, 379, 381, 383, 385, 387, 389, 391, 393, 395, 397, 399, 401, 403, 405, 407, 409, 411, 413, 415, 417, 419, 421, 423, 425, 427, 429, 431, 433, 435, 437, 439, 441, 443, 445, 447, 449, 451, 453, 455, 457, 459, 461, 463, 465, 467, 469, 471, 473, 475, 477, 479, 481, 483, 485, 487, 489, 491, 493, 495, 497, 499, 501, 503, 505, 507, 509, 511, 513, 515, 517, 519, 521, 523, 525, 527, 529, 531, 533, 535, 537, 539, 541, 543, 545, 547, 549, 551, 553, 555, 557, 559, 561, 563, 565, 567, 569, 571, 573, 575, 577, 579, 581, 583, 585, 587, 589, 591, 593, 595, 597, 599, 601, 603, 605, 607, 609, 611, 613, 615, 617, 619, 621, 623, 625, 627, 629, 631, 633, 635, 637, 639, 641, 643, 645, 647, 649, 651, 653, 655, 657, 659, 661, 663, 665, 667, 669, 671, 673, 675, 677, 679, 681, 683, 685, 687, 689, 691, 693, 695, 697, 699, 701, 703, 705, 707, 709, 711, 713, 715, 717, 719, 721, 723, 725, 727, 729, 731, 733, 735, 737, 739, 741, 743, 745, 747, 749, 751, 753, 755, 757, 759, 761, 763, 765, 767, 769, 771, 773, 775, 777, 779, 781, 783, 785, 787, 789, 791, 793, 795, 797, 799, 801, 803, 805, 807, 809, 811, 813, 815, 817, 819, 821, 823, 825, 827, 829, 831, 833, 835, 837, 839, 841, 843, 845, 847, 849, 851, 853, 855, 857, 859, 861, 863, 865, 867, 869, 871, 873, 875, 877, 879, 881, 883, 885, 887, 889, 891, 893, 895, 897, 899, 901, 903, 905, 907, 909, 911, 913, 915, 917, 919, 921, 923, 925, 927, 929, 931, 933, 935, 937, 939, 941, 943, 945, 947, 949, 951, 953, 955, 957, 959, 961, 963, 965, 967, 969, 971, 973, 975, 977, 979, 981, 983, 985, 987, 989, 991, 993, 995, 997, 999, 1001, 1003, 1005, 1007, 1009, 1011, 1013, 1015, 1017, 1019, 1021, 1023, 1025, 1027, 1029, 1031, 1033, 1035, 1037, 1039, 1041, 1043, 1045, 1047, 1049, 1051, 1053, 1055, 1057, 1059, 1061, 1063, 1065, 1067, 1069, 1071, 1073, 1075, 1077, 1079, 1081, 1083, 1085, 1087, 1089, 1091, 1093, 1095, 1097, 1099, 1101, 1103, 1105, 1107, 1109, 1111, 1113, 1115, 1117, 1119, 1121, 1123, 1125, 1127, 1129, 1131, 1133, 1135, 1137, 1139, 1141, 1143, 1145, 1147, 1149, 1151, 1153, 1155, 1157, 1159, 1161, 1163, 1165, 1167, 1169, 1171, 1173, 1175, 1177, 1179, 1181, 1183, 1185, 1187, 1189, 1191, 1193, 1195, 1197, 1199, 1201, 1203, 1205, 1207, 1209, 1211, 1213, 1215, 1217, 1219, 1221, 1223, 1225, 1227, 1229, 1231, 1233, 1235, 1237, 1239, 1241, 1243, 1245, 1247, 1249, 1251, 1253, 1255, 1257, 1259, 1261, 1263, 1265, 1267, 1269, 1271, 1273, 1275, 1277, 1279, 1281, 1283, 1285, 1287, 1289, 1291, 1293, 1295, 1297, 1299, 1301, 1303, 1305, 1307, 1309, 1311, 1313, 1315, 1317, 1319, 1321, 1323, 1325, 1327, 1329, 1331, 1333, 1335, 1337, 1339, 1341, 1343, 1345, 1347, 1349, 1351, 1353, 1355, 1357, 1359, 1361, 1363, 1365, 1367, 1369, 1371, 1373, 1375, 1377, 1379, 1381, 1383, 1385, 1387, 1389, 1391, 1393, 1395, 1397, 1399, 1401, 1403, 1405, 1407, 1409, 1411, 1413, 1415, 1417, 1419, 1421, 1423, 1425, 1427, 1429, 1431, 1433, 1435, 1437, 1439, 1441, 1443, 1445, 1447, 1449, 1451, 1453, 1455, 1457, 1459, 1461, 1463, 1465, 1467, 1469, 1471, 1473, 1475, 1477, 1479, 1481, 1483, 1485, 1487, 1489, 1491, 1493, 1495, 1497, 1499, 1501, 1503, 1505, 1507, 1509, 1511, 1513, 1515, 1517, 1519, 1521, 1523, 1525, 1527, 1529, 1531, 1533, 1535, 1537, 1539, 1541, 1543, 1545, 1547, 1549, 1551, 1553, 1555, 1557, 1559, 1561, 1563, 1565, 1567, 1569, 1571, 1573, 1575, 1577, 1579, 158

Bus Service	Approx. Frequency	Approx.
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Bus Service	Approx. Frequency	Approx. Distance
#128	20 minutes	95 m. (311.7 ft.) to Eighth Ave. and Second St.
#105	30 minutes	206 m. (675.9 ft.) to Eighth Ave. and Colborne St.
#155	30 minutes	437 m. (1,433.7 ft.) to Sixth Ave. and First St.

PROJECT STATISTICS

	Permitted / Required Under RT Zoning	Proposed
Lot Area	-	1,595.9 sq. m. (17,178.1 sq. ft.) ¹
Site Frontage	-	40.2 m. (131.9 ft.)
Average Lot Depth	-	40.4 m. (132.4 ft.)
Total FSR	1.03 FSR ²	1.03 FSR
Total Above Grade FSR	0.85 FSR	0.87 FSR
Total Below Grade FSR	0.15 FSR	0.16 FSR
Maximum Basement Height Above Existing Grade	3.28 ft. (1.0 m.)	Complies
Building Height	10.67 m. (35 ft.)	Building A: 10.5 m. (34.4 ft.) Building B: 10.5 m. (34.4 ft.)
Residential Units	-	10 units
Off-Street Parking		
Resident	10 spaces	10 spaces
Visitor/Loading	1 space	1 space
Total	11 spaces	11 spaces
Bicycle Parking	Long-term: 10 spaces Short-term: Not required	Long-term: 13 spaces Short-term: 6 spaces

¹ Reflects the net site area less the required lane dedication

² Includes additional 0.03 FSR to accommodate Step 4 building performance requirements.
Distribution of additional density above/below ground is not specified by the Bylaw.

Attachment 3

Official Community Plan Amendment Consideration of Public Consultation

OFFICIAL COMMUNITY PLAN AMENDMENT CONSIDERATION OF PUBLIC CONSULTATION

Consultation Requirements

Section 475 and 476 of the *Local Government Act* provides specific requirements for consultation that must occur prior to the consideration of an Official Community Plan (OCP) amendment. The Act requires local government to provide one or more opportunities it considers appropriate for consultation with the organizations and authorities it considers may be affected by the proposed OCP amendment. The local government must:

- a) consider whether the opportunities for consideration with one or more organizations and authorities should be early and ongoing;
- b) specifically consider whether consultation is required with:
 - i) the board of the regional district in which the area covered by a plan is located;
 - ii) the board of any regional district that is adjacent to the area covered by the plan;
 - iii) the council of any municipality that is adjacent to the area covered by the plan;
 - iv) First Nations;
 - v) greater boards and improvement boards;
 - vi) the Provincial and Federal governments and their agencies; and
- c) Consult with the Board of Education and seek input on the following:
 - i) the actual and anticipated needs for school facilities and support services in the school districts;
 - ii) the size, number and location of the sites anticipated to be required for the school facilities referred to in paragraph (i);
 - iii) the type of school anticipated to be required on the sites referred to in paragraph (ii);
 - iv) when the school facilities and support services referred to in paragraph (i) are anticipated to be required;
 - v) how the existing and proposed school facilities relate to existing or proposed community facilities in the area.

Consideration of Consultation

Council is required to consider who could be affected by the proposed Official Community Plan Amendment. The Local Government Act requires that Council specifically consider whether consultation is required with the groups listed below. Staff has provided a recommendation for Council's consideration for each of the identified groups:

a) The Board of Education of New Westminster Schools

Consultation is required with the Board of Education of New Westminster Schools. The OCP Amendment could impact school enrollment through the introduction of new residential dwelling units.

b) First Nations

The City of New Westminster is currently in the process of developing a work plan to establish strategies to guide the City in the operationalization of Truth and Reconciliation efforts. These strategies will address how the City undertakes consultations with First Nations in regards to Official Community Plan amendments as well as other planning notifications. As this process is not yet in place, staff recommends utilizing the contact list maintained by Port Metro Vancouver for First Nations consultation on this application. This approach has been reviewed by City's Museums & Heritage Services staff.

The First Nations to be consulted include:

- Cowichan Tribes;
- Halalt First Nation;
- Katzie First Nation;
- Kwantlen First Nation;
- Kwikwetlem First Nation;
- Lyackson First Nation;
- Lake Cowichan First Nation;
- Musqueam Indian Band;
- Penelakut Tribe;
- Qayqayt First Nation;
- Seabird Island Band;
- Semiahmoo First Nation;
- Shxw'ōwhámél First Nation;
- Soowahlie First Nation;
- Squamish Nation;
- Sto:lo Nation;
- Sto:lo Tribal Council;
- Stz'uminus First Nation;
- Tsawwassen First Nation; and
- Tsleil-Waututh Nation.

c) The Board of the Regional District in which the area covered by the OCP is located.

Consultation with Metro Vancouver is not recommended as the proposed development is small in nature and will not have any regional implications.

- d) Greater Boards or Improvement Districts.
Consultation with other Regional Districts is not recommended as the proposed OCP Amendment is not considered to affect adjacent Regional Districts.
- e) The Council of any municipality that is adjacent to the area covered by the plan.
Consultation with the City of Richmond, the City of Burnaby and the City of Coquitlam is not recommended given the scale of the proposed development and location of the site. The proposal is not considered to have any negative impact on these municipalities.
- f) Greater Boards and Improvement Boards.
The Greater Vancouver Sewer and Drainage District Board oversee the operation of regional utilities in New Westminster. Consultation with the Greater Vancouver Sewer and Drainage District Board is not recommended since the proposed development is small in nature and not deemed to have any significant impacts to any regional utilities.
- g) The Provincial and Federal governments and their agencies.
Consultation with the Provincial Ministry of Highways and Infrastructure is not recommended since the subject site does not fall within 800 metres of a controlled access highway.
Consultation with other Provincial and Federal government agencies is not recommended as the proposed OCP Amendment is not considered to affect other agencies.

Staff will seek input from the parties selected in the following manner:

- a) send a request for written comments to the parties listed above;
- b) as part of the notification requirements for public hearing, place a notice on the City Page to advise the public of this application; and
- c) as part of the notification requirements for public hearing, require the applicant to include notice of the proposed OCP amendment on the site signage required for the subject application.

The consultation requirements under this section of the Local Government Act are in addition to the Public Hearing requirements.

Attachment 4

Applicant's Design Rationale and Project Drawings

2022.08.08
(Revision 1)

Development Services + Planning – City of New Westminster
511 Royal Avenue
New Westminster, BC V3L 1H9

Project Summary and Design Rationale
Proposed redevelopment of 728 First Street and 102/104 8th Avenue, New Westminster, BC.

Site information:

This development *Site* is comprised of two fee-simple properties:

Property A:

Civic Address: 728 First Street, New Westminster
PID: 011-341-467
Legal Description: LOT "D" SUBURBAN BLOCK 13 PLAN 8662
Zoning: *Single Detached Residential (RS-1)*
Land Use Designation: *Residential – Detached and Semi-Detached Housing (RD)*

Property B:

Civic Address: 102/104 8th Avenue, New Westminster, BC.
PID: 011-341-424
Legal Description: LOT "C" SUBURBAN BLOCK 13 PLAN 8662
Zoning: *Single Detached Residential (RS-1)*
Land Use Designation: *Residential – Detached and Semi-Detached Housing (RD)*

Proposed Development Description:

1. General Project Description:

There is currently a single-family residence on Property A. There is currently an existing non-conforming duplex on Property B. To facilitate this project, the demolition of both buildings would be required. The two properties would be consolidated to facilitate a stratified townhouse development.

The proposed project consists of ten (10) side-by-side townhouses, divided equally between two (2) buildings. Total proposed maximum gross floor area is 17,668.8 square feet. Carports with lane access are proposed.

2. Site Planning:

The *Site* offers several opportunities based on it being bounded by two streets and a lane. 8th Avenue is a busier thoroughfare, with a more urban condition, while First Street presents a more residential character, primarily servicing only local traffic.

The proposed development consists of two buildings, each with five side-by-side townhouses. Between the buildings would be an inner courtyard connecting parking access at laneway end and a public courtyard entry point at the First Street end.

The site slopes upwards from the low point at the North-East corner to the high point at the South-West corner. The slope is used to create a number of integrated level transitions in the landscape, and a stepping of building heights and elements.

3. Massing / Size / Height / Orientation:

The proposed approximate overall height of both buildings is less than the maximum allowable height of 10.67 m (35'-0"). The approximate highest point of Building A is proposed under 10.48 m (34'-5") high and Building B is under 8.22 m (27'-0") high.

Building A:

- The units of Building A all have a total of two and a half levels, with a third level roof deck.
- Building A is oriented along 8th Avenue, with four units (1-4) having their primary entries facing North to 8th Avenue, and one unit (5) having its primary entry facing First Street.
- The heights of each unit are varied such that they step down with the existing slope. This adds a level of variety and individuation that plays against the uniformity of the elevations.
- Unit entries, and their attendant outdoor spaces, are elevated from the street grade to enhance privacy and create a transition zone from the street.
- The massing of Unit 5 responds to the more urban corner street condition through it's different two and a half storey form. Its third floor is smaller than the lower two, and occupies the centre of the floor plate, serving to minimize the overall massing of the building. The aim is to strengthen the presence at the corner while keeping the overall scale closer to the single-family housing that sits further away from 8th Avenue.
- Unit 1 (end unit at alley) also responds to its corner and end-wall location, although with unique aspects of a more subtle nature.

Building B:

- The units of Building B all have a total of three levels, with the lowest level a basement condition.
- Four units (6-9) have their front entries facing north to the project's inner courtyard.
- Unit 10 (facing First Street), has its main entry oriented to the street. It is elevated from the street grade, creating a transition zone to enhance privacy. Its forms work with those of Unit 5, while reducing in scale to respond to the adjacent single-family neighbourhood.
- Units 8, 9 and 10 have minor building projections that extend beyond the allowable Building Envelope, as defined by the 45 degree building envelope construction line projected from the side property line. These extensions are located on the South face of the building.

4. Setbacks:

Given that this proposal is a hybrid between a street-oriented townhouse layout and a courtyard-oriented development, this proposal proposes a merging of the two applicable setback standards (“street-oriented corner setbacks”, and “courtyard development setbacks”) as detailed in the *New Westminster Official Community Plan - Townhouse and Rowhouse Development Permit Guidelines*:

- The proposed building setbacks along First Street for both buildings adhere to the front yard setback required for courtyard developments of 4.27m (14'-0").
- The proposed side yard setback for Building B adheres to the more restrictive setback for courtyard developments of 4.27m (14'-0"). Eave and fin wall elements project maximum 0.61 m (2'-0") into the required side yard.
- Both buildings are sited to have a rear yard setback that is in excess of the minimum required rear yard setback for both street-oriented corner and courtyard setbacks.
- The proposed front yard setback for Building A along 8th Avenue aims to strike a balance between the “flanking street” side yard setback for street-oriented corner developments (min 1.83m (6'-0")), and the primary street front setback for both street-oriented corner and courtyard developments (min 4.27m (14'-0")). Building A is sited to have a minimum front yard setback of 3.22m (10'-7").
- Proposed Projections along streets:
 - Building A:
 - Distance from property line along 8th Avenue:
 - Eave minimum: 2.77 m (9'-1")
 - Entry cantilevered canopy minimum 2.61 m (8'-7")
 - Fin wall minimum: 2.77 m (9'-1")
 - Distance from property line along First Street:
 - Entry cantilevered canopy minimum 3.80 m (12'-6")
 - Building B:
 - Distance from property line along First Street:
 - Eave minimum: 3.85 m (12'-7")
 - Fin wall minimum: 3.85 m (12'-7")
 - Window well: 3.19 m (10'-6")
- The proposed courtyard width ranges from 27'-11 ½" to 31'-5", and varies due to the articulated exterior walls of both buildings.
- The Courtyard Entry Pavilion is sited 0.77m (2'-6") from the First Street property line. This siting allows the required clearance between the principal building and the detached accessory building to be achieved while also not infringing on the private open space of Unit 5.
- The carport structure posts are located 15'-0" from the property line along 8th Avenue and the carport roof extensions are no closer than 6'-0" from the rear property line.

5. Architectural Expression:

In keeping with the *New Westminster Official Community Plan - Townhouse and Rowhouse Development Permit guidelines*, the project aims to balance simple and contemporary building forms with a finer scale of detail and composition.

The whole project proposes a restrained material range, along with a traditional palette of colours.

Each of the two buildings is comprised of a central stretch of three (3) repeating unit forms capped at each end with units having more articulated and unique characters.

- The design aims for a balance between a the whole and its parts, so that the project has a unity of expression balanced with the “architectural diversity” required for individual unit identity and a “varied streetscape.”
- The definition of each unit is clearly expressed while the whole is tied together through the scale and architectural articulation: shared shapes, forms, detailing, common materiality, and common landscaping.
- Each unit’s main entry is critical to their expression. Each is denoted through the use of a defining vertical element and contrasting door colour. All entries have weather protection in the form of cantilevered canopies.
- The repeating units include variations that balance their primary regularity/repetition with a secondary level of uniqueness.
- The end units are designed to meet two prime objectives: 1) to address their own unique site circumstances and opportunities, and 2) to resolve each of the two building blocks in a manner which balances the whole composition. Their uniqueness ranges from the more subtle (Units 1 and 6 facing the parking structure and laneway) to increasingly different expressions from Unit 10 and Unit 5.
- The most unique unit is Unit 5. It’s simplicity and bolder shapes directly face the street corner and the larger buildings further north along 8th Avenue. While different in its design language, it relates to the other units through shared shapes, forms, and window detailing.

6. Open Space and Landscape Design:

Private open space:

- Generous at-grade private yards are provided for all 10 units, ranging from approximately 198 – 242 square feet in size.
- All units in Building A have a private third level deck, ranging from approximately 150 – 157 square feet in size.
- Units 1-4 in Building A have a small outdoor at-grade patio facing 8th Avenue, ranging from approximately 56- 65 square feet in size.

Shared open space:

- A linear public courtyard separates the two buildings. It will have gated entries at either end.
- Along First Street, the public courtyard entry is defined by a covered open-air pavilion. This structure will serve as a zone of weather protection complete with mailbox access, bench seating, secured entry access and covered common table/seating area located behind a low privacy fence. The open-air pavilion is flanked by a sunken short term bike storage area to the South and a common outdoor lounge seating area to the North.
- Approximately half the width of the courtyard will accommodate the ‘back yards’ of Building A, with the remaining width accommodating window wells to the lower-level windows of Building B, landscaping and stair and ramp transitions.

- The courtyard will have two trees along with benched gathering space.

Landscape Design:

- The location of several existing trees on the site requires their removal to facilitate the *Project*.
- The grades along the street-facing property lines will be required be lowered due to city-required redesign/upgrading of boulevards and sidewalks. Due to this, hedges and trees located in close proximity to those property lines will need to be removed.
- Any removal of protected trees will be remediated with double their number.
- Proposed landscape design elements:
 - Soft landscaping:
 - Utilization of drought-resistant planting.
 - Trees along street front enhance privacy.
 - Trees in courtyard and tree in the rear yard of Unit 3 minimize overlook between buildings.
 - Trees in the rear yards of Building B minimize overlook between Building B and the adjacent property to the South.
 - Permeable surfaces are used where feasible, including permeable pavers for parking.
 - A mixture of metal and wood fencing of various heights is proposed, with the character and height of the fence determined by its function.

7. Off-Street Vehicle Parking, loading and Bicycle Parking:

Vehicle parking:

- One covered parking stall per unit.
- One wheelchair accessible stall is proposed with accessible ramped access to courtyard levels.
- One loading/visitor parking stall located adjacent to the neighbouring property at 724 First Street, 1'-4" from the side property line. This stall will be buffered from the neighbouring property by the existing cedar hedge and fencing along the property line.
- All stalls are directly accessible from the lane.
- Planting is provided where feasible in between stalls.
- All assigned stalls will be equipped with electrical vehicle charging infrastructure and charging stations.
- Covered carports are provided for all unit-assigned stalls. The carport structure is divided into four separate roof planes to allow the roofs to step down with the sloped lane. The resulting design serves to minimize the visual impact of the carport massing.

Bicycle Parking:

- Each unit will be supplied with lockable bicycle storage accessible from the courtyard or the unit's rear-yard. There is a mixture one and two-bike storage lockers.
- Six short-term bicycle stalls will be supplied adjacent to the courtyard entrance and are placed within a sunken court.

8. Garbage and Recycling:

- A generous number of garbage and recycling bins can be housed within a covered area located with easy access from all units.
- There is an easily maneuverable, flat path from the recycling /garbage area to a lane collection point. The collection path would see the bins taken north through the gated enclosure and then west through the pedestrian access gate and along the path to the lane.
- The area is screened from view from both inside and outside of the development through retaining walls, metal fencing, and gated access.

9. Crime Prevention Through Environmental Design (CPTED):

This project aims to follow sound CPTED principals:

- The zones of private, semi-private and public spaces are well defined through the use of elevational changes, fencing, planting and other landscaping components.
- Private yard space to be secured with gates.
- The entry to the Courtyard is defined through physical barriers.
- Fencing facilities privacy but will not obstruct sightlines.
- Interior courtyard surveillance is fostered through the incorporation of generous windows from all levels of every unit into the inner courtyard.
- The courtyard is proposed to be well lit, and the trees are to be small and vertical in character to minimize interference with sightlines.
- Appropriate safety lighting strategies in outdoor areas will be implemented to provide secure access and path throughout the development.
- Carport areas are to have adequate, motion detecting lighting. Unobstructed visibility along the length of the carport is maintained.

10. Sustainability:

- EV charging infrastructure will be supplied for each assigned parking stall.
- High performance building standards, to meet Step 4 of the BC Step Code.
- Passive solar design elements such as operable windows oriented to facilitate cross ventilation within units, and strategic landscape shading will be implemented.

- Accommodation for future solar panels.
- Specified materials will aim to incorporate low VOC products, sustainably produced materials, and materials with long-lasting and durable qualities.

Conformance of Proposed Development with Applicable City Policies:

The *Project* is consistent with the aims of various City of New Westminster policy objectives.

New Westminster Official Community Plan (OCP):

These properties were considered for *Infill Townhouse* land use designation during the last *OCP*, and are to be included in the upcoming Infill Housing Phase One Monitoring Program in 2022. While this proposal is not in alignment with the current *OCP* designation for the Site of *Residential – Detached and Semi-Detached Housing (RD)*, it is in keeping with the current aims of the *City of New Westminster* Planning Department. The appetite for projects of this nature has increased significantly since the last *OCP* updates in 2017. The *Project* aligns with the current aims of *New Westminster* planning staff for sites for this nature and location, and the pursuit of this project has been encouraged by city staff. To facilitate this project, an *OCP* amendment would be required to change the land use designation from *Residential Semi-Detached Housing (RD)* to *Residential Ground-oriented Infill Housing (RGO)* or *Residential – Infill Townhouse (RT)*.

New Westminster Family-Friendly Housing Policy:

The *Project* meets and exceeds the requirements of the City of New Westminster's Family-friendly housing policy. While the policy requires developments such as this to have 30% 2-3 bedroom units and 10% 3+ bedroom units, this proposal would see all units be 3+ bedroom units.

Zoning Bylaw:

To facilitate this *Project*, the properties would need to be amalgamated and re-zoned from *Single Detached Residential (RS-1)* to *Infill Townhouse and Rowhouse Residential (RT)*. This proposal meets the regulations for the RT zone. *Residential Ground-oriented Infill Housing (RGO)* or *Residential – Infill Townhouse (RT)*.

Development Permit Area:

Any *OCP* amendment to either *Residential Ground-oriented Infill Housing (RGO)* or *Residential – Infill Townhouse (RT)*, would result in the *Project* being subject to the guidelines for Development Permit Areas 1.3 *Townhouses and Rowhouses*. This proposal meets the general aims of those guidelines for townhouse development.

Infill projects such as this are encouraged to be complimentary in location and scale to the surrounding neighbourhood. They can serve as a transition from larger more urban forms (such as the building diagonally across 8th and First) to single family residential.

This *Project's* provides units adequately sized for families, something currently in short supply within the *City of New Westminster*.

Summary:

This project aims to provide the Glenbrook North neighbourhood with much needed family housing. Ten 3+ bedroom homes located within a short walk to the services of Royal Square Mall, Terry Hughes and Queen's parks, École Glenbrook Middle and Herbert Spencer Elementary schools, the Justice Institute, and soon the new pool and facilities of the Temesew'txw Aquatic Community Centre and Centennial complex. The design aims to mediate the larger scale buildings and traffic of 8th Avenue with the existing single-family neighbourhood beyond. The architecture gives individual identity to each home while knitting their appearance together into a balanced whole. The two buildings are separated by an open landscaped courtyard and offer private outdoor spaces for each residence. The proposal includes the infrastructure for EV charging, ecologically sensitive landscaping and high-performance building standards . . . a healthy environment within the growing city.

Project Developers: Jaideep Puri
728 First Street, New Westminster
&
Randy Kaler
102/104 8th Avenue, New Westminster

Regards,

Tara Gronlund Architect AIBC

gdp architecture

GLENBROOK NORTH TOWNHOUSES

PROJECT AND SITE DATA

THE SITE IS COMPRISED OF TWO PROPERTIES:

PROPERTY (1)	
Street Address	102 EIGHTH AVENUE, NEW WESTMINSTER, BC
Legal Description:	LOT C, NEW WESTMINSTER DISTRICT, PLAN NWP8662 SUBURBAN BLOCK 13, GROUP 1 Folio: 10583000 PID: 011-341-424
PROPERTY (2)	
Street Address	728 FIRST STREET, NEW WESTMINSTER, BC
Legal Description	LOT D, NEW WESTMINSTER DISTRICT, PLAN NWP8662 SUBURBAN BLOCK 13, GROUP 1 Folio: 10581000 PID: 011-341-467
Applicable Codes and Bylaws	British Columbia Building Code 2018, PART 9 City of New Westminster, Zoning Bylaw 6680,2001 Bylaw Building Bylaw 8125, 2019
Building Form	Building Code Occupancy Type - residential Number of Stories -3
Zoning	Existing: SINGLE DETACHED RESIDENTIAL (RS-1) Proposed: INFILL TOWNHOUSE AND ROWHOUSE RESIDENTIAL (RT)
Land Use Designation	Existing: RESIDENTIAL SEMI-DETACHED HOUSING (RD) Proposed: RESIDENTIAL GROUND-ORIENTED INFILL HOUSING (RGO) OR RESIDENTIAL - INFILL TOWNHOUSE (RT).
TENURE OF DWELLING UNITS:	PROPOSED: STRATA

DRAWING SET LIST			CURRENT ISSUE DATE
A001	TITLE SHEET		22.08.08
A002	PROJECT INFORMATION, DRAWING SET LIST, ZONING DATA		22.08.08
A003	CONTEXT INFORMATION		22.08.08
A101	SITE PLAN		22.08.08
A102	LOWER LEVEL BUILDING PLANS		22.08.08
A103	MAIN LEVEL BUILDING PLANS		22.08.08
A104	2ND LEVEL BUILDING PLANS		22.08.08
A105	3RD LEVEL BUILDING PLANS		22.08.08
A106	ROOF PLANS		22.08.08
A110	BUILDING A: UNIT 1 PLANS		22.08.08
A111	BUILDING A: UNIT 2, 3, 4 PLANS		22.08.08
A112	BUILDING A: UNIT 5 PLANS		22.08.08
A113	BUILDING B: UNIT 6 PLANS		22.08.08
A114	BUILDING B: UNIT 7, 8, 9 PLANS		22.08.08
A115	BUILDING B: UNIT 10 PLANS		22.08.08
A301	STREET ELEVATIONS		22.08.08
A302	LANE ELEVATION, EXTERIOR MATERIAL KEY		22.08.08
A303	BUILDING A ELEVATIONS		22.08.08
A304	BUILDING A ELEVATIONS		22.08.08
A305	BUILDING B ELEVATIONS		22.08.08
A306	BUILDING B ELEVATIONS		22.08.08
A400	SECTION A, SECTION B		22.08.08
A401	SECTION C		22.08.08
A402	SECTION D, SECTION E		22.08.08
A501	MASSING MODEL IMAGES		22.08.08
A502	MASSING MODEL IMAGES		22.08.08

CONSULTANTS:

	SURVEYOR ELEVATE LAND SURVEYING Finny Philip BCLS Email: finny@elevatelandsurveying.com Tel: 604-385-5571
	CIVIL ENGINEER DELTADOT ENGINEERING INC. Keshav Nepal P.Eng, PMP Email: keshav.nepal@deltadotengineering.com Tel: 604-781-4870
	LANDSCAPE ARCHITECT PMG LANDSCAPE ARCHITECTURE Pat Campbell, MBCSLA Email: pat@pmglandscape.com Tel: 604-294-0011
	ARBORIST FROGGERS CREEK TREE CONSULTANTS Glenn Murray, Board Certified Arborist Email: glenn@froggerscreek.ca Tel: 604-721-6002
	ELECTRICAL / MECHANICAL / PLUMBING / SPRINKLER ENGINEER: TAG ENGINEERING INC. Satwinder Singh, P.Eng Email: sat@tagengineering.ca Tel: 604-790-0579

Zoning Data

Job #2108 as of 2022.08.08
Glenbrook North Townhouse Development

AREA:	width:	131.90 ft.
	depth:	132.43 ft.
	Site Area:	17,467.52 sq. ft.
	Lane/corner dedication:	289.31 sq. ft.
	Site Area for FSR calcs:	17,178.21 sq. ft.

YARDS:	required	proposed
front - 8th Avenue	TBD	10.58 ft. Building A - min 14.58 ft. Building A - max (main and second level)
front - First Street	TBD	14.00 ft. Building A - min 14.00 ft. Building B - min
rear- lane	25.00	29.16 ft. Building A - min 30.21 ft. Building B - min
south side:	14.00	14.00 ft. Building B - min

projections - from property line			
Building A			
Distance from property line along 8th Avenue:	Eave	9.08 ft (2.77 m)	min
	Cantilvered canopy	8.58 ft (2.61 m)	min
	Fin wall	9.08 ft (2.77 m)	min
Distance from property line along First Street:	Cantilvered canopy	12.50 ft (3.80 m)	min

Building B			
Distance from property line along First Street:	Eave	12.58 ft (3.85 m)	min
	Fin wall	12.58 ft (3.85 m)	min
	Window well	10.50 ft (3.19 m)	min

FLOOR AREA:	Building A	Unit 1	Unit 2	Unit 3	Unit 4	Unit 5	Building B	Unit 6	Unit 7	Unit 8	Unit 9	Unit 10
Lower Floor (basement)	-	sq. ft.	-	sq. ft.	-	sq. ft.	-	sq. ft.	-	sq. ft.	-	sq. ft.
Main Floor:	652.50	sq. ft.	666.70	sq. ft.	666.70	sq. ft.	666.70	sq. ft.	691.40	sq. ft.	670.70	sq. ft.
Second Floor:	691.60	sq. ft.	666.70	sq. ft.	666.70	sq. ft.	666.70	sq. ft.	691.40	sq. ft.	628.20	sq. ft.
Third Floor:	393.90	sq. ft.	397.20	sq. ft.	397.20	sq. ft.	397.20	sq. ft.	323.80	sq. ft.	-	sq. ft.
Total	1,738.00	sq. ft.	1,730.60	sq. ft.	1,730.60	sq. ft.	1,730.60	sq. ft.	1,828.60	sq. ft.	1,789.80	sq. ft.

Exclusions	crawl space	-	sq. ft.	-	sq. ft.	-	sq. ft.	-	sq. ft.	319.60	sq. ft.	313.60	sq. ft.
	bay windows	12.70	sq. ft.	12.70	sq. ft.	12.70	sq. ft.	12.70	sq. ft.	-	sq. ft.	-	sq. ft.

FSR Calculations	Permitted	Proposed
Below Grade FSR	15%	2,576.73 sq. ft. 15.58% **
Above Grade FSR	85%	14,601.48 sq. ft. 87.27% **
Subtotal FSR	100%	17,178.21 sq. ft.
Bonus FSR	3%	515.34621
Total FSR	103%	17,693.55 sq. ft. 102.86%

** AREAS ARE APPROXIMATE
CITY STAFF TO CONFIRM AGREEMENT WITH FSR CALCULATIONS. SEE UNIT PLANS (A110 - A119) FOR FSR EXCLUSIONS

HEIGHT CALCULATIONS:

[EXISTING CORNER ELEVATIONS FOR DATUM CALULATION ARE EXTRAPOLATED FROM SITE SURVEY, DATED 2021.09.13]

Building A	proposed	Lot Datum Calculation	Building B	proposed	Lot Datum Calculation
max elevation:	283.30 ft.	North East 248.00 ft.	max elevation:	279.50 ft.	North East 249.80 ft.
		South East 248.00 ft.			South East 251.30 ft.
		North West 250.60 ft.			North West 254.00 ft.
		South West 251.00 ft.			South West 255.50 ft.
datum:	248.90 ft.		datum:	252.65 ft.	
HEIGHT (peak):	allowed 35.00	proposed 34.40 ft.	HEIGHT (peak):	allowed 35.00	proposed 34.40 ft.

PRIVATE OPEN SPACE	Building A	Unit 1	Unit 2	Unit 3	Unit 4	Unit 5	Building B	Unit 6	Unit 7	Unit 8	Unit 9	Unit 10
At grade patio (front yard)	56.00	sq. ft.	65.00	sq. ft.	65.00	sq. ft.	65.00	sq. ft.	198.00	sq. ft.	245.00	sq. ft.
At grade yard (rear yard)	224.00	sq. ft.	198.00	sq. ft.	198.00	sq. ft.	198.00	sq. ft.	242.00	sq. ft.	242.00	sq. ft.
Roof deck	157.00	sq. ft.	157.00	sq. ft.	157.00	sq. ft.	157.00	sq. ft.	150.00	sq. ft.	-	sq. ft.
Bike locker storage	-	sq. ft.	-	sq. ft.	-	sq. ft.	-	sq. ft.	-	sq. ft.	-	sq. ft.
Total	437.00	sq. ft.	420.00	sq. ft.	420.00	sq. ft.	420.00	sq. ft.	348.00	sq. ft.	264.50	sq. ft.

Common Outdoor Gathering Space 230.00 sq. ft.

DETACHED ACCESSORY STRUCTURE

AREA:	Lane width:	16.00 ft.	SETBACKS:	required	proposed
Carports	Area (sq. ft.):	1527.80 sq. ft.	front - 8th Avenue	min 15.00 ft.	15.00 ft.
	Max Height:	12.00 ft.	rear - lane	min 6.00 ft.	6.20 ft.
	setback from lane:	6.00 ft.	south side:	min 9.73 ft.	9.73 ft.
			from principal buildings:	min 3.0 ft.	3.00 ft.
Courtyard Entry Pavilion	Area (sq. ft.):	146.00 sq. ft.	front - First Street	14.00 ft.	2.00 ft.
	Max Height:	10.00 ft.	from Building A:	3.0 ft.	4.85 ft.
			from Building B:	3.0 ft.	5.58 ft.
TOTAL AREA:	allowed 2576.73	proposed 1673.80			
	15%	9.7%			

PARKING:

required	proposed
Total Stalls	10
Loading / Visitor	1
Accessible	1
Compact stalls	30%
	3

[siting relaxation required- located 1'-4" from property line]

BICYCLE PARKING:

required	proposed
Long Term (1.0/unit)	10
Short Term	13
	0

zone for bike racks - 1.83m x 3.6m

WASTE:

required	proposed capacity	Note: Garbage collection proposed from private collector
Recycling	qty (3) - 360L/95g bins	qty (3) - 360L/95g bins
Organics	qty (1) - 240L/65g bin	qty (2) - 360L/95g bins
Garbage	qty (5) - 240L/90g bins	qty (5) - 240L/90g bins
Glass	qty (1) 120L/45g bin	qty (1) 120L/45g bin

PROTECTED TREES:

	existing	to be removed	Replacement Required	Proposed
Protected Trees - on site	5	5	10	23
Protected Trees - city owned	3	3	as determined by city	
Protected Hedges - on site	1	1	2	
Total			12	23

Definitions - Protected Tree:
trunk more than 8" at 1.3m h (4.25')
any tree on city owned land
hedge higher than 5m (16.4')

ENERGY:

Proposed Step Code Level	4
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SUITE 2100, 1055 WEST GEORGIA STREET
VANCOUVER, BC, V6E 3P3

tel. 604.522.2258
info@gdparchitecture.ca

NO.:	DESCRIPTION:	DATE:
A		
B		
C		
D	FOR DISCUSSION	22.02.18
E	FOR COORDINATION	22.03.17
F	FOR OCP AMENDMENT / REZONING / DEVELOPMENT PERMIT SUBMISSION	22.04.13
G	FOR OCP AMENDMENT / REZONING / DEVELOPMENT PERMIT SUBMISSION REVISION 1	22.08.08
H		
I		
J		
K		

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GLENBROOK NORTH TOWNHOUSES
102 8TH AVENUE AND 728 FIRST STREET
NEW WESTMINSTER, BC

DATA SHEET

Scale: NTS

Project No.: 2108

Date: 22.08.08

A-002

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LANE ELEVATION

FIRST STREET ELEVATION

NOTE: MASSING MODEL IMAGES ARE INTENDED TO ILLUSTRATE THE ARCHITECTURAL DESIGN INTENT OF THE PROJECT AND ARE FOR ILLUSTRATION PURPOSES ONLY.

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NO.	DESCRIPTION	DATE
A		
B		
C		
D	FOR DISCUSSION	22.02.18
E	FOR COORDINATION	22.03.17
F	FOR OCP AMENDMENT / REZONING / DEVELOPMENT PERMIT SUBMISSION	22.04.13
G	FOR OCP AMENDMENT / REZONING / DEVELOPMENT PERMIT SUBMISSION REVISION 1	22.08.08
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GLENBROOK NORTH
TOWNHOUSES
102 8TH AVENUE AND 728 FIRST STREET
NEW WESTMINSTER, BC

Title:
**MASSING MODEL
IMAGES**

Scale:	NTS
Project No.:	2108
Date:	22.08.08

A-502

REPORT

To: Mayor Cote and Members of Council **Date:** August 29, 2022

From: Jacque Killawee
City Clerk

File: 05.1025.02-2022

Item #: 2022-562

Subject: Recruitment 2022: Appointment to the Social and Cultural Vibrancy Grant Committee

RECOMMENDATION

THAT Council receive the report titled, "Recruitment 2022: Appointment to the Social and Cultural Vibrancy Grant Committee" for information.

