



**AGENDA FOR THE REGULAR MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBER AND ELECTRONICALLY (HYBRID) FROM CITY HALL, 141 WEST 14<sup>TH</sup> STREET, NORTH VANCOUVER, BC, ON MONDAY, MAY 16, 2022 AT 6:00 PM**

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“Live” Broadcast via City Website [www.cnv.org/LiveStreaming](http://www.cnv.org/LiveStreaming)  
Complete Agenda Package available at [www.cnv.org/CouncilMeetings](http://www.cnv.org/CouncilMeetings)

*The City of North Vancouver acknowledges that this Council meeting is held on the traditional territories of the Squamish and Tsleil-Waututh Nations.*

**CALL TO ORDER**

**APPROVAL OF AGENDA**

1. Regular Council Meeting Agenda, May 16, 2022

**ADOPTION OF MINUTES**

2. Regular Council Meeting Minutes, May 9, 2022

**PROCLAMATION**

International Day Against Homophobia, Transphobia and Biphobia – May 17, 2022

**PUBLIC INPUT PERIOD**

**CONSENT AGENDA**

Item \*3 is listed in the Consent Agenda for consideration.

**REPORT**

- \*3. CanExport Community Investments Contribution Agreement

**PUBLIC HEARING – 115 East Keith Road**

**BYLAWS – THIRD READING**

4. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8877” (Victoria Park (Denna Homes) GP Ltd. / Integra Architecture Inc., 115 East Keith Road, CD-741)
5. “Housing Agreement Bylaw, 2022, No. 8923” (Victoria Park (Denna Homes) GP Ltd. / Integra Architecture Inc., 115 East Keith Road, CD-741, Rental Housing Commitments)

## **REPORTS**

6. 2022 Round One Community Grant Recommendations
7. Temporary Loan Authorization Bylaw, 2022, No. 8904

## **BYLAW – FIRST, SECOND AND THIRD READINGS**

8. “Temporary Loan Authorization Bylaw, 2022, No. 8904”

## **REPORTS**

9. Harmonization of City Guidelines for Tree Protection
10. Rezoning Application: 407 West 16<sup>th</sup> Street (Bill Curtis / Kuntjoro Architect Inc.)
11. Development Variance Permit Application for 231 East 15<sup>th</sup> Street and Zoning Text Amendment for 319-333 East 14<sup>th</sup> Street, 318-332 East 13<sup>th</sup> Street, 313 East 14<sup>th</sup> Street, 1304-1324 St. Andrews Avenue (Vancouver Coastal Health / PCL Constructors Westcoast Inc.)
12. Mobile Food Services
13. Mahon Park Childcare and Washrooms – Change Room Addition

## **PUBLIC CLARIFICATION PERIOD**

## **COUNCIL INQUIRIES / REPORTS**

## **NEW ITEMS OF BUSINESS**

## **NOTICES OF MOTION**

## **RECESS TO CLOSED SESSION**

## **REPORT OF THE COMMITTEE OF THE WHOLE (CLOSED SESSION)**

## **ADJOURN**



## **CALL TO ORDER**

## **APPROVAL OF AGENDA**

1. Regular Council Meeting Agenda, May 16, 2022

## **ADOPTION OF MINUTES**

2. Regular Council Meeting Minutes, May 9, 2022

## **PROCLAMATION**

International Day Against Homophobia, Transphobia and Biphobia – May 17, 2022

## **PUBLIC INPUT PERIOD**

The Public Input Period is addressed in sections 12.20 to 12.28 of “Council Procedure Bylaw, 2015, No. 8500.” The time allotted for each speaker addressing Council during the Public Input Period is 2 minutes, with the number of speakers set at 5 persons. Speakers’ comments will be audio recorded, as well as live-streamed on the City’s website, and will form part of the public record.

Speakers during the Public Input Period are permitted to join the meeting electronically via Webex or in person in the Council Chamber.

There are 2 ways to sign up to speak during the Public Input Period.

- 1) Speakers who choose to participate electronically must pre-register by 12:00 noon on the day of the Council meeting by completing the online form at [cnv.org/PublicInputPeriod](http://cnv.org/PublicInputPeriod), or by phoning 604-990-4230 to provide contact information. Pre-registrants will receive instructions via email or phone on the afternoon of the Council meeting, including a request to connect to the meeting 15-30 minutes before the meeting start time.
- 2) Speakers who choose to participate in person must sign the speaker list located outside the Council Chamber between 5:30 and 5:55 pm on the day of the Council meeting.

If a speaker has written material to accompany their comments, the material must be sent to the Corporate Officer at [clerks@cnv.org](mailto:clerks@cnv.org) no later than 12:00 noon on the day of the Council Meeting.

The Public Input Period offers an opportunity to express comments only; Council is there to listen only and questions will not be responded to. Speakers must comply with the General Rules of Conduct set out in section 5.1 of “Council Procedure Bylaw, 2015, No. 8500” and may not speak with respect to items listed in section 12.25(2).

Speakers are not to address matters that refer to items from a concluded Public Hearing or Public Meeting. When a Public Hearing or Public Meeting is scheduled on the same evening’s agenda, speakers are asked to only provide input when that matter comes forward for discussion on the agenda in order for the comments to be considered as part of the particular Public Hearing or Public Meeting. Otherwise the input cannot be considered or form part of the official record.

Please address the Mayor as “Your Worship” or “Mayor, followed by his/her surname”.  
Councillors should be addressed as “Councillor, followed by their surname”.

## **CONSENT AGENDA**

Item \*3 is listed in the Consent Agenda for consideration.

### **RECOMMENDATION:**

THAT the recommendation listed within the “Consent Agenda” be approved.

## **START OF CONSENT AGENDA**

### **REPORT**

- \*3. CanExport Community Investments Contribution Agreement  
– File: 13-6750-01-0001/2021

Report: Manager, Economic Development, May 9, 2022

### **RECOMMENDATION:**

PURSUANT to the report of the Manager, Economic Development, dated May 9, 2022, entitled “CanExport Community Investments Contribution Agreement”:

THAT the Mayor and Corporate Officer be authorized to sign the Contribution Agreement with Global Affairs Canada for the Community Investments Sub-Program;

AND THAT staff be requested to report back to Council on project implementation and outcomes at the conclusion of the Contribution Agreement.

## **END OF CONSENT AGENDA**

**PUBLIC HEARING – 115 East Keith Road – 6:00 pm**

“Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8877” (Victoria Park (Denna Homes) GP Ltd. / Integra Architecture Inc., 115 East Keith Road, CD-741) and “Housing Agreement Bylaw, 2022, No. 8923” (Victoria Park (Denna Homes) GP Ltd. / Integra Architecture Inc., 115 East Keith Road, CD-741, Rental Housing Commitments) would rezone the subject property from an Apartment Residential (RH-1) Zone to a Comprehensive Development 741 (CD-741) Zone, to allow for the development of a 6-storey residential rental apartment building with 74 units (including 8 mid-market units), 2 underground parking levels, 100 sq.m. of indoor amenity space and a rooftop amenity space.

*Bylaw Nos. 8877 and 8923 to be considered under Items 4 and 5.*

**AGENDA**

Staff presentation  
Applicant presentation  
Representations from the public  
Questions of Council  
Motion to conclude the Public Hearing

**BYLAWS – THIRD READING**

4. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8877” (Victoria Park (Denna Homes) GP Ltd. / Integra Architecture Inc., 115 East Keith Road, CD-741)

**RECOMMENDATION:**

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8877” (Victoria Park (Denna Homes) GP Ltd. / Integra Architecture Inc., 115 East Keith Road, CD-741) be given third reading.

5. “Housing Agreement Bylaw, 2022, No. 8923” (Victoria Park (Denna Homes) GP Ltd. / Integra Architecture Inc., 115 East Keith Road, CD-741, Rental Housing Commitments)

**RECOMMENDATION:**

THAT “Housing Agreement Bylaw, 2022, No. 8923” (Victoria Park (Denna Homes) GP Ltd. / Integra Architecture Inc., 115 East Keith Road, CD-741, Rental Housing Commitments) be given third reading.

## **REPORTS**

6. 2022 Round One Community Grant Recommendations  
– File: 05-1850-20-0005/2022

Report: Chair, Social Planning Advisory Committee, and Manager, Long Range and Community Planning, May 4, 2022

### **RECOMMENDATION:**

PURSUANT to the report of the Chair, Social Planning Advisory Committee, and the Manager, Long Range and Community Planning, dated May 4, 2022, entitled “2022 Round One Community Grant Recommendations”:

THAT grants be allocated to the following organizations from the 2022 Community Grants budget:

<b>ORGANIZATION</b>	<b>RECOMMENDED FUNDING</b>
Athletics for Kids Financial Assistance (B.C.) Society (Program – Youth Sports Granting)	\$3,000
Avalon Recovery Society (Operating)	\$7,000
Avalon Recovery Society (Program – Operating Hours Expansion)	\$3,000
Backpack Buddies (Operating)	\$3,000
Backpack Buddies (Program – Backpack Buddies)	\$3,000
Big Brothers of Greater Vancouver (Program – Community Mentoring)	\$2,600
Big Sisters of BC Lower Mainland (Program – North Shore Mentoring)	\$2,600
Canadian Mental Health Assn. – North and West Vancouver Branch (Operating)	\$5,000
Canadian Mental Health Assn. – North and West Vancouver Branch (Program – Circle of Care Housing)	\$5,000
Crisis Intervention & Suicide Prevention Centre of BC (Operating)	\$1,000
Crisis Intervention & Suicide Prevention Centre of BC (Program – Peer Helper Training & Monitoring)	\$1,000
Highlands United Church (Program – Shelter to Home)	\$3,000

*Continued...*

## **REPORTS – Continued**

6. 2022 Round One Community Grant Recommendations  
– File: 05-1850-20-0005/2022 – Continued