PURPOSE

The purpose of this report is to release appointments to the City's Grant Committees to the public.

BACKGROUND

At the July 11, 2022 Closed meeting, New Westminster City Council approved the following motions in relation to an appointment to the Social and Cultural Vibrancy Grants Committee:

MOVED and SECONDED

THAT Giulia Setticasi be appointed as the Arts Advisory Committee representative on the Social and Cultural Vibrancy Grants Committee for the 2022-23 term.

THAT the appointment be released to the public.

Adopted on Consent.

OPTIONS

Option 1: THAT Council receive the report titled "Recruitment 2022: Appointment to the Social and Cultural Grant Committee" for information.

Option 2: Please provide Staff with other direction.

Staff recommends Option 1.

CONCLUSION

Appointments to Advisory Committees, Boards and Commissions must be authorized by a Council resolution.

APPROVALS

This report was prepared by:
Carilyn Cook, Committee Clerk

This report was approved by:
Jacque Killawee, City Clerk
Lisa Spitale, Chief Administrative Officer

REPORT

Climate Action, Planning and Development

To: Mayor Cote and Members of Council **Date:** August 29, 2022

From: Emilie K. Adin, MCIP **File:** TUP00028
Director, Climate Action, Planning and
Development

Item #: 2022-569

Subject: **Temporary Use Permit: 97 Braid Street (Royal Columbian Hospital Parking) Phase 2 – Consideration of Notice of Issuance**

RECOMMENDATION

THAT Council issue notice that it will consider a resolution to issue a Temporary Use Permit to allow a temporary parking lot on a portion of 97 Braid Street for hospital staff and construction workers during the Phase 2 of Royal Columbian Hospital redevelopment, following a Request for Public Comment period ending on September 19, 2022

PURPOSE

To seek Council's approval to proceed with a Temporary Use Permit to allow a temporary parking lot on a portion of 97 Braid Street for hospital staff and construction workers during the Phase 2 of Royal Columbian Hospital redevelopment.

EXECUTIVE SUMMARY

Fraser Health Authority (FHA) is seeking a Temporary Use Permit (TUP) in order to provide for a temporary parking lot on a portion of 97 Braid Street. This parking use would consist of 500 vehicle parking spaces for use by Royal Columbian Hospital (RCH) staff and construction workers during Phase 2 of the redevelopment project. Phase 2 includes a new acute care tower, an underground parkade, a new main entrance and a rooftop helipad. The temporary parking lot needs to be operational until the construction of the new acute care tower, which is anticipated to be complete in 2025.

A TUP is required as the existing Commercial Industrial Districts (CM-1) zoning for the property does not permit commercial parking lots to accommodate off-site uses.

A TUP was approved in 2016 to allow temporary parking at 97 Braid Street during Phase 1 of the RCH redevelopment. This TUP expires on September 19, 2022. The original TUP was amended in 2021 to allow food truck events to occur outside of peak demand hours for the FHA. The new TUP would continue to allow food trucks to operate at this location but would restrict drive-through events, which were previously permitted due to the pandemic. On-site tenants would also be permitted to use the parking during hours when it is not being used for temporary off-site parking for RCH staff and construction workers.

It is recommended that the new TUP be issued for a maximum of three years with the potential for Council consideration of a one-time extension of up to another three years.

OPTIONS

There are two options presented for Council's consideration, they are:

1. That Council issue notice that it will consider a resolution to issue a Temporary Use Permit to allow a temporary parking lot on a portion of 97 Braid Street for hospital staff and construction workers during the Phase 2 of Royal Columbian Hospital redevelopment, following a Request for Public Comment period ending on September 19, 2022.
2. That Council provide staff with other direction.

Staff recommends Option 1.

ATTACHMENTS

Attachment 1: Staff Memo

Attachment 2: Location Map

Attachment 3: Temporary Use Permit No. 00012 Council Report - 2016

Attachment 4: Parking Service Treatments and Memorandum of Understanding

Attachment 5: Temporary Use Permit No. 00012 Amendment Council Report - 2021

Attachment 6: Policy and Regulations

Attachment 7: Conditions

Attachment 8: Temporary Use Permit No. 00028

APPROVALS

This report was prepared by:
Nazanin Esmaeili, Planning Technician

This report was reviewed by:

Mike Watson, A/Supervisor of Development Planning

John Stark, A/ Manager of Planning

This report was approved by:

Emilie Adin, Director of Development Services

Lisa Spitale, Chief Administrative Officer

Attachment 1

Staff Memo

MEMO

Climate Action, Planning and Development

To: Emilie K. Adin, MCIP
Director, Climate Action, Planning and
Development

Date: August 29, 2022

From: John Stark,
Supervisor of Community Planning

File: TUP00028

Subject: **Temporary Use Permit for Royal Columbian Hospital Phase 2
Construction Parking – 97 Braid Street**

RECOMMENDATION

Staff recommends that the Director forward this memo and the following resolution to Council for consideration:

THAT Council issue notice that it will consider a resolution to issue a Temporary Use Permit to allow a temporary parking lot on a portion of 97 Braid Street for hospital staff and construction workers during the Phase 2 of Royal Columbian Hospital redevelopment, following a Request for Public Comment period ending on September 19, 2022.

PURPOSE

To seek Council's approval to proceed with a Temporary Use Permit to allow a temporary parking lot on a portion of 97 Braid Street for hospital staff and construction workers during the Phase 2 of Royal Columbian Hospital redevelopment.

EXECUTIVE SUMMARY

Fraser Health Authority (FHA) is seeking a Temporary Use Permit (TUP) in order to provide for a temporary parking lot on a portion of 97 Braid Street. This parking use would consist of 500 vehicle parking spaces for use by Royal Columbian Hospital (RCH) staff and construction workers during Phase 2 of the redevelopment project. Phase 2 includes a new acute care tower, an underground parkade, a new main entrance and a rooftop helipad. The temporary parking lot needs to be operational until

the construction of the new acute care tower, which is anticipated to be complete in 2025.

A TUP is required as the existing Commercial Industrial Districts (CM-1) zoning for the property does not permit commercial parking lots to accommodate off-site uses.

A TUP was approved in 2016 to allow temporary parking at 97 Braid Street during Phase 1 of the RCH redevelopment. This TUP expires on September 19, 2022. The original TUP was amended in 2021 to allow food truck events to occur outside of peak demand hours for the FHA. The new TUP would continue to allow food trucks to operate at this location but would restrict drive-through events, which were previously permitted due to the pandemic. On-site tenants would also be permitted to use the parking during hours when it is not being used for temporary off-site parking for RCH staff and construction workers.

It is recommended that the new TUP be issued for a maximum of three years with the potential for Council consideration of a one-time extension of up to another three years.

BACKGROUND

Policy and Regulations

The subject site is currently zoned Commercial Industrial Districts (CM-1), which allows for a range of uses such as education, office use, light manufacturing and repair, retail, personal service, public assembly, entertainment and recreation, storage and warehouse uses, but does not allow a commercial parking lot. A TUP is required since the proposed parking is intended to serve a use which is not located on the property, which falls under the definition of “commercial parking.”

A further summary of related policy and regulations is included in Attachment 6.

Site Characteristics and Context

The portion of 97 Braid Street that is being utilized for the temporary parking lot is located at the northeast corner of Rousseau Street and Braid Street (north side of Braid Street) near the Braid SkyTrain station (See Location Map in Attachment 2). Applications for a mixed use, transit-oriented master planned community (Sapperton Green) for this site are also under City review. To the south of the site is the Urban Academy/Wesgroup development at 100 Braid Street, existing light industrial/service uses within the “Rousseau triangle”, and single detached residences within the lower Sapperton area. There is a warehouse currently leased by Amazon located on the northern portion of the 97 Braid Street site. To the west is an undeveloped portion of the site with single detached residential further west. To the east is the Braid SkyTrain Station and Brunette Avenue is further east.

Phase 1 Temporary Use Permit

In 2016, a TUP for Phase 1 of the Royal Columbian Hospital (RCH) redevelopment (TUP00012) was issued by Council for three years' duration. The 2016 TUP permitted parking for RCH staff and construction workers at 97 Braid Street. In 2019, Council approved an extension for an additional three years to September 19, 2022 with an additional condition to require a longer notice period to the City should the property owner terminate the lease of the lot prior to the expiration of this TUP. This would ensure that the City receives adequate notice of the termination of the lease, so that replacement parking or another alternative solution can be found, if deemed necessary. The Council report is included as Attachment 3.

In 2021, Council approved an amendment to TUP00012 to allow food truck events at 97 Braid Street, subject to the conditions outlined in the report. One condition was that food truck events could only be held during times when the site was not being used for temporary off-site parking by RCH staff and construction workers (e.g. periods of decreased demand such as evenings and weekends). The 2021 TUP Amendment Council report can be found at Attachment 5. The property owner, Fraser Health Authority, the RCH Foundation and the Sapperton Residents Association have all indicated their support for the proposed use. The applicant stated that partial proceeds from the food truck sales would go towards the RCH Foundation.

PROJECT DESCRIPTION

The RCH redevelopment project is a multi-year initiative to improve patient care, upgrade and replace aging facilities and expand the capacity of the hospital in order to meet future regional and provincial health care needs of the province. Redevelopment has been divided into three major integrated and overlapping phases. Phase 2 of the project includes a new acute care tower, an underground parkade, a new main entrance, and a rooftop helipad.

FHA has applied for a Temporary Use Permit to continue to use the temporary parking constructed on a portion 97 Braid Street to facilitate up to 500 spaces for RCH staff and construction workers for Phase 2 of the RCH redevelopment. The temporary parking lot needs to be operational until the construction of the new acute care tower, which is anticipated to be complete in 2025. A complementary shuttle will continue to be used to transfer RCH staff from the parking lot to the hospital.

The application also proposes to continue to allow food truck events during times when the site is not being used by RCH staff and construction workers. In addition, the site owner has requested the flexibility to use the parking area for other site users when not in use by FHA. The parking would be used by the Soccer Academy and Planet Lazer, Monday to Friday from 3 pm to 6 am, and 24 hours on weekends and statutory holidays. The additional users will pay for the parking access with revenues being retained by FHA. FHA has confirmed the additional users would not impact RCH operational needs. The applicant has provided a draft Memorandum (MOU) of Understanding and Parking

Service Treatments, including the hours of operation, tenants' responsibilities and restrictions. Finalization of the MOU would be one of the TUP conditions. (See Attachment 4 for MOU and Parking Service Treatments).

The TUP would allow the commercial parking use for three years, ending on September 19, 2025, with a potential of Council consideration of a one-time extension of up to another three years.

DISCUSSION

Temporary Use Permit Analysis

The TUP is consistent with the criteria contained in section 190.46 of the Zoning Bylaw for Commercial and Industrial Temporary Use Permits. This includes consideration of consistency with the Official Community Plan, the temporary nature of the use, and impacts on adjacent uses.

As the proposed TUP for Phase 2 is largely the same as the TUP that was previously approved for Phase 1, the analysis completed by staff in relation to transportation, access, parking rates, alternate transportation options, dust control, parking lot maintenance and landscaping and screening remains unchanged. This analysis is included in the 2016 Council report regarding the issuance of the original TUP (see Attachment 3). Staff concluded that this proposal was supportable since there haven't been any issues or complaints that arose during the Phase 1 redevelopment.

Temporary Use Permit Timing and Conditions

The applicant is requesting a TUP for three years, which is the maximum length allowed under legislation. The TUP could be considered for extension one time for up to an additional three years, for a total of six years.

The Local Government Act allows municipalities to impose conditions on their approval of TUP proposals. As the proposal for Phase 2 remains largely the same as the proposal for Phase 1, staff are recommending the same conditions for the TUP. These relate to landscaping, maintenance, drainage/irrigation features, safety and security plan, ongoing monitoring plan and hours of operation. The previous conditions related to the inclusion of food truck operations, including operational hours, queueing and staging, would also be included. The applicant would be required to finalize a Parking Service Treatments and a Memorandum of Understanding with the current tenants of 97 Braid Street and the FHA. A complete list of the conditions is attached to this report in Attachment 7.

INTERDEPARTMENTAL LIAISON

The Climate Action, Planning and Development Department has consulted with staff from the Engineering Department and Parks and Recreation in regard to the proposed TUP. Bylaw enforcement staff have confirmed that no complaints have been received by the City regarding the temporary parking lot over the past six years. Provided that the applicant complies with the conditions outlined within the original TUP, TUP extension and TUP amendment, staff are satisfied and support the proposal

OPTIONS

There are two options presented for Council's consideration, they are:

1. That Council issue notice that it will consider a resolution to issue a Temporary Use Permit to allow a temporary parking lot on a portion of 97 Braid Street for hospital staff and construction workers during the Phase 2 of Royal Columbian Hospital redevelopment, following a Request for Public Comment period ending on September 19, 2022.
2. That Council provide staff with other direction.

Staff recommends Option 1.

ATTACHMENTS

Attachment 1: Staff Memo

Attachment 2: Location Map

Attachment 3: Temporary Use Permit No. 00012 Council Report - 2016

Attachment 4: Parking Service Treatments and Memorandum of Understanding

Attachment 5: Temporary Use Permit No. 00012 Amendment Council Report - 2021

Attachment 6: Policy and Regulations

Attachment 7: Conditions

Attachment 8: Temporary Use Permit No. 00028

APPROVALS

This memo was prepared by:
Nazanin Esmaeili, Planning Technician

This memo was reviewed by:
Mike Watson, Acting Supervisor, Development Planning

This memo was approved by:
Emilie Adin, Director of Climate Action, Planning and Development

Attachment 2

Location Map



Attachment 3

Temporary Use Permit No. 00012

Council Report - 2016

REPORT

Development Services

To: Mayor Côté and Members of Council **Date:** 11/28/2016

From: Beverly Grieve **File:** TUP00012
Director of Development Services

Item #: 277/2016

Subject: 97 Braid Street: Temporary Use Permit for Off-Site Parking for Hospital Staff and Construction Workers during Phase 1 RCH Redevelopment

RECOMMENDATION

***THAT** Council give notice that it will consider the following resolution at the Regular Council Meeting on September 19, 2016 to issue Temporary Use Permit TUP00012 for a portion of the property located at 97 Braid Street:*

***THAT** a Temporary Use Permit be issued for a portion of the property located at 97 Braid Street for the purpose of providing temporary off-site parking for Royal Columbian Hospital Staff and construction workers during the RCH Redevelopment based on the terms and conditions outlined in the Temporary Use Permit and attached Schedules to the satisfaction of the Director of Development Services and Director of Engineering and which would expire on September 19, 2019.*

EXECUTIVE SUMMARY

Fraser Health Authority (FHA) is seeking a Temporary Use Permit in order to provide for temporary lot on a portion of 97 Braid Street consisting of 500 spaces for use by Royal Columbian Hospital (RCH) staff and construction workers during the Phase 1 redevelopment. The temporary parking lot is a critical path item that needs to be operational prior to construction of the Mental Health and Substance Use Building, which is anticipated to commence early next year.

A Temporary Use Permit would be required for the 97 Braid Street site since the existing Commercial Industrial Districts (CM-1) zoning for the property does not permit commercial parking lots to accommodate off-site uses. It is recommended that the Temporary Use Permit be issued for a maximum of three years or the time required for the underground parkade in the proposed Mental Health and Substance Use (MHSU) Building to be completed (whichever date comes first). If required, the applicant could apply to Council one time for an extension of up to another three years.

PURPOSE

The purpose of this report is to provide Council with information in their consideration of issuing notice of an opportunity to be heard for a Temporary Use Permit to allow for a temporary parking lot on a portion of 97 Braid Street for hospital staff and construction workers during the Phase 1 RCH Redevelopment.

POLICY AND REGULATIONS

Temporary Use Permits

The Local Government Act authorizes municipalities to issue Temporary Use Permits, which allow uses which would not normally be permitted to operate on a temporary basis. The permits can be issued for a maximum of three years and, after that time, they may be extended once by application for an additional three years. Council may attach conditions to the issuance of the permit to ensure that the impacts of the temporary use on existing businesses and properties are mitigated.

Official Community Plan

The Official Community Plan designates the subject sites as (SGTMC) Sapperton Green Transit-Oriented Mixed-Use Community. This designation is described as:

SGTMC) Sapperton Green Transit-Oriented Mixed-Use Community - *This area will include a mix of medium to high density residential, office, retail, open space, and public and other community serving facilities in a transit supportive, complete community... Development of the site will require a comprehensive Master Plan including Design Guidelines to be created for the entire site prior to any rezoning of the site. The Master Plan is subject to a public review process. The area is a Development Plan Area; Design Guidelines developed;*

The subject site is located within the #3 Sapperton Green Comprehensive Development Permit Area.

The proposed Sapperton Green project is not anticipated to develop within the period outlined in the TUP since it entails a comprehensive master planning process to be completed and the site to be successfully rezoned. Another portion of the site (containing large warehouses) is also currently being leased by Amazon. The proponent currently holds a sublease from the landowner for the proposed interim parking period.

IDEA Centre (Economic Health Care Cluster)

The project supports the City's initiative to build on and support the existing and new investment in the RCH by allowing for the hospital to temporarily provide for off-site parking for its staff and construction workers during the Phase 1 RCH Expansion.

Zoning

The subject site is currently zoned Commercial Industrial Districts (CM-1) which allows for a range of uses such as education, office use, light manufacturing and repair, retail, personal service, public assembly, entertainment and recreation, storage and warehouse uses, but does not allow a commercial parking lot. A temporary use permit is required since the proposed parking is intended to serve a use which is not located on the property, which falls under the definition of "commercial parking".

PROPOSAL

The applicant is proposing to construct a temporary parking lot at 97 Braid Street within a vacant portion of the site that is adjacent to Braid Street and Rousseau Street (see location map – **Appendix 1**). This parking lot needs to be operational prior to construction of the proposed Mental Health and Substance Use Building which is anticipated to commence early next year and is a critical path item for the overall RCH Redevelopment. The parking lot would have 500 spaces that would be available only to RCH staff and construction workers during the Phase 1 redevelopment. There would not be any public use of the parking lot. This parking is intended to offset the loss of 300 parking spaces at the existing RCH site which will be unavailable during the construction of the Mental Health and Substance Use Building in Phase 1 of the RCH Redevelopment.

The parking lot would be secured with a perimeter fence (existing fencing to be maintained and repaired) and the surface of the parking lot would consist of asphalt millings or gravel that has been treated to be dust free with wheel stops to help delineate the parking spaces. The parking lot would also be patrolled by security services retained by Fraser Health Authority.

The applicant would also be required to install sufficient lighting in order to improve the safety of the parking lot and there would be personal security measures in the parking lot. The perimeter of the site would be screened through a combination of low-level landscaping

and mesh screening (7.5 metres by 1.5 metres) with images related to the redevelopment project and the Royal Columbian Hospital Foundation. A swale would be located around the perimeter of the parking lot to capture stormwater from the parking lot and eliminate impacts to the City's storm sewer system.

A frequent shuttle bus service will be provided between the temporary parking lot and the Royal Columbian Hospital property that would run from 6:00AM to 8:00PM. The shuttle bus would accommodate 24 passengers every 15 minutes or more frequently if necessary. The shuttle bus would follow a primary route which would go down Braid Street to Brunette Avenue, Brunette Avenue to Sherbrooke Street, Sherbrooke Street to the north access of RCH, and then down E. Columbia Street to Braid Street, and then down Braid Street towards 97 Braid Street (see **Appendix 2**). A covered bus shelter would be provided at the entrance of the parking lot with seating.

Draft Landscape and Civil drawings have been attached to this report as **Appendix 3** and **Appendix 4**. The applicant will be required to finalize these drawings to the satisfaction of City staff as a condition of the Temporary Use Permit.

Upon expiry of the Temporary Use Permit, the applicant would be required to restore this portion of 97 Braid Street back to its pre-parking lot condition and remove all lighting, banners, wheel stops, panic stations, and the shuttle bus shelter.

BACKGROUND

Applicant:	CitiWest Consulting Ltd. on behalf of Fraser Health Authority
Owners:	2725321 Canada Inc. (managed by Bentall Kennedy)
Site Characteristics:	Existing Site Area (97 Braid St.): 155,216 sq.m. (1,670,729 sq.ft.) Proposed Temporary Parking Area: 12,914 sq.m. (139,000 sq.ft.)

SITE CONTEXT

The portion of 97 Braid Street that the applicant wishes to utilize for the temporary parking lot is located within the future Sapperton Green site at the northeast corner of Rousseau Street and Braid Street (north side of Braid Street) near the Braid SkyTrain station. To the south of the site is the proposed Urban Academy/Wesgroup development at 100 Braid Street as well as existing light industrial/service uses within the Rousseau Triangle and single detached residences within the lower Sapperton area. To the north of the site is the Amazon warehouse that is also located on the same site and to the west is an undeveloped portion of the 97 Braid Street Site with single-detached residential further west and to the east is the Braid SkyTrain Station and Brunette Avenue further east.

DISCUSSION

Transportation and Access

The applicant has submitted a draft Transportation Study prepared by Bunt and Associates. Based on the findings of the report, no major impacts are anticipated to traffic with minor signal timing adjustments only required to the Braid Street and Brunette Avenue intersection for extended left turn movement periods. TransLink and the Ministry of Transportation and Infrastructure have been notified of the intended temporary use. This Transportation Study will need to be finalized as a condition of the TUP to the satisfaction of City staff.

In regards to monitoring spillover of parking demand into the Sapperton Neighbourhood, the applicant will work with the City in periodically reporting back on parking lot usage statistics. This periodic monitoring and reporting back to the City will be outlined as a condition of the Temporary Use Permit.

As communicated by the applicant, there will be measures in place to encourage the use of the parking lot and to discourage parking within the Sapperton Neighbourhood. Such measures include performance requirements within construction contracts to ensure that construction workers only use the temporary parking lot and getting commitments from RCH staff that they will use parking lot before it is in operation. Given that there is a waiting list for parking passes, there will be priority given to those who use the temporary parking lot during construction in regards to getting passes for any new parking facilities that will ultimately be constructed at the RCH site. The applicant has developed a communications strategy for staff in regards to promoting the new temporary parking lot. This plan entails offering appreciation such as providing coupons for free muffins and coffee/tea, prize draws and other rewards/recognition during the early stages of the parking lot being open. As a condition of the TUP, the applicant will be required to finalize and implement their communications plan.

Parking Rates

As indicated by the applicant, the rates for the temporary parking lot will be similar to those already paid by staff for parking facilities on-site which amounts to \$40 a month. City staff has expressed concerns to Fraser Health in regards to RCH staff not having enough incentive to park at the temporary parking. Given that Fraser Health is a public agency, the applicant has indicated that they are unable to reduce these rates during the construction phase but will monitor parking lot usage and report back to the City if there is a dramatic reduction in staff using the temporary parking lot (in comparison to the existing on-site parking lot).

As outlined above, the applicant has developed a communication plan to express the importance of staff to use the new parking facilities and there will be measures in place to

dissuade those who choose to park within the neighbourhood versus the new proposed parking lot.

Alternative Transportation Options

Parking lot users would also have other options for getting to and from the temporary parking lot and RCH such as taking the SkyTrain (Braid Station to Sapperton Station) or walking (about a 10 minute walk). As outlined in the Transportation Study, Fraser Health would provide a walking map at the entrance of the proposed parking lot showing walking routes to and from the Hospital. To further encourage walking, Fraser Health has agreed to work with the City in regards to the creation of a pedestrian cross-walk to the hospital's main entrance near Fader and Sherbrooke Street. The walking routes that will be communicated to parking lot users have been included as part of the Transportation Study.

Transportation Demand Management

In order to promote trip reduction, Royal Columbia Hospital will continue to work with its staff to promote alternative modes of transportation to and from the hospital during the construction. This will entail a comprehensive communications plan which has been attached to this report.

Fraser Health will work with City staff in regards to monitoring the usage of the parking lot and for monitoring commuter behaviour. This monitoring would commence two months after the proposed parking lot is in operation. If any issues arise, FHA will be required to work with staff to identify and implement solutions in order to mitigate any parking and traffic concerns within the neighbourhood resulting from the proposed RCH redevelopment and temporary parking lot at 97 Braid Street.

The RCH redevelopment team has committed to approach FHA's executive to seek an exemption to current policy regarding financial subsidies for sustainable transportation modes, e.g., discounted transit passes, in order to provide incentives to not drive to work during the upcoming construction phases.

Landscaping and Screening

City staff has been working closely with the applicant in regards to providing a sufficient level of landscaping/screening while minimizing costs since the parking lot will need to be removed after the TUP lapses. The approach that has been taken is to use/repair the existing fence and to provide low-level landscaping and mesh screening around the perimeter of the parking lot. The landscaping and mesh screening would be interspersed around the perimeter with mesh screening at key locations to help promote the RCH Redevelopment/FHA messaging. There would be a dry stream and spoils mound feature at the eastern edge of the parking lot adjacent to the existing walkway from the Braid Station to

the Brunette Avenue/Braid Street intersection. These landscaped features would help provide a more prominent buffer between the parking lot and the walkway.

Dust Control and Parking Lot Maintenance

As indicated by the applicant, it is their preference to surface the parking lot with fine asphalt millings versus using gravel since the former generates less dust. However, the applicant has indicated that this will largely depend on the availability of the millings, which are dependent on the timing of local asphalt repaving projects. The applicant has indicated that if they are unable to use fine asphalt millings that they would defer to high fines granular surface aggregate (HFSA) to Ministry of Transportation and Infrastructure standards. HFSA is used by MOTI for gravel roads along the coast and is known to generate little to no dust. Additional measures would also be implemented if HFSA is used such as the application of Magnesium Chloride (dust suppressor) on a bi-annual or as-needed basis.

As a condition of the TUP, the applicant would be required to demonstrate that these surfacing materials will provide a suitable alternative to asphalt and implement dust control measures as part of the on-going maintenance plan for the parking lot. Such maintenance would be required to happen on a quarterly basis and would also include inspections and grading and fill of potholes and washboards, re-compaction of gravel surface, cleaning of swales and the pond area, clearing of drainage pipes and inlets of debris and silts, and cleaning road and catch basin sumps around the site perimeter. The applicant would be required to finalize this maintenance plan to the satisfaction of City staff as a condition of the TUP.

Permit Length

Staff is recommending that Council consider issuing a permit for three years which is the maximum amount of time for which a temporary use permit can be issued. The applicant would have the option to apply to Council for an extension for up to an addition three years, for a total of 6 years of operation. If a temporary use permit is not in place, the applicant would be required to apply to rezone the property.

Proposed Conditions

The following is a list of the proposed conditions that will be included as part of the Temporary Use Permit for the proposed temporary parking lot:

1. Finalization of Civil and Landscape Drawings for the proposed temporary parking lot to the satisfaction of City staff.

2. Finalization of a transportation impact study and the implementation of measures, including updated traffic signal times, that maintain intersection Levels of Service and queue lengths at acceptable levels.
3. Finalization of the FHA Communication Action Plan for the Braid Street Staff Parking Lot Phase-in Campaign to the satisfaction of City staff.
4. The parking lot shall not be used by the general public and is only for the sole use of Royal Columbian Hospital Staff and construction workers involved with the Royal Columbia Hospital Redevelopment Phase 1 (Mental Health and Substance Use) Building located at 330 E Columbia Street, New Westminster, BC.
5. FHA must demolish or remove all parking spaces, bus shelter, garbage receptacles, panic stations, lighting, wheel stops, and other structures that are to be constructed/located for the proposed parking lot and restore the site to the condition that it was prior to the parking of vehicles.
6. Finalization of a safety and security plan, including a CPTED review and the identification of measures and practices that ensure security and personal safety on the site and routes between the lot and RCH.
7. Finalization of an on-going monitoring plan commencing two months after the opening of the temporary parking lot to assess shuttle bus service and frequency, parking lot usage, parking spillover onto residential streets, and commuting behaviour, to the satisfaction of City staff. As part of this monitoring, FHA shall work with City Staff in regards to identifying/implementing solutions to address parking concerns.
8. Finalization of a Parking Lot maintenance plan for the proposed temporary parking lot to the satisfaction of City staff to include:
 - a. Bi-annual maintenance to be provided in autumn and spring, or as required by City staff;
 - b. Grading and filling of potholes and washboards;
 - c. Re-compaction of gravel surface and application of Magnesium Chloride or other dust suppression measures, as required;
 - d. Cleaning of swales and the dry pond area, clearing of drainage pipes, and inlets of debris and silts, and;
 - e. Cleaning road and catch basin sumps around perimeter of the Site.
9. No outdoor storage of construction vehicles or materials shall be permitted.

10. Parking spaces shall be exclusively for the parking of motor vehicles less than 4,536 kilograms gross vehicle weight.
11. The normal hours of the lot operation shall be between 0600 and 2000 daily. The hours of operation for the temporary parking lot may be modified subject to prior consent from the City.
12. Submission of securities for hard and soft landscaping and parking lot maintenance based on 125% of a cost estimate submitted by a qualified landscaping and civil engineering professional to the satisfaction of City staff.

The above-noted conditions have been outlined within the attached Temporary Use Permit and will need to be addressed to the satisfaction of City staff.

A copy of the Temporary Use Permit is attached to this report as **Appendix 5**.

INTERDEPARTMENTAL LIASON

The Development Services Department has consulted with staff from the Engineering Department and Parks and Recreation Department in regards to this proposal.

OPTIONS

There are two options presented for Council's consideration, they are:

1. That Council give notice that it will consider the following resolution at the Regular Council Meeting on September 19, 2016 to issue Temporary Use Permit TUP00012 for a portion of the property located at 97 Braid Street:

That a Temporary Use Permit be issued for a portion of the property located at 97 Braid Street for the purpose of providing temporary off-site parking for Royal Columbian Hospital Staff and construction workers during the RCH Redevelopment based on the terms and conditions outlined in the Temporary Use Permit and attached Schedules to the satisfaction of the Director of Development Services and Director of Engineering and which would expire on September 19, 2019.

2. That Council provide staff with other direction.

Staff recommends option 1.

ATTACHMENTS

- Appendix 1 - Location Map
- Appendix 2 - Proposed Shuttle Bus Route
- Appendix 3 - Draft Civil Drawing
- Appendix 4 - Draft Landscape Drawing
- Appendix 5 - Temporary Use Permit - TUP00012 - 97 Braid Street

This report has been prepared by:
Rupinder Basi, Senior Planner

Approved for Presentation to Council



Beverly Grieve
Director of Development Services



Lisa Spitale
Chief Administrative Officer

Appendix 1

Location Map – 97 Braid Street

Location of Proposed Temporary Parking Lot - 97 Braid Street



1:3,500



0.2 0 0.09 0.2 Kilometers

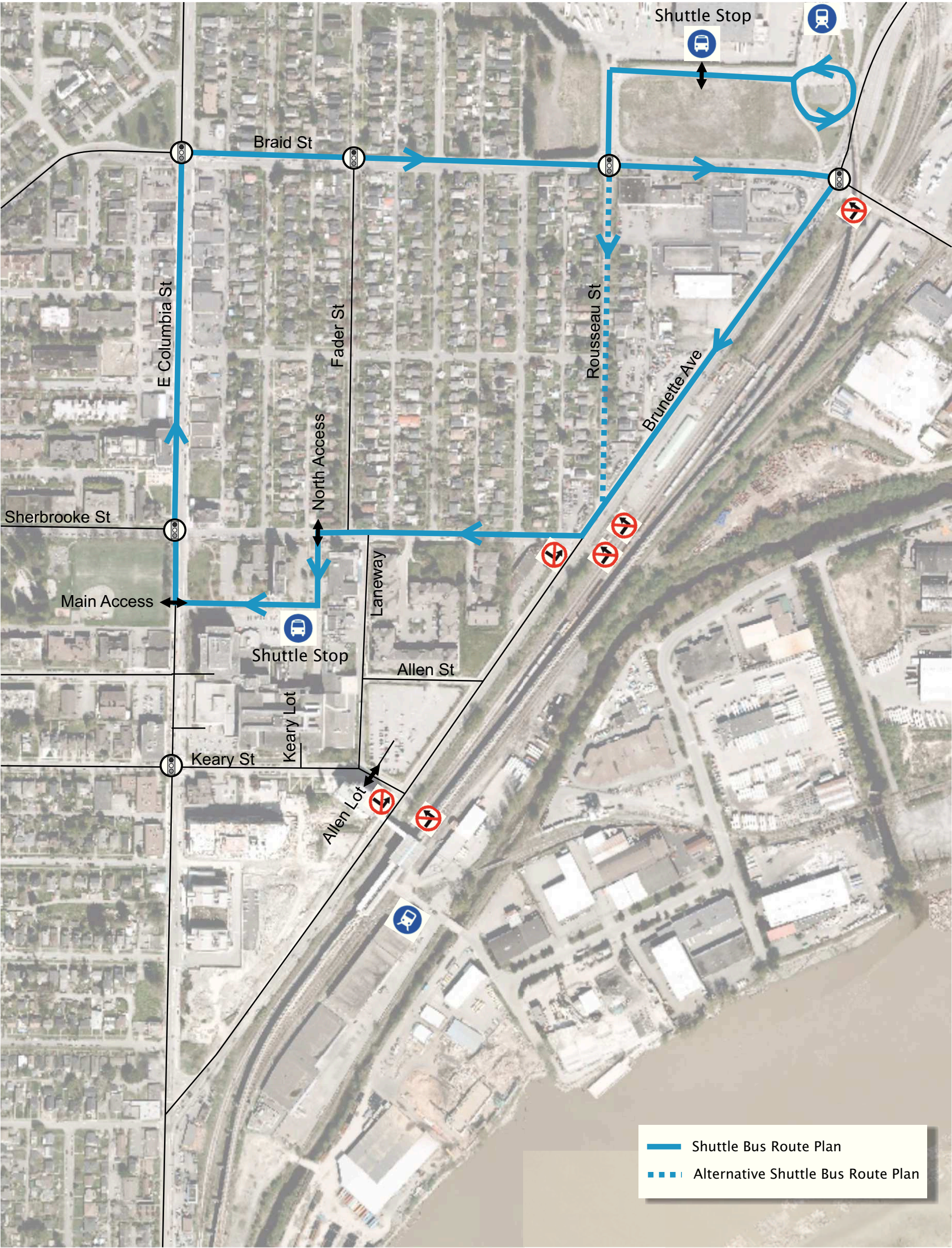
NAD_1983_UTM_Zone_10N
 CNW GIS Services

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

Appendix 2

Proposed Shuttle Bus Route

DRAFT - Subject to finalization of Transportation Study as a condition of Temporary Use Permit (TUP00012), to the satisfaction of the City of New Westminster



S:\PROJECTS\PD\4492-11 RCH Temp Car Park\5.0 Deliverables\5.1 Draft Reports\Graphics

Exhibit 6
Shuttle Bus Route Plan

Royal Columbian Hospital Temporary Car Parking
4492.11
August 2016

Appendix 3

Draft Civil Drawing

BENCHMARK & CONTROL
ALL ELEV. ARE GEODETIC AND REFER TO MON. NO. 79H0011
ELEV. 64.626

LEGAL DESCRIPTION OF PROPERTY
LOT 1, DISTRICT LOT 1, NEW WEST DISTRICT,
PLAN BCP44916 SUBURBAN BLOCK 1, SUB 2.

NOTES

1. TOP 0.3m OF SURFICIAL, LOOSE AND ORGANIC FILL
MATERIAL ONSITE TO BE REMOVED AND DISPOSED OFFSITE.

DRAFT - to be finalized as a
condition of Temporary Use Permit
(TUP00012) to the satisfaction of the
City of New Westminster

DETENTION CALCULATIONS

SITE AREA 1.52 Ha, Tc = 30mins

$R_{pre} = 0.20, R_{post} = 0.40, i = 25mm/hr$

$Q_{10pre} = 0.022\text{ cms}, Q_{10post} = 0.067\text{ cms}$

$Q_{10rel} = 0.011\text{ cms}$

10YR 2hr $Q_{DET} = 100.0\text{ m}^3$

10YR 6hr $Q_{DET} = 70.9\text{ m}^3$

10YR 12hr $Q_{DET} = 95.9\text{ m}^3$

POND VOLUME REQUIRED = 100 m³

POND VOLUME PROVIDED = 150 m³

NOTE:

PRIOR TO ANY CONSTRUCTION THE CONTRACTOR IS TO
VERIFY LOCATIONS OF EXISTING SERVICES
AND NOTIFY THE ENGINEER OF ANY CONFLICTS

CitiWest Consulting Ltd.

No.101-9030 KING GEORGE BLVD., SURREY, BC, V3V 7Y3

TELEPHONE 604-591-2213 FAX 604-591-5518

E-MAIL: office@citiwest.com

FRASER HEALTH AUTHORITY

SUITE 100, CENTRAL CITY TOWER 13450 - 102 AVENUE SURREY, BC. V3T 5X3

TEMP PARKING KEY PLAN

FACILITY AT 109 BRAID STREET, NEW WESTMINSTER

Scale: 1:500

Drawn: HF

Designed: PM

P.W. P.U.

Approved:

Mun. Proj. No.

Mun. Dwg. No.

Job No. 15-3281

Date SEP/2015

Dwg. No.

1

Page 219 of 380

destroy all prints bearing previous number

1 16/07/18

MODIFIED SWALE ALONG SOUTH PL

HF BC

No Date Revision Dr Ch

This drawing and design is the property of CITIWEST CONSULTING LTD. and cannot be used, reused or reprinted without the written consent of said company.

8/19/2016 3:28:52 PM

Appendix 4
*Draft Landscape
Drawing*

Appendix 5
Temporary Use Permit
TUP00012



1. This Temporary Use Permit is issued to:

Fraser Health Authority
Lower Mainland Facilities Management
Suite 500, 520 W 6th Avenue, Vancouver, BC V5Z 4H5
Suite 400, 13450 102th Avenue, Surrey, BC V3T 0H1

(the "Permittee")

2. This Temporary Use Permit applies to, and only to, a portion of those lands, as shown on Appendix "A", within the City of New Westminster ("City") described below, and any or all buildings, structures and other development thereon:

Legal:	Parcel Identifier: 028-225-635
Description:	LOT 1 SUBURBAN BLOCKS 1 AND 2 NEW WESTMINSTER DISTRICT PLAN BCP44916

Civic Addresses: 97 Braid Street, New Westminster, British Columbia

(the "Site")

3. This Temporary Use Permit is issued subject to compliance with all the bylaws of the City of New Westminster ("City") applicable thereto except as specifically allowed by this Permit. This Permit allows for the following land uses at the Site:

- Surface parking lot facility ("parking lot") with up to 500 spaces for the sole use of Royal Columbia Hospital Staff and constructions workers involved with the Royal Columbian Hospital Redevelopment project.

4. This Temporary Use Permit expires on September 19, 2019 at 12:00 midnight or three years after the Temporary Use Permit was issued, whichever occurs later. The permittee may apply to have the permit renewed. A Temporary Use Permit may be renewed by City Council only once.

5. The following conditions apply to the Temporary Use:

- (a) The access, number of parking spaces, surfacing materials, bus shelter, garbage receptacles, personal security measures, lighting, signage, stops used for stall delineation and other structures shall be substantially in compliance with Schedule A (the "Site Plan"), as finalized to the satisfaction of City Staff, a draft copy of which is attached hereto.
- (b) All structures and other site improvements must be maintained in a state of good repair for the duration of the Temporary Use Permit.
- (c) The hard and soft landscaping shall substantially conform to the drawings attached as Schedule B (the "Landscaping Plan"), as finalized to the satisfaction of City Staff, a draft copy of which is attached hereto.