Hollyburn Family Services Society (Operating)	\$2,000
Hollyburn Family Services Society (Program – Aboriginal Court Outreach Worker)	\$2,000
Hollyburn Family Services Society (Program –Indigenous Specialized Victim Support Worker in the DVU)	\$1,000
Hollyburn Family Services Society (Program – Seniors at Housing Risk)	\$1,000
Hollyburn Family Services Society (Program – Supporting Seniors to Remain Housed)	\$1,000
Immigrant Link Centre Society (Program – From Pollution to Solution)	\$5,500
Lionsview Seniors' Planning Society (Operating)	\$2,700
Lionsview Seniors' Planning Society (Program – North Vancouver Seniors Action Table)	\$350
Lionsview Seniors' Planning Society (Program - Services to Seniors Coalition/Planning Table)	\$450
Living Systems: Family Systems Counselling, Education, Training & Research Society (Program – Parent and Marriage Counselling)	\$1,500
Lookout Housing and Health Society (Operating)	\$4,000
Lumara Grief and Bereavement Care Society (formerly Camp Kerry Society) (Program – Bereavement Workshops & Retreats)	\$650
Lumara Grief and Bereavement Care Society (formerly Camp Kerry Society) (Program – Family Grief Support)	\$650
North Shore ConneXions Society (Program – Education and Community Awareness)	\$1,000
North Shore ConneXions Society (Program – Friendship Circles)	\$1,500
North Shore Disability Resource Centre (Program – Information and Advocacy)	\$2,500
North Shore Disability Resource Centre (Program – Mobile Multi-Sensory Room)	\$300
North Shore Disability Resource Centre (Program – Summer Bursary Program 2022)	\$2,000

*Continued...*

## **REPORTS – Continued**

6. 2022 Round One Community Grant Recommendations  
– File: 05-1850-20-0005/2022 – Continued

North Shore Keep Well Society (Operating)	\$1,500
North Shore Multicultural Society (dba as Impact North Shore) (Operating)	\$4,000
North Shore Multicultural Society (dba as Impact North Shore) (Program – Anti-Racism Programming)	\$1,000
North Shore Multicultural Society (dba as Impact North Shore) (Program – Community Bridging)	\$2,000
North Shore Safety Council (Operating)	\$500
North Shore Safety Council (Program – Be Bright, Be Seen)	\$750
North Shore Stroke Recovery Centre (Operating)	\$5,000
North Shore Stroke Recovery Centre (Program – Family Caregiver)	\$1,000
North Shore Stroke Recovery Centre (Program – Speech Language Pathology Program)	\$2,500
North Shore Table Tennis Club Society (Program – Happy Hands Table Tennis)	\$750
North Shore Table Tennis Club Society (Program - Seniors' Therapeutic Body and Mind Table Tennis)	\$750
North Shore Table Tennis Club Society (Program - Youth Leadership Table Tennis Program)	\$750
North Shore Women's Centre (Program – North Shore Coordinating Committee to End Violence Against Women in Relationships)	\$3,000
North Shore Women's Centre (Program – Separation Support Group)	\$1,000
Pacific Post Partum Support Society (Operating)	\$1,300
Pacific Post Partum Support Society (Program - Postpartum Depression/Anxiety Support Group)	\$1,500
Parkgate Community Services (Program – Youth Outreach)	\$2,500
Pathways Serious Mental Illness Society (Program - Family-to-Family Education)	\$1,500
Quest Outreach Society (Program – Food Recovery and Redistribution Program)	\$3,000

*Continued...*

## **REPORTS – Continued**

6. 2022 Round One Community Grant Recommendations  
– File: 05-1850-20-0005/2022 – Continued

Sharing Abundance Association (Program – Sharing Abundance Community and Senior Meal Programs)	\$4,000
Special Olympics British Columbia Society – North Shore (Operating)	\$2,000
Special Olympics British Columbia Society – North Shore (Program – SOBC – North Shore Sports Programs)	\$2,000
Spinal Cord Injury BC (Program – Peer Support Program)	\$1,500
St. Andrews United Church (Program – St. Andrews Community Meal Program)	\$2,500
St. John the Evangelist Anglican Church (Program – Queen Mary Family Learning Program)	\$5,000
Vancouver Adaptive Snow Sports (Operating)	\$1,500
Vancouver Adaptive Snow Sports (Program – Adaptive Learn to Ski)	\$1,500
Volunteer Cancer Drivers Society (Operating)	\$1,500
WAVAW Rape Crisis Centre (Operating)	\$3,000
<b>TOTAL RECOMMENDED FUNDING</b>	<b>\$128,100</b>
<b>Total Recommended Operating Funding*</b>	<b>\$45,000</b>
<b>Total Recommended Program Funding</b>	<b>\$83,100</b>

\*All organizations recommended to receive operating funding are highlighted in grey

AND THAT the following organizations be notified that their application for a 2022 Community Grant will not be funded:

Athletics for Kids Financial Assistance (B.C.) Society (Operating)
Avalon Recovery Society (Program – Peer Support)
Avalon Recovery Society (Program – Professional Development)
BC Pets & Friends (Operating)
Better Environmentally Sound Transportation (BEST) (Program – Walk30 North Vancouver)
Big Brothers of Greater Vancouver (Operating)
(The) Cinderella Project Society (Program – Cinderella Project Boutique Day)
Dundarave Festival of Lights Society (Operating)
Ecowaves Community Volunteer Club (Operating)
Lionsview Seniors' Planning Society (Program - North Shore News Column: Older and Wiser Column)

*Continued...*

**REPORTS – Continued**

6. 2022 Round One Community Grant Recommendations  
– File: 05-1850-20-0005/2022 – Continued

North Shore Division of Family Practice (Program – North Shore Post COVID-19 Recovery Clinic)
North Shore Lifeboat Society (Operating)
North Shore Polish Association Belweder (Operating)
North Shore Table Tennis Club Society (Program – Women & Girls Table Tennis Program)
Upper Lonsdale Preschool (Program – Education and Play Centre)
Upper Lonsdale Preschool (Program – Library and Literacy)
Upper Lonsdale Preschool (Program – Music Program)

7. Temporary Loan Authorization Bylaw, 2022, No. 8904 – File: 05-1760-01-0001/2022

Report: Chief Financial Officer, May 4, 2022

**RECOMMENDATION:**

PURSUANT to the report of the Chief Financial Officer, dated May 4, 2022, entitled “Temporary Loan Authorization Bylaw, 2022, No. 8904”:

THAT “Temporary Loan Authorization Bylaw, 2022, No. 8904” be considered.

*Item 8 refers.*

**BYLAW – FIRST, SECOND AND THIRD READINGS**

8. “Temporary Loan Authorization Bylaw, 2022, No. 8904”

**RECOMMENDATION:**

THAT “Temporary Loan Authorization Bylaw, 2022, No. 8904” be given first, second and third readings.



## **REPORTS**

9. Harmonization of City Guidelines for Tree Protection – File: 11-5280-20-0009/1

Report: Planning Assistant, May 4, 2022

### **RECOMMENDATION:**

PURSUANT to the report of the Planning Assistant, dated May 4, 2022, entitled “Harmonization of City Guidelines for Tree Protection”:

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8928” (Update to Development Permit Guidelines to harmonize language with “Tree Bylaw, 2022, No. 8888”) 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*;

AND THAT the updated language be adopted for the Sustainable Development Guidelines for Rezoning and Development Permit Applications.

10. Rezoning Application: 407 West 16<sup>th</sup> Street (Bill Curtis / Kuntjoro Architect Inc.)  
– File: 08-3400-20-0044/1

Report: Planner 1, May 4, 2022

### **RECOMMENDATION:**

PURSUANT to the report of the Planner 1, dated May 4, 2022, entitled “Rezoning Application: 407 West 16<sup>th</sup> Street (Bill Curtis / Kuntjoro Architect Inc.)”:

THAT the application submitted by Bill Curtis / Kuntjoro Architect Inc., to rezone the property located at 407 West 16<sup>th</sup> Street from a One-Unit Residential 1 (RS-1) Zone to a Comprehensive Development (CD-754) Zone, 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*;

THAT the community benefits outlined in the report be secured at the applicant’s expense and to the satisfaction of staff;

AND THAT the Mayor and Corporate Officer be authorized to sign the necessary documentation to give effect to this motion.

**REPORTS – Continued**

11. Development Variance Permit Application for 231 East 15<sup>th</sup> Street and Zoning Text Amendment for 319-333 East 14<sup>th</sup> Street, 318-332 East 13<sup>th</sup> Street, 313 East 14<sup>th</sup> Street, 1304-1324 St. Andrews Avenue (Vancouver Coastal Health / PCL Constructors Westcoast Inc.) – File: 08-3400-20-0061/1

Report: Development Planner, May 4, 2022

**RECOMMENDATION:**

PURSUANT to the report of the Development Planner, dated May 4, 2022, entitled “Development Variance Permit Application for 231 East 15<sup>th</sup> Street and Zoning Text Amendment for 319-333 East 14<sup>th</sup> Street, 318-332 East 13<sup>th</sup> Street, 313 East 14<sup>th</sup> Street, 1304-1324 St. Andrews Avenue (Vancouver Coastal Health / PCL Constructors Westcoast Inc.)”:

THAT Development Variance Permit No. PLN2021-00016 be considered for issuance under Section 498 of the *Local Government Act* and no Public Meeting be held;

THAT the application submitted by Vancouver Coastal Health / PCL Constructors Westcoast Inc., to rezone the properties located at 319-333 East 14<sup>th</sup> Street, 318-332 East 13<sup>th</sup> Street, 313 East 14<sup>th</sup> Street, and 1304-1324 St. Andrews Avenue, by amending Comprehensive Development 551 (CD-551) Zone, be considered and no Public Hearing be held, in accordance with the *Local Government Act*;

THAT the Mayor and Corporate Officer be authorized to execute the relevant covenants for off-site parking, secure bicycle parking and short-term bicycle parking for the property located at 231 East 15<sup>th</sup> Street at the applicant's expense;

THAT the Mayor and Corporate Officer be authorized to sign any other necessary documentation to give effect to this motion;

AND THAT notification be circulated in accordance with the *Local Government Act*.

12. Mobile Food Services – File: 15-8100-20-0001/2022

Report: Manager, Economic Development, May 4, 2022

**RECOMMENDATION:**

PURSUANT to the report of the Manager, Economic Development, dated May 4, 2022, entitled “Mobile Food Services”:

THAT the Mobile Food Services Policy: Pilot Program be adopted to allow for the implementation of a Pilot Program to expand mobile food service opportunities in the City for 2022;

*Continued...*

**REPORTS – Continued**

12. Mobile Food Services – File: 15-8100-20-0001/2022 – Continued

THAT the enforcement of provisions in the City’s “Zoning Bylaw, 1995, No. 6700”, “Street and Traffic Bylaw, 1991, No. 6234”, “Real Property Regulation Bylaw, 2006, No. 7831” and “Parks Regulation Bylaw, 1996, No. 6611”, which would prohibit mobile food services on City property, City street or private property be temporarily suspended to the extent necessary to permit a temporary Pilot Program to expand mobile food services until October 30, 2022 or until Council adopts a resolution to cancel such suspension of enforcement;

THAT staff be directed to develop and implement an application and permitting process for the Pilot Program that ensures the protection and appropriate use of public lands, including plazas, streets and parks;

AND THAT staff be directed to report back to Council at the end of the Pilot Program with proposed amendments to relevant bylaws and policies to establish a permanent policy framework for mobile food services in the City, following a more formal review of the commercial and community impacts including public and business input.