- (d) Landscaping and drainage/irrigation features must be maintained in a state of good repair for the duration of the Temporary Use Permit.
- (e) The permittee must cease all operation of the Temporary Use before the expiry of this Temporary Use Permit, unless the Temporary Use Permit has been renewed after consideration by Council, or the zoning applicable to the Site has been amended to allow the land use herein permitted.
- (f) The permittee must give the City of New Westminster 60 days notice if the temporary use is to be terminated.
- (g) The parking lot shall not be used by the general public and shall only be for sole use of Royal Columbian Hospital Staff and construction workers involved with the redevelopment of the Royal Columbia Hospital campus located at 330 East Columbia Street, New Westminster, BC.
- (h) The permittee must demolish or remove all parking spaces, bus shelter, garbage receptacles, panic stations, lighting, wheel stops, and other structures that are to be constructed/located on the lands pursuant to this Temporary Use Permit to the satisfaction of City staff and to restore the Land to the condition it was prior to the parking of vehicles.
- (i) Finalization of a safety and security plan, including a CPTED review and the identification of measures and practices that ensure security and personal safety on the site and routes between the lot and RCH to the satisfaction of City staff.
- (j) Finalization of a transportation impact study and the implementation of measures, including updated traffic signal times, that maintain intersection Levels of Service and queue lengths at acceptable levels to the satisfaction of City staff.
- (k) Finalization of all on-site Civil Engineering (Schedule A) and Landscape Drawings (Schedule B) for the proposed temporary parking lot to the satisfaction of City staff.
- (l) Finalization and implementation of the Fraser Health Authority ("FHA") *Communication Action Plan ("communication plan") for the Braid Street Staff Parking Lot Phase-in Campaign* to the satisfaction of City staff.
- (m) Finalization of an on-going monitoring plan commencing after the opening of the temporary parking lot to assess shuttle bus service and frequency, and after two months to assess parking lot usage, parking spillover onto residential streets, and commuting behaviour, to the satisfaction of City staff. As part of this monitoring, FHA shall work with City Staff in regards to identifying/implementing solutions to address parking concerns as they may arise.
- (n) Finalization of a Parking Lot maintenance plan for the proposed temporary parking lot to the satisfaction of City staff to include:
 - a. A quarterly inspection and maintenance program, or as required by City staff;
 - b. Maintaining a level, well-drained surface that is free of accumulated water;
 - c. Re-compaction and fill of surface materials and application of dust suppression measures, as required;
 - d. Cleaning of swales and the dry pond area, clearing of drainage pipes, and inlets of debris and silts, and;
 - e. Cleaning road and catch basin sumps around perimeter of the Site.

- (o) Submission of securities for hard and soft landscaping, drainage infrastructure and maintenance based on 125% of a detailed cost estimate as submitted by a qualified landscaping and civil engineering professionals to the satisfaction of City staff.
- (p) No outdoor storage of construction vehicles or materials shall be permitted.
- (q) Parking spaces shall be exclusively for the parking of motor vehicles less than 4,536 kilograms gross vehicle weight.
- (r) The normal hours of the lot operation shall be between the hours of 0600 and 2000 daily. The hours of operation for the temporary parking lot may be modified subject to prior consent from the City.

6. City of New Westminster Zoning Bylaw No. 6680, 2001, as amended is varied as follows:

- (a) Section 150.62, the requirement to pave the parking area with asphaltic pavement or with a similar type of surfacing which is equally durable for the purpose and demonstrated to be dust free.
- (b) Section 150.63, the requirement for parking spaces in the parking area to be marked on the ground by painted white or yellow lines not less than 3 inches (7.62 centimetres) in width or wheel stops that clearly delineate each stall location.

7. This temporary use permit is non-transferrable.

Authorizing Resolution of Council on _____:

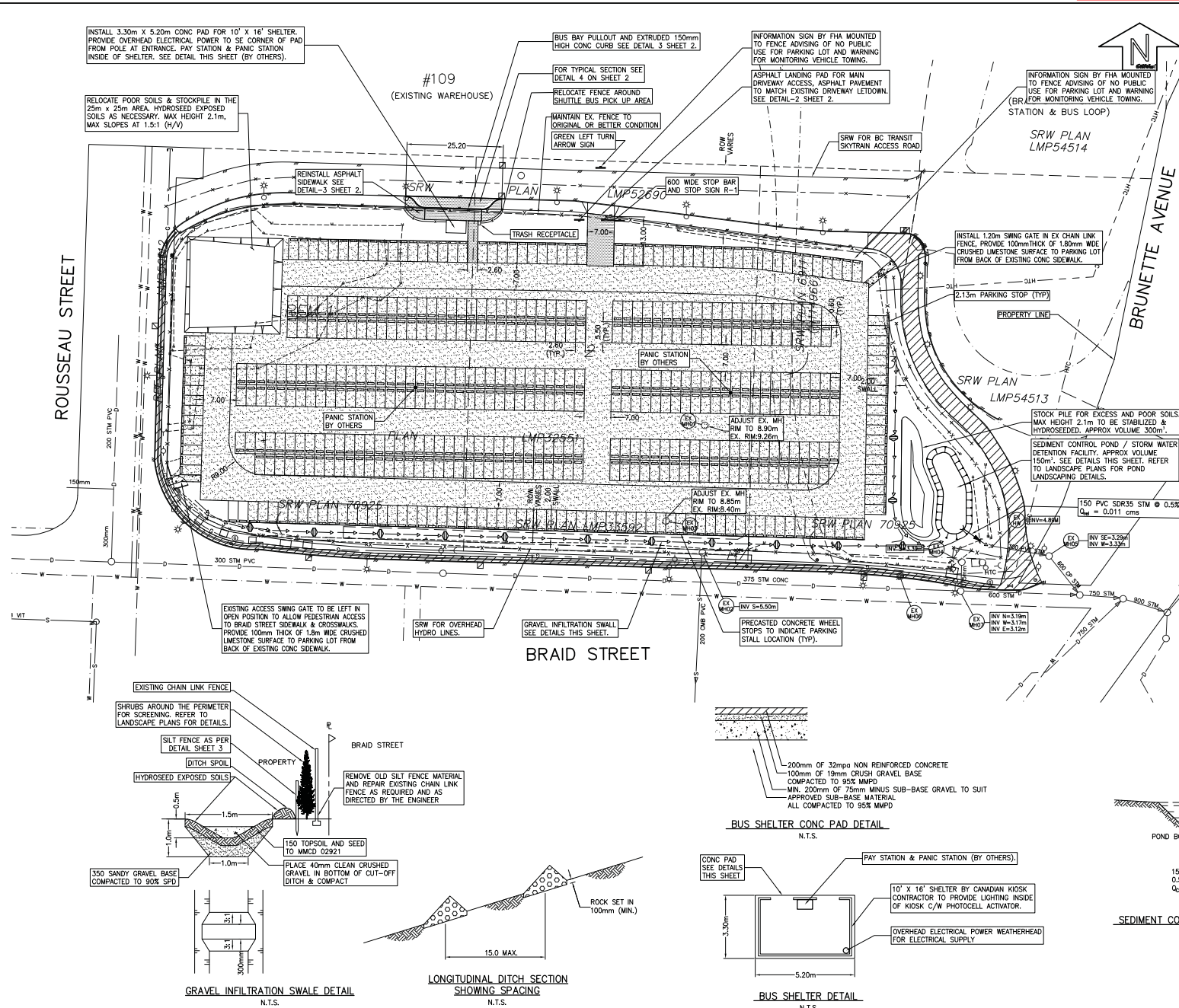
MOVED and SECONDED

THAT Temporary Use Permit No. 00012 for a portion of 97 Braid Street be approved.

CARRIED.

Date of Issue

Corporate Officer



BENCHMARK & CONTROL ALL ELEV. ARE GEODETIC AND REFER TO MON. NO. 79H0011 ELEV. 64.626
LEGAL DESCRIPTION OF PROPERTY LOT 1, DISTRICT LOT 1, NEW WEST DISTRICT, PLAN BCP44916 SUBURBAN BLOCK 1, SUB 2.

NOTES

1. TOP 0.3m OF SURFICIAL, LOOSE AND ORGANIC FILL MATERIAL ONSITE TO BE REMOVED AND DISPOSED OFFSITE.

DRAFT - to be finalized as a condition of Temporary Use Permit (TUP00012) to the satisfaction of the City of New Westminster

DETENTION CALCULATIONS	
SITE AREA	1.52 Ha, Tc = 30mins
R _{pre} = 0.20,	R _{post} = 0.40, i = 25mm/hr
Q _{10yr} = 0.022 cms,	Q _{10post} = 0.067 cms
Q _{10yr} = 0.011 cms	
10YR 2hr	Q _{DET} = 100.0 m ³
10YR 6hr	Q _{DET} = 70.9 m ³
10YR 12hr	Q _{DET} = 95.9 m ³
POND VOLUME REQUIRED =	100 m ³
POND VOLUME PROVIDED =	150 m ³

NOTE:
PRIOR TO ANY CONSTRUCTION THE CONTRACTOR IS TO
VERIFY LOCATIONS OF EXISTING SERVICES
AND NOTIFY THE ENGINEER OF ANY CONFLICTS

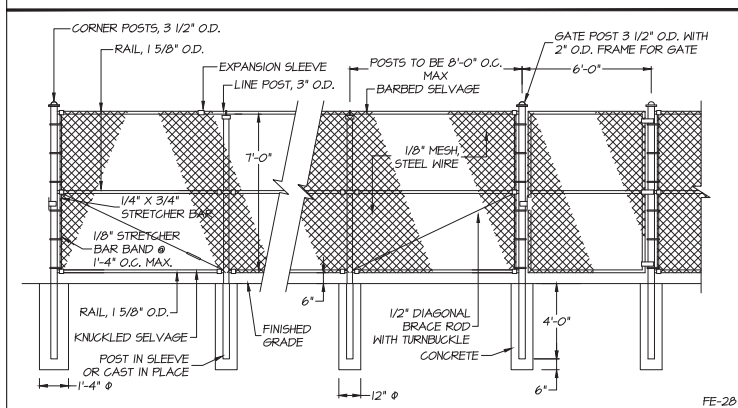
1	16/07/18		MODIFIED SWALE ALONG SOUTH PL	HF	BC
No	Date		Revision	Dr	Cb

CitiWest Consulting Ltd.
No.101-9030 KING GEORGE BLVD., SURREY, BC, V3V 7Y3
TELEPHONE 604-591-2213 FAX 604-591-5518
E-MAIL: office@citiwest.com



FRASER HEALTH AUTHORITY
SUITE 100, CENTRAL CITY TOWER 13450 - 102 AVENUE SURREY, BC. V3T 1
TEMP PARKING KEY PLAN
FACILITY AT 109 BRAID STREET, NEW WESTMINSTER

Scale: 1:500	Mun. Proj. No.	Dwg. No.
Drawn: HF	Mun. Dwg. No.	1
Designed: PM		
P.W. P.U.	Job No. 15-3281	Of 3
Approved:	Date SEP/2015	Revision 1



1 **6'-0" CHAIN LINK STEEL FENCE**
L2 1/4"=1'-0"

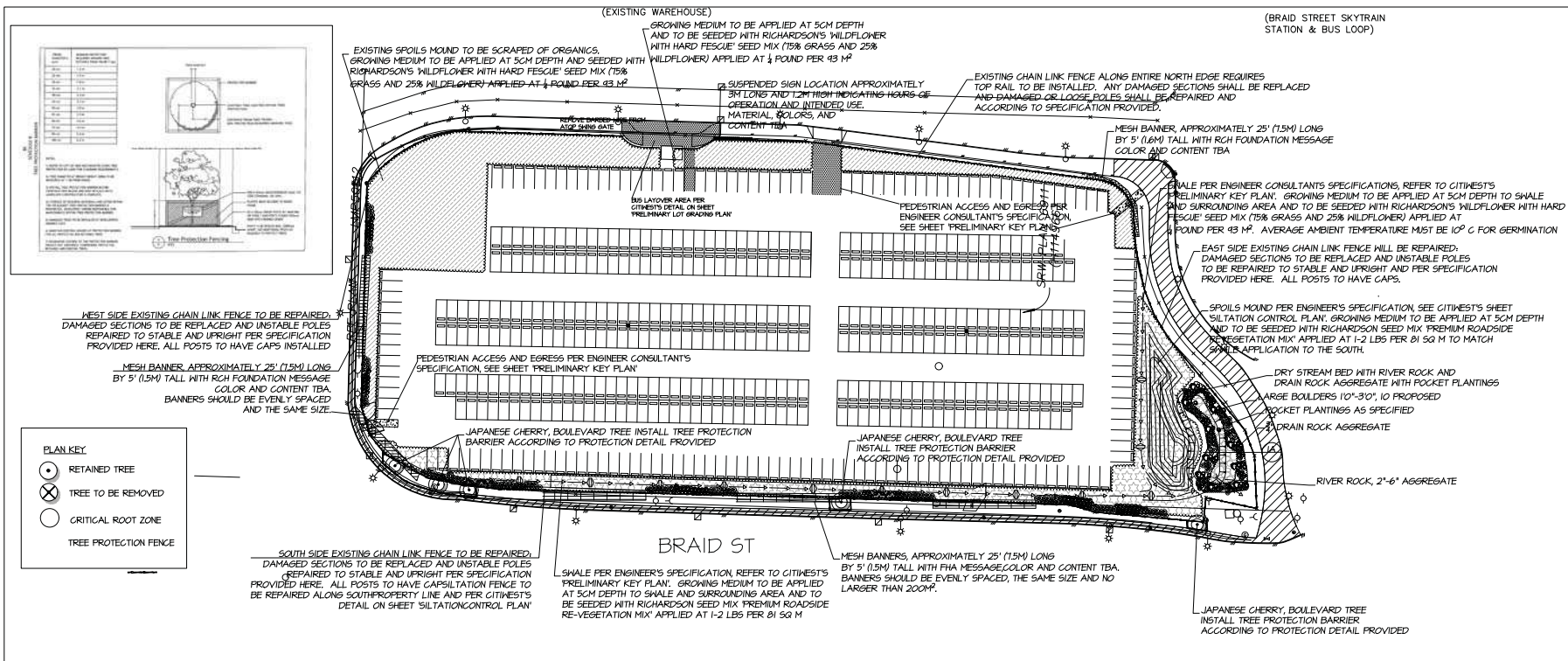
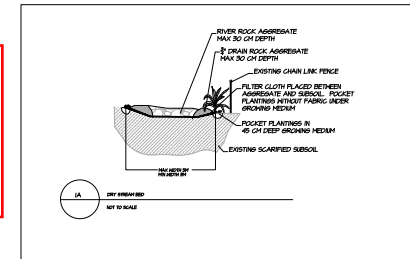
PLANT SCHEDULE

KEY	QTY	BOTANICAL NAME	COMMON NAME	M2 JOB NUMBER: 16 059	PLANTED SIZE / REMARKS
SHRUB					
PI	4	PINUS MUGHO 'MUGO'	MUGO PINE		#2 POT; 25CM
P	65	PEROVSKIA ATRIPLICIFOLIA	RUSSIAN SAGE		#1 POT
PO	70	POTENTILLA FRUTICOSA 'GOLDFINGER'	SHRUBBY CINQUEFOIL; GOLD		30CM #3 POT
Y	6	YUCCA FILAMENTOSA	ADAM'S NEEDLE		#3 POT; 50CM
R	142	RUDBECKIA FULGIDA 'GOLDSRUM'	BLACK EYED SUSAN		#1POT; 30CM

NOTES: * PLANT SIZES IN THIS LIST ARE SPECIFIED ACCORDING TO THE BC LANDSCAPE STANDARD, LATEST EDITION. CONTAINER SIZES SPECIFIED AS PER CANTA STANDARDS. BOTH PLANT SIZE AND CONTAINER SIZE ARE THE MINIMUM ACCEPTABLE SIZES. * REFER TO SPECIFICATIONS FOR DEFINED CONTAINER MEASUREMENTS AND OTHER PLANT MATERIAL REQUIREMENTS. * SEARCH AND REVIEW NAME PLANT MATERIAL AVAILABLE FOR OPTIONAL REVIEW BY LANDSCAPE ARCHITECT AT SOURCE OF SUPPLY. AREA OF SEARCH TO INCLUDE LOWER MAINLAND AND FRASER VALLEY. * SUBSTITUTIONS: OBTAIN WRITTEN APPROVAL FROM THE LANDSCAPE ARCHITECT PRIOR TO MAKING ANY SUBSTITUTIONS TO THE SPECIFIED MATERIAL. UNAPPROVED SUBSTITUTIONS WILL BE REJECTED. ALLOW A MINIMUM OF FIVE DAYS PRIOR TO DELIVERY FOR REQUEST TO SUBSTITUTE. SUBSTITUTIONS ARE SUBJECT TO BC LANDSCAPE STANDARD - DEFINITION OF CONDITIONS OF AVAILABILITY.

ALL PLANT MATERIAL MUST BE PROVIDED FROM CERTIFIED DISEASE FREE NURSERY. PROVIDE CERTIFICATION UPON REQUEST.

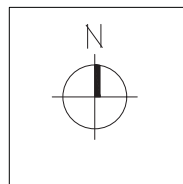
DRAFT - to be finalized as a condition of Temporary Use Permit (TUP00012) to the satisfaction of the City of New Westminster



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#220 - 26 Lorne Mews
 New Westminster, British Columbia
 V3M 3L7
 Tel: 604.553.0044
 Fax: 604.553.0045
 Email: office@m2la.com



NO.	DATE	REVISION DESCRIPTION	DR.
1	16 JUL 06	LANDSCAPE PLAN	AO

PROJECT:
LANDSCAPE PLAN
BRAID ST PARKING LOT
NEW WESTMINSTER, BC

DRAWING TITLE:
LANDSCAPE PLAN

DATE: 16 JUL 06
 SCALE: 1/8"=1'-0"
 DRAWN: AO
 DESIGN: -
 CHECK: MM
 M2LA PROJECT NUMBER: 16059

Attachment 4

*Memo of Understanding and Parking
Service Treatments*

DRAFT

97 BRAID ST PARKING LOT – AFTER HOURS PARKING ACCESS

PARKING SERVICES TREATMENT

LANDLORD TENANT REQUEST

To allow and permit the following users with After Hours access to the 97 Braid St. surface lot:

Referred to as “Overflow Tenants”

- **Soccer Academy (Address)**
- Planet Lazer (109 Braid St Building E, New Westminster, BC, V3L 5H4)

TENANT PARKING CRITERIA

- **Available effective (Date)**
- The overflow tenants will pay for 97 Braid St. parking access with revenues being retained by Fraser Health
- Parking access will only be for after hours:
 - Monday – Friday, 3pm – 6am
 - 24 hours weekends and statutory holidays
- The complimentary shuttle is only for the use of staff of Royal Columbian Hospital

PARKING PROCEDURE

- Both overflow tenants will be provided with access to the Offstreet platform (ie. Offstreet is an online validation system that allows the operator to enter the licence plates of the parkers and provide them with complimentary parking).
- Each overflow tenant will be required to sign a Memo of Understanding (MOU) which will clearly lay out the terms and conditions of the agreement, including the price per stall per day
- At the end of each month, the Parking Administration office will generate a report with the total number of parkers multiplied by the 97 Braid Staff Daily Pay Rate of \$2.50 and send an invoice to each overflow tenant based on these figures

Monthly reports will be generated through the Offstreet platform to ensure revenue integrity, audit, and control, disallowing random public parking access.

PARKING RATES & PAYMENT METHODOLOGIES

The 97 Braid St parking lot operates with Pay-by-Licence Plate with mobile Licence Plate Recognition technology. Two (2) pay stations are conveniently positioned within the surface parking lot.

CONTACT INFORMATION

DEPARTMENT	EMAIL	TELEPHONE
Parking Administration	LMCParking@fraserhealth.ca	604-930-5440
Offstreet Inquiries	olga.milakovic@fraserhealth.ca	604-930-5407 ext. 769603
Parking Coordinator	Baljit.Bhullar2@fraserhealth.ca	604-930-5407 ext. 767886

Memo of Understanding

TO: XX
Title

DATE: June XX, 2022

SUBJECT: **RCH Braid Street Parking Lot After Hours Access**

This memo will certify the issuance of the Off Street Validation platform access, for licence plates to be added to the platform, after hours only - Mon to Fri 3pm to 6am; 24 Hrs weekends and statutory holidays, for Planet Lazer Visitors. For ease of use and to minimize any potential confusion we have outlined the parking validation specifications; restrictions, issuance procedures, valid locations & parking procedures associated with this parking program.

Parking Specifications

Issued Date: June XX, 2022
Expiry Date: June XX, 2023
Location: 97 Braid Street, New Westminster, V3L 3P3
Valid in the Braid street lot Monday to Friday 3pm to 6am and 24Hrs on Weekends and Statutory holidays
Duration: All validation entries are based on the next day expiry (6am).
Payment details: Payment to be received in full for the past month by Planet Lazer via Visa, MasterCard or cheque made payable to Fraser Health Authority.
Terms: Net 30 Days

Terms & Restrictions

- Licence Plate validations are valid: Monday to Friday post 3pm (only) up to 6am the next day and 24Hrs on Weekends and Stat holidays.
- Any Planet Lazer visitors parking between 6am and 3pm Monday to Friday will receive a parking violation and/or be towed.
- Stalls are not reserved for a specific program but on a random, first come, first serve basis. Subject to availability.
- Issued electronic validation parking is **non-refundable and non-transferable**.
- Validation user cannot assign or transfer this agreement without the prior written consent of Fraser Health, which consent may be reasonably withheld.
- Fraser Health charges for use of a parking space only. Fraser Health is not responsible or liable for any injury, death, property damage, theft or disappearance occurring in, on or about the parking facility to the Validation user or anyone claiming under or through the Validation user

Parking Instructions

- Proceed to the first available stall in the designated parking lot and simply park your vehicle.
- All the licence plate numbers that have been entered onto the Off Street platform will automatically be added to patroller's reports and therefore valid in the Braid Street parking lot in real time.
- Off Street Validation platform is for the Visitors of Planet Lazer only and it is not intended for any other use

Planet Lazer Responsibility

- Visitors must be approved for academy access *before* granting parking validation.
- Planet Lazer staff authorized to validate plate numbers for the visitors will be provided with access to Offstreet validation platform.
- Routine issuance, maintenance and control of the Visitor parking validation will be carried out by XX.
- Planet Lazer agrees to regularly run and maintain the reports on the distribution and removal of all validations.
- Periodic audits will be conducted by Parking Administration to ensure the continual integrity of this parking program. Detected misuse of these privileges will be investigated and acted upon without delay.

Parking Administration Responsibility

- Provide initial and ongoing parking validation allocations as required.
- Set up user accounts for authorized staff, using the email addresses provided by Planet Lazer.
- Parking Administration reserves the right to restrict the number of allocations issued to a program.
- To randomly request information to support any internal audit requirements.

The parking program for this group will be monitored closely to ensure adherence to the above-mentioned restrictions. Please be aware should we encounter problems with the Planet Lazer Visitor group parking outside of the perimeters of this program, irreversible violations may be issued and these parking privileges revoked.

***By signing below, I have read and understood the terms and conditions of the
97 Braid Street After Hours Parking program.***

Signature: _____

Date: _____

Name

Memo of Understanding

TO: XX
Title

DATE: June XX, 2022

SUBJECT: RCH Braid Street Parking Lot After Hours Access

This memo will certify the issuance of the Off Street Validation platform access, for licence plates to be added to the platform, after hours only - Mon to Fri 3pm to 6am; 24 Hrs weekends and statutory holidays, for the Soccer Academy Visitors. For ease of use and to minimize any potential confusion we have outlined the parking validation specifications; restrictions, issuance procedures, valid locations & parking procedures associated with this parking program.

Parking Specifications

Issued Date: June XX, 2022
Expiry Date: June XX, 2023
Location: 97 Braid Street, New Westminster, V3L 3P3
Valid in the Braid street lot Monday to Friday 3pm to 6am and 24Hrs on Weekends and Statutory holidays
Duration: All validation entries are based on the next day expiry (6am).
Payment details: Payment to be received in full for the past month by the Soccer Academy via Visa, MasterCard or cheque made payable to Fraser Health Authority.
Terms: Net 30 Days

Terms & Restrictions

- Licence Plate validations are valid: Monday to Friday post 3pm (only) up to 6am the next day and 24Hrs on Weekends and Stat holidays.
- Any Soccer Academy visitors parking between 6am and 3pm Monday to Friday will receive a parking violation and/or be towed.
- Stalls are not reserved for a specific program but on a random, first come, first serve basis. Subject to availability.
- Issued electronic validation parking is **non-refundable and non-transferable**.
- Validation user cannot assign or transfer this agreement without the prior written consent of Fraser Health, which consent may be reasonably withheld.
- Fraser Health charges for use of a parking space only. Fraser Health is not responsible or liable for any injury, death, property damage, theft or disappearance occurring in, on or about the parking facility to the Validation user or anyone claiming under or through the Validation user

Parking Instructions

- Proceed to the first available stall in the designated parking lot and simply park your vehicle.
- All the licence plate numbers that have been entered onto the Off Street platform will automatically be added to patroller's reports and therefore valid in the Braid Street parking lot in real time.
- Off Street Validation platform is for the Visitors of the Soccer Academy only and it is not intended for any other use

Soccer Academy Responsibility

- Visitors must be approved for academy access *before* granting parking validation.
- Soccer Academy staff authorized to validate plate numbers for the visitors will be provided with access to Offstreet validation platform.
- Routine issuance, maintenance and control of the Visitor parking validation will be carried out by XX.
- Soccer Academy agrees to regularly run and maintain the reports on the distribution and removal of all validations.
- Periodic audits will be conducted by Parking Administration to ensure the continual integrity of this parking program. Detected misuse of these privileges will be investigated and acted upon without delay.

Parking Administration Responsibility

- Provide initial and ongoing parking validation allocations as required.
- Set up user accounts for authorized staff, using the email addresses provided by the Soccer Academy.
- Parking Administration reserves the right to restrict the number of allocations issued to a program.
- To randomly request information to support any internal audit requirements.

The parking program for this group will be monitored closely to ensure adherence to the above-mentioned restrictions. Please be aware should we encounter problems with the Soccer Academy Visitor group parking outside of the perimeters of this program, irreversible violations may be issued and these parking privileges revoked.

***By signing below, I have read and understood the terms and conditions of the
97 Braid Street After Hours Parking program.***

Signature: _____

Date: _____

Name

Attachment 5

Temporary Use Permit No. 00012

Amendment Council report - 2021



REPORT

Development Services

To: Mayor Côté and Members of Council **Date:** 4/12/2021

From: Emilie K Adin, MCIP **File:** TUP00012
Director of Development Services

Item #: 117/2021

Subject: **97 Braid Street: Temporary Use Permit (TUP00012) Amendment for Food Truck Events**

RECOMMENDATION

***THAT** Council provide notice that it will consider issuance of an amendment to Temporary Use Permit TUP00012 at a future Council meeting, subject to the conditions outlined in this report, to allow food truck events at 97 Braid Street during times when the site is not being used for temporary off-site parking of Royal Columbian Hospital staff and construction workers.*

EXECUTIVE SUMMARY

An application has been received for an amendment to the existing Temporary Use Permit (TUP) at 97 Braid Street that would permit food truck events to occur on site when the parking lot is not needed by Fraser Health Authority (FHA) for RCH staff and construction workers. This amendment is being proposed by Savi Integrated Marketing, a third party, with approval from the property owner and FHA.

The existing TUP allows the site to be used as a temporary 500 space parking lot by Royal Columbian Hospital (RCH) staff and construction workers during Phase 1 of the hospital's redevelopment. While the base zoning of the site, Commercial Industrial Districts (CM-1), permits restaurants, the existing TUP prohibits any uses other than those identified in the permit. Restaurant or food-service related uses are not included and therefore an amendment is being requested. The existing TUP was first issued in 2016 for a three year period, and after being renewed in 2019 is scheduled to expire on September 19, 2022.

PURPOSE

The purpose of this report is to request Council issue notice for an amendment to the existing Temporary Use Permit that would allow for food truck events on the subject property located at 97 Braid Street until September 19, 2021 during those times the site is not being used by RCH staff or construction workers.

BACKGROUND

The City Policies and Regulations section is included as **Appendix 1** to this report.

SITE CHARACTERISTICS AND CONTEXT

The portion of 97 Braid Street that the applicant wishes to utilize is located within the future Sapperton Green site at the northeast corner of Rousseau Street and Braid Street (north side of Braid Street) near the Braid SkyTrain Station. To the south of the site are Urban Academy, light industrial/service uses within the Rousseau Triangle, and single detached residences within the lower Sapperton area. Also included within the larger site are the Amazon warehouse to the north, and an undeveloped portion to the west. Further west is the single-detached residential neighbourhood adjacent to Hume Park. To the east is the Braid SkyTrain Station and beyond is Brunette Avenue.

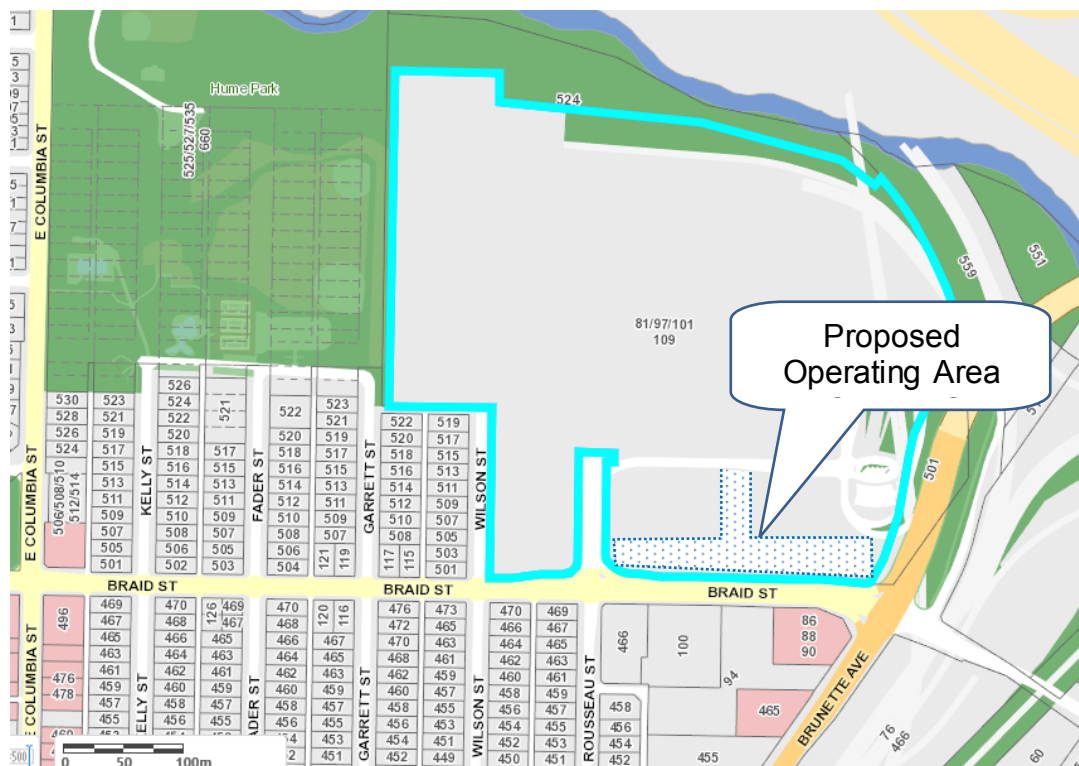


Figure 1 – Site Context

Proximity to Transit Service

Transit Network	Distance
SkyTrain/Bus Service	Braid SkyTrain Station and Bus Exchange is located 120 metres (394 feet) north-east of the site. The transit exchange has frequent connections to locations throughout the city and region.
Cycling Route – Brunette Fraser Regional Greenway	The Brunette Fraser Regional Greenway runs adjacent the site near the SkyTrain station.

PROPOSAL

An application has been received for an amendment to the existing TUP at 97 Braid Street to operate bi-weekly food truck drive-thru events, see **Appendix 2**. The property owner, existing lease holder (Fraser Health Authority) and Royal Columbian Hospital Foundation have all indicated their support for the proposed use. The applicant has stated that partial proceeds from the food truck sales would be going towards Royal Columbian Hospital Foundation.

The existing parking lot has 500 spaces that are available only to RCH staff and construction workers during the Phase 1 redevelopment of the hospital. RCH staff and construction worker use occurs on weekdays only. There is no public use of the parking lot, which is empty on weekends and holidays. The applicant's proposed hours of operation are from 8am to 10pm weekends and some statutory holidays, therefore no impact or overlap between the two uses is anticipated.

The applicant held previous one-off events in 2020. In early 2021, they approached staff about use the site on an ongoing basis. Given the conditions listed in the existing TUP for the site, they were informed that an amendment to the TUP would be necessary.

DISCUSSION

Zoning Bylaw TUP Considerations

The application has been reviewed against the considerations listed in the Zoning Bylaw. See **Appendix 3**. The TUP is considered reasonable given the current temporary nature of the site as a parking lot and in consideration of increasing shared uses of sites during non-competing days/hours. The food truck events would be active on weekends only, with the possibility of occasional statutory holidays. RCH staff use of the parking lot occurs on weekdays and therefore no impact or overlap between the two uses is anticipated. No significant impact to the surrounding transportation network is anticipated.

Transportation and Access

The applicant has submitted an Event Transportation Plan that outlines the site's management plan during food truck event operations. A map of the site layout is included as **Appendix 4**. Based on the report, no major impacts are anticipated to traffic and no spillover is anticipated into the Sapperton Neighbourhood. As outlined by the applicant, and based on past event operations, the follow details:

Access by Vehicles

- The property is fully fenced and will operate with a single access point during event operation. Vehicles will enter and exit through a single controlled location.

Access by Sustainable Modes of Travel

- The site is next to the SkyTrain and Evo car share parking, as well as being near the Sapperton Greenway and accessible by bicycle.
- Pedestrians and customers on bicycle are serviced using a Fraser Health approved model called "Grab & Go". The "Grab & Go" service is accommodated by the customer placing their order at the check-in point which is near the entrance. The food is packaged and brought to them by a staff member.

Signage:

- Site-specific signage, cones and barriers would be posted throughout the site to inform participants of both site traffic control measures and restrictions and guidelines related COVID-19 protocol.

Staging and traffic management:

- Once checked in, vehicles are vetted and staged by traffic attendants.
- The operating footprint is large with space dedicated for queuing on-site (i.e. vehicles would not need to queue on local streets).
- The operating footprint allows for approximately 75 vehicles, of which 25 can be serviced in a drive-through.
- If necessary, there is unused space on-site that could accommodate overflow.
- Past events have processed up to 120 cars per hour, with an average of 300-400 vehicles per day attending the event.
- Addition of approximately 60 to 70 additional vehicles to the road network over the course of a day is anticipated.

Proposed Additional TUP Conditions

In addition to the conditions already contained in the existing TUP, the below-noted conditions would be added:

- Food truck events may only be permitted during those days/hours that the site is not being used by FHA for RCH or construction staff purposes.
- No queueing or staging of vehicles onto street right of ways is permitted.

A copy of the draft Temporary Use Permit is attached to this report as **Appendix 5**.

Consultation

A letter of support for the application has been received from the executive of the Sapperton Residents' Association and is included as **Appendix 6**.

The Local Government Act requires notice of the proposed Temporary Use permit in a local newspaper at least three days and not more than fourteen days prior to the Council meeting date at which the permit will be considered. Notices will also be mailed notifying owners, residents and business operators within 100 metres of the subject site. The public will have an opportunity to respond to the application in writing/email. Given the small scale of the proposal, the City's efforts to support business recovery in response to the pandemic and in alignment with the recently approved Interim Development Review Process, no additional consultation or Opportunity to Be Heard is recommended for this application.

NEXT STEPS

The next steps in the review of the Temporary Use Permit are as follows:

- Report to Council for consideration of issuance of notice (*this report*);
- Opportunity for the public to provide written feedback by email or letter;
- Council consideration of issuance of Temporary Use Permit (estimated May 3, 2021).

INTERDEPARTMENTAL LIASON

The City has a team-based approach for reviewing development applications. A staff-led project team has been assigned for reviewing this project. It consists of staff from Development Services, Economic Development, and Engineering Services.

OPTIONS

There are two options presented for Council's consideration, they are:

1. That Council provide notice that it will consider issuance of an amendment to Temporary Use Permit TUP00012 at a future Council meeting, subject to the conditions outlined in this report, to allow food truck events at 97 Braid Street during times when the site is not being used for temporary off-site parking of Royal Columbian Hospital staff and construction workers.
2. That Council provide staff with other direction.

Staff recommends Option 1.

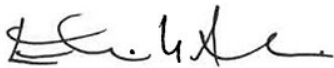
ATTACHMENTS

Appendix 1: Policy and Regulations
Appendix 2: Proponent Application
Appendix 3: Zoning Bylaw TUP Consideration Analysis
Appendix 4: Transportation Plan
Appendix 5: Draft TUP
Appendix 6: Correspondence from Sapperton Residents' Association

This report has been prepared by:
Carolyn Armanini, Planner

This report was reviewed by:
Jackie Teed, Senior Manager of Development Services

Approved for Presentation to Council



Emilie K Adin, MCIP
Director of Development Services



Lisa Spitale
Chief Administrative Officer



Appendix 1

Policy & Regulations

Local Government Act

Temporary Use Permits - The Local Government Act authorizes municipalities to issue Temporary Use Permits, which allow uses which would not normally be permitted to operate on a temporary basis. The permits are issued for a maximum of three years and, after that time, may be extended by application for an additional three years. Council may attach conditions to the issuance of the permit to ensure that the impacts of the temporary use on existing businesses and properties are mitigated.

Official Community Plan

The Official Community Plan designates the subject sites as (SGTMC) Sapperton Green Transit-Oriented Mixed-Use Community. This designation is described as:

(SGTMC) Sapperton Green Transit-Oriented Mixed-Use Community - *This area will include a mix of medium to high density residential, office, retail, open space, and public and other community serving facilities in a transit supportive, complete community... Development of the site will require a comprehensive Master Plan including Design Guidelines to be created for the entire site prior to any rezoning of the site. The Master Plan is subject to a public review process.*

The subject site is located within the #5.2 Sapperton Green Comprehensive Development Permit Area.

While the proposed Sapperton Green project is still in the development review process, it is possible that construction of Sapperton Green will commence before the expiration (September 19, 2022) of the proposed TUP extension for this parking lot. Fraser Health Authority currently holds a sublease from the landowner for the proposed interim parking period, which includes a 90 day notice of termination of the lease.

IDEA Centre Strategy and Road Map

The IDEA Centre Strategy and Road Map describes a series of actions by the City and its partners which seek to develop and enhance the health care cluster which has developed in the area surrounding Royal Columbian Hospital. The strategy was developed collaboratively between the City and a range of stakeholders, including Fraser Health Authority, Royal Columbian Hospital, Royal Columbian Hospital Foundation, TransLink, Douglas College, the Justice Institute of British Columbia, City of Surrey, Metro Vancouver, Port Metro Vancouver, Wesgroup, Bentall Kennedy and Discovery Parks.

Zoning Bylaw

The subject site is currently zoned Commercial Industrial Districts (CM-1) which allows for a range of uses such as education, office use, light manufacturing and repair, retail including restaurants, personal service, public assembly, entertainment and recreation,

storage and warehouse uses, but does not allow a commercial parking lot. An amendment to the existing TUP is required as uses not outlined in the TUP conditions are prohibited.

In section 190.46 of the Zoning Bylaw, it allows temporary uses to be considered and identifies the following criteria for the issuance of a Temporary Use Permit:

- a) Whether the proposed use is consistent with the official community plan designation for the land;
- b) Whether the proposed use is consistent with any neighbourhood plan applying to the land;
- c) Whether the proposed use is consistent with relevant policies adopted by the Council;
- d) In the case of any proposed use that is not consistent with any such plan or Council policy, the nature and extent of any community benefit from the use;
- e) Whether the proposed use is of a temporary nature or whether it would be more appropriate for the City to consider permitting the use by rezoning;
- f) The suitability and compatibility of the proposed use with the surrounding area, including its operation, function, appearance and intensity of use;
- g) The impact of the proposed use on the operation of adjacent uses, including future land uses permitted by the zoning bylaw and designated by the official community plan.



Appendix 2

Proponent Application

Braid StrEAT Drive-thru Process

The Process:

- **All Participants** who attend enter through a controlled entrance where their contact information is collected along with recording the time of their arrival.
- Those who arrive **by acceptable motorized vehicle** are informed that they must remain in their vehicle at all times. There will also be additional signage to re-enforce this policy.
- When allowed by the governing health body and the Public Health Order we offer a **“Grab & Go”** service to accommodate the public who come **by foot, bicycle or alternative form of transportation**.
- The “Grab & Go” participants are required to keep a minimum of 2M physical distance from others and must order and pay in advance off a supplied menu. Their order is packaged to go and brought to them at the point of sales tent. Once they receive their order they are required to leave site.
- Signage, cones, barrier tape and physical barriers will be used to guide and instruct all participants.
- Site staff will control traffic and will monitor participants to ensure they remain in their vehicle and follow all rules.
- All traffic is handled and staged onsite to eliminate any back up of traffic on city streets.
- Vehicles will proceed to a “cafeteria style” (single line) set up of food trucks.
- Each food truck/vendor will have a masked and gloved employee on the outside of their unit. This person is referred to as their server who will greet the vehicle and take their order.
- All food will be prepared and packaged inside the food trucks.
- Where possible the food is transferred from food truck to vehicle using a cafeteria style serving tray.
- At the end of the “cafeteria style” line there will be a point of sales (POS) booth who will take a single cashless payment for all food.
- At the POS booth the vehicles time will be recorded a 2nd time, even if they have chosen not to purchase anything. This allows us to know who was on site at any specific time.
- All participants exit through a single exit.
- All site staff will be masked and will have easy access to hand sanitizer. Disposable gloves are also provided where required and available if wanted for personal safety.

Areas of Risk:

- There are 4 areas of risk. They are at check in, point of sales and point of ordering and transfer of food.
- Check in: Vehicles will be greeted by a masked staff member who will record their tracking information and time stamp their entrance. They will be advised to stay in their vehicles at all time.
- Point of Order: Food Truck staff will be masked and gloved when they take the order from the participant. Keeping physical distance where possible.
- Transfer of food: risk is reduced through having all items prepackaged inside the truck and by having all servers masked and gloved. Where possible food will be transferred by using a food tray.
- Point of Sales: risk will be reduced by using a cashless system. Most will use their cards tap however when contact is required to complete a transaction the device will be wiped down and sanitized each time.

Administrative Measures:

- Food truck staff working outside their unit must wear a mask and gloves.
- Food trucks are provided serving trays to reduce the risk of transmission.
- All site staff is experienced and previously trained in our Covid-19 procedures.
- Site staff is educated and is made familiar of provincial health requirements.
- There is a cleaning protocol for the POS system
- POS will be wiped down and sanitized after every time it is touched.

Personal Measures:

- Staff are expected to maintain 2-meter distance from others when possible.
- All people working on site are expected to wear a face mask.
- Sick staff, employees and volunteers are not permitted on site and are expected to stay home.
- Hand Sanitizer will be readily available for all site staff.
- There will be a portable toilet on site for staff use only, equipped with hand sanitizer.

Use of PPE's:

- Working on a live site a PPE is essential because distancing isn't always possible and a plexiglass screens are not an option. For that reason, wearing a mask is essential. Masks are mandatory.
- Site staff is expected to keep a 2m distance when possible and mindful of others space.
- Disposable mask and gloves are provided.

Site Safety Plan

- All workers are provided with PPE and are expected to be masked/gloved where required by the PHO.
- All workers are cross-trained in most site jobs for a better understanding of a safe operating site.
- Workers are equipped with a 2-way radio and are in direct communication with other staff members as well as 2 supervisors at all times.
- When an employee feels their safety could be in jeopardy, they have been advised to use a provided site "safe word" to advise all staff they are concerned for their well being. This is done to not bring outside attention to the potential situation and to prompt the attention of the supervisors who will immediately attend to them.
- In the case of any emergency staff is to advise a supervisor immediately who will make a decision on how to proceed next.
- There is a specific radio channel used for communication in the case of emergency.
- Supervisors are to call 911 when appropriate and when the situation is of a serious nature.



Appendix 3

Zoning Bylaw TUP Consideration Analysis

The Zoning Bylaw includes consideration related to TUPs as follows:

- (a) Whether the proposed use is consistent with the official community plan designation for the land;

Commercial uses (which would include restaurants/food-services) are permitted under the Current Official Community Plan land use designation, (SGTMC) Sapperton Green Transit-Oriented Mixed-Use Community. The designation is for the area to include a mix of medium to high density residential, office, retail, open space, and public and other community serving facilities in a transit supportive, complete community.

While the proposed Sapperton Green project is still in the development review process, it is possible that construction of Sapperton Green will commence before the expiration (September 19, 2022) of the proposed TUP extension for this parking lot. Given the current temporary nature of the site as a parking lot and in consideration of increasing shared-uses of sites during non-competing or alternative days/hours, staff are recommending an amendment to the existing TUP be considered at this location.

- (b) Whether the proposed use is consistent with any neighbourhood plan applying to the land;

N/A

- (c) Whether the proposed use is consistent with relevant policies adopted by the Council;

This TUP is being considered as a business recovery effort as a result of COVID-19 and in consideration of increased shared-use of sites.

In the case of any proposed use that is not consistent with any such plan or Council policy, the nature and extent of any community benefit from the use;

The TUP would support the continued viability of a local small business, consistent with overall business recovery efforts related to COVID-19. Other special events that the business typically organizes or participates in are not currently permitted due to public health orders around public gathering.

- (d) Whether the proposed use is of a temporary nature or whether it would be more appropriate for the City to consider permitting the use by rezoning;

A comprehensive master planning process is underway for the site with respect to its long-term use. The TUP would offer the applicant a time-limited ability to have food truck events, within appropriate COVID-19 public health orders, while the site is used temporarily as a parking lot. The applicant has been informed of the conditions and temporary nature of the TUP.

- (e) The suitability and compatibility of the proposed use with the surrounding area, including its operation, function, appearance and intensity of use;

The surrounding area is comprised of a temporary parking lot, with other areas of the site being comprised of single or multi-tenant industrial buildings. The closest section of the site being used by another user is a large warehouse that is currently being leased by Amazon. There are no changes physical proposed to the existing temporary parking lot.

- (f) The impact of the proposed use on the operation of adjacent uses, including future land uses permitted by the zoning bylaw and designated by the official community plan.

The food truck events would be active on weekends only, with the possibility of occasional statutory holidays. RCH staff use of the parking lot occurs on weekdays. The lot is unused and empty on weekends and holidays and therefore no impact or overlap between the two uses is anticipated.

Transportation has reviewed the application and provided comments to the application. Transportation has included a condition that no queueing or staging be permitted on City rights of way (i.e. Streets), so as to prevent any impacts on the adjacent SkyTrain station and streets. Overall, Transportation has no objections to the proposed additional use identified under the TUP.



Appendix 4

Transportation Plan

Braid StrEAT Drive-thru - Site Management Details

Clarification on Site Use:

- The drive-thru will be activated on weekends with the possibility of an occasional stat holiday. The RCH staff uses the parking lot on weekdays only until 8:30pm. The lot sits empty on weekends and stat holidays. Therefore, there is no impact or overlap between the two uses. With the current Public Health Orders full control of the area would be required to operate the drive-thru and it could not operate as a shared use facility.

Access by Vehicles:

- The property is fully fenced and will operate with a single access point during its operation. Vehicles will enter and exit through a single controlled location.

Access by Sustainable Modes of Travel:

- The location is next to Skytrain and Evo car share parking. In addition, the location is also near the Sapperton Greenway and accessible by bicycle.
- When permitted by the Public Health Order all sustainable modes of travel can be serviced. Motorized vehicles would use the drive-thru as designed. Pedestrians and bicycles are serviced using a Fraser Health approved model called "Grab & Go". The "Grab & Go" service is accommodated by the customer placing their order at the check-in point which is near the entrance. The food is packaged and brought to them by a staff member. It is against current health orders for them to approach a vehicle by food in a drive-thru event

Signage:

- Site specific signage will be posted throughout the site to inform participants of both site traffic control measures and restrictions and guidelines related Covid protocol.

Staging and traffic management:

- Once checked in all motor vehicles are vetted and staged by our traffic control attendant(s)
- In our operating footprint there is room to stage approximately 50 cars while serving up to another 25 vehicles in the drive-thru.
- If necessary, there is ample unused space on the property that could be used to deal with additional overflow.
- Past intel from the site indicates that we have served up to 120 cars per hour. This number can be increased by adding additional staff and vendors if needed.
- The operating footprint is sizeable with ample space around that could be used as a back up. There will be no need to have any vehicles cued on public space and there will be no affect to traffic on the local streets.

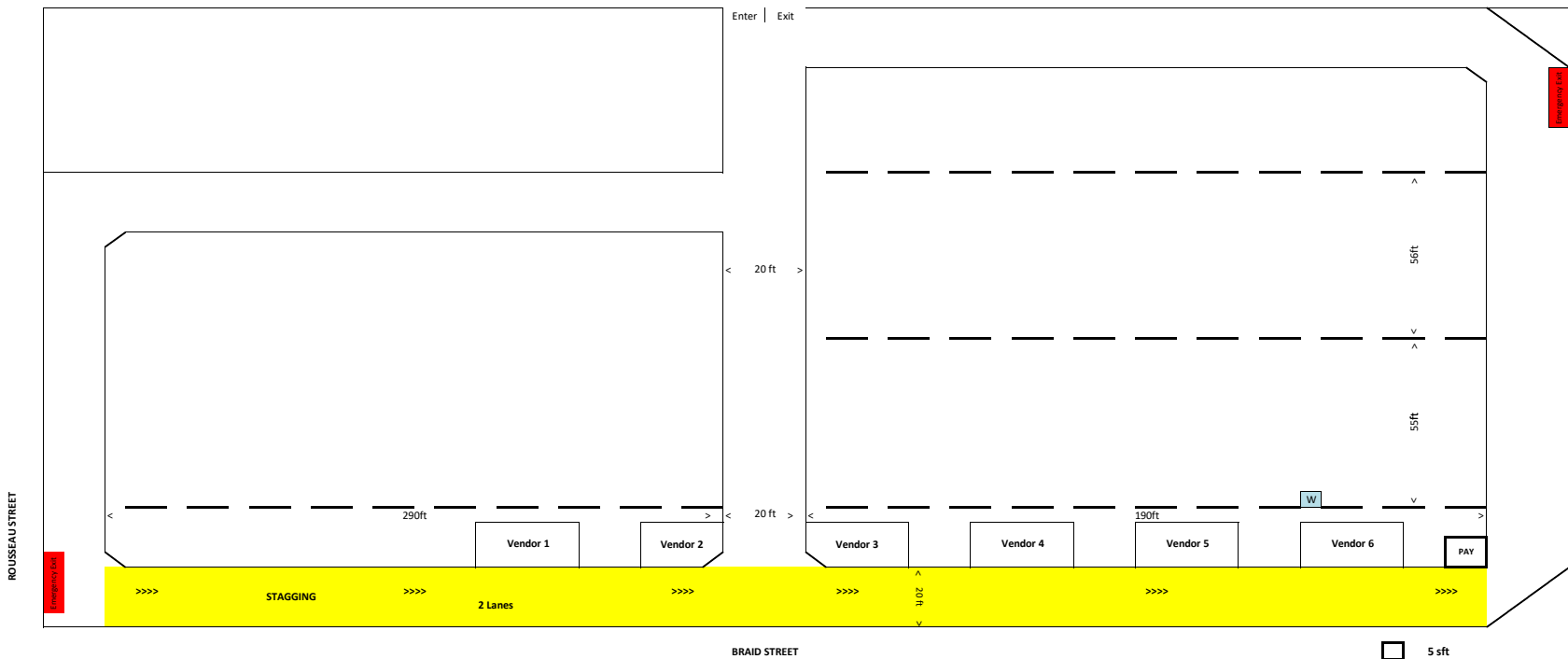
Neighbourhood Communication and Impact:

- The Sapperton Resident Association was contacted on March 03 and advised of the project. They have showed their support and provided a letter of such.
- The location of the parking lot sits on edge of the city with 90% of the traffic coming from Burnett Highway, accessible via Braid Street. Therefor there will be little impact to the local residential area from increase traffic.
- In 2020 it was our experience that there was no noticeable impact from traffic in the community from operating the drive-thru in this location.
- Our impact to local traffic will be minimal, adding approximately 60 to 70 additional vehicles over the course of the 12 hour day.

Revised: March 29, 2021

Created by: Guy Ciprian

Braid StrEAT Experience
#97 Braid Street



Ver. February 24, 2021

5 sft
Staff Portable Toilet



Appendix 5

Draft TUP



1. This Temporary Use Permit is issued to:

Fraser Health Authority
Lower Mainland Facilities Management
Suite 500, 520 W 6th Avenue, Vancouver, BC V5Z 4H5
Suite 400, 13450 102th Avenue, Surrey, BC V3T 0H1

(the "Permittee")

2. This Temporary Use Permit applies to, and only to, a portion of those lands, as shown on Appendix "A", within the City of New Westminster ("City") described below, and any or all buildings, structures and other development thereon:

Legal:	Parcel Identifier: 028-225-635
Description:	LOT 1 SUBURBAN BLOCKS 1 AND 2 NEW WESTMINSTER DISTRICT PLAN BCP44916

Civic Addresses: 97 Braid Street, New Westminster, British Columbia

(the "Site")

3. This Temporary Use Permit is issued subject to compliance with all the bylaws of the City of New Westminster ("City") applicable thereto except as specifically allowed by this Permit. This Permit allows for the following land uses at the Site:

- Surface parking lot facility ("parking lot") with up to 500 spaces for the sole use of Royal Columbia Hospital Staff and constructions workers involved with the Royal Columbian Hospital Redevelopment project.
- Food truck events may only be permitted during those days/hours that the site is not being used by FHA for RCH staff or construction workers.

4. This Temporary Use Permit expires on September 19, 2022 at 12:00 midnight. This permit has been renewed once. A Temporary Use Permit may be renewed by City Council only once.

5. The following conditions apply to the Temporary Use:

- (a) The access, number of parking spaces, surfacing materials, bus shelter, garbage receptacles, personal security measures, lighting, signage, stops used for stall delineation and other structures shall be substantially in compliance with Schedule A (the "Site Plan"), as finalized to the satisfaction of City Staff, a draft copy of which is attached hereto.
- (b) All structures and other site improvements must be maintained in a state of good repair for the duration of the Temporary Use Permit.

- (c) The hard and soft landscaping shall substantially conform to the drawings attached as Schedule B (the “Landscaping Plan”), as finalized to the satisfaction of City Staff, a draft copy of which is attached hereto.
- (d) Landscaping and drainage/irrigation features must be maintained in a state of good repair for the duration of the Temporary Use Permit.
- (e) The permittee must cease all operation of the Temporary Use before the expiry of this Temporary Use Permit, unless the Temporary Use Permit has been renewed after consideration by Council, or the zoning applicable to the Site has been amended to allow the land use herein permitted.
- (f) Fraser Health to provide the City with a letter from the property owner each year on September 19th, indicating whether they expect to terminate the lease in the following year. Should the property owner provide notice to Fraser Health after September 19th of one year but before September 19th of the following year, Fraser Health to provide 75 days notice to the City by letter.
- (g) The parking lot shall not be used by the general public and shall only be for sole use of Royal Columbian Hospital Staff and construction workers involved with the redevelopment of the Royal Columbia Hospital campus located at 330 East Columbia Street, New Westminster, BC.
 - a. The exception to the above is that food truck events may be permitted during those days/hours that the site is not being used by FHA for RCH staff or construction workers.
 - b. In relation to any food truck events occurring on site, no queueing or staging of vehicles onto street right of ways is permitted.
- (h) The permittee must demolish or remove all parking spaces, bus shelter, garbage receptacles, panic stations, lighting, wheel stops, and other structures that are to be constructed/located on the lands pursuant to this Temporary Use Permit to the satisfaction of City staff and to restore the Land to the condition it was prior to the parking of vehicles.
- (i) Finalization of a safety and security plan, including a CPTED review and the identification of measures and practices that ensure security and personal safety on the site and routes between the lot and RCH to the satisfaction of City staff.
- (j) Finalization of a transportation impact study and the implementation of measures, including updated traffic signal times, that maintain intersection Levels of Service and queue lengths at acceptable levels to the satisfaction of City staff.
- (k) Finalization of all on-site Civil Engineering (Schedule A) and Landscape Drawings (Schedule B) for the proposed temporary parking lot to the satisfaction of City staff.
- (l) Finalization and implementation of the Fraser Health Authority (“FHA”) *Communication Action Plan (“communication plan”) for the Braid Street Staff Parking Lot Phase-in Campaign* to the satisfaction of City staff.
- (m) Finalization of an on-going monitoring plan commencing after the opening of the temporary parking lot to assess shuttle bus service and frequency, and after two months to assess parking lot usage, parking spillover onto residential streets, and commuting behaviour, to the satisfaction of City staff. As part of this monitoring,

FHA shall work with City Staff in regards to identifying/implementing solutions to address parking concerns as they may arise.

- (n) Finalization of a Parking Lot maintenance plan for the proposed temporary parking lot to the satisfaction of City staff to include:
 - a. A quarterly inspection and maintenance program, or as required by City staff;
 - b. Maintaining a level, well-drained surface that is free of accumulated water;
 - c. Re-compaction and fill of surface materials and application of dust suppression measures, as required;
 - d. Cleaning of swales and the dry pond area, clearing of drainage pipes, and inlets of debris and silts, and;
 - e. Cleaning road and catch basin sumps around perimeter of the Site.
 - (o) Submission of securities for hard and soft landscaping, drainage infrastructure and maintenance based on 125% of a detailed cost estimate as submitted by a qualified landscaping and civil engineering professionals to the satisfaction of City staff.
 - (p) No outdoor storage of construction vehicles or materials shall be permitted.
 - (q) Parking spaces shall be exclusively for the parking of motor vehicles less than 4,536 kilograms gross vehicle weight.
 - (r) The normal hours of the lot operation shall be between the hours of 0600 and 2000 daily. The hours of operation for the temporary parking lot may be modified subject to prior consent from the City.
6. City of New Westminster Zoning Bylaw No. 6680, 2001, as amended is varied as follows:
- (a) Section 150.62, the requirement to pave the parking area with asphaltic pavement or with a similar type of surfacing which is equally durable for the purpose and demonstrated to be dust free.
 - (b) Section 150.63, the requirement for parking spaces in the parking area to be marked on the ground by painted white or yellow lines not less than 3 inches (7.62 centimetres) in width or wheel stops that clearly delineate each stall location.

7. This Temporary Use permit is non-transferrable.

Authorizing Resolution of City Council:

THAT Temporary Use Permit No. 00012 for a portion of 97 Braid Street be approved.

Date: September 19, 2016

***THAT** Temporary Use Permit 00012 be extended for a period of three years to September 19, 2022 for a portion of the property located at 97 Braid Street for the purpose of providing temporary off-site parking for Royal Columbian Hospital staff and construction workers during the RCH Redevelopment based on the terms and conditions outlined in the original Permit and attached Schedules; and*

THAT condition (f) to the original permit be revised to require a longer notice period to the City should the property owner terminate the lease of the lot prior to the expiration of this Temporary Use Permit.

Date: December 9, 2019

THAT the existing Temporary Use Permit issued for a portion of 97 Braid Street be amended to permit food truck events during times when the site is not being used for the purpose of providing temporary off-site parking for Royal Columbian Hospital (RCH) staff and construction workers during the RCH Redevelopment and which would expire on September 19, 2022.

Date: May 3, 2021

Date of Issue

Jacqueline Killawee,
City Clerk



Appendix 6

Correspondence from Sapperton Residents’ Association

Carolyn Armanini

From: guy_ciprian@telus.net
Sent: Monday, March 8, 2021 11:35 AM
To: Carolyn Armanini
Subject: Letter of Support - Braid StrEAT Food Truck Drive-thru

Hi Carolyn,

As discussed. Here is the letter (email) of Support from the Sapperton Residents Association.

Thanks,

Guy Ciprian
Savi Integrated Marketing

savimarketingsolutions.com
Ph: 604-341-1496

-----Original Message-----

From: Sapperton Residents' Association <sappertonra@gmail.com>
Sent: March 8, 2021 10:40 AM
To: guy_ciprian@telus.net
Cc: Andrew Kroll <andrew_kroll@hotmail.com>
Subject: Letter of support

Hi,

We, as the executive group from the Sapperton RA, fully support the efforts that Guy is putting forth to recreate the positive experience from the continuous food truck festival he held last year.

We felt that allowed our community to be highlighted in a positive manner that allowed local businesses to be supported by the community during the pandemic. I believe he went well beyond by hiring local young people to add that overall community care.

The additional events that allow togetherness while apart is exactly what this community needs and will continue to support.

Thanks to Guy and his efforts.

Best,

Gagan Sivia, Chair SRA
In support with Andrew Kroll, Co Chair SRA

Attachment 6

Policy and Regulations

POLICY AND REGULATIONS

Local Government Act

Temporary Use Permits - The Local Government Act authorizes municipalities to issue Temporary Use Permits, which allow uses which would not normally be permitted to operate on a temporary basis. The permits are issued for a maximum of three years and, after that time, may be extended by application for an additional three years. Council may attach conditions to the issuance of the permit to ensure that the impacts of the temporary use on existing businesses and properties are mitigated.

Official Community Plan

The Official Community Plan designates the subject sites as (SGTMC) Sapperton Green Transit-Oriented Mixed-Use Community. This designation is described as:

(SGTMC) Sapperton Green Transit-Oriented Mixed-Use Community - *This area will include a mix of medium to high density residential, office, retail, open space, and public and other community serving facilities in a transit supportive, complete community... Development of the site will require a comprehensive Master Plan including Design Guidelines to be created for the entire site prior to any rezoning of the site. The Master Plan is subject to a public review process.*

The subject site is located within the #5.2 Sapperton Green Comprehensive Development Permit Area.

While the proposed Sapperton Green project is still in the development review process, it is possible that construction of Sapperton Green will commence before the expiration (September 19, 2022) of the proposed TUP extension for this parking lot. The proponent (FHA) currently holds a sublease from the landowner for the proposed interim parking period, which includes a provision allowing for a 90 day notice of termination of the lease. Conditions will be placed on the TUP extension to ensure that the city receives adequate notice of the termination of the lease, so that replacement parking or other alternative solution can be found, if deemed necessary.

IDEA Centre Strategy and Road Map

The IDEA Centre Strategy and Road Map describes a series of actions by the City and its partners which seek to develop and enhance the health care cluster which has developed in the area surrounding Royal Columbian Hospital. The strategy was developed collaboratively between the City and a range of stakeholders, including Fraser Health Authority, Royal Columbian Hospital, Royal Columbian Hospital Foundation, TransLink, Douglas College, the Justice Institute of British Columbia, City of Surrey, Metro Vancouver, Port Metro Vancouver, Wesgroup, Bentall Kennedy and Discovery Parks.

The project supports the City's initiative to build on and support the existing and new investment in the RCH by allowing for the hospital to temporarily provide for off-site parking for its staff and construction workers during the RCH Expansion.

Zoning Bylaw

The subject site is currently zoned Commercial Industrial Districts (CM-1) which allows for a range of uses such as education, office use, light manufacturing and repair, retail, personal service, public assembly, entertainment and recreation, storage and warehouse uses, but does not allow a commercial parking lot. A temporary use permit is required since the proposed parking is intended to serve a use which is not located on the property, which falls under the definition of "commercial parking."

Section 190.46 of the Zoning Bylaw, allows for temporary uses to be considered and identifies criteria for the issuance of a Temporary Use Permit:

- a) Whether the proposed use is consistent with the official community plan designation for the land;
- b) Whether the proposed use is consistent with any neighbourhood plan applying to the land;
- c) Whether the proposed use is consistent with relevant policies adopted by the Council;
- d) In the case of any proposed use that is not consistent with any such plan or Council policy, the nature and extent of any community benefit from the use;
- e) Whether the proposed use is of a temporary nature or whether it would be more appropriate for the City to consider permitting the use by rezoning;
- f) The suitability and compatibility of the proposed use with the surrounding area, including its operation, function, appearance and intensity of use;
- g) The impact of the proposed use on the operation of adjacent uses, including future land uses permitted by the zoning bylaw and designated by the official community plan.

Attachment 7

Conditions

Appendix F – Temporary Use Permit No. 00028 Conditions

The following conditions apply to the Temporary Use:

- (a) The access, number of parking spaces, surfacing materials, bus shelter, garbage receptacles, personal security measures, lighting, signage, stops used for stall delineation and other structures shall be substantially in compliance with Schedule A (the “Site Plan”), as finalized to the satisfaction of City Staff, a draft copy of which is attached hereto.
- (b) All structures and other site improvements must be maintained in a state of good repair for the duration of the Temporary Use Permit.
- (c) The hard and soft landscaping shall substantially conform to the drawings attached as Schedule B (the “Landscaping Plan”), as finalized to the satisfaction of City Staff, a draft copy of which is attached hereto.
- (d) Landscaping and drainage/irrigation features must be maintained in a state of good repair for the duration of the Temporary Use Permit.
- (e) The permittee must cease all operation of the Temporary Use before the expiry of this Temporary Use Permit, unless the Temporary Use Permit has been renewed after consideration by Council, or the zoning applicable to the Site has been amended to allow the land use herein permitted.
- (f) Fraser Health to provide the City with a letter from the property owner each year on September 19th, indicating whether they expect to terminate the lease in the following year. Should the property owner provide notice to Fraser Health after September 19th of one year but before September 19th of the following year, Fraser Health to provide 75 days notice to the City by letter.
- (g) The parking lot shall not be used by the general public and shall only be for sole use of Royal Columbian Hospital Staff and construction workers involved with the redevelopment of the Royal Columbia Hospital campus located at 330 East Columbia Street, New Westminster, BC.
 - a. The exception to the above is that food truck events may be permitted during those days/hours that the site is not being used by FHA for RCH staff or construction workers.
 - b. In relation to any food truck events occurring on site, no queueing or staging of vehicles onto street right of ways is permitted.
- (h) The permittee must demolish or remove all parking spaces, bus shelter, garbage receptacles, panic stations, lighting, wheel stops, and other structures that are to be constructed/located on the lands pursuant to this Temporary Use Permit to the satisfaction of City staff and to restore the Land to the condition it was prior to the parking of vehicles.
- (i) Finalization of a safety and security plan, including a CPTED review and the identification of measures and practices that ensure security and personal safety on the site and routes between the lot and RCH to the satisfaction of City staff.
- (j) Finalization of a transportation impact study and the implementation of measures, including updated traffic signal times, that maintain intersection Levels of Service and queue lengths at acceptable levels to the satisfaction of City staff.

- (k) Finalization of all on-site Civil Engineering (Schedule A) and Landscape Drawings (Schedule B) for the proposed temporary parking lot to the satisfaction of City staff.
- (l) Finalization and implementation of the Fraser Health Authority ("FHA") *Communication Action Plan ("communication plan") for the Braid Street Staff Parking Lot Phase-in Campaign* to the satisfaction of City staff.
- (m) Finalization of an on-going monitoring plan commencing after the opening of the temporary parking lot to assess shuttle bus service and frequency, and after two months to assess parking lot usage, parking spillover onto residential streets, and commuting behaviour, to the satisfaction of City staff. As part of this monitoring, FHA shall work with City Staff in regards to identifying/implementing solutions to address parking concerns as they may arise.
- (n) Finalization of a Parking Lot maintenance plan for the proposed temporary parking lot to the satisfaction of City staff to include:
 - a. A quarterly inspection and maintenance program, or as required by City staff;
 - b. Maintaining a level, well-drained surface that is free of accumulated water;
 - c. Re-compaction and fill of surface materials and application of dust suppression measures, as required;
 - d. Cleaning of swales and the dry pond area, clearing of drainage pipes, and inlets of debris and silts, and;
 - e. Cleaning road and catch basin sumps around perimeter of the Site.
- (o) Submission of securities for hard and soft landscaping, drainage infrastructure and maintenance based on 125% of a detailed cost estimate as submitted by a qualified landscaping and civil engineering professionals to the satisfaction of City staff.
- (p) No outdoor storage of construction vehicles or materials shall be permitted.
- (q) Parking spaces shall be exclusively for the parking of motor vehicles less than 4,536 kilograms gross vehicle weight.
- (r) The normal hours of the lot operation shall be between the hours of 0600 and 2000 daily. The hours of operation for the temporary parking lot may be modified subject to prior consent from the City.

Attachment 8
TUP No.00028



1. This Temporary Use Permit is issued to:

Fraser Health Authority
Lower Mainland Facilities Management
Suite 500, 520 W 6th Avenue, Vancouver, BC V5Z 4H5
Suite 400, 13450 102th Avenue, Surrey, BC V3T 0H1

(the "Permittee")

2. This Temporary Use Permit applies to, and only to, a portion of those lands, as shown on Appendix "A", within the City of New Westminster ("City") described below, and any or all buildings, structures and other development thereon:

Legal:	Parcel Identifier: 028-225-635
Description:	LOT 1 SUBURBAN BLOCKS 1 AND 2 NEW WESTMINSTER DISTRICT PLAN BCP44916

Civic Addresses: 97 Braid Street, New Westminster, British Columbia

(the "Site")

3. This Temporary Use Permit is issued subject to compliance with all the bylaws of the City of New Westminster ("City") applicable thereto except as specifically allowed by this Permit. This Permit allows for the following land uses at the Site:

- Surface parking lot facility ("parking lot") with up to 500 spaces for the sole use of Royal Columbia Hospital Staff and constructions workers involved with the Royal Columbian Hospital Redevelopment project.
- Food truck events may only be permitted during those days/hours that the site is not being used by FHA for RCH staff or construction workers.

4. This Temporary Use Permit expires on September 19, 2025 at 12:00 midnight. This permit has been renewed once. A Temporary Use Permit may be renewed by City Council only once.

5. The following conditions apply to the Temporary Use:

- (a) The access, number of parking spaces, surfacing materials, bus shelter, garbage receptacles, personal security measures, lighting, signage, stops used for stall delineation and other structures shall be substantially in compliance with Schedule A (the "Site Plan"), as finalized to the satisfaction of City Staff, a draft copy of which is attached hereto.
- (b) All structures and other site improvements must be maintained in a state of good repair for the duration of the Temporary Use Permit.

- (c) The hard and soft landscaping shall substantially conform to the drawings attached as Schedule B (the “Landscaping Plan”), as finalized to the satisfaction of City Staff, a draft copy of which is attached hereto.
- (d) Landscaping and drainage/irrigation features must be maintained in a state of good repair for the duration of the Temporary Use Permit.
- (e) The permittee must cease all operation of the Temporary Use before the expiry of this Temporary Use Permit, unless the Temporary Use Permit has been renewed after consideration by Council, or the zoning applicable to the Site has been amended to allow the land use herein permitted.
- (f) Fraser Health to provide the City with a letter from the property owner each year on September 19th, indicating whether they expect to terminate the lease in the following year. Should the property owner provide notice to Fraser Health after September 19th of one year but before September 19th of the following year, Fraser Health to provide 75 days notice to the City by letter.
- (g) The parking lot shall not be used by the general public and shall only be for sole use of Royal Columbian Hospital Staff and construction workers involved with the redevelopment of the Royal Columbia Hospital campus located at 330 East Columbia Street, New Westminster, BC.
 - a. The exception to the above is that food truck events may be permitted during those days/hours that the site is not being used by FHA for RCH staff or construction workers.
 - b. In relation to any food truck events occurring on site, no drive-through events and no queueing or staging of vehicles onto street right of ways is permitted.
 - c. Overflow parking may be used by the tenants on the site during those days/hours that the site is not being used by FHA for RCH staff or construction workers, subject to the finalization of the Parking Service Treatments and Memo of Understanding between the on-site tenants and PHA regarding the use of overflow parking.
- (h) The permittee must demolish or remove all parking spaces, bus shelter, garbage receptacles, panic stations, lighting, wheel stops, and other structures that are to be constructed/located on the lands pursuant to this Temporary Use Permit to the satisfaction of City staff and to restore the Land to the condition it was prior to the parking of vehicles.
- (i) Subject to the safety and security plan, including a CPTED review prepared by Integrated Protection Services and dated September 2016.
- (j) Subject to the Transportation impact study and the implementation of measures, including updated traffic signal times, that maintain intersection Levels of Service and queue lengths prepared by Bunt and associations and dated September 2016.
- (k) Subject to the all on-site Civil Engineering (Schedule A) prepared by CitiWest Consulting Ltd. And dated September 2015 - and Landscape Drawings (Schedule B) for the proposed temporary parking lot prepared by M2 Landscape Architects and dated September 2016.
- (l) Subject to the implementation of the Fraser Health Authority (“FHA”) *Communication Action Plan (“communication plan”) for the Braid Street Staff Parking Lot Phase-in Campaign* prepared by Fraser Health and dated August 2016.

- (m) The applicant shall provide an on-going monitoring plan commencing after the opening of the temporary parking lot to assess shuttle bus service and frequency, and after two months to assess parking lot usage, parking spillover onto residential streets, and commuting behaviour, upon City's request. As part of this monitoring, FHA shall work with City Staff in regards to identifying/implementing solutions to address parking concerns as they may arise.
- (n) Subject to the Parking Lot maintenance plan for the proposed temporary parking lot prepared by M2 Landscape Architects, and September 2016 included:
 - a. A quarterly inspection and maintenance program, or as required by City staff;
 - b. Maintaining a level, well-drained surface that is free of accumulated water;
 - c. Re-compaction and fill of surface materials and application of dust suppression measures, as required;
 - d. Cleaning of swales and the dry pond area, clearing of drainage pipes, and inlets of debris and silts, and;
 - e. Cleaning road and catch basin sumps around perimeter of the Site.
- (o) Submission of securities for hard and soft landscaping, drainage infrastructure and maintenance based on 125% of a detailed cost estimate as submitted by a qualified landscaping and civil engineering professionals to the satisfaction of City staff.
- (p) No outdoor storage of construction vehicles or materials shall be permitted.
- (q) Parking spaces shall be exclusively for the parking of motor vehicles less than 4,536 kilograms gross vehicle weight.
- (r) The normal hours of the lot operation shall be between the hours of 0600 and 2400 daily. The hours of operation for the temporary parking lot may be modified subject to prior consent from the City.

6. City of New Westminster Zoning Bylaw No. 6680, 2001, as amended is varied as follows:

- (a) Section 140.38, the requirement to pave all parking spaces, maneuvering aisles, driveways and all access to parking spaces shall with a material that is durable and dust-free.
- (b) Section 140.40, the requirement for parking spaces in the parking area to be marked on the ground by painted white or yellow lines not less than 3 inches (7.62 centimetres) in width or wheel stops that clearly delineate each stall location.

7. This Temporary Use permit is non-transferrable.

Authorizing Resolution of City Council:

THAT Temporary Use Permit No. 00028 for a portion of 97 Braid Street be approved.

Date: September 19, 2022

***THAT** Temporary Use Permit 00028 be extended for a period of three years to September 19, 2025 for a portion of the property located at 97 Braid Street for the purpose of providing temporary off-site parking for Royal Columbian Hospital staff and construction workers during the RCH Redevelopment based on the terms and conditions outlined in the original Permit and attached Schedules.*

September 19, 2022

Date of Issue

Jacqueline Killawee,
City Clerk

REPORT

Climate Action, Planning and Development

To: Mayor Cote and Members of Council **Date:** August 29, 2022

From: Emilie K. Adin, MCIP **File:** TUP00029
Director, Climate Action, Planning and
Development

Item #: 2022-568

Subject: **Temporary Use Permit for Group Living Facility: 311 Louellen Street –
Consideration of Notice of Issuance**

RECOMMENDATION

THAT Council issue notice that it will consider a resolution to issue a Temporary Use Permit to allow Maintain Recovery to operate a residential recovery program for up to 10 men at 311 Louellen Street, following completion of public consultation and following a Request for Public Comment period ending on September 19, 2022.

PURPOSE

To seek Council's approval to proceed with processing the Temporary Use Permit, to enable temporary operation of a recovery program for men at 311 Louellen Street.

EXECUTIVE SUMMARY

Maintain Recovery has applied to the City for a Temporary Use Permit (TUP) to operate a residential recovery program for up to 10 men at 311 Louellen Street, for a three-year period ending in 2025, with the option of one renewal for a similar period of time. The program would provide a supportive, group living environment for men transitioning from primary care treatment for substance use (drug and alcohol) and/or behavioural addictions (specifically video games and/or gambling), to independent living.

The applicant would hold a public open house in September. Staff would provide Council with a memo summarizing feedback from the public prior to Council consideration of issuance of the permit at the September 19, 2022 Regular Meeting.

OPTIONS

The following options are presented for Council's consideration:

1. That Council issue notice that it will consider a resolution to issue a Temporary Use Permit to allow Maintain Recovery to operate a residential recovery program for up to 10 men at 311 Louellen Street, following completion of public consultation and following a Request for Public Comment period ending on September 19, 2022.
2. That Council provide staff with other direction.

Staff recommends Option 1.

ATTACHMENTS

Attachment 1: Staff Memo

Attachment 2: Applicant's Project Summary Letter

Attachment 3: Background

APPROVALS

This report was prepared by:

Wendee Lang, Development Planner

Anur Mehdic, Social Planner

This report was reviewed by:

Mike Watson, A/Supervisor of Development Planning

John Stark, A/ Manager of Climate Action, Planning and Development

This report was approved by:

Emilie Adin, Director of Climate Action, Planning and Development

Lisa Spitale, Chief Administrative Officer

Attachment 1

Staff Memo

MEMO

Climate Action, Planning and Development

To: Emilie K. Adin, MCIP
Director, Climate Action, Planning and Development

Date: August 29, 2022

From: John Stark,
Acting Senior Manager, Climate Action
Planning and Development

File: TUP00029

Item #:

Subject: **Temporary Use Permit for Group Living Facility: 311 Louellen Street – Preliminary Report**

RECOMMENDATION

Staff recommends that the Director forward this memo and the following resolution to Council for consideration:

THAT Council issue notice that it will consider a resolution to issue a Temporary Use Permit to allow Maintain Recovery to operate a residential recovery program for up to 10 men at 311 Louellen Street, following completion of public consultation and following a Request for Public Comment period ending on September 19, 2022.