13. Mahon Park Childcare and Washrooms – Change Room Addition  
– File: 02-0800-30-0027/1

Report: Deputy Director, Engineering, Parks and Environment, and Senior Project Manager, Strategic Initiatives, May 4, 2022

**RECOMMENDATION:**

PURSUANT to the report of the Deputy Director, Engineering, Parks and Environment, and the Senior Project Manager, Strategic Initiatives, dated May 4, 2022, entitled “Mahon Park Childcare and Washrooms – Change Room Addition”:

THAT the project scope be increased to include the provision of team change rooms with showers for community use;

THAT the transfer of \$95,000 from Project 50177 – Lower Lonsdale Off-Leash Areas, \$75,000 from Project 50169 – Grass Sports Field Renovations, \$57,920 from Project 50138 – Chafer Beetle Restoration, \$100,000 from Project 50199 – Waterfront Park Master Plan, and \$134,400 from Project 47180 – Parks Litter, be approved;

THAT should any of the amounts remain unexpended as at December 31, 2024, the unexpended balances shall be returned to the credit of the respective fund;

AND THAT the offer from the community sports groups to contribute \$125,000 to the project be accepted with thanks.

## **PUBLIC CLARIFICATION PERIOD**

The Public Clarification Period is limited to 10 minutes in total and is an opportunity for the public to ask a question regarding process or clarification on an item on the Regular Council Agenda. The Public Clarification Period concludes after 10 minutes and the Regular Council Meeting reconvenes.

## **COUNCIL INQUIRIES / REPORTS**

## **NEW ITEMS OF BUSINESS**

## **NOTICES OF MOTION**

## **RECESS TO CLOSED SESSION**

THAT Council recess to the Committee of the Whole, Closed Session, pursuant to the *Community Charter*, Sections 90(1)(c) [labour relations], 90(1)(e) [land matter] and 90(1)(k) [proposed service].

## **REPORT OF THE COMMITTEE OF THE WHOLE (CLOSED SESSION)**

## **ADJOURN**



## THE CORPORATION OF THE CITY OF NORTH VANCOUVER

### PUBLIC HEARING / PUBLIC MEETING GUIDELINES

The purpose of **Public Hearings** is to provide members of the public an opportunity to make representations to Council regarding proposed changes to zoning bylaws, heritage designations or the Official Community Plan. Public Hearings are included as part of a Regular Council agenda and governed by the provisions of the *Local Government Act*.

The purpose of **Public Meetings** is to provide members of the public an opportunity to make representations to Council regarding various issues and/or proposed changes that do not require a Public Hearing, such as a Development Variance Permit or Temporary Use Permit. North Vancouver residents can participate in the civic process of a Public Meeting that may affect their community, property and interests.

All persons who believe their interest in property is affected by a proposed bylaw or permit are afforded a reasonable opportunity to be heard, voice concerns or present written submissions regarding matters contained within the bylaw/permit.

All written submissions and representations made at a Public Hearing or Public Meeting will form part of the official public record. Minutes of the Public Hearing/Public Meeting and a video recording of the proceedings will be posted on the City's website at [cnv.org](http://cnv.org).

To provide written input: All written submissions must include your name and address. If this information is not provided, it cannot be included as part of the public record. Email submissions sent to the Corporate Officer at [input@cnv.org](mailto:input@cnv.org) are preferred, and hand-delivered or mailed submissions will also be accepted. **The deadline to submit written submissions is 12:00 noon on the day of the Public Hearing/Public Meeting.**

To speak at a Public Hearing or Public Meeting:

Via Webex/phone: Pre-register by completing the online form at [cnv.org/PublicHearings](http://cnv.org/PublicHearings), or by phoning 604-990-4230 to provide contact details, so call-in instructions can be forwarded to you. **All Webex/phone pre-registration must be submitted no later than 12:00 noon on the day of the Public Hearing/Public Meeting.**

In person at City Hall: On the day of the meeting, a sign-up sheet will be available at City Hall reception (14<sup>th</sup> Street entrance) between 9:00am and 4:00pm, and then outside the Council Chamber from 5:30pm. Enter City Hall through the doors at the southwest corner of the building (i.e. staff entrance off 13<sup>th</sup> Street) after 5:30pm.

Non-registered speakers: Speakers who have not pre-registered will also have an opportunity to provide input. Once all registered speakers have spoken, the Mayor will call for a recess to allow time for additional speakers to phone in or speak in person. Call-in details will be displayed on-screen during the livestream at [cnv.org/LiveStreaming](http://cnv.org/LiveStreaming).

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## THE CORPORATION OF THE CITY OF NORTH VANCOUVER

### **PUBLIC HEARING / PUBLIC MEETING GUIDELINES – Continued**

Comments from the public must specifically relate to the proposed bylaw/permit or subject of the Public Hearing/Public Meeting. Speakers are asked to avoid repetitive comments and not to divert to other matters.

Speakers will be asked to confirm their name and address for the record and will be provided one 5-minute opportunity to present their comments. Everyone will be given a reasonable opportunity to be heard and no one should feel discouraged or prevented from making their views known.

Procedural rules for the conduct of a Public Hearing/Public Meeting are set at the call of the Chair. Council's main function is to listen to the views of the public regarding the change of land use in the proposed bylaw/permit. It is not the function of Council to debate the merits of an application with speakers. Questions from members of the public and Council must be addressed through the Chair.

Once the Public Hearing/Public Meeting concludes, no further information or submissions can be considered by Council.

Following adjournment of the Public Hearing/Public Meeting, the Regular meeting reconvenes and the bylaw/permit is discussed and debated by members of Council, followed by consideration of third reading of the bylaw or approval of the permit.



**MINUTES OF THE REGULAR MEETING OF COUNCIL HELD IN THE  
COUNCIL CHAMBER AND ELECTRONICALLY (HYBRID) FROM CITY  
HALL, 141 WEST 14<sup>TH</sup> STREET, NORTH VANCOUVER, BC, ON  
MONDAY, MAY 9, 2022**

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**PRESENT**

**COUNCIL MEMBERS**

Mayor L. Buchanan  
Councillor H. Back  
Councillor D. Bell  
Councillor A. Girard\*  
Councillor T. Hu\*  
Councillor J. McIlroy  
Councillor T. Valente

*\*participated electronically*

**STAFF MEMBERS**

L. McCarthy, CAO  
K. Graham, Corporate Officer  
C. Baird, Deputy Corporate Officer  
T. Huckell, Committee Clerk  
B. Pearce, Deputy CAO / Director, Strategic and Corporate  
Services  
H. Granger, City Solicitor  
L. Sawrenko, Chief Financial Officer  
M. Epp, Director, Planning and Development  
J. Draper, Deputy Director, Planning and Development  
A. Devlin, Manager, Transportation Planning  
B. Lightfoot, Manager, Real Estate  
M. Menzel, Planner  
H. Dang, Planner  
M. Hunter, Deputy Director, Engineering, Parks and Environment  
R. Skene, Director, Community and Partner Engagement  
G. Schalk, Public Safety Director and Fire Chief

The meeting was called to order at 6:03 pm.

**APPROVAL OF AGENDA**

Moved by Councillor Bell, seconded by Councillor Back

1. Regular Council Meeting Agenda, May 9, 2022

**CARRIED UNANIMOUSLY**

**ADOPTION OF MINUTES**

Moved by Councillor Girard, seconded by Councillor McIlroy

2. Special Regular Council Meeting Minutes, May 2, 2022

**CARRIED UNANIMOUSLY**

Moved by Councillor Girard, seconded by Councillor McIlroy

3. Regular Council Meeting Minutes, May 2, 2022

**CARRIED UNANIMOUSLY**

## **PROCLAMATIONS**

Mayor Buchanan declared the following proclamations:

Day of Awareness to End Anti-Asian Racism – May 10, 2022 – read by Councillor Hu

## **PUBLIC INPUT PERIOD**

Nil.

## **CONSENT AGENDA**

Moved by Councillor Valente, seconded by Councillor McIlroy

THAT the recommendation listed within the “Consent Agenda” be approved.

**CARRIED UNANIMOUSLY**

## **START OF CONSENT AGENDA**

## **CORRESPONDENCE**

- \*4. Board in Brief, Metro Vancouver Regional District, April 29, 2022  
– File: 01-0400-60-0006/2022

Re: Metro Vancouver – Board in Brief

Moved by Councillor Valente, seconded by Councillor McIlroy

THAT the correspondence from Metro Vancouver, dated April 29, 2022, regarding the “Metro Vancouver – Board in Brief”, be received and filed.

**(CARRIED UNANIMOUSLY)**

## **END OF CONSENT AGENDA**

## **PUBLIC HEARING – 114-132 West 15<sup>th</sup> Street**

Moved by Councillor McIlroy, seconded by Councillor Valente

THAT the meeting recess to the Public Hearing regarding “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8921” (Polygon Development 338 Ltd. / IBI Group Architects, 114-132 West 15<sup>th</sup> Street, CD-752), and Text Amendment to Centennial Theatre, 2300 Lonsdale Avenue, 116 East 23<sup>rd</sup> Street, and Norseman Park (Harry Jerome Neighbourhood Lands, CD-165).

**CARRIED UNANIMOUSLY**

The meeting recessed to the Public Hearing at 6:09 pm and reconvened at 7:48 pm.



## **BYLAW – THIRD READING**

5. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8921” (Polygon Development 338 Ltd. / IBI Group Architects, 114-132 West 15<sup>th</sup> Street, CD-752), and Text Amendment to Centennial Theatre, 2300 Lonsdale Avenue, 116 East 23<sup>rd</sup> Street, and Norseman Park (Harry Jerome Neighbourhood Lands, CD-165)

Moved by Councillor McIlroy, seconded by Councillor Girard

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8921” (Polygon Development 338 Ltd. / IBI Group Architects, 114-132 West 15<sup>th</sup> Street, CD-752), and Text Amendment to Centennial Theatre, 2300 Lonsdale Avenue, 116 East 23<sup>rd</sup> Street, and Norseman Park (Harry Jerome Neighbourhood Lands, CD-165) be given third reading.