PURPOSE

To seek Council's approval to proceed with processing the Temporary Use Permit, to enable temporary operation of a recovery program for men at 311 Louellen Street.

EXECUTIVE SUMMARY

Maintain Recovery has applied to the City for a Temporary Use Permit (TUP) to operate a residential recovery program for up to 10 men at 311 Louellen Street, for a three-year period ending in 2025, with the option of one renewal for a similar period of time. The program would provide a supportive, group living environment for men transitioning from primary care treatment for substance use (drug and alcohol) and/or behavioural addictions (specifically video games and/or gambling), to independent living.

The applicant would hold a public open house in September. Staff would provide Council with a memo summarizing feedback from the public prior to Council consideration of issuance of the permit at the September 19, 2022 Regular Meeting.

BACKGROUND

Provincial Legislation

Per the *BC Community Care and Assisted Living Act*, a licensed community care facility of up to six people in care, and up to 10 total residents, would be permitted outright as a land use at the subject property, regardless of the current zoning. The following components of the proposal precipitate the need for the City to consider issuance of a TUP:

- The increase of the total people in care from six to 10 people;
- The increase of the total number of residents from 10 to 11; and,
- Registration of the facility with the Assisted Living Registry, rather than licensure.

Policy and Regulations

Council Strategic Plan

The 2019-2022 Council Strategic Plan, under the strategic area, 'Reconciliation, Inclusion and Engagement,' includes the following key strategic direction:

- Take a lead role in responding to the opioid epidemic, including coordinating actions with community partners.

Official Community Plan

The property at 311 Louellen Street is designated Residential – Ground Oriented Infill Housing (RGO) in the Official Community Plan. This land use designation permits a range of residential housing including single detached houses, triplexes, and townhouses. Complementary uses include small scale local commercial uses, small scale institutional uses, and community facilities. The proposed use is consistent with this designation.

Zoning Bylaw

The subject site is located in the Single Detached Residential Districts (RS-1) zone, which permits single detached dwellings, secondary suites, laneway or carriage houses, and home based businesses. As the permitted uses do not include a residential recovery facility for men, a TUP would be required to facilitate the proposal.

Temporary Use Permits

The *Local Government Act* authorizes municipalities to issue TUPs, to enable uses that would not normally be permitted on a temporary basis. Section 190.46 of the Zoning Bylaw includes requirements for TUPs. This proposal is being reviewed in light of these requirements.

The permits are issued for a maximum of three years and may be extended by application for an additional three years. Council may attach conditions to the TUP to mitigate impacts of the temporary use on existing businesses and properties.

Substance Use and the Overdose Epidemic

The BC Centre on Substance Use estimates that one in every five Canadians will be impacted by substance use and related harms in their lifetime. While individuals can experience a variety of substance use challenges, those using illicit drugs are at a significant risk. Provincial medical experts have reported that increasingly toxic drug supply is a major driver of overdose deaths, and is currently the leading cause of unnatural death in the province.

In 2016, the Province of British Columbia declared a Public Health Emergency in response to the rise in illicit drug overdoses and deaths. This epidemic continues to claim a record number of lives in New Westminster, with 42 recorded deaths in 2021, compared to 16 in the year the health emergency was declared.

Recovery and Transitional Programs

While overdose prevention services offer a low-barrier point of introduction to health and/or social services for people with substance use issues, it is recognized that there is a need for a continuum of health supports to address the overdose epidemic and other substance use harms. This includes access to dedicated treatment and recovery programs, and affordable, stable and secure housing for those in recovery.

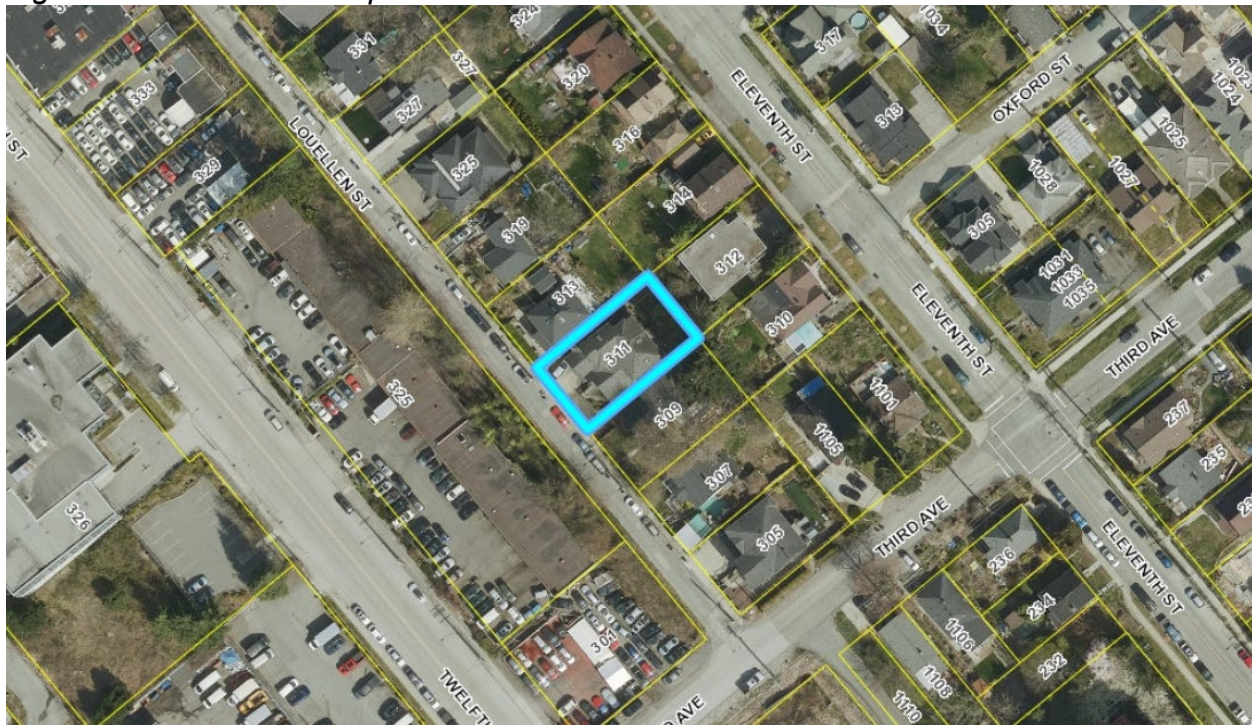
Research shows that recovery programs, sometimes called transitional programs, are a vital resource in early recovery when individuals remain vulnerable and susceptible to relapse. Recovery programs that offer safe and substance free supportive living environments, as well as social supports, are critical to long-term success in maintaining abstinence and long-term recovery from active addiction.

Site Characteristics and Context

The subject site is located in the Brow of the Hill neighbourhood, in an area composed of residential, commercial, and industrial uses. This property is located on the east side of Louellen Street, near the intersection of Louellen Street and Third Avenue, and is occupied by one single detached dwelling built in 2003. It is adjacent to single detached

dwelling and in close proximity to commercial and industrial buildings containing automotive uses.

Figure 1: Site Context Map with 311 Louellen Street in blue



PROJECT DESCRIPTION

Maintain Recovery is a for-profit organization seeking to establish a residential recovery program for men ages 19 to 70 transitioning from primary care treatment for substance use (drug and alcohol) and/or behavioural addictions (specifically for video game use and/or gambling), to community living. The proposed TUP would allow up to 10 men to live at 311 Louellen Street in a drug-, alcohol-, and smoke-free sober living facility.

Features of the proposed residential recovery program include:

- Counselling, group therapy, peer support, recovery coaching, and life skills training for residents. Training would include parenting skills, healthy eating development, money management and budgeting, and group recreational activities;
- Group facilitation and one-on-one addiction counseling provided by a clinician. An on-call clinical team would be available after-hours for special circumstances and emergencies;
- The facility would be supported by certified, trained, and professional staff, who have a relationship with successful, New Westminster recovery programs;
- A house manager would reside at the property to oversee residents and undertake day-to-day maintenance of the house;

- Residents would be expected to meet house standards and to maintain accordance with behaviour contracts established at client intake; and,
- The facility would be registered with the Assisted Living Registry.

The purpose of these services would be to improve the mental and physical health of the men living at the facility, and to help them build skills to enable independent living and long-term addiction recovery, and re-entry into the community, school and /or workforce.

The program is intended to bridge the gap between primary residential care treatment and independent living. Primary residential care treatment focuses on addiction treatment. Recovery and transitional living programs focus on providing individuals who have gone through primary residential treatment with life skills to live successful, sober and independent lives.

The applicant has submitted a TUP application, rather than a formal rezoning, as the TUP would:

- Allow the organization to pilot the recovery program on a temporary basis;
- Test the financial viability of the program's business model; and,
- Allow the organization to establish a positive relationship with the community through the duration of the TUP.

Should the proposed pilot program experience success at this location, and prove to be financially viable, the applicant would seek to rezone the property to permanently permit the use.

The applicant's project summary letter is provided in Attachment 2.

DISCUSSION

Proposed Permit Conditions

The TUP would include the following conditions:

The residential recovery program shall:

- Not provide accommodation to more than 10 men at any given time (excluding the house manager);
- Be permitted to operate 24 hours per day;
- Only operate as a temporary residential recovery program;
- Become registered with the Assisted Living Registry, under the *Community Care and Assisted Living Act*, within one year of operation; and

- The applicant shall provide verification, to the satisfaction of the Director of Climate Action, Planning and Development, that the building is suitable for the intended use, prior to operation.

Requirement for Registration with the Assisted Living Registry

The *Community Care and Assisted Living Act* (CCALA) governs licensed community care facilities and registered assisted living residences. While both licensing and registration ensure that facilities adhere to the requirements of the CCALA, whether a program is licensed or registered depends on the independence and vulnerability of the population it serves.

The proposed facility would be categorized as an assisted living residence based on the independence of its residents, who would be capable of making decisions on their own behalf, and require day-to-day assistance in only one or two areas (e.g., life skills and psychosocial supports). As such, registration with the Assisted Living Registry is appropriate for this program. The Registry provides oversight to promote and protect the health, safety and well-being of residents, and monitors operators for compliance with the CCALA and the Assisted Living Regulation.

CONSULTATION

On July 12, 2021, Council approved a resolution requiring only written feedback for TUP applications. Should Council issue notice that it would consider the TUP, the City would notify community members of a Request for Public Comment. Per *Local Government Act* requirements, written feedback received from September 8 to September 19, 2022 would be provided directly to Council. Information about the application would also be posted on Be Heard New West, and community members seeking to submit feedback in advance of the Request for Public Comment would be able to do so through the project page or by contacting City staff.

The applicant would also be required to host an open house in September. The event would provide an opportunity for the applicant to answer questions about the proposal, and to receive feedback.

The results of the open house and any feedback received outside of the Request for Public Comment period would be summarized to Council in a memo. This memo would be informational and included with the written feedback submissions provided to Council in advance of the September 19, 2022 Regular Council Meeting.

PROCESS

The application review steps are as follows:

1. Submission of a complete application to the City (complete);
2. Interdepartmental staff review (ongoing);

3. Report to Council requesting issuance of notice of consideration following a City Request for Public Comment; **(WE ARE HERE)**
4. City provides notice of a Request for Public Comment;
5. Applicant to hold an open house to provide information on the application - September;
6. Memo to Council with results of the open house and feedback received outside of the Request for Public Comment period;
7. Consideration of issuance of Temporary Use Permit by Council.

INTERDEPARTMENTAL LIAISON

This application has been circulated to the Building Division for review and comment.

OPTIONS

The following options are presented for Council's consideration:

1. That Council issue notice that it will consider a resolution to issue a Temporary Use Permit to allow Maintain Recovery to operate a residential recovery program for up to 10 men at 311 Louellen Street, following completion of public consultation and following a Request for Public Comment period ending on September 19, 2022.
2. That Council provide staff with other direction.

Staff recommends Option 1.

ATTACHMENTS

Attachment 1: Staff Memo

Attachment 2: Applicant's Project Summary Letter

Attachment 3: Background

APPROVALS

This report was prepared by:

Wendee Lang, Development Planner

Anur Mehdic, Social Planner

This report was reviewed by:

Mike Watson, A/Supervisor of Development Planning

John Stark, A/ Manager of Planning

This report was approved by:

Emilie Adin, Director of Climate Action, Planning and Development

Attachment 2

Applicant's Project Summary Letter

Maintain recovery Sober Living Project Summary

In Canada, it is estimated that 1 in 5 Canadians over the age of 15 will experience a substance use disorder in their lifetime (Government of Canada, 2021). Currently B.C is averaging 6.3 deaths a day from drug overdoses (BC coroners service, 2022). By Health Authority (HA), in 2022, the highest number of illicit drug toxicity deaths were in Fraser and Vancouver Coastal Health Authorities (302 and 263 deaths, respectively), making up 60% of all such deaths during this period (BC coroners service, 2022).

Many times, individuals who use substances such as alcohol, marijuana, cocaine, ecstasy, opiates, or methamphetamines may choose to participate in bed-based treatment when beginning their recovery to abstinence. After completing treatment that usually consists of approximately 28-90 days, individuals may not feel ready to move back into community settings and begin independent living (Polcin et al., 2010). Numerous reasons can include a lack of supportive or safe housing, reduced functional skills, or decreased employment readiness. Safe and stable housing is a key component to maintaining individual recovery to reduce episodes of relapse (Mericle et al., 2019). Additionally, a third of individuals who experience substance use entering bed-based treatment report being marginally housed 30 days beforehand (Mericle et al., 2019).

This signifies a need in the market for individuals to have access to continued safe and suitable housing within recovery communities. It can be a challenging time in someone's recovery once they leave the structure of primary bed-based treatment. Transitional living can provide a supportive environment where someone can continue building their recovery capital through developing healthy habits within a recovery community. In response to high demand for treatment and recovery services based on increasing numbers of individuals who use substances in Canada, we are opening sober living housing for men who require this extended service. This facility aims to support individuals recovering from active addiction during a delicate period within early recovery. This includes developing new life habits, coping techniques, and gaining a new social network that is supportive of their recovery to ultimately avoid relapse.

Maintain Recovery's goal is to provide a safe alcohol and drug free supportive living where men ages 19-70 can transition from primary care bed-based treatment to community living. All while continuing to build their recovery capital through weekly group therapy, one on one counseling, and recovery coaching to assist the client's re-entry into the community, school and/or workforce. Other services included are money management and budgeting, family case management, parenting skills, healthy eating development and group recreational activities. This will be a completely drug, alcohol, and smoke free facility, except for prescribed medications from a licensed physician. Minimum stays of approximately 30-90 days, in a facility with 10 beds, with additional per diem counseling and supportive services available per client

or family as needed. Clients are responsible to meet house standards and exhibit behavior that aligns with an atmosphere of recovery. Furthermore, as New Westminster is considered the Recovery capital of Canada, clients will have the ability to develop a solid foundation within a supportive community of their peers.

This facility will be supported by certified, trained, professional staff. Group facilitating and one-on-one addiction counselling will be provided by a clinician. The clinical team will also be available on call after hours for special circumstances or emergencies. In addition, a house manager will oversee client's afterhours and the day-to-day maintenance of the house. Maintain Recovery Sober Living is seeking New Westminster's community support to help us provide evidence based, ethical care to individuals who wish to continue building their recovery capital in a safe and supportive living environment. We understand that providing a continuum of care for clients throughout their transition into the community is essential for long-term recovery from active addiction.

References

- BC coroners service. (2022). Illicit drug toxicity deaths in BC. Ministry of public safety and solicitor general. <https://www2.gov.bc.ca/assets/gov/birth-adoption-death-marriage-and-divorce/deaths/coroners-service/statistical/illicit-drug.pdf>
- Government of Canada. (2018). Strengthening Canada's approach to substance use issues. <https://www.canada.ca/en/health-canada/services/substance-use/canadian-drugs-substances-strategy/strengthening-canada-approach-substance-use-issue.html>
- Mericle, A. A., Mahoney, E., Korcha, R., Delucchi, K., & Polcin, D. L. (2019). Sober living house characteristics: A multilevel analyses of factors associated with improved outcomes. *Journal of Substance Abuse Treatment*, 98, 28–38. <https://doi.org/10.1016/j.jsat.2018.12.004>
- Polcin, D.L, Korcha, M.A, Bond, J., Galloway, G. (2010) What did we learn from our study on sober living houses and where do we go from here? *J Psychoactive Drugs*. 42(4) 425-433, doi: 10.1080/02791072.2010.10400705

Attachment 3

Background

BACKGROUND

Provincial Legislation

The BC Community Care and Assisted Living Act has the following provisions, as excerpted:

- 20 (1) This section applies to a community care facility
- (a) for which a licence has been issued,
 - (b) that is being, or is to be, used
 - (ii) as a residence for no more than 10 persons, not more than 6 of whom are persons in care,
- (2) A provision in an enactment of British Columbia, other than this Act, or of a municipality, does not apply to a community care facility described in subsection
- (1) if that provision would
 - (a) limit the number of persons in care who may be accepted or accommodated at the community care facility,
 - (b) limit the types of care that may be provided to persons in care at the community care facility, or
 - (c) apply to the community care facility only because
 - (i) it is not being used as a single family dwelling house, or
 - (ii) it operates as a community care facility, a charitable enterprise or a commercial venture.

In other words, a licensed community care facility of up to six people in care, and up to 10 residents, would be permitted outright as a land use at the subject property; as per Provincial legislation. The increase from up to six people in care to up to 10 people in care, and the increase of total number of residents from 10 to 11, are what precipitate the need for the City to consider issuance of a Temporary Use Permit for the proposed use.



P R O C L A M A T I O N

CITY OF NEW WESTMINSTER

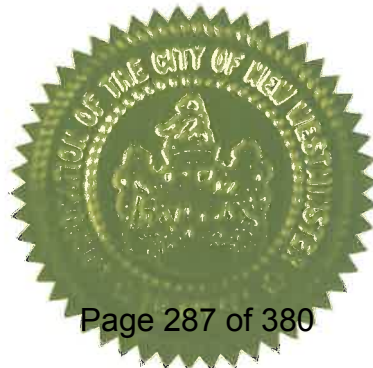
Azadi Ka Amrit Mahotsav Day August 15, 2022

- WHEREAS** India-Canada bilateral ties are underpinned by shared values of democracy, pluralism, expanding economic engagement, regular high-level interactions and long-standing people-to-people ties; and
- WHEREAS** there is a strong bilateral relation between British Columbia and India and British Columbia is proud home to over 400,000 to people of Indian origin ; and
- WHEREAS** August 15, 2022 marks the 75th anniversary of Independence Day of India, the official journey of Azadi Ka Amrit Mahotsav celebrations commenced on 12th March 2021 which started a 75-week countdown to India 75th anniversary of independence and will end post a year on 15th August 2023; and
- WHEREAS** Azadi Ka Amrit Mahotsav means, "Elixir of energy of independence; elixir of inspirations of the warriors of freedom struggle; elixir of new ideas and pledges; and elixir of Aatmanirbharta or self-reliance; and
- WHEREAS** this Mahotsav is a festival of awakening of the nation; a festival of fulfilling the dream of good governance; a festival of global peace and development; and
- WHEREAS** this celebration is dedicated to the ordinary people of India who have not only been instrumental in bringing India thus far in its evolutionary journey, but also hold within them the power and potential to enable country's vision of activating India 2.0, fuelled by the spirit of Aatmanirbhar Bharat or Self-reliant India; and
- WHEREAS** like the history of India's freedom movement, the journey of 75 years after independence is a reflection of the hard work, innovation, enterprise of ordinary Indians whether in the country or abroad.
- NOW THEREFORE** I, Jonathan Cote, Mayor of the City of New Westminster do hereby proclaim August 15, 2022 as

Azadi Ka Amrit Mahotsav Day

In the City of New Westminster, Province of British Columbia.

Jonathan X. Cote
MAYOR





P R O C L A M A T I O N

CITY OF NEW WESTMINSTER

LITERACY MONTH

September 2022

- WHEREAS** Literacy is the key to opportunity for Canadians to increase their life chances and be successful in today's modern world, as literacy is no longer simply the ability to read and write; and
- WHEREAS** Engaging children and youth in literacy programming ensures the best possible environment for getting a head start on literacy and lifelong learning; and
- WHEREAS** Solid literacy skills are vital to our country's social and economic development; literacy offers all Canadians an opportunity to make a substantial contribution to the education, growth and prosperity of Canada; and
- WHEREAS** Many organizations across New Westminster, British Columbia, and Canada, including Literacy New Westminster, daily demonstrate – through the work in their community – their commitment to creating a culture of community based literacy and learning;
- THEREFORE** I, Jonathan Coté, Mayor of the City of New Westminster, do hereby proclaim the Month of **September 2022**, as

Literacy Month

In the City of New Westminster, Province of British Columbia.

Jonathan X. Cote
MAYOR





Corporation of the City of NEW WESTMINSTER

A vibrant, compassionate, sustainable city that includes everyone.

PUBLIC HEARING

MINUTES

June 30, 2022

Meeting held electronically and open to public attendance
Council Chamber, City Hall

PRESENT:

Mayor Jonathan Côté
Councillor Chinu Das
Councillor Patrick Johnstone
Councillor Jamie McEvoy
Councillor Nadine Nakagawa
Councillor Chuck Puchmayr
Councillor Mary Trentadue

STAFF PRESENT:

Ms. Lisa Spitale	Chief Administrative Officer
Ms. Jacque Killawee	City Clerk
Ms. Emil Adin	Senior Manager of Engineering
Ms. Dilys Huang	Development Planner
Ms. Lisa Leblanc	Director of Engineering Services
Mr. Mike Watson	Acting Supervisor of Development Planning
Ms. Debbie Reimer	Minute Taker

1. **CALL TO ORDER AND LAND ACKNOWLEDGEMENT**

Mayor Côté opened the meeting at 6:00 p.m. and recognized with respect that New Westminister is on the unceded and unsundered land of the Halkomelem speaking peoples. He acknowledged that colonialism has made invisible their histories and connections to the land. He recognized that, as a City, we are learning and building relationships with the people whose lands we are on.

2. **STATEMENT CONCERNING THE PROPOSED BYLAW AND THE CONDUCT OF THE PUBLIC HEARING**

Mayor Côté provided a statement regarding the bylaws under consideration, the conduct of the public hearing, and the expected conduct of all participants.

3. Zoning Amendment Bylaw No. 8345, 2022 for 1321 Cariboo Street

3.1 Proposal Information

3.1.1 Notice of Public Hearing

3.1.2 Bylaws

3.1.3 Previous Decisions, Reports and Related Documents

3.1.3.1 Index

3.1.3.2 Decisions, Reports and Related Documents

3.1.3.2.1 R-1 Minutes Extracts

3.1.3.2.2 R-2 Report to Land Use and Planning Committee - January 31, 2022

3.1.3.2.3 R-3 Staff Presentation to Land Use and Planning Committee - January 31, 2022

3.1.3.2.4 R-4 Report to Council - March 28, 2022

3.1.3.2.5 R-5 Report to New Westminster Design Panel - April 26, 2022

3.1.3.2.6 R-6 Staff Presentation to New Westminster Design Panel - April 26, 2022

3.1.3.2.7 R-7 Applicant Presentation to New Westminster Design Panel - April 26, 2022

3.1.3.2.8 R-8 Report to Council - June 13, 2022

3.1.4 Public Input

3.1.4.1 Index

3.1.4.2 Public Input Submissions

Jacque Killawee, City Clerk, advised that two public input submissions had been received on table.

MOVED and SECONDED

THAT Council receive the following public input submissions related to Bylaw No. 8345, 2022.

Public Input Submissions			
Name	Date Submitted	Date Received	#
L. Nichol	June 28, 2022	ON TABLE	C-1
R.D. Adair	June 28, 2022	ON TABLE	C-2

Carried.

All members present voted in favour of the motion.

3.2 Overview of the Proposal (Climate Action, Planning, and Development)

Dilys Huang, Development Planner, summarized the application as follows:

- The proposed zoning change is from Multiple Dwelling (RM-2) to Comprehensive Development District;
- Proposal is for a new five-storey building with 15 secured market rental units;
- The floor space ratio (FSR) is 1.69;
- There will be eight on-site surface parking spaces; and
- The proposal is consistent with the Official Community Plan (OCP).

3.3 Opportunity to Speak to Council

The Chair called for first time speakers three times, and none were present in person or electronically. The City Clerk reviewed the ways in which people could speak to Council.

Procedural Note: Council recessed at 6:09 p.m. to allow for additional speakers to join the meeting, and reconvened at 6:11 p.m.

Note: Unless otherwise indicated, all speakers reside in New Westminster.

E. Carrasco expressed his support of the addition of rental units into the City of New Westminster.

Wallace (last name not provided) requested the Council consider the City's need for social housing rentals and to change the zoning on the current the application to include mandatory social housing.

In response to a question from Council, Ms. Huang reported the proposal is under the Secured Market Housing Policy and there are no mandatory social housing options.

Robert Miller, architect, stated the original proposal was for a six-storey building with 19 units which would have accommodated social housing but was eliminated with the new building parameters.

The Chair called for additional speakers.

MOVED and SECONDED

THAT the Public Hearing for Bylaw No. 8345, 2022, be closed.

Carried.

All members present voted in favour of the motion.

MOVED and SECONDED

THAT Zoning Amendment Bylaw No. 8345, 2022 for 1321 Cariboo Street be referred to Council for Third Reading.

Carried.

All members present voted in favour of the motion.

4. OCP Amendment Bylaw No. 8088, 2022, HRA Bylaw No. 8089, 2022, and HD Bylaw No. 8090, 2022 for 514 Carnarvon Street (Holy Trinity Cathedral)

4.1 Proposal Information

4.1.1 Notice of Public Hearing

4.1.2 Bylaws

4.1.3 Previous Decisions, Reports and Related Documents

4.1.3.1 Index

4.1.3.2 Decisions, Reports and Related Documents

4.1.3.2.1 R-1 Minutes Extracts

4.1.3.2.2 R-2 Report to Council - September 15, 2014

4.1.3.2.3 R-3 Report to Land Use and Planning Committee - March 6, 2017

4.1.3.2.4 R-4 Report to Land Use and Planning Committee - October 16, 2017

4.1.3.2.5 R-5 Applicant Presentation to Land Use and Planning Committee - October 16, 2017

- 4.1.3.2.6 R-6 Report to Land Use and Planning Committee - January 29, 2018**
- 4.1.3.2.7 R-7 Report to Council - February 19, 2018**
- 4.1.3.2.8 R-8 Report to Community Heritage Commission - April 4, 2018**
- 4.1.3.2.9 R-9 Applicant Presentation to Community Heritage Commission - April 4, 2018**
- 4.1.3.2.10 R-10 Report to Council - May 7, 2018**
- 4.1.3.2.11 R-11 Report to New Westminster Design Panel - May 22, 2018**
- 4.1.3.2.12 R-12 Report to Land Use and Planning Committee - August 30, 2021**
- 4.1.3.2.13 R-13 Staff Presentation to Land Use and Planning Committee - August 30, 2021**
- 4.1.3.2.14 R-14 Applicant Presentation to Land Use and Planning Committee - August 30, 2021**
- 4.1.3.2.15 R-15 Report to Community Heritage Commission - December 1, 2021**
- 4.1.3.2.16 R-16 Report to Advisory Planning Commission - December 7, 2021**
- 4.1.3.2.17 R-17 Applicant Presentation to Advisory Planning Commission - December 7, 2021**
- 4.1.3.2.18 R-18 Report to Council - June 13, 2022**
- 4.1.3.2.19 R-19 Heritage Conservation Plan**
- 4.1.3.2.20 R-20 Heritage Revitalization Agreement: 514 Carnarvon Street - Clerical Correction**

4.1.4 Public Input

- 4.1.4.1 Index**
- 4.1.4.2 Public Input Submissions**

Jacque Killawee, City Clerk, advised six written submissions had been received, three of which were on table.

MOVED and SECONDED

THAT Council receive the following public input submissions related to OCP Amendment Bylaw No. 8088, 2022, HRA Bylaw No. 8089, 2022, and HD Bylaw No. 8090, 2022 for 514 Carnarvon Street (Holy Trinity Cathedral)

Public Input Submissions			
Name	Date Submitted	Date Received	#
E. Carrasco	June 15, 2022	June 15, 2022	C-1
D. Love	June 27, 2022	June 27, 2022	C-2
Conwest	June 27, 2022	June 27, 2022	C-3
Conwest	June 28, 2022	ON TABLE	C-4
Conwest	June 30, 2022	ON TABLE	C-5
Jeff Maskell	June 30, 2022	ON TABLE	C-6

Carried.

All members present voted in favour of the motion.

4.2 Overview of Proposal (Climate Action, Planning, and Development)

Mike Watson, Acting Supervisor Development Planning, provided an overview of the application and noted:

- The site is proximate to transit;
- Proposed retention of cathedral and proposed 30-storey 6.59 FSR tower includes:
 - 271 market strata units;
 - 14 secured market rental units; and
 - 197 vehicle parking spaces;
- The proposal is considered a car-light development;
- Heritage features will be retained and protected including exterior and interior restored, seismic upgrades and energy upgrades;
- The project also provides a publicly accessible plaza landscaped with 20 trees and a children's play area;
- First Nations have been consulted;
- The new Holy Trinity Parish Hall at the base of the tower will continue to be owned and operated by the cathedral;
- Opportunities for First Nations and community uses of space is not secured;

- A zoning amendment is required from residential mid-rise apartment to residential tower apartment;
- The proposed development is within a SkyTrain precinct, targeting high density development; and
- The project supports the City's housing goals.

4.3 Opportunity to Speak to Council

Joe Carreira, Conwest Developments, led the review of a presentation and highlighted:

- The project has received support from the Heritage Commission;
- The development will house community meeting space, community plaza and amenities;
- The development will contain Parish-owned rental housing; and
- The cathedral is an iconic architectural building.

Don Luxton, Heritage Consultant, noted:

- The site is of great heritage value;
- The project includes the restoration and preservation of both the interior and exterior of the building and a seismic upgrade;
- Restoring the church promotes social, cultural and spiritual sustainability; and
- The slender design of the tower minimizes the impact on the view of the river.

In response to questions from Council members, Stuart Thomas, Terra Social Purpose Real Estate, advised:

- He was retained by the Parish to seek funding for social housing and was unsuccessful in the application;
- A further application cannot be submitted until 2024; and
- The approximate value of the heritage restoration is over \$7 million.

Jose Teno spoke in support of more density and cited concerns regarding sidewalk access during construction and lack of social housing for the development.

In response to questions from Council members, Ms. Huang noted:

- Every effort is made to ensure pedestrian access is available and is considered with the building permit applications;
- A raised mid-block crossing is being considered; and
- A non-raised cross walk exists on Clarkson Street due to low motor vehicle use.

Zarmina Ali expressed support for the OCP amendment and recounted the ways the Parish Hall benefits the community.

Betina Wheeler, New Westminster Homeless Coalition Society, stated that the Parish has been a long-time member and an advocate of the Homeless Coalition noting:

- The Parish has been generous with space, allowing the Society to use it at no cost to provide access to food, clothing and shelter;
- The public community amenity zone will provide opportunities for diverse public events and gatherings;
- Access to SkyTrain was improved with the addition of an elevator; and
- The proposed plaza will be a space for events and to hold dialogues around removing the stigma of homelessness and poverty.

Ray Murphy advocated for Holy Trinity Cathedral as an affordable location for events, services for the homeless, meeting places, farmers' market as well as worship. The Parish and has outgrown its space to support the community.

Sybil Collett has been a member of Holy Trinity Cathedral since the 1970s and has witnessed the many diverse groups who frequent the establishment. She has spent many hours planning the new development and the Holy Trinity Cathedral deserves a place to continue their community work and expand their outreach.

Carla Jones appreciates the rich history of the Parish and spoke in support of the celebrated historic landmark with a historic outreach, community support and social hub.

Doug Wicker questioned the accessibility of the Columbia Street parkade during street closures and suggested an exit to Clarkson Street would alleviate the problem. Mr. Wicker expressed hope that any noise from the plaza activities would be subject to the City's noise bylaws.

In response to questions from Council, Lisa Leblanc, Director of Engineering Services, advised:

- Access to parkade during special events must be maintained but often results in less convenient access; and
- TransLink is making improvements to SkyTrain accessibility, specifically at Columbia Station.

Richard Leggett, Vicar of Holy Trinity Cathedral, noted:

- The Heritage revitalization project renovates the building and allows for the renewal of 163 years of service for Holy Trinity Cathedral;
- The existing building no longer serves the purpose of pastoral and neighbourhood care;
- Enables space for Indigenous recognition; and
- Disappointment with lack of funding for social housing.

Wallace Dee expressed concern that funding was not provided for social housing in the development, offered alternate funding options and recounted the benefits of the support that Holy Trinity Cathedral has provided.

Maria Marcu recounted a personal story exemplifying the benefit of churches in the city.

Stuart Thomas, speaking a second time, reiterated the difficulty in securing funds for social housing.

In response to a question from Council, Mr. Thomas responded that proposals for social housing include land values but this is often not taken into consideration.

The Chair called for first time speakers three times and none were present in person or electronically. The City Clerk reviewed the ways in which people could speak to Council.

Procedural Note: Council recessed at 7:45 p.m. to allow for additional speakers to join the meeting, and reconvened at 7:49 p.m.

The Chair called for additional first-time speakers and none were present. The City Clerk confirmed that there were no additional first-time speakers indicating they wanted to speak electronically.

Richard Leggett, speaking a second time, noted that there is competition for BC Housing funding and only 20% of the total applications received funds in 2021.

The Chair called for additional first-time speakers and none were present. The City Clerk confirmed that there were no additional speakers indicating they wanted to speak electronically.

MOVED and SECONDED

THAT the Public Hearing for Bylaw Nos 8088, 2022, 8089, 2022 and 8090, 2022 be closed.

Carried.

All members present voted in favour of the motion.

MOVED and SECONDED

THAT Official Community Plan Amendment (514 Carnarvon Street – Holy Trinity Cathedral) Bylaw No. 8088, 2022 be referred to Council for Third Reading.

Carried.

All members present voted in favour of the motion.

MOVED and SECONDED

THAT Heritage Revitalization Agreement (514 Carnarvon Street - Holy Trinity Cathedral) Bylaw No. 8089, 2022 be referred to Council for Second Reading and Third Reading.

Carried.

All members present voted in favour of the motion.

MOVED and SECONDED

THAT Heritage Designation (514 Carnarvon Street – Holy Trinity Cathedral) Bylaw No. 8090, 2022 be referred to Council for Third Reading.

Carried.

All members present voted in favour of the motion.

5. END OF PUBLIC HEARING

The meeting ended at 7:52 p.m.

Jonathan X. Cote

MAYOR

Jacque Killawee

CITY CLERK



Corporation of the City of NEW WESTMINSTER

A vibrant, compassionate, sustainable city that includes everyone.

CITY COUNCIL MEETING

MINUTES

Thursday, June 30, 2022

Immediately following the Public Hearing which begins at 6:00 p.m.

Meeting held electronically and open to public attendance

Council Chamber, City Hall

PRESENT:

Mayor Jonathan Côté
Councillor Chinu Das
Councillor Patrick Johnstone
Councillor Jamie McEvoy
Councillor Nadine Nakagawa
Councillor Chuck Puchmayr
Councillor Mary Trentadue

STAFF PRESENT:

Ms. Lisa Spitale	Chief Administrative Officer
Ms. Jacque Killawee	City Clerk
Ms. Emil Adin	Senior Manager of Engineering
Ms. Dilys Huang	Development Planner
Ms. Lisa Leblanc	Director of Engineering Services
Mr. Mike Watson	Acting Supervisor of Development Planning
Ms Debbie Reimer	Minute Taker

1. **CALL TO ORDER AND LAND ACKNOWLEDGEMENT**

Mayor Côté called the meeting to order following the Public Hearing at 7:53 p.m.

2. **CHANGES TO THE AGENDA**

None.

3. **REPORTS**

3.1 **Heritage Revitalization Agreement: 514 Carnarvon Street – Clerical Correction**

To provide Council with background on a clerical correction to Heritage Revitalization Agreement Bylaw (514 Carnarvon Street) No. 8089, 2022.

MOVED AND SECONDED

THAT Council rescind second reading of Heritage Revitalization Agreement Bylaw (514 Carnarvon Street) No. 8089, 2022;

THAT Council amend Heritage Revitalization Agreement Bylaw (514 Carnarvon Street) No. 8089, 2022 by inserting the Heritage Conservation Plan prepared by Donald Luxton and Associates dated October 2021 as Appendix 3 of Schedule A to the Bylaw; and

THAT Council consider second and third readings of Heritage Revitalization Agreement Bylaw (514 Carnarvon Street) No. 8089, 2022, as amended.

Carried.

All members present voted in favour of the motion.

4. **BYLAWS CONSIDERED AT THE PUBLIC HEARING**

4.1 **Official Community Plan Amendment (514 Carnarvon Street – Holy Trinity Cathedral) Bylaw No. 8088, 2022**

This bylaw will amend the land use designation in the Official Community Plan of 514 Carnarvon Street from “Residential – Mid Rise Apartment” to “Residential – Tower Apartment”. This bylaw is on the agenda for **THIRD READING**.

In discussion, Council members noted:

- There is value in the buildings and in the events the building hosts in the community;
- Funding for social housing is very competitive and too limited;
- The City of New Westminster needs accessible, affordable community spaces;
- Acknowledgement that the proposal has consulted with Indigenous groups;
- The project brings value beyond the buildings;
- Acknowledgement of the passion from the community and speakers in chambers regarding the work done by the Holy Trinity Cathedral;

- Acknowledgement for perseverance of the group despite increasing costs; and
- The Holy Trinity Cathedral is more than a building and can be seen as a community center in New Westminster and cannot serve the community unless it is redeveloped.

Mayor Côté thanked everyone for their respectful participation and acknowledged this will be his last Public Hearing.

MOVED and SECONDED

THAT Official Community Plan Amendment (514 Carnarvon Street – Holy Trinity Cathedral) Bylaw No. 8088, 2022 be given Third Reading.

Carried.

All members present voted in favour of the motion.

4.2 Heritage Revitalization Agreement (514 Carnarvon Street - Holy Trinity Cathedral) Bylaw No. 8089, 2022

This bylaw will allow development of a 30 storey, 6.59 FSR tower with 271 market condo units, 14 secured market rental units (285 total), and institutional-use space for the Parish Hall at the tower base in exchange for the retention, on-site relocation, restoration, and protection of the Holy Trinity Cathedral; publicly accessible plaza space; public pedestrian connection improvements; and onsite public art.

THAT SECOND READING of Bylaw No. 8089, 2022 be **RESCINDED**.

THAT Bylaw 8089, 2022, as amended, be given **SECOND READING**.

THAT Bylaw 8089, 2022 be given **THIRD READING**.

MOVED and SECONDED

THAT Heritage Revitalization Agreement (514 Carnarvon Street - Holy Trinity Cathedral) Bylaw No. 8089, 2022 be Rescinded.

Carried.

All members present voted in favour of the motion.

MOVED and SECONDED

THAT Heritage Revitalization Agreement (514 Carnarvon Street - Holy Trinity Cathedral) Bylaw No. 8089, 2022 as amended be given Second Reading.

Carried.

All members present voted in favour of the motion.

MOVED and SECONDED

THAT Heritage Revitalization Agreement (514 Carnarvon Street - Holy Trinity Cathedral) Bylaw No. 8089, 2022 be given Third Reading.

Carried.

All members present voted in favour of the motion.

4.3 Heritage Designation (514 Carnarvon Street - Holy Trinity Cathedral) Bylaw No. 8090, 2022

This bylaw will legally protect the Holy Trinity Cathedral (built 1899) at 514 Carnarvon Street and designate it as protected heritage property. This bylaw is on the agenda for **THIRD READING**.

MOVED and SECONDED

THAT Heritage Designation (514 Carnarvon Street – Holy Trinity Cathedral) Bylaw No. 8090, 2022 be given Third Reading.

Carried.

All members present voted in favour of the motion.

4.4 Zoning Amendment (1321 Cariboo Street) Bylaw No. 8345, 2022

To facilitate a 15 unit secured market rental housing development. This bylaw is on the agenda for **THIRD READING**.

MOVED and SECONDED

THAT Zoning Amendment (1321 Cariboo Street) Bylaw No. 8345, 2022 be given Third Reading.

Carried.

All members present voted in favour of the motion.

5. BYLAWS

5.1 Bylaws for readings

a. Zoning Amendment (616 and 640 Sixth Street) Bylaw No. 8348, 2022

To enable construction of a mixed-use, 100% secured market rental project at 616 and 640 Sixth Street. This bylaw is on the agenda for **THIRD READING**.

MOVED and SECONDED

THAT Zoning Amendment (616 and 640 Sixth Street) Bylaw No. 8348, 2022 be given Third Reading.

Carried.

All members present voted in favour of the motion.

5.2 Bylaws for adoption

a. Housing Agreement (1321 Cariboo Street) Bylaw No. 8346, 2022

To authorize the City to enter into a Housing Agreement with the property owner that will secure all proposed units at 1321 Cariboo Street as market rental housing. This bylaw is on the agenda for **ADOPTION**.

MOVED and SECONDED

THAT Housing Agreement (1321 Cariboo Street) Bylaw No. 8346, 2022 be Adopted.

Carried.

All members present voted in favour of the motion.

b. Housing Agreement (514 Carnarvon Street - Holy Trinity Cathedral) Bylaw No. 8338, 2022

A bylaw to secure at least 14 dwelling units that will only be available for occupancy as rental housing. This bylaw is on the agenda for **ADOPTION**.

MOVED and SECONDED

THAT Housing Agreement (514 Carnarvon Street - Holy Trinity Cathedral) Bylaw No. 8338, 2022 be Adopted.

Carried.

All members present voted in favour of the motion.

c. Housing Agreement (823-841 Sixth Street) Bylaw No. 8316, 2022

To enter into a housing agreement to secure 96 non-market rental units. This bylaw is on the agenda for **ADOPTION**.

MOVED and SECONDED

THAT Housing Agreement (823-841 Sixth Street) Bylaw No. 8316, 2022 be Adopted.

Carried.

All members present voted in favour of the motion.

d. Road Closure and Dedication Removal (Queensborough Eastern Neighbourhood Node) Bylaw No. 8347, 2022

This bylaw will close two surplus roads in the Queensborough Eastern Neighbourhood Node, which will allow them to be sold and zoned for development. This bylaw is on the agenda for **ADOPTION**.

MOVED and SECONDED

THAT Road Closure and Dedication Removal (Queensborough Eastern Neighbourhood Node) Bylaw No. 8347, 2022 be Adopted.

Carried.

All members present voted in favour of the motion.

e. Zoning Amendment (Blackley Street) Bylaw No. 8351, 2022

This bylaw will zone two surplus roads in the Queensborough Eastern Neighbourhood Node, which will be closed and consolidated with adjacent properties with the same zoning in order to facilitate development in the Node. This bylaw is on the agenda for **ADOPTION**.

MOVED and SECONDED

THAT Zoning Amendment (Blackley Street) Bylaw No. 8351, 2022 be Adopted.

Carried.

All members present voted in favour of the motion.

f. Elections Procedures Amendment Bylaw No. 8355, 2022

To provide clarifications to electors, staff and the courts regarding Special Voting Opportunities (SVOs) and mail ballot voting for local government elections. This bylaw is on the agenda for **ADOPTION**.

MOVED and SECONDED

THAT Elections Procedures Amendment Bylaw No. 8355, 2022 be Adopted.

Carried.

All members present voted in favour of the motion.

g. Climate Action Reserve Fund Bylaw No. 8321, 2022

To provide a source of funds for funding climate mitigation and adaptation projects, actions and initiatives that target energy and greenhouse gas reductions associated with City lands, facilities or infrastructure, or community services or infrastructure. This bylaw is on the agenda for **ADOPTION**.

MOVED and SECONDED

THAT Climate Action Reserve Fund Bylaw No. 8321, 2022 be Adopted.

Carried.

All members present voted in favour of the motion.

6. END OF THE MEETING

The meeting ended at 8:17 p.m.

Jonathan Cote
MAYOR

Jacque Killawee
CITY CLERK



CITY COUNCIL MEETING

MINUTES

Monday, July 11, 2022, 9:00 a.m.

Meeting Held Electronically

PRESENT:

Councillor Chinu Das
Councillor Patrick Johnstone
Councillor Jaimie McEvoy
Councillor Nadine Nakagawa Acting Mayor
Councillor Chuck Puchmayr
Councillor Mary Trentadue

REGRETS:

Mayor Jonathan Côté

STAFF PRESENT:

Ms. Lisa Spitale	Chief Administrative Officer
Ms. Jacque Killawee	City Clerk
Ms. Emilie Adin	Director of Climate Action, Planning and Development
Mr. Todd Ayotte	Manager, Community Arts and Theatre
Mr. Rod Carle	General Manager, Electrical Utility
Ms. Corrinne Garrett	Senior Manager, Recreation Services and Programs
Mr. Dean Gibson	Director of Parks and Recreation
Mr. Jeff Gill	Assistant Deputy Chief, New Westminster Fire and Rescue Services
Ms. Lisa Leblanc	Director of Engineering Services
Ms. Lorraine Lyle	Senior Manager, Financial Services
Mr. Craig MacFarlane	Manager of Legal Services
Mr. Robert McCullough	Manager, Museums and Heritage Services
Mr. Christy Mereigh	Manager, Strategic Projects
Ms. Denise Tambellini	Intergovernmental and Community Relations Manager
Ms. Jackie Teed	Senior Manager, Climate Action, Planning and Development
Ms. Harji Varn	Chief Financial Officer and Director of Finance
Ms. Eva Yip	Acting Director, Human Resources and Information Technology

1. **CALL TO ORDER**

The meeting was called to order at 9:00 a.m.

2. **MOTION TO MOVE THE MEETING INTO THE CLOSED MEETING**

That Council will now go into a meeting which is closed to the public in accordance with Section 90 of the Community Charter, on the basis that the subject matter of all agenda items relate to matters listed under Sections:

90(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;

90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;

90(1)(g) litigation or potential litigation affecting the municipality;

90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

3. **END OF THE MEETING**

The meeting ended at 9:01 a.m.

Jonathan Cote

MAYOR

Jacque Killawee

CITY CLERK



CITY COUNCIL MEETING

MINUTES

Monday, July 11, 2022, 6:00 p.m.

Meeting held electronically and open to public attendance

Council Chamber, City Hall

PRESENT:

Mayor Jonathan Côté
Councillor Chinu Das
Councillor Patrick Johnstone
Councillor Jaimie McEvoy
Councillor Nadine Nakagawa
Councillor Chuck Puchmayr
Councillor Mary Trentadue

STAFF PRESENT:

Ms. Lisa Spitale	Chief Administrative Officer
Ms. Jacque Killawee	City Clerk
Ms. Emilie Adin	Director of Climate Action, Planning and Development
Ms. Carolyn Armanini	Planner, Economic Development
Mr. Rod Carle	General Manager, Electrical Utility
Mr. Blair Fryer	Manager, Communications and Economic Development
Mr. Dean Gibson	Director of Parks and Recreation
Mr. Jeff Gill	Assistant Deputy Chief, New Westminster Fire and Rescue Services
Ms. Cory Hansen	Emergency Planning Assistant
Ms. Emily Huang	Affordable Housing Planning Analyst
Ms. Lisa Leblanc	Director of Engineering Services
Mr. John Stark	Acting Manager of Planning
Ms. Harji Varn	Chief Financial Officer and Director of Finance
Ms. Eva Yip	Acting Director, Human Resources and Information Technology

GUESTS:

Mr. Richard Schabler Community Action Network Leader

1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT

Mayor Coté called to order at 6:13 p.m. and recognized, with respect, that New Westminster is on the unceded and unsurrendered land of the Halkomelem speaking peoples. He acknowledged that colonialism has made invisible their histories and connections to the land. He recognized that, as a City, we are learning and building relationships with the people whose lands we are on.

2. CHANGES TO THE AGENDA

MOVED and SECONDED

THAT Council receive all on table items.

Carried.

All members present voted in favour of the motion.

3. REPORTS AND PRESENTATIONS FOR COUNCIL DISCUSSION AND ACTION

3.1 New Westminster Homelessness Action Strategy

a. Presentation, Climate Action, Planning and Development, UBC School of Community and Regional Planning, and Community Action Network (On Table)

Emily Huang, Affordable Housing Planning Analyst, John Stark, Acting Manager of Planning, and Richard Schabler, Community Action Network (CAN) Leader, jointly led the presentation of a presentation titled “Homelessness Action Strategy” and highlighted:

- Vision of the Homelessness Action Strategy (Strategy);
- Background to the development of the Strategy;
- Partners involved in the development of the Strategy; and
- Mr. Schabler noted the grace and strength of the City of New Westminster’s approach to this topic.

In response to Council’s questions, Mr. Stark provided the following information:

- Consideration will be given to allowing faith-based and non-profit organizations to book civic facilities to meet community needs when they are not in use;
- Acknowledgement of the cost implications of improving the timeliness of responses to calls left on the E-Comm non-emergency line;

- Request for information on the living wage requirements of the I's on the Street program; and
- The next Metro Vancouver homeless count is scheduled for March 2023.

In discussion, Council members noted:

- Suggestion to standardize the use of terms e.g., racialized, ethnic and Black, Indigenous, and people of color (BIPOC);
- The need to be able to measure the impact of poverty anti-stigma and public empathy campaigns;
- Suggestion to request post-secondary researchers engage with municipalities to address the issue of homelessness;
- The need to protect vulnerable New Westminster populations;
- The need to develop a coordinated advocacy action plan to engage effectively with senior governments; and
- The need for a mental health system that is comparable to the physical health system as it is a root cause of homelessness.

b. New Westminster Homelessness Action Strategy

To seek Council endorsement in principle for the attached New Westminster Homelessness Action Strategy (2022), which provides a five-year vision and plan for addressing homelessness and related issues.

MOVED AND SECONDED

THAT Council endorse, in principle, the attached New Westminster Homelessness Action Strategy.

Carried.

All members present voted in favour of the motion.

4. CONSENT AGENDA

If Council decides, all the recommendations in the reports on the Consent Agenda can be approved in one motion, without discussion. If Council wishes to discuss a report, that report is removed from the Consent Agenda. A report may be removed in order to discuss it, because someone wants to vote against the report's recommendation, or because someone has a conflict of interest with the report. Any reports not removed from the Consent Agenda are passed without discussion.

MOVED AND SECONDED

THAT Council adopt the recommendations for items 4.5 to 4.7 and 4.9 to 4.13 on consent.

Carried.

All members present voted in favour of the motion.

4.1 2022 Heat Response Planning Update

This report is to inform Council of the updated plans and initiatives for response to extreme heat through the rest of the summer of 2022.

In response to Council's questions, Cory Hansen, Emergency Planning Assistant, and John Stark, Acting Manager of Planning, provided the following information:

- A public awareness campaign will be launched regarding the creation of social networks to engage community members and organizations in protecting vulnerable populations during heat events; and
- Steps being taken to reach isolated seniors who live in older buildings and who are not connected to social networks within the City.

In discussion, Council members noted:

- The need for a coordinated, organized community response to emergencies that do not rely solely on City staff;
- The need to inform the public of ways to deal with the impact of extreme heat on pets;
- Suggestion to require landlords to establish heat plans for their buildings; and
 - The number of deaths in Washington and Oregon were lower than those in British Columbia during the 2021 heat dome, likely due to the prevalence of air conditioning in residences. This suggests the need to consider cooling systems in older three-storey buildings.

MOVED AND SECONDED

THAT Council receive this report for information.

Carried.

All members present voted in favour of the motion.

4.2 Affordable Housing Project Update

To provide an update on several affordable housing projects in which the City is a partner.

In response to Council's questions, John Stark, Acting Manager of Planning, advised that discussions are continuing with respect to the transition of the 502 Columbia Street emergency response shelter to a 50-bed nightly shelter as soon as possible, and eventually, to a 24/7 shelter.

MOVED AND SECONDED

THAT the July 11, 2022, report entitled "Affordable Housing Project Update" be receive for information.

Carried.

All members present voted in favour of the motion.

4.3 Business License Bylaw Modernization

The purpose of this report is to seek endorsement from Council on the policy direction, scope and extent being proposed for modernization of the Business License Bylaw.

In discussion, Council members noted:

- The need for Council to understand the criteria to determine if a business is "risk-based"; and
- Suggestion to replace the outdated language in the Bylaw.

MOVED AND SECONDED

THAT Council endorse the direction for revising the Business License Bylaw as outlined in the July 11, 2022 report entitled "Business License Bylaw Modernization".

Carried.

All members present voted in favour of the motion.

4.4 Council Maternity and Parental Leave Draft Policy

To respond to a Council Motion and bring before Council a maternity/parental leave policy for approval.

In discussion, Council members noted the importance of the policy to remove barriers for individuals considering running for elected office.

MOVED AND SECONDED

THAT Council adopt the draft maternity/parental leave policy, attachment 1 of the June 11, 2022 report entitled “Council Maternity and Parental Leave Draft Policy”.

Carried.

All members present voted in favour of the motion.

4.5 Draft Community Energy and Emissions Plan

This report presents the draft Community Energy and Emissions Plan (CEEP), created to guide the City towards achieving its ambitious climate emergency greenhouse gas (GHG) emission reduction targets. Before finalizing the Plan, staff propose consulting with community and industry representatives through the summer of 2022 to gather input on the draft.

MOVED AND SECONDED

THAT Council support, in principle, the draft Community Energy and Emissions Plan as a basis for public consultation over summer 2022.

Adopted on Consent.

4.6 Manufacturer’s Patio Application (Steel and Oak) for 1319 Third Avenue

This report provides information regarding an application from Steel & Oak Brewing Co. to create a permanent licensed patio along the side of the existing business.

THAT the following resolution be approved:

WHEREAS New Westminster City Council considered a staff report regarding an application from Steel & Oak Brewing Company Ltd. to operate a 30-seat patio located at 1319 Third Avenue with liquor service hours from 9:00 AM to 11:00 PM Monday through Sundays;

WHEREAS the overall occupancy of the establishment remains at 100 people;

WHEREAS the location is in a light industrial zone (M-1) in the Downtown area;

WHEREAS the establishment is not expected to negatively affect traffic patterns or parking given proximity to transit, and noise is not expected to be an issue;

WHEREAS the establishment has operated a Manufacturer Lounge since January 2016 without any negative impact to the neighbourhood;

WHEREAS if the application is approved, the community impact is expected to be positive in that it will increase the business' contribution to the unique character and vitality of the Downtown based on the establishment's size, hours of operation and location;

WHEREAS the New Westminster Police Department does not oppose the application;

WHEREAS a sign has been placed in front of the business for 27 days, two newspaper notices were published as well as circulated in the City's e-newsletter (Citypage Online), to 1200+ subscribers and providing details regarding the application and inviting the public to submit comments to the City; and,

WHEREAS the City has received one piece of correspondence in support of the application;

THEREFORE BE IT RESOLVED

THAT New Westminster City Council recommends the approval of the application by Steel & Oak Brewing Company Ltd. to operate a 30 person patio, located at 1319 Third Avenue with liquor service hours from 9:00 AM to 11:00 PM Monday through Sundays.

Adopted on Consent.

4.7 National Day for Truth and Reconciliation – September 30, 2022

To update Council regarding the Province of British Columbia's (the "Province") continuing to actively engage in consultation with Indigenous Peoples, labour, and business stakeholders on determining how best and most-respectfully to observe the National Day for Truth and Reconciliation, and to propose that Council appoint September 30, 2022 as a statutory holiday in alignment with the Province until a decision is made at the provincial level.

THAT Council approve a second, one-time declaration to appoint September 30, 2022 as a statutory holiday for the City of New Westminster to commemorate the history and legacy of residential schools and honour Indigenous communities, families and survivors by observing a day for Truth and Reconciliation.

THAT staff report back to Council in 2023 with a recommendation regarding when the City of New Westminster will mark Truth and Reconciliation Day in subsequent years to ensure alignment with the Province of British Columbia.

Adopted on Consent.

4.8 Proposed Energy Step Code Acceleration for Single Detached Dwellings

To seek Council direction to proceed with work on the acceleration of the Energy Step Code for single detached dwellings in 2023 using the two option framework proposed by the Environment and Climate Advisory Committee. The framework would provide single detached dwellings with the choice to: 1) meet Step 5 of the Energy Step Code, or 2) meet Step 3 with installation of, or connection to, a low carbon energy system (LCES).

MOVED AND SECONDED

THAT Council direct staff to proceed with work on the acceleration of the Energy Step Code for single detached dwellings in 2023 using a two-option framework.

Carried.

All members present voted in favour of the motion.

4.9 Recruitment 2022: Grant Committee Appointments

The purpose of this report is to report on recent appointments to the City's Grant Committees.

THAT Council receive the July 11, 2022 report titled, "Recruitment 2022: Grant Committee Appointments" for information.

Adopted on Consent.

4.10 Submission to the Department of Canadian Heritage Museum Assistance Program under the Recovery Fund For Heritage Organizations

This report is to request Council's resolution to submit a grant application to the Department of Canadian Heritage for recovery funding to respond to the COVID-19 pandemic.

THAT Council authorize an application for grant funding to the Department of Canadian Heritage for recovery funds to respond to the COVID pandemic; and

THAT the Manager of Museums and Heritage Services be authorized to enter into a funding agreement with the Government of Canada.

Adopted on Consent.

4.11 Proclamation: Pride Week, August 5-13, 2022

Adopted on Consent.

4.12 Proclamation: MADD 25th Anniversary, August 7-14, 2022

Adopted on Consent.

4.13 Minutes for Adoption

- a. June 27, 2022 City Council Meeting (9:00 a.m.)
- b. June 27, 2022 City Council Meeting (5:45 p.m.)
- c. June 27, 2022 Public Hearing.

Adopted on Consent.

Procedural Note: Council agreed to hear from speakers as the next item of business. The minutes are recorded in numerical order.

5. OPPORTUNITY FOR THE PUBLIC TO SPEAK TO COUNCIL – 7:00 PM

Eric Yoshida, UBC, provided information about the increased mortality and economic burden associated with alcohol. Dr. Yoshida suggested that education and labelling be improved to raise public awareness of the health impacts of alcohol.

Amandeep Singh, Member of Legislative Assembly (MLA) for Richmond-Queensborough, noted the social costs related to the harmful use of alcohol, and agreed with the need to improve public education and labelling on alcohol products.

Joanne Morneau, Fabric Bag Solution (Volunteer Sewing Group), expressed concern about the pace of actions to address climate change. Ms. Morneau encouraged Council to ban single use plastics.

Emma Erven-Cook, SUPER Team and Fabric Bag Solution, requested that Council acknowledge the dangers associated with single use plastics and requested that Council ban single use plastics.

In response to a question from Council, Lisa Leblanc, Director of Engineering Services, advised that the City is working with Metro Vancouver municipalities to develop a harmonized approach to ban single-use plastics across the region.

Rick Folka, New West Progressives, expressed concern that the Q1 2022 budget adjustment has a substantial impact on the community, and was adopted on consent at the June 13, 2022 Regular Council meeting. Mr. Folka agreed to provide a list of questions to which the staff will prepare a written response.

In response to a question from Council, Jacque Killawee, City Clerk, reviewed the process for determining the items to be included on the consent agenda.

In discussion, Council noted that transparency was provided through the report that was included in the consent agenda.

Dorsa Nouredin, Baha'i Community of New Westminster, presented a plaque to the City to commemorate the 100th anniversary of the death of an important figure in the Baha'i community, Abdu'l-Bahá.

Andrew Choi, from the Philips and Canil Neighbourhood, requested that the City replace the cottonwood trees located at Philips Street and Canil Avenue with a community garden with fruit trees and local plants.

Sal Singh, New Westminster resident, advised of the nuisance and hazards created by the cottonwood trees. It was suggested that the cottonwood trees be replaced with a community garden.

Douglas Darby-Petunia, New Westminster resident, requested that the City remove the cottonwood trees at the Philips Street and Canil Avenue location as they are a nuisance and pose a hazard.

MOVED and SECONDED

THAT Council directs staff to investigate the issues with cottonwood trees on Canil Avenue and Philips Street and report back to Council; and

THAT Council directs staff to connect the speakers with staff who can help them develop a community garden in their neighbourhood.

Carried.

All members present voted in favour of the motion.

6. BYLAWS

6.1 Bylaws for adoption

- a. Development Approval Procedures Amendment Bylaw No. 8342, 2022**

To allow the delegation of minor Development Variance Permits to the Director of Climate Action, Planning and Development. This bylaw is on the agenda for **ADOPTION**.

MOVED and SECONDED

THAT Development Approval Procedures Amendment Bylaw No. 8342, 2022 be adopted

Carried.

All members present voted in favour of the motion.

b. Delegation Amendment Bylaw No. 8344, 2022

To allow the delegation of minor Development Variance Permits to the Director of Climate Action, Planning and Development. This bylaw is on the agenda for **ADOPTION**.

MOVED and SECONDED

THAT Delegation Amendment Bylaw No. 8344, 2022 be adopted

Carried.

All members present voted in favour of the motion.

7. MOTIONS FROM MEMBERS OF COUNCIL

7.1 Re-Branding the City of New Westminster, Mayor Côté

In response to Council's questions, Mayor Côté suggested that the re-branding work be undertaken by the newly elected Council and the phasing out of the current brand commence immediately.

MOVED AND SECONDED

WHEREAS the City of New Westminster has a vision to be a vibrant, compassionate, sustainable city that includes everyone; and

WHEREAS the City is committed to building a community that is equitable, inclusive and welcoming; and

WHEREAS the City embraces reconciliation as a path forward to charting a new relationship with Indigenous people and Nations; and

WHEREAS it is important that the City's branding be consistent with our shared values, vision and diverse make up of our city.

BE IT RESOLVED THAT the City of New Westminster begin the process to update the City's logo and phase-out the use of "Royal City" moniker in our branding.

BE IT FURTHER RESOLVED that the City develop a plan to engage with the community in the development of a new brand identity that is inclusive and allows for collective pride in our city.

Carried.

Councillor Puchmayr opposed.

7.2 Mandatory Health Warning on Alcohol Products, Councillor Puchmayr

MOVED AND SECONDED

WHEREAS in 2014, it was reported that 14,800 Canadians died directly or indirectly as a result of alcohol. The economic burden of alcohol in this country stands at \$16 billion a year from health care costs, loss of productivity, costs to the criminal justice and social services systems; and

WHEREAS harmful use of alcohol results in over 3 million global deaths per year (5.3 % of all deaths) including an alarming 13.5% of deaths in the age group of 20 to 39 years of age; and

WHEREAS harmful use of alcohol is a factor on over 200 disease and injury conditions, amounting to 5.1% of global disease and injury burden; and

WHEREAS harmful use of alcohol brings significant social and economic loss to individuals and to society at large;

THEREFORE BE IT RESOLVED THAT the City of New Westminster write to the Federal and Provincial Governments and ask them to introduce policies requiring warning labels on all alcohol containers and that the governments expand the education of our citizens, young and old, on the dangers attributed to the harmful use of alcohol.

Carried.

All members present voted in favour of the motion.

8. NEW BUSINESS

8.1 ON TABLE Public Hearing Process – Correcting an Administrative Error

This report requests Council direction on next steps regarding correcting an administrative error in the public hearing waiver process that had been utilized for five recent rezoning applications.

Emilie Adin, Director of Climate Action, Planning and Development, noted that the administrative error requires the rescindment of five recent rezoning bylaws.

In response to Council's questions, Jacque Killawee, City Clerk, advised of the timing for reconsideration and adoption of new rezoning bylaws.

MOVED AND SECONDED

THAT Council direct staff to correct the administrative error by proceeding as outlined in the Next Steps Section of this report.

THAT Council give three readings to Bylaw 8353, 2022, which would repeal the following bylaws: Bylaw No.8317, 2022 (Parking Reduction for Patios); Bylaw No.8325, 2022 (122 Eighth Ave); and, Bylaw No. 8323, 2022 (817 St. Andrews St).

Carried.

All members present voted in favour of the motion.

8.2 ON TABLE Zoning Amendment Bylaws Repeal Bylaw No. 8353, 2022

To repeal Bylaw No.8317, 2022 (Parking Reduction for Patios); Bylaw No.8325, 2022 (122 Eighth Ave); and, Bylaw No. 8323, 2022 (817 St. Andrews St) in order to correct an administrative error.

This bylaw is on the agenda for **THREE READINGS.**

MOVED and SECONDED

THAT Zoning Amendment Bylaws Repeal Bylaw No. 8353, 2022 be given First Reading.

Carried.

All members present voted in favour of the motion.

THAT Zoning Amendment Bylaws Repeal Bylaw No. 8353, 2022 be given Second Reading.

Carried.

All members present voted in favour of the motion.

THAT Zoning Amendment Bylaws Repeal Bylaw No. 8353, 2022 be given Third Reading.

Carried.

All members present voted in favour of the motion.

8.3 ON TABLE Rezoning Application for Infill Townhouse: 337 and 339 Keary Street – Comprehensive Report

To request that: 1) the application to rezone 337 and 339 Keary Street be considered and no Public Hearing held, in accordance with the Local Government Act; 2) notification be circulated in accordance with the Local Government Act; and, 3) First, Second and Third Readings of Zoning Amendment Bylaw No. 8324, 2022 be rescinded; to enable a nine unit infill townhouse proposal.

MOVED AND SECONDED

THAT the application to rezone 337 and 339 Keary Street be considered and no Public Hearing held, in accordance with the *Local Government Act*.

THAT notification be circulated in accordance with the *Local Government Act*.

THAT First, Second, and Third Readings of Zoning Amendment Bylaw No. 8324, 2022 be rescinded.

Carried.

All members present voted in favour of the motion.

8.4 ON TABLE Zoning Amendment Bylaw (337 and 339 Keary Street), No. 8324, 2022

To enable construction of a 9 unit infill townhouse project at 337 and 339 Keary Street.

This bylaw is on the agenda for **RESCINDMENT OF FIRST, SECOND AND THIRD READING.**

MOVED AND SECONDED

THAT third reading of Zoning Amendment Bylaw (337 and 339 Keary Street), No. 8324, 2022 be rescinded.

Carried.

All members present voted in favour of the motion.

MOVED AND SECONDED

THAT second reading of Zoning Amendment Bylaw (337 and 339 Keary Street), No. 8324, 2022 be rescinded.

Carried.

All members present voted in favour of the motion.

MOVED AND SECONDED

THAT first reading of Zoning Amendment Bylaw (337 and 339 Keary Street), No. 8324, 2022 be rescinded.

Carried.

All members present voted in favour of the motion.

8.5 ON TABLE Zoning Bylaw Text Amendment for Secured Market Rental Housing: 616-640 Sixth Street – Comprehensive Report

To request that: 1) the application to amend the text of the Comprehensive Development zoning of 616-640 Sixth Street be considered and no Public Hearing held, in accordance with the Local Government Act; 2) notification be circulated in accordance with the Local Government Act; and, 3) First, Second and Third readings of Zoning Amendment Bylaw No. 8348, 2022 be rescinded.

MOVED AND SECONDED

THAT the application to amend the text of the Comprehensive Development zoning of 616-640 Sixth Street be considered and no Public Hearing held, in accordance with the *Local Government Act*.

THAT notification be circulated in accordance with the *Local Government Act*.

THAT First, Second, and Third Readings of Zoning Amendment Bylaw No. 8348, 2022 be rescinded.

Carried.

All members present voted in favour of the motion.

8.6 ON TABLE Zoning Amendment Bylaw (616 and 640 Sixth Street – Text Amendment) No. 8348, 2022

To enable construction of a mixed-use, 100% secured market rental project at 616 and 640 Sixth Street.

This bylaw is on the agenda for **RESCINDMENT OF FIRST, SECOND AND THIRD READING.**

MOVED AND SECONDED

THAT third reading of Zoning Amendment Bylaw (616 and 640 Sixth Street - Text Amendment) No. 8348, 2022 be rescinded.

Carried.

All members present voted in favour of the motion.

MOVED AND SECONDED

THAT second reading of Zoning Amendment Bylaw (616 and 640 Sixth Street - Text Amendment) No. 8348, 2022 be rescinded.

Carried.

All members present voted in favour of the motion.

MOVED AND SECONDED

THAT first reading of Zoning Amendment Bylaw (616 and 640 Sixth Street - Text Amendment) No. 8348, 2022 be rescinded.

Carried.

All members present voted in favour of the motion.

8.7 ON TABLE Rezoning Application for Duplex: 122 Eighth Avenue – Comprehensive Report

To request that: 1) Council consider the application to rezone 122 Eighth Avenue and that no public hearing be held, in accordance with the Local Government Act; and, 2) notification be circulated in accordance with the Local Government Act; to enable a stratified duplex proposal.

In response to Council's questions, x provided the following information:

MOVED AND SECONDED

THAT the application to rezone 122 Eighth Avenue be considered and no public hearing be held, in accordance with the *Local Government Act*.

THAT notification be circulated in accordance with the *Local Government Act*.

Carried.

All members present voted in favour of the motion.

8.8 ON TABLE Rezoning Application for Triplex: 817 St. Andrews Street – Comprehensive Report

To request that: 1) Council consider the application to rezone 817 St. Andrews Street and that no public hearing be held, in accordance with the Local Government Act; and, 2) notification be circulated in accordance with the Local Government Act; to enable a stratified triplex proposal.

MOVED AND SECONDED

THAT the application to rezone 817 St. Andrews Street be considered and no public hearing held, in accordance with the *Local Government Act*;

THAT notification be circulated in accordance with the *Local Government Act*.

Carried.

All members present voted in favour of the motion.

8.9 ON TABLE Parking Reductions for Patios on Private Property - Zoning Amendment Bylaw Update

To recommend notice be given for an amendment to the Zoning Bylaw which would allow businesses to convert parking or loading spaces on private property into patio space.

MOVED AND SECONDED

THAT Council consider Zoning Amendment Bylaw No. 8357, 2022 and no public hearing be held, in accordance with the *Local Government Act*;

THAT notification be circulated in accordance with the *Local Government Act*;

THAT Zoning Amendment Bylaw No. 8317, 2022 be repealed.

Carried.

All members present voted in favour of the motion.

9. ANNOUNCEMENTS FROM MEMBERS OF COUNCIL

Councillor Trentadue reported that:

- The New Westminster Salmonbellies U16 team won a silver medal at the provincial U16 championships held in Port Coquitlam on July 7–10, 2022;
- The New Westminster Salmonbellies PeeWee A2 team won a bronze medal at the provincial PeeWee championships; and
- Rich Catton, a long-time New Westminster resident and coach, has been inducted into the Canadian Lacrosse Hall of Fame.

Council requested that letters be sent to:

- Rich Catton to congratulate him on his induction into the Canadian Lacrosse Hall of Fame;
- The new honorary Colonel of the New Westminster Regiment; and
- New Westminster's sister city in Japan expressing condolences for the assassination of former Prime Minister Abe.

10. END OF THE MEETING

The meeting ended at 8:52 p.m.

Jonathan Cote
MAYOR

Jacque Killawee
CITY CLERK



SPECIAL CITY COUNCIL MEETING

MINUTES

Monday, July 25, 2022

Meeting Held Electronically

PRESENT

Mayor Jonathan Cote
Councillor Chinu Das
Councillor Patrick Johnstone
Councillor Jaimie McEvoy
Councillor Nadine Nakagawa
Councillor Chuck Puchmayr

ABSENT

Councillor Mary Trentadue

STAFF

Harji Varn	Acting Chief Administrative Officer
Jacqueline Dairon	Finance Supervisor, NWPD
Paul Hyland	Deputy Chief Constable, NWPD
David Jansen	Chief, NWPD
Andrew Perry	Inspector, NWPD
Eva Yip	Acting Director of Human Resources
Jeannie Ziraldo	Manager, Labour Relations
Nicole Ludwig	Acting City Clerk
Katie Stobbart	Committee Clerk

1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT

Mayor Cote opened the meeting at 4:00 p.m.

2. MOTION TO MOVE THE MEETING INTO THE CLOSED MEETING

MOVED AND SECONDED

THAT Council will now go into a meeting which is closed to the public in accordance with Section 90 of the Community Charter, on the basis that the subject matter of all agenda items relate to matters listed under Sections:

90(1)(c) labour relations or other employee relations.

Carried.

All members present voted in favour of the motion.

3. END OF THE MEETING

The meeting ended at 4:00 p.m.

Jonathan Cote
MAYOR

Jacque Killawee
CITY CLERK

This advertisement will appear in the New West Record on August 18 and 25, 2022

NOTICE RESPECTING ZONING AMENDMENT BYLAW

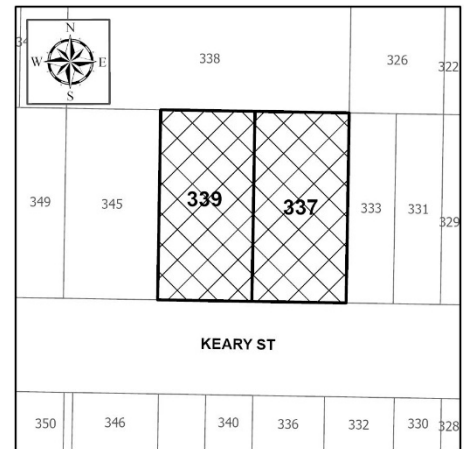
Under sections 464(2) and 467 of the Local Government Act

MONDAY, AUGUST 29, 2022 AT 6:00 PM

Meeting held electronically and open to public attendance in Council Chamber, City Hall

Zoning Amendment Bylaw No. 8324, 2022 for 337 and 339 Keary Street

In accordance with sections 464(2) and 467 of the Local Government Act the Corporation of the City of New Westminster will not hold a public hearing on Zoning Amendment Bylaw No. 8324, 2022. This bylaw will rezone 337 and 339 Keary Street from Single Detached Residential Districts (RS-1) to Comprehensive Development District (337 and 339 Keary Street) (CD-96). The CD-96 Zone would allow an infill townhouse development with a Floor Space Ratio (FSR) of 1.00 and a roof peak height of 10.67 m. (35 ft.), which is consistent with infill townhouse zoning and development permit area guidelines as well as other infill townhouse projects in the city. Off-street resident and visitor parking (10 spaces total) would be accommodated in attached garages and parking pads. Please note that this bylaw is proceeding in order to correct an administrative error associated with Bylaw No. 8324, 2022 which was under Council consideration, and Council has rescinded all readings of Bylaw No. 8324, 2022. There have been no changes to the proposed development.



HOW DO I GET MORE INFORMATION?

From August 18 to 29, 2022, the proposed bylaw and related material are available for inspection at Legislative Services, City Hall 8:30 am to 4:30 pm Monday to Friday, and online at: www.newwestcity.ca/publicnotices

City Council will consider giving first, second and third readings to Bylaw No. 8324, 2022 at its meeting on August 29, 2022. The meeting will be open to public attendance and broadcast live on the City's website. It can be viewed by going to www.newwestcity.ca/council and clicking on the Council meeting in the meeting calendar.

Jacque Killawee, City Clerk

CORPORATION OF THE CITY OF NEW WESTMINSTER
ZONING AMENDMENT BYLAW (337 & 339 KEARY STREET)
NO. 8324, 2022

A Bylaw to Amend Zoning Bylaw No. 6680, 2001

WHEREAS the Local government Act authorizes a municipality to zone areas of land and to make regulations pursuant to zoning,

WHEREAS the Council has adopted a zoning bylaw under Part 14 of the *Local Government Act*, and wishes to amend the bylaw,

THE CITY COUNCIL of the Corporation of the City of New Westminster, in open meeting assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as “Zoning Amendment Bylaw (337 & 339 Keary Street) No. 8324, 2022.”
2. The Lands that are the subject of this bylaw are shown as outlined in bold on the map attached to this bylaw as Schedule B, and are referred to in this bylaw as the “Subject Lands”,
3. Zoning Bylaw No. 6680, 2001 is amended by:
 - a) Adding as a new section, to be numbered section 1096, the regulations attached to this bylaw as Schedule A.
 - b) Changing the zoning designation of the Subject Lands from “Single Detached Residential Districts (RS-1)” to “Comprehensive Development District (337 & 339 Keary Street) (CD-96)”; and,
 - c) Updating the Zoning Map annexed as Appendix “A” to Zoning Bylaw No. 6680, 2001 to record this zoning change.

GIVEN FIRST READING this 9th day of May, 2022.

GIVEN SECOND READING this 9th day of May, 2022.

GIVEN THIRD READING this 30th day of May, 2022.

THIRD READING RESCINDED this 11th day of July, 2022.

SECOND READING RESCINDED this 11th day of July, 2022.

FIRST READING RESCINDED this 11th day of July, 2022.

Public Hearing not held, notice published August 18th and 25th, 2022.

GIVEN FIRST READING this _____ day of _____, 2022.

GIVEN SECOND READING this _____ day of _____, 2022.

GIVEN THIRD READING this _____ day of _____, 2022.

ADOPTED this _____ day of _____, 2022.

MAYOR JONATHAN X. COTE

JACQUE KILLAWEE, CITY CLERK

Schedule A to Zoning Amendment Bylaw No 8324, 2022

Comprehensive Development Districts (337 & 339 Keary Street) (CD-96)



Comprehensive Development District (337 & 339 Keary Street) CD-96

1096 Comprehensive Development District (337 & 339 Keary Street) (CD-96)

- 1096 .1 The intent of this district is to, in combination with the design guidelines for infill townhouse and rowhouse within the Official Community Plan, allow infill townhouses and rowhouses which integrate well into existing single detached residential neighbourhoods.

Permitted Uses

- 1096 .2 The following principal and accessory uses are permitted in the CD-96 zoning district. For uses accompanied by a checkmark, there are either Use Specific Regulations in the Conditions of Use within this zoning district or within the General Regulations or Special Conditions Sections of this bylaw.

Permitted Principal Uses	Use Specific Regulations
Single unit residential use;	✓
<i>Multiple dwellings;</i>	
Permitted Accessory Uses	Use Specific Regulations
Uses accessory to any permitted <i>principal uses</i> ;	
<i>Home based businesses;</i>	✓

Conditions of Use

- 1096 .3 A single detached dwelling shall conform to the regulations in the NR-2 zoning districts for lots located east of Eighth Street and north of Sixth Avenue, otherwise they shall conform to the regulations in the RS-2 zoning district.

Density

- 1096 .4 The floor space ratio for the principal buildings shall not exceed 1.00.