**CARRIED**

Councillor Bell is recorded as voting contrary to the motion.

## **REPORTS**

6. Rezoning Application: 2008 Westview Drive (Djamshied Shakirin / Seid Shakirin)  
– File: 08-3400-20-0054/1

Report: Planner 1, April 27, 2022

Moved by Councillor Girard, seconded by Councillor Valente

PURSUANT to the report of the Planner 1, dated April 27, 2022, entitled “Rezoning Application: 2008 Westview Drive (Djamshied Shakirin / Seid Shakirin)”:

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8926” (Djamshied Shakirin / Seid Shakirin, 2008 Westview Drive, RS-2) be considered and referred to a Public Hearing;

THAT notification be circulated in accordance with the *Local Government Act*;

THAT the community benefits outlined in the report be secured at the applicant’s expense and to the satisfaction of staff;

AND THAT the Mayor and Corporate Officer be authorized to sign the necessary documentation to give effect to this motion.

**CARRIED UNANIMOUSLY**

## **BYLAW – FIRST AND SECOND READINGS**

7. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8926” (Djamshied Shakirin / Seid Shakirin, 2008 Westview Drive, RS-2)

Moved by Councillor Girard, seconded by Councillor Valente

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8926” (Djamshied Shakirin / Seid Shakirin, 2008 Westview Drive, RS-2) be given first and second readings.

**CARRIED UNANIMOUSLY**

## **REPORTS**

8. Rezoning Application: 639 East 4<sup>th</sup> Street (Krzysztof Szuk / Shenpai Ha, CD-751)  
– File: 08-3400-20-0064/1

Report: Planner 2, April 27, 2022

Moved by Councillor Girard, seconded by Councillor Hu

PURSUANT to the report of the Planner 2, dated April 27, 2022, entitled “Rezoning Application: 639 East 4<sup>th</sup> Street (Krzysztof Szuk / Shenpai Ha, CD-751)”:

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8917” (Krzysztof Szuk / Shenpai Ha, 639 East 4<sup>th</sup> Street, CD-751) be considered and no Public Hearing be held, in accordance with the *Local Government Act*,

AND THAT notification be circulated in accordance with the *Local Government Act*.

**CARRIED UNANIMOUSLY**

## **PUBLIC CLARIFICATION PERIOD**

Nil.

## **COUNCIL INQUIRIES / REPORTS**

Nil.

## **NEW ITEMS OF BUSINESS**

Nil.

## **NOTICES OF MOTION**

Nil.

## **RECESS TO CLOSED SESSION**

Moved by Councillor Back, seconded by Councillor Girard

THAT Council recess to the Committee of the Whole, Closed Session, pursuant to the *Community Charter*, Sections 90(1)(c) [labour relations], 90(1)(e) [land matter], 90(1)(g) [legal matter] and 90(1)(i) [legal advice].

**CARRIED UNANIMOUSLY**

The meeting recessed to the Committee of the Whole, Closed Session, at 8:25 pm and reconvened at 8:59 pm.

## **REPORT OF THE COMMITTEE OF THE WHOLE (CLOSED SESSION)**

9. Community Facility Lease of 335 Lonsdale Avenue – North Vancouver Community Arts Council – File: 02-0890-20-0026/1

Report: Manager, Real Estate, April 4, 2022

Moved by Councillor McIlroy, seconded by Councillor Back

PURSUANT to the report of the Manager, Real Estate, dated April 4, 2022, entitled “Community Facility Lease of 335 Lonsdale Avenue – North Vancouver Community Arts Council”:

THAT Council authorize staff to enter into a Community Facility Lease for a nominal rent of \$10 (plus GST), for a term of five years with two further five-year options to renew, with the North Vancouver Community Arts Council for City property located at 335 Lonsdale Avenue;

THAT notice of disposition and notice of assistance to the North Vancouver Community Arts Council be given in accordance with the *Community Charter*;

THAT the Mayor and Corporate Officer be authorized to execute the necessary documentation to give effect to this motion;

AND THAT the report of the Manager, Real Estate, dated April 4, 2022, entitled “Community Facility Lease of 335 Lonsdale Avenue – North Vancouver Community Arts Council”, remain in the Closed session.

**CARRIED UNANIMOUSLY**

## **REPORT OF THE COMMITTEE OF THE WHOLE (CLOSED SESSION) – Continued**

10. Long Term Leases with Catalyst and Care BC – 207-225 East 2<sup>nd</sup> Street  
– File: 02-0890-20-0021/1

Report: Manager, Real Estate, April 25, 2022

Moved by Councillor McIlroy, seconded by Councillor Back

PURSUANT to the report of the Manager, Real Estate, dated April 25, 2022, entitled “Long Term Leases with Catalyst and Care BC – 207-225 East 2<sup>nd</sup> Street”:

THAT staff be authorized to negotiate a 60-year ground lease (the “Ground Lease”) with Catalyst Community Developments Society (“Catalyst”) at a nominal prepaid rent of \$10 and otherwise in accordance with the terms in the Offer to Lease to allow for the construction of a new building;

THAT, following completion of construction of the building in accordance with the Ground Lease, staff be authorized to approve, if required, a leasehold strata plan to convert the Ground Lease into separate Model Strata Lot Leases for the two newly created strata lots; one with Catalyst and one with the Home Care Society of BC (“Care BC”);

THAT staff be directed to submit an application to subdivide the City-owned lands located at 200-236 East 1<sup>st</sup> Street and 207-225 East 2<sup>nd</sup> Street to support their redevelopment;

THAT the Mayor and Corporate Officer be authorized to execute the Ground Lease and the Offer to Lease with Catalyst for a portion of City-owned property located at 207-225 East 2<sup>nd</sup> Street, based on the terms and conditions set out in the draft Offer to Lease;

AND THAT the report of the Manager, Real Estate, dated April 25, 2022, entitled “Long Term Leases with Catalyst and Care BC – 207-225 East 2<sup>nd</sup> Street”, remain in the Closed session.

**CARRIED UNANIMOUSLY**

11. Labour Relations Matter – September 30<sup>th</sup> – File: 01-0560-20-0001/2022

Report: Manager, Human Resources, May 2, 2022

Moved by Councillor McIlroy, seconded by Councillor Back

PURSUANT to the report of the Manager, Human Resources, dated May 2, 2022, regarding a labour relations matter:

THAT the action taken by the Committee of the Whole (Closed session) be ratified;

AND THAT the wording of the recommendation and the report of the Manager, Human Resources, dated May 2, 2022, remain in the Closed session.

**CARRIED UNANIMOUSLY**

**REPORT OF THE COMMITTEE OF THE WHOLE (CLOSED SESSION) – Continued**

12. Legal Matter – File: 09-4020-01-0001/2022

Report: City Solicitor, Public Safety Director and Fire Chief, and Manager, Bylaw Services, May 5, 2022

Moved by Councillor McIlroy, seconded by Councillor Back

PURSUANT to the report of the City Solicitor, Public Safety Director and Fire Chief, and Manager, Bylaw Services, dated May 5, 2022, regarding a legal matter:

THAT the action taken by the Committee of the Whole (Closed session) be ratified;

AND THAT the wording of the recommendation and the report of the City Solicitor, Public Safety Director and Fire Chief, and Manager, Bylaw Services, dated May 5, 2022, remain in the Closed session.

**CARRIED UNANIMOUSLY**

**ADJOURN**

Moved by Councillor Valente, seconded by Councillor Back

THAT the meeting adjourn.

**CARRIED UNANIMOUSLY**

The meeting adjourned at 9:00 pm.

*“Certified Correct by the Corporate Officer”*

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CORPORATE OFFICER

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## Office of the Mayor

CITY OF NORTH VANCOUVER  
BRITISH COLUMBIA

# Proclamation

## INTERNATIONAL DAY AGAINST HOMOPHOBIA, TRANSPHOBIA AND BIPHOBIA

*Whereas*

the City of North Vancouver strives to be a welcoming, diverse, inclusive and safe community for all of its citizens;

*Whereas*

while intolerance of members of the LGBTQ2SI community is still pervasive in society, the 2022 theme, "Our Bodies, Our Lives, Our Rights", reinforces that individuals have the right to live their sexualities and express their gender(s) openly with freedom from physical violence; and

*Whereas*

the City of North Vancouver supports opportunities to raise awareness of violence, discrimination and repression, and will raise the Pride Flag, Transgender Flag and Bisexual Flag on May 17, 2021 in celebration of gender and sexual diversities;

*Now Therefore*

I, Linda Buchanan, Mayor of the City of North Vancouver, do hereby proclaim **May 17, 2022** as **International Day Against Homophobia, Transphobia and Biphobia** in the City of North Vancouver, the traditional territories of the Squamish and Tsleil-Waututh Nations.

So proclaimed on Monday, May 16, 2022

*Linda C. Buchanan*



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Mayor Linda Buchanan

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 Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**  
**COMMUNITY & PARTNER ENGAGEMENT DEPARTMENT**

**REPORT**

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To: Mayor Linda Buchanan and Members of Council

From: Siobian Smith, Manager, Economic Development

Subject: CanExport Community Investments Contribution Agreement

Date: May 9, 2022 File No: 13-6750-01-0001/2021

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*The following is a suggested recommendation only. Refer to Council Minutes for adopted resolution.*

**RECOMMENDATION**

PURSUANT to the report of the Manager, Economic Development, dated May 9, 2022, entitled "CanExport Community Investments Contribution Agreement":

THAT the Mayor and Corporate Officer be authorized to sign the Contribution Agreement with Global Affairs Canada for the Community Investments Sub-Program;

AND THAT staff be requested to report back to Council on project implementation and outcomes at the conclusion of the Contribution Agreement.

**SUMMARY**

The City of North Vancouver applied for and was awarded a financial contribution of \$12,500 to support our investment attraction efforts in 2022 through a program operated by Global Affairs Canada called CanExport (formerly known as the Community Initiatives program implemented by Invest Canada). The Economic Development Division will allocate matching funds to develop a section of the City website providing information and intelligence in an investment-friendly format and identifying growth opportunities within the local business community.

## BACKGROUND

As one of the many tools deployed by the Government of Canada to support economic development, the CanExport Community Investments program provides financial support to communities for their foreign direct investment (FDI) initiatives and activities. The program provides support to Canadian communities seeking to improve their capacity to attract, retain and expand FDI in order to create jobs for Canadians, support innovation and increase exports.

For the purposes of the program, FDI refers to international businesses establishing or expanding operations in Canada. The program does not fund initiatives related to mergers and acquisitions, investments from other parts of Canada, trade or export. The program supports non-profit partnerships at the local community level. The initiatives supported by the program must focus on supporting the attraction, retention, and expansion of foreign direct investment through specific types of activities. Non-repayable contributions range from \$3,000 to \$500,000, and agreements are made for a one-year period, from January 1 to December 31. The program provides reimbursement of up to 50% of eligible expenses.

## DISCUSSION

This specific project is focused on the development of data-driven, timely, and relevant digital assets to support our Investment Promotion and Attraction activities in 2022. The development of these marketing tools will enhance our community's capabilities to attract FDI based on our industry clusters and in partnership with Invest Vancouver and the North Vancouver Chamber of Commerce. This work will be built on a placemaking vision that leverages regional assets, City clusters, and our skilled workforce to form a cohesive value proposition as part of greater Vancouver.

Selected investment opportunities will target sectors that align with the City's strategic goals of sustainability, resiliency, and inclusion. The City is also part of the broader regional network within metro Vancouver and has benefited from foreign investors establishing operations in North Vancouver due to the proximity of strong clusters in neighbouring municipalities. Efforts will continue to build on that pattern of success. Work will also be undertaken with the North Vancouver Chamber of Commerce to increase awareness of specific investment opportunities within the local business community that the City is not currently aware of. In line with our existing cluster strengths, the City will prioritize building investment profiles for marine-technology, shipbuilding, clean technology, renewable energy and resource technologies, and the arts and cultural industries. The project will result in a comprehensive section of the City website dedicated to information, intelligence, and opportunities for international investors.

Project objectives:

- 1) Provide relevant, user-friendly information and intelligence about growing industry clusters in the City;
- 2) Highlight current, active opportunities for investment;
- 3) Provide useful links to resources with partner organizations;
- 4) Profile anchor companies or unique clusters/ supply-chain linkages

The intended outcomes are:

- 1) Necessary information to support decision-making for potential investors into the City is accessible and relevant;
- 2) Increased awareness of current opportunities in the City for potential investment;
- 3) Simplified wayfinding to supporting people, resources and programs for investment and reduced duplication of information and sources;
- 4) Amplification of the City's investment value proposition and validation of elements for success through business testimonies

## **FINANCIAL IMPLICATIONS**

The Economic Development Division has earmarked the required 50% matching funds through program funding. This financial contribution will double the capacity of our efforts to support the development of investment attraction digital materials.

## **INTER-DEPARTMENTAL IMPLICATIONS**

None

## **STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS**

None

RESPECTFULLY SUBMITTED:



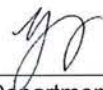


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Siobian Smith  
Manager, Economic Development

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 Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**  
**PLANNING & DEVELOPMENT DEPARTMENT**

**REPORT**

To: Mayor Linda Buchanan and Members of Council

From: Emma Chow, Planner 2

Subject: ZONING BYLAW AMENDMENT FOR 115 EAST KEITH ROAD  
(VICTORIA PARK (DENNA HOMES) GP LTD. / INTEGRA  
ARCHITECTURE INC.)

Date: April 13, 2022 File No: 08-3400-20-0058/1

*The following is a suggested recommendation only. Refer to Council Minutes for adopted resolution.*

**RECOMMENDATION**

PURSUANT to the report of the Planner 2, dated April 13, 2022, entitled "Zoning Bylaw Amendment for 115 East Keith Road (Victoria Park (Denna Homes) Gp Ltd. / Integra Architecture Inc.)":

THAT second reading of "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8877" (Victoria Park (Denna Homes) Gp Ltd. / Integra Architecture Inc., 115 East Keith Road, CD-741) be rescinded;

THAT "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8877" Victoria Park (Denna Homes) Gp Ltd. / Integra Architecture Inc., 115 East Keith Road, CD-741) be amended as follows:

- (6) Off-Street Parking and Short-Term and Secure Bicycle Parking shall be provided in conformity with the requirements of Division IV, Parts 9, and 10A, except that:
  - (a) A maximum of 39% small car parking spaces may be provided;

THAT "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8877", as amended, be referred to a Public Hearing;

THAT "Housing Agreement Bylaw, 2022, No. 8923 "(Victoria Park (Denna Homes) Gp Ltd. / Integra Architecture Inc., 115 East Keith Road, CD-741, Rental Housing Commitments) be considered and referred to the same Public Hearing;

THAT notification be circulated in accordance with the *Local Government Act*;

THAT the community benefits listed in the report section "Density Bonus and Community Benefits" be secured through agreements at the applicant's expense and to the satisfaction of staff;

AND THAT the Mayor and Corporate Officer be authorized to sign the necessary documentation to give effect to this motion.

## **ATTACHMENTS**

1. Staff Report, dated October 6, 2021 (CityDocs [2082820](#))
2. Architectural and Landscape Plans, dated March 25, 2022 (CityDocs [2163117](#) & [2163123](#))
3. Tenant Relocation Update and Revised Plan (CityDocs [2163418](#))
4. Proposed "Zoning Bylaw (tracked changes), 1995, No. 6700, Amendment Bylaw, 2021, No. 8877 (CityDocs [2082819 V2](#))
5. Proposed "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8877" (CityDocs [2082819 V3](#))
6. Proposed "Housing Agreement Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8923" (CityDocs [2162520](#))

## **SUMMARY**

This report presents for Council consideration a rezoning application for the subject property. As a pilot process of the Balanced Housing Lab, a preliminary version of the proposal was considered by Council on October 18, 2021. This rezoning application has satisfied project conditions set out in the staff report dated October 6, 2021 (Attachment 1) and is being brought back to Council for consideration of third reading. Staff recommend that Council refer this application to a Public Hearing.

## **BACKGROUND**

This proposal was selected for the pilot of an exploratory alternative development approval process, which was an action identified in the Balanced Housing Lab. The pilot includes early community consultation and earlier Council consideration to help better inform detailed design of the proposal.

At the regular meeting of October 18, 2021, a preliminary concept for a six-storey rental apartment building was presented to Council. Council gave first and second readings to the draft rezoning bylaw and directed staff to proceed with detailed design review to ensure that specific conditions were met, including:



- Compliance with City policies, practices and applicable codes and bylaws
- Commitment to any necessary off-site works
- Review by the Advisory Design Panel
- Progress update on the Tenant Relocation Plan
- Submission of a Transportation Study and incorporation of recommended Transportation Demand Management (TDM) measures into proposal
- Incorporation of tree retention measures, as recommended within a tree study completed by a qualified arborist
- Enter into a Housing Agreement to secure rental housing commitments, including a provision for a non-profit third party to be engaged to screen applicants for the mid-market rental units

## DISCUSSION

### *Project Description*

The proposal is consistent with the concept presented at the regular meeting of October 18, 2021 in terms of general massing, siting and use. The detailed design provides 74 residential rental units, as well as 44 vehicle parking spaces and 119 bicycle parking spaces over two underground levels. Proposed vehicle access is off East 6<sup>th</sup> Street and the main residential entry is off East Keith Road. The proposed building presents as six-storeys on East Keith Road and seven-storeys on East 6<sup>th</sup> Street, with a building height of 23 metres, as measured from the average building grade at the north property line, which is consistent with how heights are measured in CD zones in the City.

Eight units are proposed as mid-market rental units that would be secured through a Housing Agreement for the life of the building. Twenty-one of the total units (28%) meet Level 2 of the Adaptable Design guidelines. Nine of the total units (12%) have three or more bedrooms. The proposed mix of units is as follows:

**Table 1. Proposed Unit Breakdown**

Unit Type	Number of Units	Size
Studio	30	400-490 square feet
One-bedroom	19	428-618 square feet
Two-bedroom	16	642-1,032 square feet
Three-bedroom	8	1,103-1,423 square feet
Four-bedroom	1	1,434 square feet

The proposal provides approximately 100 square metres of indoor amenity space (room for gatherings and bike wash area) and an outdoor rooftop amenity space with gardening plots, lounge areas and play space.

To allow the proposed massing, the rezoning bylaw would vary the RH-1 zone FSR, setbacks, lot coverage, building width and length, and minimum tower separation requirements.

**Table 2. Summary of Proposed Zoning Changes**

	Base Zone Requirements	Proposal
Zoning	RH-1 Zone	CD-741 (RH-1 base)
Permitted Principal Uses	Various Residential Uses	Rental Apartment Residential Use
Maximum Density	2.6 Floor Space Ratio (FSR)	3.3 Floor Space Ratio (FSR)
Lot Coverage	Maximum 50 percent	57 percent
Maximum Building Width and Length	Maximum 30.48 m (100 feet) above the third storey.	(waived)
Setbacks	Front: 7.62 m / 25 ft. Rear: 7.62 m / 25 ft. Interior Side: 7.62 m / 25 ft.	Front: 4.57 m / 15 ft. Rear: 4.57 m / 15 ft. West Interior Side: 3.2 m / 10.5 ft. East Interior Side: 3.05 m / 10 ft.
Minimum Tower Separation Above Four Storeys	24.38 m / 80 ft.	(waived)
Off-Street Parking	44	44

## PLANNING ANALYSIS

### *Policy Alignment*

The proposal is consistent with the OCP land use designation and density limit for the site. The proposed building height of 23 metres is well within the OCP height limit of 46 metres. Located within a block of the Lonsdale commercial corridor, the proposal is in alignment with a number of OCP goals and objectives to have higher density rental housing that is within the Lonsdale Regional City Centre and close to shops, services, public transit and employment opportunities.

The proposed mix of unit types meets requirements of the *Housing Action Plan* for a minimum 10% mid-market rental units and a minimum of 10% three-bedroom units to support families. Also, the proposed secured rental housing of 74 units meets a priority of the Council Strategic Plan to protect and expand rental housing stock.

The proposal exceeds the Zoning Bylaw minimum requirement for 25% of units to meet Level 2 Adaptable Design. The proposal addresses the Active Design Guidelines with thoughtful design of stairways and provision of indoor and outdoor amenity spaces.

### *Lot Coverage and Building Setbacks*

Lot coverage has been slightly reduced to 57% from the preliminary concept, while building setbacks and tower separation remained the same. Setback and tower separation distances required in the RH-1 Zone are intended for taller buildings. The proposed setbacks and tower separation (18.3 metres) are adequate for the lower height of the proposed building. A shadow study shows minimal impact to Victoria Park and surrounding neighbours. Also, the proposed massing with increasing setbacks to the west further mitigates view impacts and allow for adequate solar access.