Comprehensive Development District (337 & 339 Keary Street) CD-96

Principal Building Height

- 1096 .5 All principal buildings and structures shall not exceed a height of 10.67 metres (35 feet) as measured from averaged, existing grade at the four corners of the building to the highest point of the building

Detached Accessory Building Regulations

- 1096 .6 *Detached accessory buildings:*
- a) shall not cover more than fifteen percent (15%) of the site area;
 - b) shall not exceed one *storey*;
 - c) shall not be located in the required *front yard*;
 - d) shall not exceed 3.6 metres (12 feet) measured from the finished floor to the highest point of the building;
 - e) shall not be enclosed on more than two sides, excluding the roof;
 - f) shall not have dormers;
 - g) shall not be located closer than 1 metre (3.28 feet) from the *principal building(s)*;
 - h) in the case of a carport, where the vehicle entry faces the *lane*, shall not be located closer to a *lane* than 6.71 metres (22 feet), less the width of such a *lane*; and,
 - i) shall not be located closer than 4.57 metres (15 feet) from the corner of a *site* at an intersection of streets, at the intersection of lanes or at the intersection of lanes or at the intersection of a street and a *lane*.

Off-Street Parking and Loading Requirements

- 1096 .7 Off-street parking shall be provided in accordance with the Off-Street Parking Regulation section of this Bylaw except:
- a) parking shall not be permitted in the *front yard*;
 - b) where a site abuts a *lane* 12 feet (3.66 metres) or more in width, all parking access is required from that *lane*;



Comprehensive Development District (337 & 339 Keary Street) CD-96

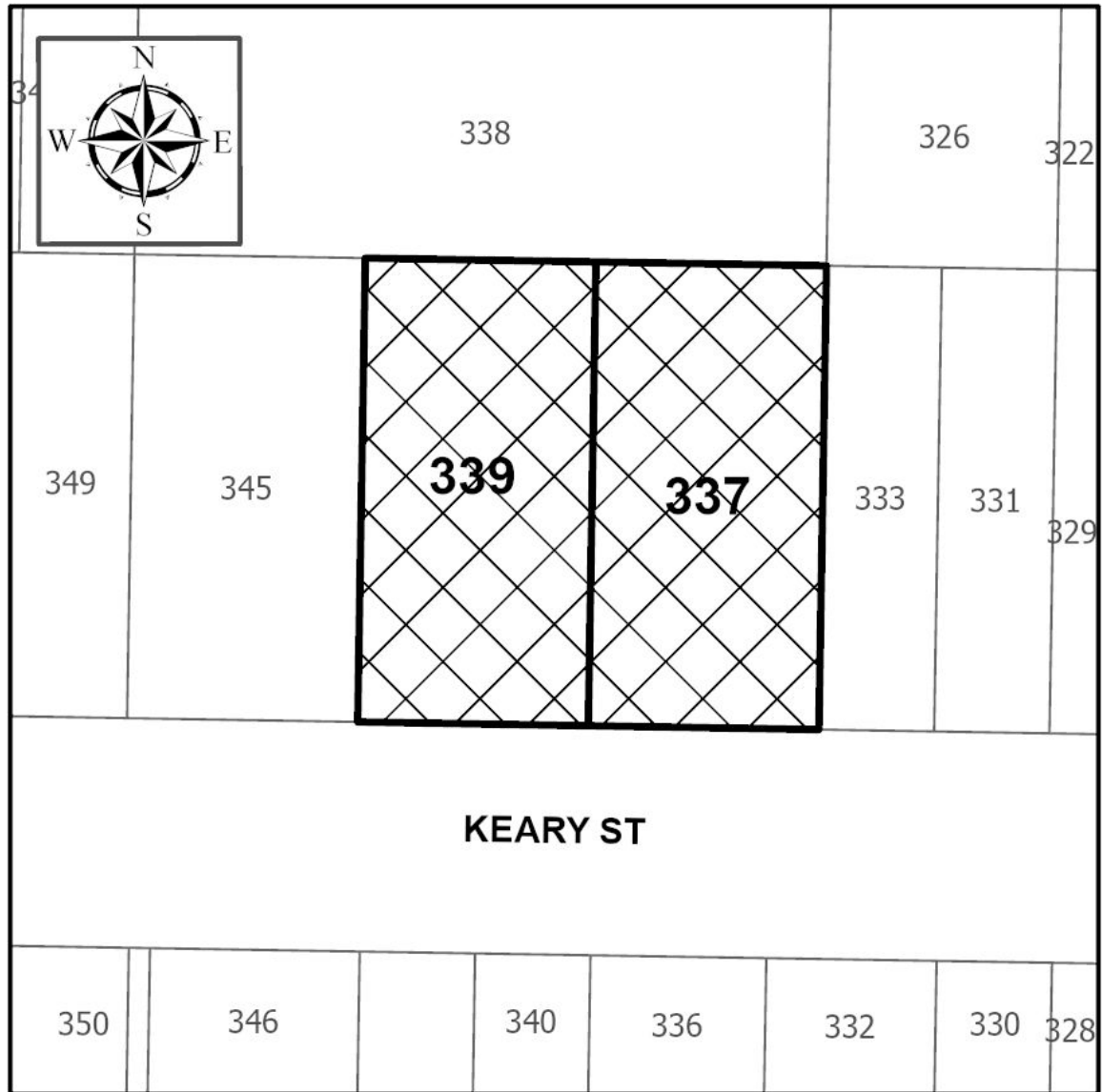
- c) where a site abuts a lane less than 12 feet (3.66 metres), or does not abut a lane, parking access may be provided by one driveway from a *street* if that driveway is not less than 9 feet (2.74 metres) nor more than 18 feet (5.49 metres) in width;
- d) one off-street loading space shall be required per *site*; and
- e) notwithstanding the requirements in (d), the required off-street loading space may be shared with a visitor parking space provided a restrictive covenant is registered on title to the property, to the satisfaction of the *Director of Engineering*, to ensure the shared loading and visitor *parking spaces* are reserved and maintained for the uses for which they are required

1096 .8 The Locked-in Lot provisions in Section 170.1 of the Zoning Bylaw shall apply, except where existing adjacent lots meet the following:

- i. Has a minimum site area of 557.40 square metres (6,000 square feet) or greater; and,
- ii. Has access from a lane with a minimum width of 4.87 metres (16.0 feet), or is a corner lot.

Schedule B to Zoning Amendment Bylaw No 8324, 2022

**Area to be Rezoned to Comprehensive Development District
(337 & 339 Keary Street) (CD-96)**



This advertisement will appear in the New West Record on August 18 and 25, 2022

NOTICE RESPECTING ZONING AMENDMENT BYLAW

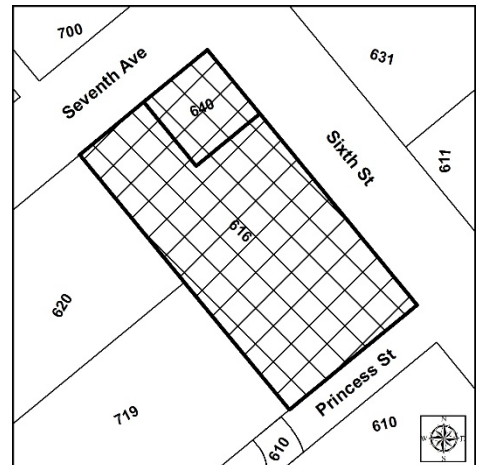
Under sections 464(2) and 467 of the Local Government Act

MONDAY, AUGUST 29, 2022 AT 6:00 PM

Meeting held electronically and open to public attendance in Council Chamber, City Hall

Zoning Amendment Bylaw No. 8348, 2022 for 616 and 640 Sixth Street

In accordance with sections 464(2) and 467 of the Local Government Act the Corporation of the City of New Westminster will not hold a public hearing on Zoning Amendment Bylaw No. 8348, 2022. An application has been received to amend Comprehensive Development (616 and 640 Sixth Street) (CD-80) District. The existing zoning permits a 29-storey, mixed-use building consisting of 237 secured market rental and strata units, ground-floor commercial space, and a total FSR of 6.46. A Development Variance Permit was approved in 2020 to convert 100% of permitted units to secured market rental. The amendment proposes to increase the total number of units to 338, and increase FSR to 7.41. All units would be secured market rental, including 10 near-market housing units. The overall building height would remain unchanged, while the podium height would be increased from three to four storeys, and the tower floorplate would be increased from 689 sq. m. to 752.5 sq. m. The total number of proposed underground parking stalls would be decreased from 313 to 271 in exchange for measures that would reduce reliance on private vehicles. Please note that this bylaw is proceeding in order to correct an administrative error associated with Bylaw No. 8348, 2022 which was under Council consideration, and Council has rescinded all readings of Bylaw No. 8348, 2022. There have been no further changes to the proposed development.



HOW DO I GET MORE INFORMATION?

From August 18 to 29, 2022, the proposed bylaw and related material are available for inspection at Legislative Services, City Hall 8:30 am to 4:30 pm Monday to Friday, and online at: www.newwestcity.ca/publicnotices

City Council will consider giving first, second and third readings to Bylaw No. 8348, 2022 at its meeting on August 29, 2022. The meeting will be open to public attendance and broadcast live on the City's website. It can be viewed by going to www.newwestcity.ca/council and clicking on the Council meeting in the meeting calendar.

Jacque Killawee, City Clerk

CORPORATION OF THE CITY OF NEW WESTMINSTER
ZONING AMENDMENT BYLAW (616 AND 640 SIXTH STREET – TEXT AMENDMENT)
NO. 8348, 2022

A Bylaw to Amend Zoning Bylaw No. 6680, 2001

WHEREAS the Local government Act authorizes a municipality to zone areas of land and to make regulations pursuant to zoning,

WHEREAS the Council has adopted a zoning bylaw under Part 14 of the *Local Government Act*, and wishes to amend the bylaw,

THE CITY COUNCIL of the Corporation of the City of New Westminster, in open meeting assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as “Zoning Amendment Bylaw (616 and 640 Sixth Street – Text Amendment) No. 8348, 2022.”

2. Zoning Bylaw No. 6680, 2001 is amended by:

a) Deleting section 1080.1 of the Comprehensive Development District (616 and 640 Sixth Street) (CD-80) and substituting the following:

1080.1 The intent of this District is to allow a twenty-nine storey mixed use commercial / multi-family residential development and to restrict residential uses to rental tenure.

b) Inserting a new section “Rental Tenure” into the Comprehensive Development District (616 and 640 Sixth Street) (CD-80) as follows:

1080.3 The tenure of the dwelling units for a multiple dwelling use is limited to residential rental tenure.

c) Inserting a new section “Definitions” into the Comprehensive Development District (616 and 640 Sixth Street) (CD-80) as follows:

1080.4 Despite definitions elsewhere in the Bylaw, the following shall be defined as noted below for the purposes of this Zoning District:

1080.5 **Below-market commercial space** means space:

a) Designated for commercial use;

b) With rents or lease rates equal to, or lower than, average rent or lease rates in private-market office space;

c) Leased and operated by a non-profit organization; and

d) Secured through an agreement registered to title and to the satisfaction of the Director of Climate Action, Planning and Development.

1080.6 **Below market rental units** means *housing units* with rents equal to, or lower than, average rates for similar units in private-market rental housing, as secured

through a housing agreement registered on title on the City's standard terms for such agreements, subject to such minor modifications as the City's Director of Climate Action, Planning and Development considers necessary to ensure rental rates will be below market rates.

- d) Deleting the section under the header "Density" of the Comprehensive Development District (616 and 640 Sixth Street) (CD-80) and substituting the following:

1080.10 The minimum commercial floor space shall be 975.5 square metres (10,500 square feet).

1080.11 The total floor space ratio shall not exceed a factor of 6.46.

1080.12 The maximum number of residential dwelling units shall not exceed 237 units.

1080.13 Notwithstanding S. 1080.11 and S. 1080.12, the total floor space ratio may be increased to 7.41, provided the following conditions are met:

- a) A minimum of 10 below-market rental units are provided;
- b) A minimum of 46.4 square metres (500 square feet) of below-market commercial space shall be provided on the ground floor; and,
- d) The maximum number of residential dwelling units shall not exceed 338 units.

- e) Deleting the section under the header "Principal Building Envelope" of the Comprehensive Development District (616 and 640 Sixth Street) (CD-80) and substituting the following:

1080.14 The siting of principal buildings and structures, and the location of uses within buildings and structures, shall generally be in accordance with the Building Siting Plan attached to and forming part of this bylaw and for the CD-80 Zoning District.

1080.15 The maximum site coverage for principal buildings shall not exceed 55%.

1080.16 The site coverage of principal buildings measured at any point above the third storey, must not exceed 1,393.5 square metres (15,000 square feet).

1080.17 The site coverage of principal buildings measured at any point above the fourth storey, must not exceed 799.0 square metres (8,600 square feet).

1080.18 The site coverage of principal buildings measured at any point above the fifth storey, must not exceed 752.5 square metres (8,100 square feet).

1080.19 Maximum principal building height shall not exceed 29 storeys, nor 91 metres (298.5 feet).

1080.20 The building line requirements in Section 180 shall not apply.

- f) Deleting the section under the header "Off-Street Parking and Loading Requirements" of the Comprehensive Development District (616 and 640 Sixth Street) (CD-80) and substituting the following:

1080.21 A minimum of 271 off-street automobile parking shall be provided for all uses on site in accordance with the Off-Street Parking Regulations section of this bylaw.

1080.22 A minimum of 5 off-street parking spaces and vehicles shall be provided for car share purposes.

1080.23 Bicycle parking shall be provided in accordance with the Off-Street Bicycle Parking Regulations section of this bylaw except that:

a) A minimum of 526 long-term bicycle parking spaces shall be provided; and,

b) A minimum of 18 short-term bicycle parking spaces shall be provided.

1080.24 Off-Street loading shall be provided in accordance with the Off-Street Loading Regulations section of this bylaw.

g) Deleting section “Building Siting Plan” of the Comprehensive Development District (616 and 640 Sixth Street) (CD-80) and substituting with Schedule A “Building Siting Plan” attached to and forming part of this bylaw.

3. Zoning Bylaw No. 6680, 2001 is further amended by making such consequential changes as are required to give effect to the amendments particularized in this bylaw, including changes to the format and numbering of the Comprehensive Development District (616 and 640 Sixth Street) (CD-80).

GIVEN FIRST READING this 13th day of June, 2022.

GIVEN SECOND READING this 13th day of June, 2022.

GIVEN THIRD READING this 30th day of June, 2022.

THIRD READING RESCINDED this 11th day of July, 2022.

SECOND READING RESCINDED this 11th day of July, 2022.

FIRST READING RESCINDED this 11th day of July, 2022.

Public Hearing not held, notice published August 18th and 25th, 2022.

GIVEN FIRST READING this _____ day of _____, 2022.

GIVEN SECOND READING this _____ day of _____, 2022.

GIVEN THIRD READING this _____ day of _____, 2022.

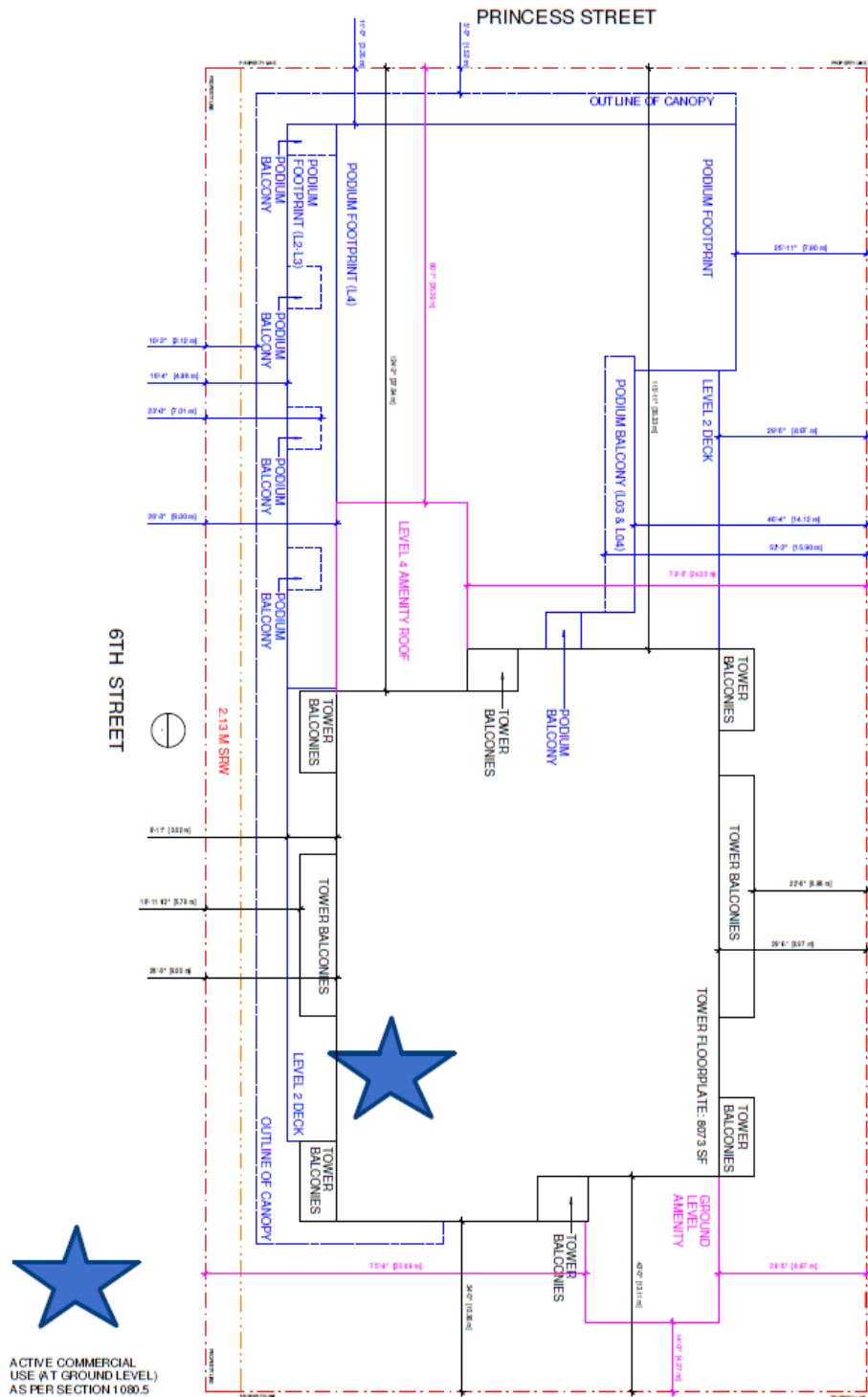
ADOPTED this _____ day of _____, 2022.

MAYOR JONATHAN X. COTE

JACQUE KILLAWEE, CITY CLERK

Schedule A to ZONING AMENDMENT BYLAW (616-640 SIXTH STREET – TEXT AMENDMENT) NO. 8348, 2022

Building Siting Plan



This advertisement will appear in the New West Record on August 18 and 25, 2022

NOTICE RESPECTING ZONING AMENDMENT BYLAW

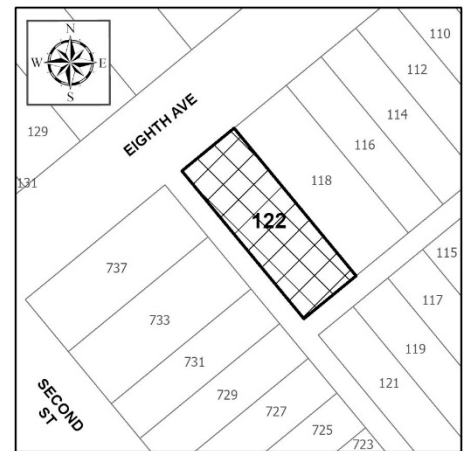
Under sections 464(2) and 467 of the Local Government Act

MONDAY, AUGUST 29, 2022 AT 6:00 PM

Meeting held electronically and open to public attendance in Council Chamber, City Hall

Zoning Amendment Bylaw No. 8356, 2022 for 122 Eighth Avenue

In accordance with sections 464(2) and 467 of the Local Government Act the Corporation of the City of New Westminster will not hold a public hearing on Zoning Amendment Bylaw No. 8356, 2022. This bylaw will rezone 122 Eighth Avenue from Single Detached Residential Districts (RS-1) to Comprehensive Development District (122 Eighth Avenue) (CD-97). The CD-97 Zone would allow a duplex with a Floor Space Ratio (FSR) of 0.60 and a height of 7.62 m. (25 ft.), which is consistent with other duplex zones in the city. Parking for two vehicles would be accommodated in carports at the rear of the property. Secondary suites would not be permitted. Please note that this bylaw is proceeding in order to correct an administrative error associated with Bylaw No. 8325, 2022 which Council previously approved to allow this development, and Council has repealed Bylaw No. 8325, 2022. There have been no changes to the proposed development.



HOW DO I GET MORE INFORMATION?

From August 18 to 29, 2022, the proposed bylaw and related material are available for inspection at Legislative Services, City Hall 8:30 am to 4:30 pm Monday to Friday, and online at: www.newwestcity.ca/publicnotices

City Council will consider giving first, second and third readings to Bylaw No. 8356, 2022 at its meeting on August 29, 2022. The meeting will be open to public attendance and broadcast live on the City's website. It can be viewed by going to www.newwestcity.ca/council and clicking on the Council meeting in the meeting calendar.

Jacque Killawee, City Clerk

CORPORATION OF THE CITY OF NEW WESTMINSTER
ZONING AMENDMENT BYLAW (122 EIGHTH AVENUE)
NO. 8356, 2022

A Bylaw to Amend Zoning Bylaw No. 6680, 2001

WHEREAS the Local government Act authorizes a municipality to zone areas of land and to make regulations pursuant to zoning,

WHEREAS the Council has adopted a zoning bylaw under Part 14 of the *Local Government Act*, and wishes to amend the bylaw,

THE CITY COUNCIL of the Corporation of the City of New Westminster, in open meeting assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as “Zoning Amendment Bylaw (122 Eighth Avenue) No. 8356, 2022.”
2. The Lands that are the subject of this bylaw are shown as outlined in bold on the map attached to this bylaw as Schedule B, and are referred to in this bylaw as the “Subject Lands”,
3. Zoning Bylaw No. 6680, 2001 is amended by:
 - a) Adding as a new section, to be numbered section 1097, the regulations attached to this bylaw as Schedule A.
 - b) Changing the zoning designation of the Subject Lands from “Single Detached Residential Districts (RS-1)” to “Comprehensive Development District (122 Eighth Avenue) (CD-97)”;
 - c) Updating the Zoning Map annexed as Appendix “A” to Zoning Bylaw No. 6680, 2001 to record this zoning change.

PUBLIC HEARING not held, notice published August 18th and 25th, 2022.

GIVEN FIRST READING this _____ day of _____, 2022.

GIVEN SECOND READING this _____ day of _____, 2022.

GIVEN THIRD READING this _____ day of _____, 2022.

ADOPTED this _____ day of _____, 2022.

MAYOR JONATHAN X. COTE

JACQUE KILLAWEE, CITY CLERK

Schedule A to Zoning Amendment Bylaw No 8356, 2022

Comprehensive Development Districts (122 Eighth Avenue) (CD-97)



Comprehensive Development District (122 Eighth Avenue) CD-97

1097 Comprehensive Development District (122 Eighth Avenue) (CD-97)

- 1097 .1 The intent of this zoning district is to allow a duplex dwelling in the Glenbrooke North neighbourhood. Secondary suites are not permitted in this zoning district.

Permitted Uses

- 1097 .2 The following principal and accessory uses are permitted in the CD-97 zoning district. For uses accompanied by a checkmark, there are either Use Specific Regulations in the Conditions of Use within this zoning district or within the General Regulations or Special Conditions Sections of this Bylaw following uses and no others shall be permitted in the (CD-97) district:

Permitted Principal Uses	Use Specific Regulations
Community gardening;	
Residential community living;	
Single unit residential use;	
Transitional housing for women;	✓

Permitted Accessory Uses	Use Specific Regulations
Uses accessory to any permitted principal uses;	
Child care;	✓
Home occupations;	✓

Definitions

- 1097 .3 Despite definitions elsewhere in the Bylaw, the following shall be defined as noted below for the purposes of this Zoning District.
- 1097 .4 **Floor area** means the numerical value determined by measuring the horizontal cross-sectional area of all buildings on a site to the outside of the outer walls at each storey and calculating the total of all such areas:
- a) including all areas used for attached, enclosed parking structures (garages); and,



Comprehensive Development District (122 Eighth Avenue) CD-97

- b) excluding any area having a floor to ceiling height of 1.22 metres (4 feet) or less.

1097 .5 **Floor space ratio** means the numerical value determined by dividing the floor area on a site by the site area.

Density - Units

1097 .6 One duplex building containing two principal dwelling units.

Density – Principal Building Area

1097 .7 The floor space ratio for the principal building shall not exceed 0.6.

1097 .8 The maximum floor space ratio on a parcel may be increased by:

- a) 0.01 if the building meets Step 3 of the Energy Step Code; or
- b) 0.03 if the building meets Step 4 of the Energy Step Code; or
- c) 0.05 if the building meets Step 5 of the Energy Step Code, or is a Passive House.

Site Area and Frontage

1097 .9 A site shall be not less than 557.40 square metres (6,000 square feet) in area and shall have a frontage of not less than ten percent (10%) of its perimeter.

Principal Building Envelope

1097 .10 All principal buildings and structures shall be sized and sited according to the following:

Regulation	Requirement
Minimum Front Setback	Twenty percent (20%) of the depth of the <i>lot</i> but need not exceed 5.79 metres (19 feet) or the average depth of the front setback of existing principal buildings on sites on either side of the site, whichever is less.



Comprehensive Development District (122 Eighth Avenue) CD-97

Regulation	Requirement
Minimum Rear Setback	7.62 metres (25 feet) or twenty percent (20%) of the depth of the site, whichever is less.
Minimum Side Setback	<i>Side setbacks</i> shall be provided on each side of not less than 1.52 metres (5 feet)
Maximum Building Height	7.62 metres (25 feet)
Maximum Peak Height	10.67 metres (35 feet)
Maximum Lot Coverage	Thirty-five percent (35%)

Projections

- 1097 .11 Projections are permitted in accordance with the relevant provisions of the ‘Projections into Yards’ portion of the General Regulations section of this Bylaw.

Attached Accessory Structures

- 1097 .12 Attached decks, porches, balconies, greenhouses, parking structures or swimming pools shall be deemed to be accessory structures, and are permitted provided they comply with the following:
- the combined area of all attached accessory structures shall not exceed ten percent (10%) of the site area;
 - shall not exceed one storey nor a height of 4.57 metres (15 feet) measured from the finished floor of such accessory structure;
 - shall not be located closer than twice the width of the required side yard from the window of a habitable room on an adjoining site, unless such window is above the roof line of the accessory structure;
 - shall be located not closer than a distance of 4.57 metres (15 feet) from the corner of a site at an intersection of a street and a lane; and,
 - shall be located not closer than 1.52 metres (5 feet) from any rear or side site line bounded by a street.



Comprehensive Development District (122 Eighth Avenue) CD-97

Detached Accessory Structures

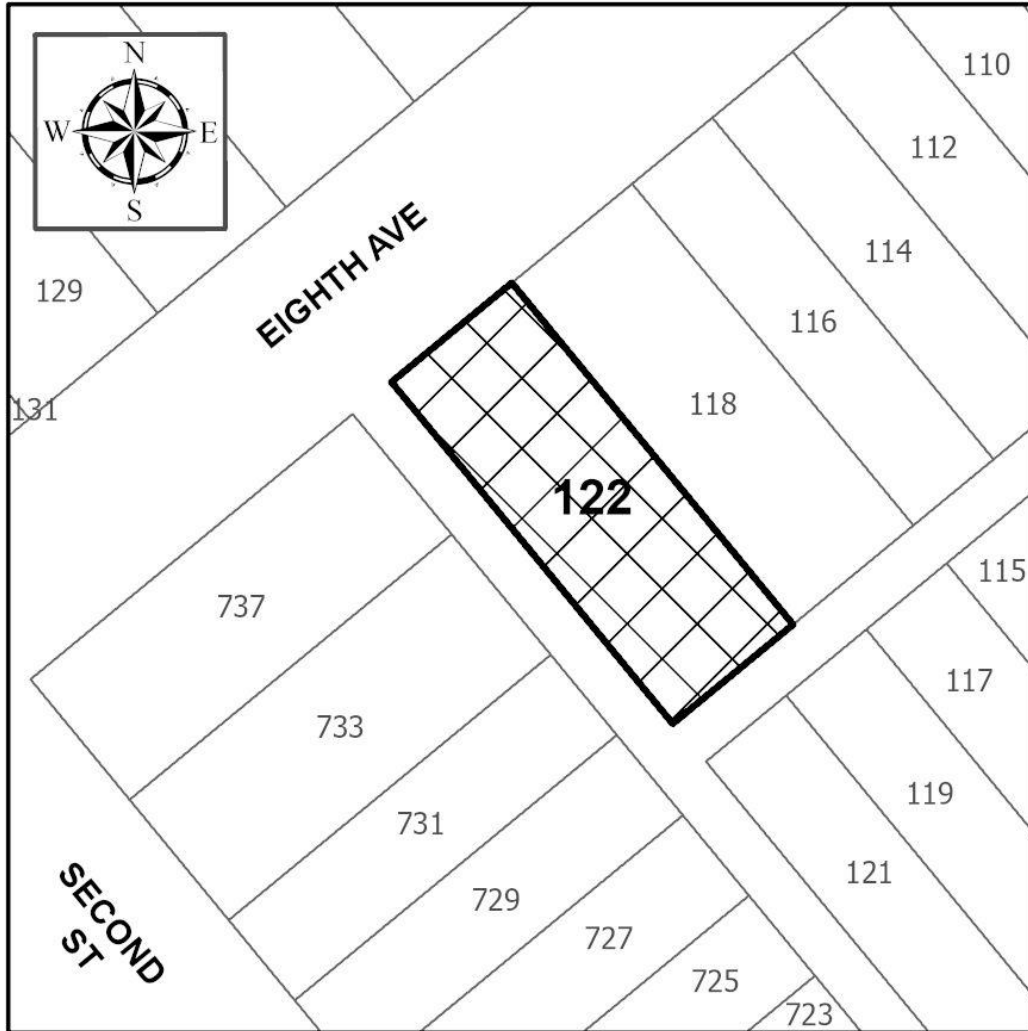
- 1097 .13 Detached greenhouses, parking structures, sheds, gazebos or swimming pools shall be deemed to be accessory structures, and are permitted provided they comply with the following:
- a) the combined area of all detached accessory structures shall not exceed ten percent (10%) of the site area;
 - b) *detached accessory structures* shall not exceed one storey;
 - c) shall not be located in the required *front yard*;
 - d) shall not exceed 3.6 metres (12 feet) measured from the finished floor to the highest point of the building;
 - e) shall not be enclosed on more than two sides, excluding the roof;
 - f) shall not have dormers;
 - g) shall not be located closer than 1 metre (3.28 feet) from the *principal building*;
 - h) in the case of a carport, where the vehicle entry faces the *lane*, shall not be located closer to a *lane* than 6.71 metres (22 feet), less the width of such a *lane*; and,
 - i) shall not be located closer than 4.57 metres (15 feet) from the corner of a *site* at an intersection of streets, at the intersection of lanes or at the intersection of lanes or at the intersection of a street and a *lane*.

Off-Street Parking and Loading

- 1097 .14 Off-Street parking shall be provided in accordance with the provisions of the Off-Street Parking Regulations section of this Bylaw.
- 1097 .15 Bicycle Parking is not required to be provided.

Schedule B to Zoning Amendment Bylaw No 8356, 2022

**Area to be Rezoned to Comprehensive Development District
(122 Eighth Avenue) (CD-97)**



This advertisement will appear in the New West Record on August 18 and 25, 2022

NOTICE RESPECTING ZONING AMENDMENT BYLAW

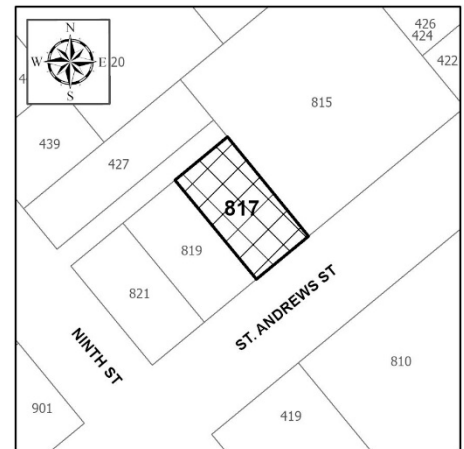
Under sections 464(2) and 467 of the Local Government Act

MONDAY, AUGUST 29, 2022 AT 6:00 PM

Meeting held electronically and open to public attendance in Council Chamber, City Hall

Zoning Amendment Bylaw No. 8354, 2022 for 817 St. Andrews Street

In accordance with sections 464(2) and 467 of the Local Government Act the Corporation of the City of New Westminster will not hold a public hearing on Zoning Amendment Bylaw No. 8354, 2022. This bylaw will rezone 817 St. Andrews Street from Single Detached Residential Districts (RS-1) to Comprehensive Development District (817 St. Andrews Street) (CD-17). The CD-17 Zone would allow a triplex with a Floor Space Ratio (FSR) of 0.75 and a height of 7.62 m. (25 ft.), which is consistent with other forms of infill housing, such as duplexes, in the city. Parking for three vehicles would be accommodated in carports at the rear of the property. Please note that this bylaw is proceeding in order to correct an administrative error associated with Bylaw No. 8323, 2022 which Council previously approved to allow this development, and Council has repealed Bylaw No. 8323, 2022. There have been no changes to the proposed development.



HOW DO I GET MORE INFORMATION?

From August 18 to 29, 2022, the proposed bylaw and related material are available for inspection at Legislative Services, City Hall 8:30 am to 4:30 pm Monday to Friday, and online at: www.newwestcity.ca/publicnotices

City Council will consider giving first, second and third readings to Bylaw No. 8354, 2022 at its meeting on August 29, 2022. The meeting will be open to public attendance and broadcast live on the City's website. It can be viewed by going to www.newwestcity.ca/council and clicking on the Council meeting in the meeting calendar.

Jacque Killawee, City Clerk

CORPORATION OF THE CITY OF NEW WESTMINSTER
ZONING AMENDMENT BYLAW (817 ST. ANDREWS STREET)
NO. 8354, 2022

A Bylaw to Amend Zoning Bylaw No. 6680, 2001

WHEREAS the Local government Act authorizes a municipality to zone areas of land and to make regulations pursuant to zoning,

WHEREAS the Council has adopted a zoning bylaw under Part 14 of the *Local Government Act*, and wishes to amend the bylaw,

THE CITY COUNCIL of the Corporation of the City of New Westminster, in open meeting assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as “Zoning Amendment Bylaw (817 St. Andrews St.) No. 8354, 2022.”
2. The Lands that are the subject of this bylaw are shown as outlined in bold on the map attached to this bylaw as Schedule B, and are referred to in this bylaw as the “Subject Lands”,
3. Zoning Bylaw No. 6680, 2001 is amended by:
 - a) Adding as a new section, to be numbered section 1017, the regulations attached to this bylaw as Schedule A.
 - b) Changing the zoning designation of the Subject Lands from “Single Detached Residential Districts (RS-1)” to “Comprehensive Development District (817 St. Andrews Street) (CD-17)”; and,
 - c) Updating the Zoning Map annexed as Appendix “A” to Zoning Bylaw No. 6680, 2001 to record this zoning change.

PUBLIC HEARING not held, notice published August 18th and 25th, 2022.

GIVEN FIRST READING this _____ day of _____, 2022.

GIVEN SECOND READING this _____ day of _____, 2022.

GIVEN THIRD READING this _____ day of _____, 2022.

ADOPTED this _____ day of _____, 2022.

MAYOR JONATHAN X. COTE

JACQUE KILLAWEE, CITY CLERK

Schedule A to Zoning Amendment Bylaw No 8354, 2022

Comprehensive Development Districts (817 St. Andrews Street) (CD-17)



Comprehensive Development District (817 St. Andrews Street) CD-17

1017 Comprehensive Development District (817 St. Andrews Street) (CD-17)

- 1017 .1 The intent of this zoning district is to allow a triplex dwelling in the Brow of the Hill neighbourhood. Secondary suites are not permitted in this zoning district.

Permitted Uses

- 1017 .2 The following principal and accessory uses are permitted in the CD-17 zoning district. For uses accompanied by a checkmark, there are either Use Specific Regulations in the Conditions of Use within this zoning district or within the General Regulations or Special Conditions Sections of this Bylaw following uses and no others shall be permitted in the (CD-17) district:

Permitted Principal Uses	Use Specific Regulations
Community gardening;	
Residential community living;	
Single unit residential use;	
Transitional housing for women;	✓

Permitted Accessory Uses	Use Specific Regulations
Uses accessory to any permitted principal uses;	
Child care;	✓
Home occupations;	✓

Definitions

- 1017 .3 Despite definitions elsewhere in the Bylaw, the following shall be defined as noted below for the purposes of this Zoning District.
- 1017 .4 **Floor area** means the numerical value determined by measuring the horizontal cross-sectional area of all buildings on a site to the outside of the outer walls at each storey and calculating the total of all such areas:
- a) including all areas used for attached, enclosed parking structures (garages); and,



Comprehensive Development District (817 St. Andrews Street) CD-17

- b) excluding any area having a floor to ceiling height of 1.22 metres (4 feet) or less.

1017 .5 **Floor space ratio** means the numerical value determined by dividing the floor area on a site by the site area.

Density - Units

1017 .6 One triplex building containing three principal dwelling units.

Density – Principal Building Area

1017 .7 The floor space ratio for the principal building shall not exceed 0.75.

1017 .8 The maximum floor space ratio on a parcel may be increased by:

- a) 0.01 if the building meets Step 3 of the Energy Step Code; or
- b) 0.03 if the building meets Step 4 of the Energy Step Code; or
- c) 0.05 if the building meets Step 5 of the Energy Step Code, or is a Passive House.



Comprehensive Development District (817 St. Andrews Street) CD-17

Principal Building Envelope

- 1017 .9 All principal buildings and structures shall be sized and sited according to the following:

Regulation	Requirement
Minimum Front Setback	5.79 metres (19 feet), twenty percent (20%) of the depth of the site, or the average depth of the front setback of existing principal buildings on sites on either side of the site, whichever is less.
Minimum Rear Setback	7.62 metres (25 feet) or twenty percent (20%) of the depth of the <i>lot</i> , whichever is less
Minimum Side Setback	1.83 metres (6 feet)
Maximum Building Height	7.62 metres (25 feet)
Maximum Peak Height	10.67 metres (35 feet)
Maximum Lot Coverage	Thirty-five percent (35%)

Projections

- 1017 .10 Projections are permitted in accordance with the relevant provisions of the ‘Projections into Yards’ portion of the General Regulations section of this Bylaw.

Attached Accessory Structures

- 1017 .11 Attached decks, porches, balconies, greenhouses, parking structures or swimming pools shall be deemed to be accessory structures, and are permitted provided they comply with the following:
- the combined area of all attached accessory structures shall not exceed ten percent (10%) of the site area;
 - shall not exceed one storey nor a height of 4.57 metres (15 feet) measured from the finished floor of such accessory structure;



Comprehensive Development District (817 St. Andrews Street) CD-17

- c) shall not be located closer than twice the width of the required side yard from the window of a habitable room on an adjoining site, unless such window is above the roof line of the accessory structure;
- d) shall be located not closer than a distance of 4.57 metres (15 feet) from the corner of a site at an intersection of a street and a lane; and,
- e) shall be located not closer than 1.52 metres (5 feet) from any rear or side site line bounded by a street.