### *Parking*

The proposed vehicle and bicycle parking spaces of 44 and 119, respectively, meet the minimum requirements (44 and 118) of the Zoning Bylaw. All vehicle and bicycle parking spaces have EV-ready infrastructure. However, the 17 proposed small car spaces has exceeded the maximum 15 allowed by two spaces. A variance to accommodate the increased small car spaces is supported by staff. A transportation study was completed for the proposal, which outlines Transportation Demand Management measures to reduce vehicle-reliance and promote active transportation. These measures have been incorporated into the proposal.

### *Infrastructure and Servicing*

The proposal will require new utility service connections, including a water main upgrade from Lonsdale Avenue, as well as improvements along both frontages. In addition to meeting road work and streetscape standards, the improvements will include a bus stop upgrade with shelter and new sidewalk from site to bus stop.

### *Tree Retention*

An arborist report identified one tree on-site and eleven trees in the proximity off-site. Four trees, all assessed as unsuitable for retention, are proposed for removal (one on-site and three off-site). Trees to be retained will be protected as prescribed in the Tree Management Plan detailed in the arborist report. Sixteen new trees are proposed on-site, as well as five new street trees along the frontages.

## **Density Bonus and Community Benefits**

The maximum density bonus of 1.0 FSR may be considered for this site through provision of 100% secured rental housing, of which at least 10% must be mid-market rental units. The value of the bonus density may be roughly calculated by using the standard cash contribution amount for areas within the Lonsdale City Centre, \$190 per square foot of bonus floor area.

**Table 3. Estimated Value of Community Benefits through Density Bonusing**

Density Value Calculation	Value
Density Bonus to 3.3 FSR (@ \$190 / sq. ft.)	\$1,861,601
<b>Total Value of Community Benefits</b>	<b>\$1,861,601</b>

## **Legal Agreements**

Should Council support this rezoning, the following legal agreements should be prepared prior to final adoption:

- Housing Agreement
- Servicing Agreement
- Community Good Neighbour Agreement
- Shoring, Crane Swing, and Staging License Agreement
- Flooding Covenant
- Community Energy Agreement

## **ADVISORY BODY INPUT**

### **Advisory Design Panel**

The application was reviewed by the Advisory Design Panel (ADP) on November 17, 2021.

The Panel unanimously endorsed the proposal subject to addressing the following issues to the satisfaction of the Development Planner:

- Increase size of rooftop amenity and enhance design
- Ensure roof overhangs provide shelter to all balconies
- Increase the articulation of the main entrance
- Further examination of the entry to the elevators on the typical floors
- Further design development to maintain the lot coverage required by the Zoning Bylaw and to mitigate or maintain the existing setbacks to the west

Revised designs were submitted since the ADP meeting that address the above concerns to the satisfaction of City staff.

## **TENANT RELOCATION**

As of March 22, 2022, the applicant has revised the Tenant Relocation Plan (Attachment 3) to be in compliance with the 2021 Residential Tenant Displacement Policy. Compared with the original, the revised Tenant Relocation Plan provides additional compensation for long-term tenancies (over five years), calculated in accordance with the 2021 Policy. All other aspects of the original Tenant Relocation Plan meet the requirements of the 2021 Policy.

The tenants were first informed of the Tenant Relocation Plan in June 2021, shortly following the submission of the rezoning application. Tenants were provided with a relocation update in November 2021, and the revised Tenant Relocation Plan on March 22, 2022. Communications were carried out through mail and email, as well as posted in public spaces within the building. A third-party Tenant Relocation Coordinator was available throughout the process to assist tenants.

At the time of application submission, the 23 existing units were all occupied. At the time of writing this report, nine of the units have been vacated. All eligible tenants, including those that have already vacated, will be receiving the additional long-term tenancy financial compensation.

## **PUBLIC ENGAGEMENT**

The early public engagement under the pilot was more extensive than the typical process and was made up of four components: 1) a Co-Creation Workshop; 2) a Visual Preference Survey; 3) Developer Information Session; 4) online engagement.



Engagement details and findings, as well as lessons for the future, are referenced in the attached staff report (Attachment 1).

Key concerns from public engagement were primarily regarding relocation of the existing tenants and the affordability and livability of the units in the proposed building. Other themes of discussion included sustainability and accessibility elements of the proposal, and unit size and mix were also discussed. Throughout the application process, numerous complaints were received regarding aspects of the Tenant Relocation Plan, especially for timely and transparent communications and the amount of financial compensation offered. The applicant has recently revised the Tenant Relocation Plan, outlined in the section above, and addressed the majority of related concerns received.

Overall, the proposal responds well to concerns heard throughout the engagement process, particularly with respect to massing impacts on neighbouring development, livability of units, provision of adequate rooftop amenities and facilitating transportation alternatives.

## **NEXT STEPS**

The proposed bylaw will require an amendment to allow for the small increase in proportion of small car spaces permitted, as described in the 'Planning Analysis' section above. Under the *Local Government Act*, minor changes can be incorporated after the bylaw receives first and second readings, as long as there is no change to the use and density. Therefore, staff are bringing the amended bylaw (Attachment 1) forward for Council's consideration, with staff recommendation that Council rescind second reading of the version of bylaw as of October 18, 2021, and that Council give second reading to the current version of the bylaw.

In addition, staff are bringing a Housing Agreement Bylaw forward for consideration, including provisions as directed by Council for a non-profit third party to be engaged to review the selection of initial prospective tenants for the mid-market rental units.

### **Option 1: Public Hearing (Recommended)**

A Public Hearing is recommended, as there has been a relatively high level of public participation related to this application. And, while the Tenant Relocation Plan was revised to address most of the concerns, the changes were made quite recently and may not be well known or fully understood by the public and existing tenants. A Public Hearing would allow for thorough discussion of the revised Tenant Relocation Plan and more opportunity for Council to hear directly from the public.

### **Option 2: No Public Hearing**

Staff could support moving forward without a Public Hearing because the proposal is OCP compliant and the applicant has done early community engagement in order to inform the proposal and they also have recently revised the Tenant Relocation Plan to be in compliance with the 2021 Residential Tenant Displacement Policy, addressing majority of concerns identified.


## FINANCIAL IMPLICATIONS

There are no financial cost implications for the City relating to the development project. The development would provide secured rental housing, at least 10% of which would be mid-market rental units. The approximate value of this Community Benefit Contribution is \$1.86 Million.

## CONCLUSION

Staff support the detailed design of this proposal, as it has demonstrated policy compliance and a good contextual fit. The earlier engagement and Council consideration of the pilot process have resulted in meaningful feedback that the applicant has incorporated into the detailed design of the proposal. The design outcome is mindful of impacts on neighbours and Victoria Park, while facilitating sustainable transportation patterns and providing 74 rental units with quality amenity spaces.

RESPECTFULLY SUBMITTED:




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Emma Chow  
Planner 2





 Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**  
**PLANNING & DEVELOPMENT DEPARTMENT**

**REPORT**

To: Mayor Linda Buchanan and Members of Council

From: Emily Macdonald, Planner 2

Subject: REZONING APPLICATION: 115 EAST KEITH ROAD (VICTORIA PARK (DENNA HOMES) GP LTD. / INTEGRA ARCHITECTURE INC., CD-741)

Date: October 6, 2021 File No: 08-3400-20-0058/1

*The following is a suggested recommendation only. Refer to Council Minutes for adopted resolution.*

**RECOMMENDATION**

PURSUANT to the report of the Planner 2, dated October 6, 2021, entitled "Rezoning Application: 115 East Keith Road (Victoria Park (Denna Homes) Gp Ltd. / Integra Architecture Inc., CD-741)":

THAT "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8877" (Victoria Park (Denna Homes) Gp Ltd. / Integra Architecture Inc., 115 East Keith Road, CD-741) be considered and referred to Public Hearing;

THAT notification be circulated in accordance with the *Local Government Act*;

THAT staff be directed to receive and review detailed drawings for the proposal;

THAT all conditions noted in the report section, Project Conditions, be addressed prior to the scheduling of a Public Hearing;

THAT the community benefits listed in the report section, Density Bonus and Community Benefits, be secured through agreements at the applicant's expense and to the satisfaction of staff;

AND THAT the Mayor and Corporate Officer be authorized to sign the necessary documentation to give effect to this motion.

## ATTACHMENTS

1. Context Map (CityDocs [2096545](#))
2. Conceptual Drawings Dated August 31, 2021 (CityDocs [2094624](#))
3. Co-Creation Workshop Summary and Design Response (CityDocs [2077485](#))
4. DIS Summary (CityDocs [2094789](#))
5. Let's Talk Survey on Development Application (CityDocs [2077448](#))
6. Tenant Relocation Plan (CityDocs [2094784](#))
7. Proposed Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8877 (CityDocs [2082819](#))

## SUMMARY

This report presents, for Council's consideration, a rezoning proposal for the property at 115 East Keith Road. This proposal was selected as a pilot of a new *Development Approvals Process*, which was an action identified in the Balanced Housing Lab. The pilot approval process includes early community consultation and earlier Council consideration. An accompanying report provides background on the pilot process as well as an overview of the public engagement outcomes for this project.

Under this pilot approval process, the application is being processed in two stages: the first stage would review the project at the concept and present to Council (the subject of this report); the second stage will include more detailed application drawings for staff review (this would follow should Council direct staff to proceed). Staff recommend Council refer this application to a public hearing, and for the application to proceed to detailed design development for staff review.

## SITE CONTEXT

This double-fronting site is located directly south of Victoria Park and fronts on East Keith Road and East 6<sup>th</sup> Street. The building directly to the west, at 616 Lonsdale Avenue, is a 5-storey strata building, and directly to the east, at 123 East Keith Road, is a 17-storey strata building. To the south, across East 6<sup>th</sup> Street are a mix of rental and strata buildings ranging from two to nine storeys in height.