Detached Accessory Structures

1017 .12 Detached greenhouses, parking structures, sheds, gazebos or swimming pools shall be deemed to be accessory structures, and are permitted provided they comply with the following:

- a) the combined area of all detached accessory structures shall not exceed ten percent (10%) of the site area;
- b) *detached accessory structures* shall not exceed one storey;
- c) shall not be located in the required *front yard*;
- d) shall not exceed 3.6 metres (12 feet) measured from the finished floor to the highest point of the building;
- e) shall not be enclosed on more than two sides, excluding the roof;
- f) shall not have dormers;
- g) shall not be located closer than 1 metre (3.28 feet) from the *principal building*;
- h) in the case of a carport, where the vehicle entry faces the *lane*, shall not be located closer to a *lane* than 6.71 metres (22 feet), less the width of such a *lane*; and,
- i) shall not be located closer than 4.57 metres (15 feet) from the corner of a *site* at an intersection of streets, at the intersection of lanes or at the intersection of lanes or at the intersection of a street and a *lane*.



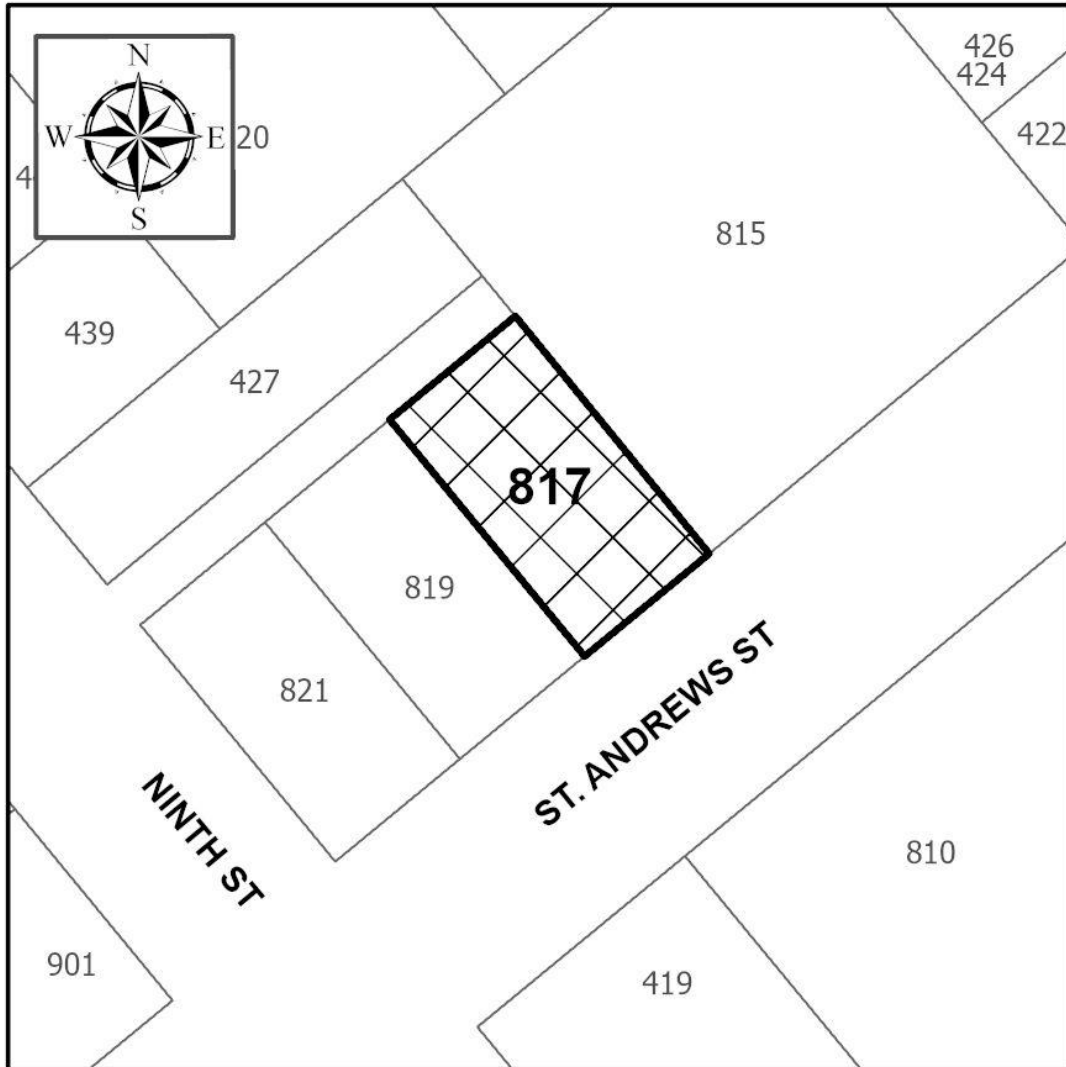
Comprehensive Development District (817 St. Andrews Street) CD-17

Off-Street Parking and Loading

- 1017 .13 Off-Street parking shall be provided in accordance with the provisions of the Off-Street Parking Regulations section of this Bylaw, except that:
- a) A minimum of 1 parking space shall be provided for each principal dwelling unit.
 - b) Neither a visitor nor loading space is required to be provided.
- 1017 .14 Bicycle Parking is not required to be provided.

Schedule B to Zoning Amendment Bylaw No 8354, 2022

**Area to be Rezoned to Comprehensive Development District
(817 St. Andrews Street) (CD-17)**





This advertisement will appear in the New West Record on August 18 and 25, 2022

NOTICE RESPECTING ZONING AMENDMENT BYLAW

Under sections 464(2) and 467 of the Local Government Act

MONDAY, AUGUST 29, 2022 AT 6:00 PM

Meeting held electronically and open to public attendance in Council Chamber, City Hall

Zoning Amendment Bylaw (Parking Reductions for Patios) No. 8357, 2022

In accordance with sections 464(2) and 467 of the Local Government Act the Corporation of the City of New Westminster will not hold a public hearing on Zoning Amendment Bylaw No. 8357, 2022. This Bylaw will permit restaurant, café, liquor primary licensed premises (e.g. pubs) or lounge endorsement areas (e.g. breweries, wineries) to convert up to two non-accessible parking stalls, or a loading space, for patio use on private property. Patios located on a loading space must be easily disassembled to continue providing loading access for the business. Please note that this bylaw is proceeding in order to correct an administrative error associated with Bylaw No. 8317, 2022 which Council previously approved to allow this rezoning, and Council has repealed Bylaw No. 8317, 2022. There have been no changes to the proposed rezoning.

HOW DO I GET MORE INFORMATION?

From August 18 to 29, 2022, the proposed bylaw and related material are available for inspection at Legislative Services, City Hall 8:30 am to 4:30 pm Monday to Friday, and online at: www.newwestcity.ca/publicnotices

City Council will consider giving first, second and third readings to Bylaw No. 8357, 2022 at its meeting on August 29, 2022. The meeting will be open to public attendance and broadcast live on the City's website. It can be viewed by going to www.newwestcity.ca/council and clicking on the Council meeting in the meeting calendar.

Jacque Killawee, City Clerk

CORPORATION OF THE CITY OF NEW WESTMINSTER

**ZONING AMENDMENT BYLAW
NO. 8357, 2022**

ADOPTED _____

A Bylaw to Amend Zoning Bylaw No. 6680, 2001.

WHEREAS the Local Government Act authorizes a local government to zone areas of a municipality and to make regulations pursuant to zoning.

NOW THEREFORE THE CITY COUNCIL of the Corporation of the City of New Westminster in open meeting assembled ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as "Zoning Amendment Bylaw (Parking Reductions for Patios) No. 8357, 2022".
2. Zoning Bylaw No. 6680, 2001 is hereby amended as follows:

a) The following is inserted as section 140.12.1:

140.12.1 The following reductions are permitted for liquor primary licensed premises, lounge endorsement area, restaurant or café uses:

- a) two off-street parking spaces, which are not accessible off-street parking spaces; or
- b) one off-street loading space, provided patio furnishings or structures located within the loading space can be disassembled at any time to facilitate loading.

per establishment on site, provided such reduction facilitates a space for outdoor seating and consumption of food and/or beverage served by and in close proximity to the business.

Public Hearing not held, notice published August 18th and 25th, 2022

GIVEN FIRST READING this _____ day of _____, 2022.

GIVEN SECOND READING this _____ day of _____, 2022.

GIVEN THIRD READING this _____ day of _____, 2022.

ADOPTED and the Seal of the Corporation of the City of New Westminster affixed this
_____ day of _____, 2022.

MAYOR JONATHAN X. COTE

JACQUE KILLAWEE, CITY CLERK

**CORPORATION OF THE CITY OF NEW
WESTMINSTER BYLAW NO. 8365, 2022**

A Bylaw to Amend Delegation Bylaw No. 7176, 2015

The Council of The Corporation of the City of New Westminster in open meeting assembled ENACTS AS FOLLOWS:

Citation

1. This Bylaw may be cited for all purposes as “Delegation Amendment Bylaw No. 8365, 2022.”

Amendments

2. Delegation Bylaw No. 7176, 2015 is amended by:
 - a. Replacing the final paragraph of section 5 with the following paragraph:
The Senior Manager of Climate Action, Planning and Development, Manager, Climate Action, Manager, Inspections, or Manager, Integrated Services may exercise the powers, duties and functions delegated to the Director of Climate Action, Planning and Development under this Bylaw and the Officers and Indemnity Bylaw 7175, 2007 upon appointment as Acting Director when the Director of Climate Action, Planning and Development is absent or otherwise unable to act.
 - b. Replace Manager, Infrastructure Planning with Senior Manager of Engineering in the final paragraph of section 6.
 - c. Add in “and the Officers and Indemnity Bylaw 7175, 2007” after “under this Bylaw” in the final paragraph of section 6;
 - d. Add in Senior in front of “Manager of Financial Services in the final paragraph of section 8;
 - e. Add “and the Officers and Indemnity Bylaw 7175, 2007” after “under this Bylaw” in the final paragraph of section 8;
 - f. Add in the following paragraph the end of section 10:
“The Senior Manager of Recreation Facilities and Programs, Manager, Business Operations, Manager, Parks and Open Space Planning, Design and Construction, Manager, Parks Operations and Services or Manager, Special Projects and Community Partnerships may exercise the powers, duties and functions delegated to the Director of Parks and Recreation under this Bylaw and the Officers and Indemnity Bylaw 7175, 2007 upon appointment as Acting Director when the Director of Parks and Recreation is absent or otherwise unable to act.”
 - g. Replacing all instances of “Human Resources” with “Human Resources and Information Technology”;
 - h. Add in the following paragraph the end of section 12:
“The Senior Manager of Human Resources and Information Technology may exercise the powers, duties and functions delegated to the Director of Human

Resources and Information Technology under this Bylaw and the Officers and Indemnity Bylaw 7175, 2007 upon appointment as Acting Director when the Director of Human Resources and Information Technology is absent or otherwise unable to act.”

- i. Add in the following paragraph as section 15 of the bylaw:
The Assistant City Clerk may exercise the powers, duties and functions delegated to the City Clerk under the Officers and Indemnity Bylaw 7175, 2007 upon appointment as Acting City Clerk when the City Clerk is absent or otherwise unable to act.

3. These amendments shall come into effect upon adoption.

GIVEN FIRST READING THIS _____ day of _____ 2022.

GIVEN SECOND READING THIS _____ day of _____ 2022.

GIVEN THIRD READING THIS _____ day of _____ 2022.

ADOPTED THIS _____ day of _____ 2022.

Mayor

Jacque Killawee, City Clerk

CORPORATION OF THE CITY OF NEW WESTMINSTER

BYLAW NO. 8353, 2022

A Bylaw to Repeal Three Zoning Amendment Bylaws

The Corporation of the City of New Westminster ENACTS AS FOLLOWS:

1. This Bylaw may be cited as “Zoning Amendment Bylaws Repeal Bylaw No. 8353, 2022”.
2. The City Council of the Corporation of the City of New Westminster repeals the following bylaws:
 - a. Zoning Amendment Bylaw (Parking Reductions for Patios) No. 8317, 2022
 - b. Zoning Amendment Bylaw (817 St. Andrews Street) No. 8323, 2022
 - c. Zoning Amendment Bylaw (122 Eighth Avenue) No. 8325, 2022

GIVEN FIRST READING this 11th day of July 2022.

GIVEN SECOND READING this 11th day of July 2022.

GIVEN THIRD READING this 11th day of July 2022.

ADOPTED this day of 2022.

Jonathan X. Cote, Mayor

Jacque Killawee, City Clerk

CORPORATION OF THE CITY OF NEW WESTMINSTER
ZONING AMENDMENT BYLAW (1321 CARIBOO STREET) NO. 8345, 2022

A Bylaw to Amend Zoning Bylaw No. 6680, 2001.

WHEREAS the Local Government Act authorizes a municipality to zone areas of land and to make regulations pursuant to zoning;

WHEREAS the Council has adopted a zoning bylaw under Part 14 of the Local Government Act, and wishes to amend the bylaw;

NOW THEREFORE THE CITY COUNCIL of the Corporation of the City of New Westminster in open meeting assembled ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as “Zoning Amendment Bylaw (1321 Cariboo Street) No. 8345, 2022”.
2. Zoning Bylaw No. 6680, 2001 is hereby amended as follows:
 - a) Adding as Section 1095 the regulations attached to this Bylaw as Schedule A;
 - b) Rezoning the lands which are situated within the City of New Westminster, British Columbia and included in the table below from Multiple Dwelling Districts (Low Rise) (RM-2) to Comprehensive Development District (1321 Cariboo Street) (CD-95), and amending the Zoning Map annexed as Appendix “A” to Zoning Bylaw No. 6680, 2001 to reflect this rezoning.

Address	PID	Legal Description
1321 Cariboo Street	013-465-457	SOUTHERLY HALF LOT 1 OF LOT 17 SUBURBAN BLOCK 7 PLAN 2620 HAVING A FRONTAGE OF 132 FEET ON CARIBOO STREET BY A UNIFORM FULL DEPTH OF 66 FEET
	013-465-473	SOUTHERLY HALF LOT 2 OF LOT 17 SUBURBAN BLOCK 7 PLAN 2620 HAVING A FRONTAGE OF 132 FEET ON CARIBOO STREET BY A UNIFORM FULL DEPTH OF 66 FEET

GIVEN FIRST READING this 13th day of June, 2022.

GIVEN SECOND READING this 13th day of June, 2022.

PUBLIC HEARING held this 30th day of June, 2022.

GIVEN THIRD READING this 30th day of June, 2022.

ADOPTED and the Seal of the Corporation of the City of New Westminster affixed this
_____ day of _____, 2022.

MAYOR

JACQUE KILLAWEE, CITY CLERK

Schedule A to Zoning Amendment Bylaw No. 8345, 2022
Comprehensive Development District (1321 Cariboo Street) (CD-95)



Comprehensive Development District (1321 Cariboo Street) (CD-95)

1095 Comprehensive Development District (1321 Cariboo Street) (CD-95)

- 1095 .1 The intent of this district is to allow a five storey multiple unit residential rental development.

Comprehensive Development District (1321 Cariboo Street) (CD-95) Regulations

- 1095 .2 Development of the site zoned CD-95 shall comply with the regulations and requirements of the Multiple Dwelling Districts (Low Rise) (RM-2) zone, except:
- (a) Where density is increased beyond the permitted base density pursuant to Section 430.18 of this Bylaw, all *principal buildings* and *structures* shall be sited and sized according to the following:

Regulation	Requirement
Minimum Front Setback (Cariboo Street)	2.44 m. (8 ft.)
Minimum Rear Setback (North)	6.1 m. (20 ft.)
Minimum Side Setback (Fourteenth Street)	4.57 m. (15 ft.)
Minimum Side Setback (East)	6.1 m. (20 ft.)
Maximum Building Height	13.72 m. (45 ft.)
Maximum Site Coverage	No limit

- (b) Off-street parking shall be provided in accordance with the provisions of the Off-Street Parking Regulations section of this Bylaw, except that:
- (i) A minimum of eight *off-street parking* spaces shall be provided.
- (c) Off-street bicycle parking shall be provided in accordance with the provisions of the Off-Street Bicycle Parking Regulations section of this Bylaw, except that:
- (i) A minimum of 21 *long term bicycle parking* spaces shall be provided.
- (ii) A minimum of three *short term bicycle parking* spaces shall be provided.

CORPORATION OF THE CITY OF NEW WESTMINSTER

BYLAW NO. 8327, 2022

A Bylaw to Impose Development Cost Charges

WHEREAS the City Council of the corporation of the City of New Westminster (“Council”) under authority provided by the *Local Government Act* R.S.B.C. 2015, c. 1, as amended (the “*Local Government Act*”), in particular section 559 thereof and regulations passed pursuant thereto and the general provisions of the *Community Charter* S.B.C 2003, c. 26 (the “*Community Charter*”), may by bylaw impose development cost charges; and

WHEREAS the development cost charges may be imposed for the purpose of providing funds to assist the City of New Westminster (the “City”) to pay the capital costs of providing, constructing, altering or expanding transportation, water, drainage, sanitary, and providing and improving park land to service directly and indirectly the development for which the charge is being imposed; and

WHEREAS the development cost charges established by this Bylaw will be used for the recited purposes; and

WHEREAS Council has taken into consideration the provisions of section 560 of the *Local Government Act*; and

WHEREAS the charges imposed by this bylaw are related to capital costs attributable to projects included in the City’s capital expenditure program and are consistent with the City of New Westminster Official Community Plan Bylaw No. 7925, 2017, as amended from time to time;

NOW THEREFORE THE CITY COUNCIL of the Corporation of the City of New Westminster in open meeting assembled ENACTS AS FOLLOWS:

1. General Provisions

1.1 This Bylaw may be cited as the "New Westminster Development Cost Charges Bylaw No. 8327, 2022".

1.2 The following schedules attached to this Bylaw form part of this Bylaw:

- (a) Schedule A – The City of New Westminster Queensborough Transportation, Drainage, Water, Sanitary and Parkland DCC Boundary
- (b) Schedule B – Queensborough Development Cost Charges
- (c) Schedule C – The City of New Westminster Mainland Transportation, Drainage, Water, Sanitary and Parkland DCC Boundary

(d) Schedule D – Mainland Development Cost Charges

2. Effective Date and Transitional Provisions

2.1 This Bylaw will come into force on the *Effective Date*.

2.2 New Westminster Development Cost Charges Bylaw No. 7311, 2009 and all amendments thereto shall be repealed on the *Effective Date* except to the extent that sections 511 and/or 568 of the Local Government Act apply to:

(a) a *Precursor Application* which is *in-stream* on the *Adoption Date* and the associated Building Permit for the Precursor Application is issued within one-year after the *Adoption Date*; or

(b) a *Subdivision Application* that is *in-stream* on the *Adoption Date* and is approved by the Approving Officer within one year after the *Adoption Date*; or

(c) a Building Permit Application that is *in-stream* on the *Adoption Date* and is issued within one year after the *Adoption Date*.

3. Definitions

3.1 In this Bylaw italicized words will have the meanings attributed to them as follows:

ADOPTION DATE means the date of adoption of this bylaw by Council for the *City*.

APARTMENT RESIDENTIAL means a building or portion of a building divided into three or more *dwelling units* with common or shared entrances or interior passageways, which provide access to the outside and which does not include a townhouse.

BUILDING PERMIT means any permit authorizing the construction, alteration or extension of a building or structure in the *City*.

CITY means the City of New Westminster.

COMMERCIAL - OFFICE means a building or portion of building designed and intended for *office* use, excluding offices for trade contractors.

COMMERCIAL - RETAIL means a building or portion of a building providing for the sale or rental of goods or services to the end user or for the servicing and repair of goods.

DEVELOPMENT means:

- (a) a *Subdivision* and a proposed *Subdivision*; or
- (b) the proposed construction, alteration, or extension of a building or structure for which a *Building Permit* is required.

DEVELOPMENT COST CHARGES or **DCC** means the applicable rates prescribed in Schedules “B” and “D”.

DWELLING UNIT means one or more habitable rooms designed, occupied or intended for use, including occupancy, by one or more persons as an independent and separate residence in which a facility for cooking, sleeping facilities and a bathroom are provided for the exclusive use of such person or persons.

EFFECTIVE DATE means the date of adoption of this bylaw by Council for the *City*.

FLOAT HOME means a structure incorporating a flotation system, intended for use or being used or occupied for residential purposes, not primarily intended for, or usable in, navigation and does not include a water craft designed or intended for navigation.

GROSS FLOOR AREA means:

- (a) the floor area of the building or structure (measured from the outside edge of all exterior walls of the building or structure), less the floor area of the building or structure that is used or is intended to be used for vehicular and bicycle parking, bicycle end-of-trip facilities, vehicular access, maneuvering aisles, elevators and stairs; or
- (b) in the case of an alteration or extension of less than the entire building or structure, the portion of the building or structure to which the *Building Permit* applies (measured from the outside edge of any exterior walls in such portion of the building or structure), less the floor area of the building or structure that is used or is intended to be used for vehicular and bicycle parking, bicycle end-of-trip facilities, vehicular access, maneuvering aisles, elevators and stairs;

IMPROVED SITE AREA means the whole or a portion of the parcel to be improved for *industrial* purposes as part of the *development* authorized by a *building permit*, including all buildings, vehicular and pedestrian circulation areas,

loading, parking, storage, works, decorative areas and landscaped areas belonging to the *development*.

INDUSTRIAL means a lot used or intended to be used for *industrial* uses, including manufacturing, processing, treatment, assembly, disassembly, storage, utility, testing, wholesale, distribution, or servicing of goods and materials.

INSTITUTIONAL means:

- (a) a use providing for the gathering of persons for charitable, cultural, governance, philanthropic, religious, community recreation facilities, hospitals, mental health facilities, or educational purposes, or
- (b) Housing units for the accommodation of caretakers, staff, students and/or patients, provided that such housing units are part of the institutional complex and a restrictive covenant is registered against the title of the land in favour of the City to ensure that the housing units remain in the designated use.

IN-STREAM means an application submitted and accepted by the City as a legitimate application and all application fees have been paid, and where the application has not been declined or rejected by the City or withdrawn by the applicant.

LAND TITLE ACT means the Land Title Act, R.S.B.C 1996, c. 250, as amended.

MIXED-USE means a *development* in which the building or buildings are intended to be used for two or more uses.

PRECURSOR APPLICATION means:

- (a) an application for the issuance of a *Building Permit*, if
 - (i) the application has been submitted to the City as a complete and legitimate application, that includes completed application forms, submission of all required items, and payment of all applicable fees, or
- (b) an application for the issuance of a Development Permit if:
 - (i) the application has been submitted to the City as a complete and legitimate application, that includes a completed application form, submission of all required items, and payment of all applicable fees; and
 - (ii) the *development* authorized by the *Building Permit* is entirely within the area of land that is the subject of the application, or
- (c) an application for an amendment to the *Zoning Bylaw*, if

- (i) the application has been submitted by the City as a complete and legitimate application that includes a completed application form, submission of all required items, and payment of applicable fee, and
- (ii) the *development* authorized by the *building permit* is entirely within the area of land to which the application relates.

SINGLE DETACHED – RESIDENTIAL includes any dwelling unit which is or will be situated in a single building or structure containing one dwelling unit and no other principal uses, and which may include a secondary suite, carriage house, or laneway house that is constructed, altered or extended on a single parcel.

STRATA PROPERTY ACT means the Strata Property Act, S.B.C 1998, c. 43 as amended.

SUBDIVISION means the division of land into two or more parcels under the *Land Title Act* or the *Strata Property Act*.

SUBDIVISION APPLICATION means an application for *subdivision*, submitted and accepted by the *City* as a legitimate application, which includes a completed *subdivision application* form, submission of all required items, and payment of all applicable application fees.

TOWNHOUSE RESIDENTIAL means a building or portion of a building divided into two or more *dwelling units* where each *dwelling unit* has direct ground level access, or indirect ground level access by way of a staircase shared by not more than two *dwelling units* on the same storey, and each *dwelling unit* is attached to another *dwelling unit*.

ZONING BYLAW means Zoning Bylaw 6680, 2001 as amended or replaced from time to time.

4. Imposition of Development Cost Charges

4.1 Subject to Section 5, a person who obtains:

- (a) approval of *subdivision*; or
- (b) a *building permit* authorizing the construction, alteration or extension of a building or structure;

must pay to the *City* the applicable *development cost charges* set out in this Bylaw, at the time of the approval of the *subdivision* or the issuance of the *building permit*, as set out in Schedules “B” and “D”.

4.2 Where on Schedules “B” and “D” a *development cost charge* is described as being payable at either *subdivision approval* or *building permit* issuance, it shall be paid upon the earlier event.

5. Exemption from DCC

Development cost charges are not payable where:

- (a) exempted by statute and where the *building permit* authorizes the construction, alteration or extension of a building or part of a building that is, or will be, after the construction, alteration or extension, exempt from taxation under Section 220(1)(h) [statutory exemption for places of worship] or Section 224(2)(f) [permissive exemptions in relation to places of public worship] of the *Community Charter*;
- (b) the *development* does not impose new capital cost burdens on the *City*;
- (c) *development cost charges* have been previously paid for the *development* unless, as a result of further development, new capital cost burdens will be imposed on the *City*;
- (d) a *dwelling unit* size is less than or equal to 29 square metres and each unit is used only for a residential use; or
- (e) the *development* authorized by a *building permit* if the value of the work authorized by the permit does not exceed \$50,000 or such other amount as may be prescribed by provincial regulation.

6. Calculation of DCC

- (a) *Development cost charges* imposed under this Bylaw shall be calculated in accordance with the rates prescribed in Schedules “B” and “D”.
- (b) Where a *development* for which a *development cost charge* applies contains two or more uses such as in *mixed-use developments*, the *development cost charge* to be paid will be calculated separately for each use within the *development* and the total *development cost charge* to be paid will be the sum of the *development cost charges* for all uses within the *development*.

7. Payment of DCC

Development cost charges imposed under this Bylaw must be paid in full to the *City* as follows:

- (a) as a condition of the approval of the final plan of *subdivision* by the Approving Officer where the *subdivision* creates *Single-detached Residential* use parcels or bare land strata lots under the *Strata Property Act*; or
- (b) for all other types of *development* to which this Bylaw applies prior to the issuance of a *Building Permit* for the *Development*.

8. Severability

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

GIVEN THREE READINGS this 9th day of May, 2022.

APPROVED BY THE INSPECTOR
OF MUNICIPALITIES this 20th day of June, 2022.

ADOPTED and the Seal of the Corporation of the City of New Westminster affixed
this day of, 2022.

MAYOR

JACQUE KILLAWEE, CITY CLERK

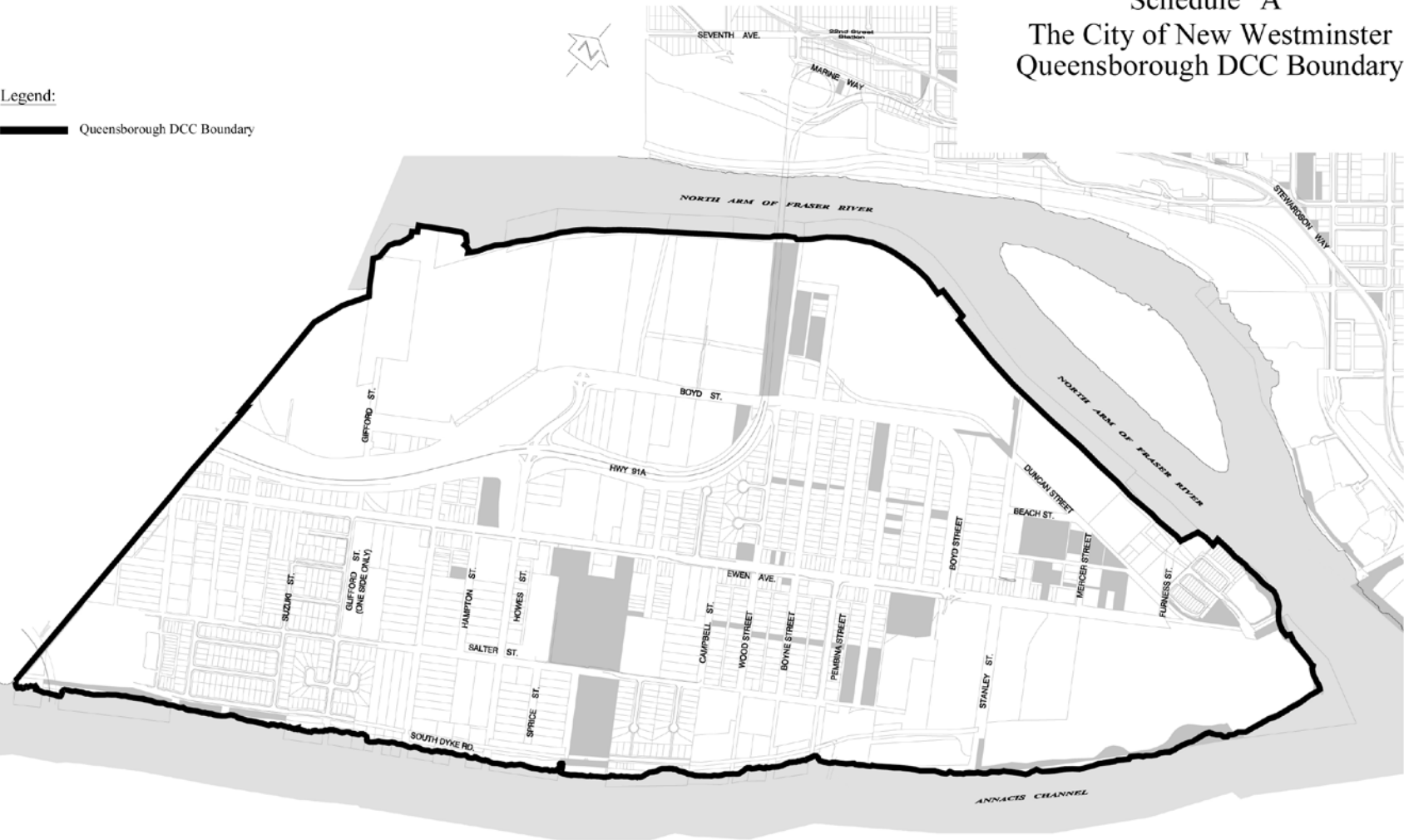
SCHEDULE "A"

Schedule "A"

The City of New Westminster Queensborough DCC Boundary

Legend:

Queensborough DCC Boundary



April 07, 2009

SCHEDULE "B"

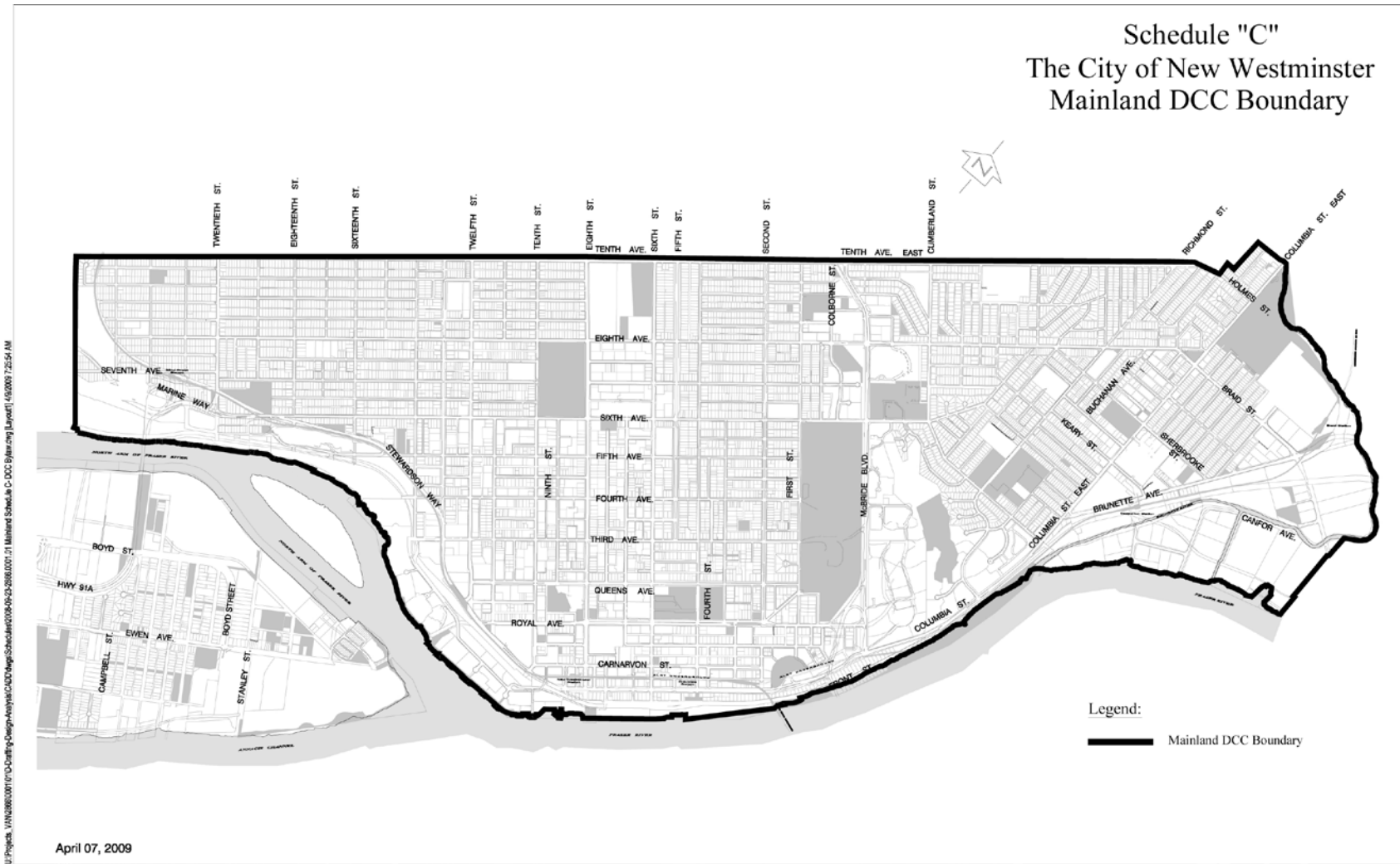
CITY OF NEW WESTMINSTER

QUEENSBOROUGH DEVELOPMENT COST CHARGES

The following development cost charges apply to development within the DCC boundary shown on Schedule "A" of this Bylaw:

Area of Land Use	How Charge is Calculated	When Payable	Transportation by sq. m.	Drainage by sq. m.	Water by sq. m.	Sanitary Sewer by sq. m.	Parkland Acquisition and Development by sq. m.	Total DCC by sq. m.
Queensborough								
Single Detached – Residential	Parcel Area	Subdivision Approval/ Building Permit Approval	\$21.96	\$11.13	\$0.00	\$2.87	\$25.07	\$61.03
Townhouse Residential	Gross Floor Area	Building Permit Approval	\$39.98	\$18.45	\$0.00	\$5.83	\$50.46	\$114.72
Apartment Residential	Gross Floor Area	Building Permit Approval	\$38.75	\$12.91	\$0.00	\$5.44	\$47.02	\$104.12
Float Home	Gross Floor Area	Building Permit Approval	\$39.98	\$0.00	\$0.00	\$5.83	\$50.46	\$96.27
Commercial – Retail	Gross Floor Area	Building Permit Approval	\$133.38	\$13.24	\$0.00	\$3.65	\$0.00	\$150.27
Commercial – Office	Gross Floor Area	Building Permit Approval	\$133.38	\$13.24	\$0.00	\$3.09	\$0.00	\$149.71
Industrial	Improved Site Area	Building Permit Approval	\$6.94	\$9.31	\$0.00	\$1.26	\$0.00	\$17.51
Institutional	Gross Floor Area	Building Permit Approval	\$13.34	\$12.41	\$0.00	\$3.09	\$0.00	\$28.84

SCHEDULE "C"



SCHEDULE "D"

CITY OF NEW WESTMINSTER

MAINLAND DEVELOPMENT COST CHARGES

The following development cost charges apply to development within the DCC boundary shown on Schedule "C" of this Bylaw:

Area of Land Use	How Charge is Calculated	When Payable	Transportation by sq. m.	Drainage by sq. m.	Water by sq. m.	Sanitary Sewer by sq. m.	Parkland Acquisition and Development by sq. m.	Total DCC by sq. m.
Mainland								
Single Detached – Residential	Parcel Area	Subdivision Approval/ Building Permit Approval	\$8.73	\$4.16	\$2.49	\$3.58	\$18.61	\$37.57
Townhouse Residential	Gross Floor Area	Building Permit Approval	\$15.00	\$6.51	\$4.77	\$6.86	\$40.78	\$73.92
Apartment Residential	Gross Floor Area	Building Permit Approval	\$21.39	\$6.70	\$6.55	\$9.42	\$35.40	\$79.46
Commercial – Retail	Gross Floor Area	Building Permit Approval	\$31.80	\$4.95	\$3.16	\$4.55	\$0.00	\$44.46
Commercial – Office	Gross Floor Area	Building Permit Approval	\$31.80	\$4.95	\$2.68	\$3.85	\$0.00	\$43.28
Industrial	Improved Site Area	Building Permit Approval	\$3.31	\$3.48	\$1.09	\$1.57	\$0.00	\$9.45
Institutional	Gross Floor Area	Building Permit Approval	\$6.36	\$4.64	\$2.68	\$3.85	\$0.00	\$17.53

REPORT

To:	Mayor Cote and Members of Council	Date:	August 29, 2022
From:	Jacque Killawee City Clerk	File:	05.1025.02-2022
		Item #:	2022-566
Subject:	Recruitment 2022: Appointments to the Community Heritage Commission (CHC) and the Economic Development Advisory Committee (EDAC)		

RECOMMENDATION

THAT Council receive the report titled, “ Recruitment 2022: Appointments to the Community Heritage Commission (CHC) and the Economic Development Advisory Committee (EDAC),” for information.

PURPOSE

To release Closed Council appointments to two City Advisory Committees.

BACKGROUND

At the August 29, 2022 Closed meeting, New Westminster City Council approved the following motions in relation to the Community Heritage Commission (CHC) and the Economic Development Advisory Committee (EDAC):

THAT Council rescind the appointment of Noor Al-Hayali as a Community Member to the Community Heritage Commission (CHC); and,

THAT Council appoint Iulia Sincaian as a Community Member to the Community Heritage Commission (CHC) for the term ending January 31, 2024; and;

THAT Council rescind the appointment of Michael Grindlay as Community Representative from Commercial Area to the Economic Development Advisory Committee (EDAC); and,

THAT Council appoint Paige Strand as Community Representative from Commerical Area to the Economic Development Advisory Committee for the term ending January 31, 2024; and,

THAT the appointments be released to the public.

OPTIONS

Option 1: THAT Council recieve the report titled, "Recruitment 2022: Appointments to the Community Heritage Commission (CHC) and the Economic Development Advisory Committee (EDAC)," for information; or

Option 2: Please provide Staff with other direction.

Staff recommends Option 1.

APPROVALS

This report was prepared by: Carilyn Cook, Committee Clerk

This report was approved by:
Jacque Killawee, City Clerk
Lisa Spitale, Chief Administrative Officer