**Table 1. Site Context**

Direction	Address	Description	Zoning
North	-	Victoria Park (East)	Public Use and Assembly 1 (P-1)
East	123 East Keith Rd.	17-storey strata building	Comprehensive Development 155 (CD-155)
West	616 Lonsdale Ave.	Five-storey strata building	High Density Apartment Residential 1 (RH-1)
South	115 East 6 <sup>th</sup> Street	Four-storey rental residential building	Comprehensive Development 316 (CD-316)
	540 Lonsdale Ave.	Nine-storey strata residential building	High Density Apartment Residential 1 (RH-1)



	119 East 6 <sup>th</sup> St.	Two-storey strata residential building	Comprehensive Development 324 (CD-324)
	123 East 6 <sup>th</sup> St.	Three-storey strata residential building	Medium Density Apartment Residential 1 (RM-1)

## PROJECT DESCRIPTION

A conceptual design is presented at this time (Attachment 2). In accordance with the Pilot Development Approvals Process, full reviews of the detailed application will be completed after Introduction.

The proposed development is six storeys from East Keith road and eight storeys from East 6<sup>th</sup> Street. There are seven full storeys of rental units on top of two levels of parking and storage. Elevators and stairs provide access to a common amenity area on the rooftop.

Proposed setbacks are 4.57 metres (15 feet) from both the front and rear property lines, 3.05 metres (10 feet) from the east property line, and from the west property line, the setback is 3.2 metres (10.5 feet) at the north end of the building, increasing to 4.45 metres (14.6 feet) at the south end. In comparison to the adjacent properties, the proposed development would be two storeys taller than the existing building to the west and eleven storeys shorter than the building to the east.

To allow the proposed massing, the proposed bylaw would vary the standard RH-1 Zone FSR, setbacks, lot coverage, building width and length, and minimum tower separation requirements.

**Table 2. Summary of Zoning Changes**

	Base Zone Requirements	Proposal
Zoning	RH-1 Zone	CD-741 (RH-1 base)
Permitted Principal Uses	Various Residential Uses	Rental Apartment Residential Use
Maximum Density	2.6 Floor Space Ratio (FSR)	3.3 Floor Space Ratio (FSR)
Lot Coverage	Maximum 50 percent	65 percent
Maximum Building Width and Length	Maximum 30.48 m (100 feet) above the third storey.	(waived)
Setbacks	Front: 7.62 m / 25 ft. Rear: 7.62 m / 25 ft. Interior Side: 7.62 m / 25 ft.	Front: 4.57 m / 15 ft. Rear: 4.57 m / 15 ft. West Interior Side: 3.2 m / 10.5 ft. East Interior Side: 3.05 m / 10 ft.
Minimum Tower Separation Above Four Storeys	24.38 m / 80 ft.	(waived)
Off-Street Parking	48	46

The proposed Bylaw would limit the permitted principal uses to rental apartment residential and, in addition to the variances relating to massing, would allow for a parking variance of two vehicle parking spaces. The bylaw is expected to remain unchanged going forward, however, should changes be required, the bylaw would need to be amended at a Council meeting. This scenario is outlined further in the Next Steps section of this report.

## **PUBLIC ENGAGEMENT**

The purpose of the pilot project has been to test a new approvals process that includes early public engagement and early Council consideration. With public engagement happening early in the process, input can be more meaningfully incorporated into the project design early on and prior to staff and advisory body reviews, which typically make up the longest portion of the rezoning process timeline. Further details on the public engagement completed for this project are provided in the accompanying information report and a brief summary is provided below.

The early public engagement under the pilot was more extensive than the typical process and was made up of four components: 1) a Co-Creation Workshop; 2) a Visual Preference Survey; 3) Developer Information Session; 4) online engagement. The Co-Creation Workshop was attended by residents across North Vancouver as well as representatives from the adjacent buildings and a tenant currently living at 115 East Keith Road. A number of topics were discussed, oriented around four themes:

- Building height, setbacks, and massing;
- Parking, traffic and site access;
- Amenities, public realm and landscaping;
- Other ideas, hopes and concerns.

The public engagement consultant prepared a summary of the workshop discussion, which is attached to the accompanying report. The applicant has used the summary as a framework for their design response (Attachment 3), which describes how the final conceptual design addresses the input received at the workshop.

The proposed design is referred to in the Pilot Development Approvals Process as the Project Brief. This includes the conceptual drawings and supplemental materials like a survey and the tenant relocation plan. After the Project Brief was submitted, a Developer's Information Session (DIS) was held, hosted by the applicant, following standard CNV requirements for public engagement for rezoning applications. This session was open to the general public and was advertised via mail-out, newspaper ad, and signage posted on site.

A summary of the DIS is included with this report as Attachment 4. Attendees were encouraged to provide input regarding the proposal through the CNV Let's Talk portal. The Let's Talk project page was open to the public before the DIS and during the two weeks following; it provided information about the proposed project and included a survey.



A summary of the survey responses is included in this report as Attachment 5. In total, there were 33 completed surveys, with the following responses:

- 22 in support
- 7 opposed
- 3 mixed
- 1 don't know

Key concerns heard at the DIS and in the comments provided in the Let's Talk survey were primarily regarding relocation of the tenants in the existing building and the affordability and livability of the units in the proposed building. Other themes of discussion included sustainability and accessibility elements of the proposal, and unit size and mix were also discussed. The applicant's proposed Tenant Relocation Plan is outlined in the section below. The topics of livability, sustainability and accessibility are guided by City policies including the Sustainable Development Guidelines, Adaptable Design requirements and Active Design Guidelines, which will all be considered during the full review stage.

## **TENANT RELOCATION PLAN**

The existing building is a three storey rental apartment building with a total of 23 units, all currently occupied as of the date of this report. The 23 units consist of 1 two-bedroom unit, three studio units, and 19 one-bedroom units. Of all the tenancies, nine have been in the building less than five years, three are between five and ten years, and eleven have been in the building for ten years or more.

The application (Project Brief) was submitted in early June 2021 after completion of the Co-Creation Workshop. Because this precedes the latest amendment of the Residential Tenant Relocation Policy, the applicant is expected to meet the requirements set out in the 2015 version of the Policy, including finding comparable units for the existing tenants at rental rates that are within 10 percent of either their current rent, or 10 percent of the CMHC average market rents, whichever is greater. Compensation equivalent to three months' rent, and an unspecified amount of funds for moving costs are also expected, and tenants must be given first right of refusal for the mid-market units to be provided in the new development.

The applicant has prepared a Tenant Relocation Plan (Attachment 6) that satisfies the requirements of the 2015 Policy as well as some of the new requirements that have been added in the 2021 amendment. These include moving expenses of \$1000 to \$1500 depending on unit size, and compensation equivalent to four months' rent instead of three.

## **PLANNING ANALYSIS**

The proposal is consistent with the OCP with 3.3 FSR of proposed density and approximately seven storeys of height. The proposed height is well under the maximum that can be considered under the OCP, which allows up to 46 metres, or approximately 15 storeys, for residential developments around Victoria Park. Some variances are



needed to enable redevelopment of the site, and to achieve the full density identified in the OCP. The main variances are to the required minimum setbacks and tower separation requirements. Minor variances to Lot Coverage and Parking are proposed as well.

An analysis of the proposed massing has been completed as part of a preliminary review of the proposal. Setback and tower separation distances as written in the current RH-1 Zone are generally designed to consider tall buildings similar to the 17-storey residential building at 123 East Keith Road rather than mid-rise buildings such as the one proposed in the conceptual drawings. The standard zoning requirement for setbacks is 7.62 metres (25 feet), with a tower separation distance of 24.38 metres (80 feet). As a mid-rise building of six to eight storeys, impacts such as shadowing on adjacent buildings and public space – in this case, Victoria Park – are less concerning. The shadow study provided shows that the shadow impact on Victoria Park would be minimal. The proposed tower separation distance is approximately 59 feet from 123 East Keith Road to the east, and 20 feet from 616 Lonsdale Avenue to the west. At 6 to 8 storeys, a reduction in the standard 80-foot separation distance is considered reasonable. 59 feet should provide adequate distance to ensure shadow and view impacts on 123 East Keith Road will not be significantly impacted. Due to a relatively minimal separation distance from 616 Lonsdale Avenue, there is a greater risk of view and shadow impacts to occur for that building. Responding to this concern, the proposed massing incorporates an increasing setback along the west side of the building, with a distance of 24 feet at the south end. This increasing setback helps by allowing solar access and mitigating view impacts for 616 Lonsdale Avenue.

The preliminary review also considered how the conceptual design responds to input provided at the co-creation workshop. A summary of the input as well as the applicant's response is provided as Attachment 3. This document was prepared and submitted by the applicant based on the Co-Creation Workshop Summary prepared by the engagement consultant, which is not included with this report but is included as an attachment to the accompanying report on the Pilot Development Approvals Process.

The concept design responds well to concerns that were heard at the Co-Creation Workshop regarding the relationship to the adjacent buildings, particularly the building directly to the west. Though the proposed side setbacks are relatively narrow, the massing of the building is set back a greater distance toward the south end, allowing for greater solar access for the building to the west. This approach serves to orient the building massing on the west side along a north-south axis, helping to preserve solar access as well as views from the adjacent building and from Victoria Park.

Though details are not shown, the proposed design allows for various rooftop amenities to be considered and potentially accommodated; provision of adequate rooftop amenities was an important discussion item among the Co-Creation Workshop participants. An interior amenity spaces is also proposed. A number of suggestions were made regarding transportation alternatives. With a requested variance of two parking spaces, the applicant will be required to provide a transportation study that will consider alternative transportation options such as car share and e-bike share program for tenants. Sustainable design was another comment made by several attendees. The



proposal would meet Step 3 of the Step Code, as required by the Construction Regulation Bylaw.

Further assessment of the items mentioned above will be completed once detailed drawings are submitted for review. Further to these items, the Project Conditions listed below will also be reviewed.

## **PROJECT CONDITIONS**

Comments were provided by various departments prior to submission of the Project Brief. No major concerns were identified at the preliminary stage that would significantly impact the feasibility of the redevelopment of the site. Full reviews to be completed would identify items to be addressed by the applicant through the rezoning process.

Prior to the project being brought back to Council for Public Hearing and Third Reading of the Bylaw, the following conditions must be met:

- The applicant provides drawings and other information required for staff to conduct full reviews of the proposed development;
- A thorough Planning review is completed and all concerns are addressed by the applicant, including, but not limited to: urban design, transportation issues, livability, sustainability, any topics relating to City policies as well as any other practices or design elements deemed relevant to the proposal;
- All other relevant departments review the detailed drawings of the proposal and are satisfied that applicable codes and bylaws can be met;
- The applicant commits to any off-site works that are deemed, through staff reviews, to be required by bylaw or other parameters to accommodate the proposed development;
- The detailed proposal is presented to the Advisory Design Panel and other advisory bodies as needed for their review and recommendation;
- The applicant continues to follow their Tenant Relocation Plan and provides an update on the progress;
- The applicant completes a Transportation Study and incorporates transportation demand management (TDM) features into the proposed project to support sustainable transportation and offset the parking variance. TDM measures may include subsidized transit passes and/or credits toward car share use;
- The applicant provides a tree study from a qualified arborist including a survey and health assessment of all private and public trees and recommendations for retention or removal;

- The applicant provides summaries indicating compliance with CNV policies, including the Sustainable Development Guidelines, Active Design Guidelines, and the Housing Action Plan;
- The applicant agrees to a Housing Agreement that secures the rental housing and a minimum of 10 percent mid-market units, in perpetuity, in accordance with the Housing Action Plan.

## DENSITY BONUS AND COMMUNITY BENEFITS

The City's *Density Bonus and Community Benefits Policy*, in conjunction with the Official Community Plan, allows for density bonuses in the Residential Level 6 designation, up to a maximum of 3.3 FSR.

A bonus beyond the maximum FSR currently permitted in the RH-1 Zone (2.6 FSR) is proposed. The total proposed bonus is 0.7 FSR, or 9797.9 square feet, which is to be achieved through the provision of secured rental and mid-market units. As the existing building on site is a rental apartment building, policies do not support a benefit other than new rental housing. The value of the bonus density can be roughly calculated by using the standard cash contribution amount for areas within the Lonsdale City Centre, \$190 per square foot of bonus floor area.

**Table 3. Estimated Value of Community Benefits through Density Bonusing**

Density Value Calculation	Value
Density Bonus to 3.3 FSR (@ \$190 / sq. ft.)	\$1,861,601
<b>Total Value of Community Benefits</b>	<b>\$1,861,601</b>

Works beyond standard bylaw requirements may be warranted, to accommodate the new development. The specific works would be determined through a full review of the application and would be secured through legal agreements. In accordance with the Density Bonus and Community Benefits Policy, these works would not be considered as community benefits, but as essential works to support the development.

## NEXT STEPS

Should Council support this project moving forward, staff would direct the applicant to submit full drawings and materials required for the proposal to be fully reviewed. The project would also be presented to relevant advisory bodies (e.g. Advisory Design Panel). Public Engagement stages for this project have been completed and no formal events would be scheduled going forward. As is general practice, inquiries regarding the project would be addressed by staff and the applicant on an ongoing basis. During the review stage, the applicant would continue to follow their Tenant Relocation Strategy.

Once full reviews have been completed, staff would advise City Clerks to schedule a Public Hearing and prepare notifications. The process from this point would be the same as standard practice. After Third Reading, legal agreements would be drafted and signed by the applicant, and Fourth Reading would be scheduled once that process is complete.



Should there be a need to revise the proposed bylaw after full reviews are complete, staff would prepare a brief report to Council before the Public Hearing is scheduled so the bylaw can be amended. After the bylaw is amended by Council, the Public Hearing would then be scheduled and notifications completed.

## **FINANCIAL IMPLICATIONS**

There are no financial cost implications for the City relating to the development project. The development would provide secured rental housing, at least 10 percent of which would be mid-market units. The approximate value of this Community Benefit Contribution is \$1.86 Million.

## **INTER-DEPARTMENTAL IMPLICATIONS**

Should Council direct staff to receive detailed drawings for review, the process moving forward will follow standard practices, including reviews by Planning, Building, Fire, Engineering, Environment and Transportation staff.

## **STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS**

The Pilot Development Approvals Process aims to gather learnings and recommendations on how the standard rezoning process could be improved, particularly as it relates to public influence to shape projects at early stages. This goal is in keeping with the City's Strategic Plan as public participation and delivering better buildings within an efficient timeline are important City objectives. These learnings and recommendations will be presented to Council separately when they are available. At this time, direction is being sought regarding the development project itself, which is in keeping with the OCP.

## **CONCLUSION**

Presented in this report is an early conceptual proposal for a rezoning application on this site. It is the result of early engagement with the community and will be further developed and subject to full staff review if Council were to refer the application to a public hearing. Staff support the proposal as shown as it has generally demonstrated policy compliance and a good contextual fit. Staff recommend this application be referred to a public hearing – this would allow the applicant to fully develop their plans and fulfill all conditions as a result of a more thorough staff review.

RESPECTFULLY SUBMITTED:

  
\_\_\_\_\_  
Emily Macdonald  
Planner 2





CONTACT LIST

CONTACT LIST

Client	Cascadia Green Development 106-252 Esplanade West North Vancouver BC, V7M 0E9	Farzad Mazarei	604.260.1056 778.863.4384	farzad@cascadiagreendev.com
Architectural	Integra Architecture Inc. 2330-200 Granville Street Vancouver BC, V6C 1S4	Shamus Sachs	604.688.4220	shamuss@integra-arch.com
Civil	Mainland Engineering #206, 8363 – 128 Street Surrey, BC, V3W 4G1	Rajeev Mangla	604.543.8044	civil@mainlandeng.com
Landscape	Perry and Associates 112 East Broadway Vancouver, BC, V5T 1V9	Michael Patterson Thaddeus Holland	604.738.4118 604.738.4118 ext. 113	mp@perryandassociates.ca th@perryandassociates.ca

DRAWING LIST

A-0.000 Cover	
A-0.100	Cover Sheet
A-0.101	Data
A-0.102	Zoning OCP
A-0.103	Context Photos
A-0.200	Precedent Images
A-0.201	Perspective
A-0.202	Perspective
A-0.203	Perspective
A-0.204	Perspective
A-0.205	Perspective
A-1.000 Site	
A-1.300	Site Plan
A-2.000 Plans	
A-2.000	Level P2 Parking Plan
A-2.010	Level P1 Parking Plan
A-2.020	Ground Level Floor Plan
A-2.100	Level 1 Floor Plan
A-2.200	Level 2 Floor Plan
A-2.300	Level 3 Floor Plan
A-2.400	Level 4 Floor Plan
A-2.500	Level 5 Floor Plan
A-2.600	Level 6 Floor Plan
A-2.700	Lower Roof Plan
A-3.000 Unit Plans	
A-3.001	Adaptable Unit Plans
A-3.002	Adaptable Unit Plans
A-4.000 Elevations	
A-4.000	Streetscape Elevations
A-4.100	Building Elevation - North
A-4.200	Building Elevation - East
A-4.300	Building Elevation - South
A-4.400	Building Elevation - West
A-5.000 Sections	
A-5.001	Section - North / South
A-5.002	Section - East / West
A-8.000 Supplemental	
A-8.010	Material Finishes
A-8.103	Ground Floor Area Overlay
A-8.110	Level 1 Floor Area Overlay
A-8.120	Level 2 Floor Area Overlay
A-8.130	Level 3 Floor Area Overlay
A-8.140	Level 4 Floor Area Overlay
A-8.150	Level 5 Floor Area Overlay
A-8.160	Level 6 Floor Area Overlay
A-8.170	Lower Roof Area Overlay
A-8.210	Tower Separation Analysis
A-8.310	Shadow Study
A-8.320	Shadow Study



**Integra**  
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(PROJECT TEAM)

(ARCHITECT SEAL)



**CASCADIA**  
Green Development  
(CLIENT)

Cascadia Green  
(PROJECT)

Keith Rd  
115 Keith Rd East  
North Vancouver, BC  
(TITLE)

Cover Sheet

21562 (PROJECT)

(SCALE)

Wednesday, April 13, 2022 (DATE)

ISSUE 4 - REZ. APP. (ISSUE)

(DRAWING)

A-0.100

Project Name: 115 Keith Road East  
Client: Cascadia Green Development

Project: 20507  
Date: March 25/2022  
Issue: Issue 04 - Rezoning Application

**PROJECT DATA** 6-STOREY PURPOSE BUILT RENTAL BUILDING

**EXISTING ADDRESS** 115 Keith Road East, North Vancouver, BC, V7L 1V1  
**PROPOSED ADDRESS** 115 Keith Road East, North Vancouver, BC, V7L 1V1  
**LEGAL DESCRIPTION** LOT A (REFERENCE PLAN 9816) BLOCK 114 DISTRICT LOT 274 GP1 NWD PLAN 878

**PROJECT ARCHITECT** Integra Architecture  
**PROJECT OWNER** Cascadia Geen Development  
**OCF LAND USE DESIGNATION** High Rise Apartment - Residential Level 6 - R6  
**EXISTING ZONING** RH-1  
**PROPOSED ZONING** CD

<b>SITE AREA :</b>			
Gross Site Area			
Road Dedications	TBC	13,997 sq.ft.	1,300.35 m <sup>2</sup>
Net Site Area		13,997 sq.ft.	1,300.35 m <sup>2</sup>
Max GFA (Gross Site Area)	2.30 OCP Density	32,193 sq.ft.	2,990.81 m <sup>2</sup>
Max Bonus GFA	1.00 With Public Benefits		
Max GFA (Gross Site Area)	3.30 Purpose Built Rental Housing	46,190 sq.ft.	4,291.2 m <sup>2</sup>
Total Proposed Floor Area		61,803 sq.ft.	5,741.6 m <sup>2</sup>
Total Proposed Exclusions		15,613 sq.ft.	1,450.5 m <sup>2</sup>
Proposed GFA (Gross site area)	3.30	46,190 sq.ft.	4,291.2 m <sup>2</sup>
Max. Site Coverage	50%	6,999 sq.ft.	650.18 m <sup>2</sup>
Lot Coverage	57%	7,938 sq.ft.	737.46 m <sup>2</sup>

<b>UNIT SUMMARY:</b>												
Unit Type	Ground	1st	2nd	3rd	4th	5th	6th	Total	Average sqft / unit	Total Unit Area (sqft)	Total Unit Area (m <sup>2</sup> )	% Unit Mix
A1 - JR 1 Bed			1	1	1	1	1	5	477.4	2,386.8	221.7	6.8%
A1.1 - JR 1 Bed (AD)			1	1	1	1	1	5	484.7	2,423.3	225.1	6.8%
A1.2 - JR 1 Bed (AD)			1	1	1	1	1	5	490.0	2,449.9	227.6	6.8%
A1.3 - JR 1 Bed			1	1	1	1	1	5	400.5	2,002.5	186.0	6.8%
A1.4 - JR 1 Bed			1	1	1	1	1	5	483.8	2,319.2	215.5	6.8%
A1.5 - JR 1 Bed			1	1	1	1	1	5	484.0	2,419.9	224.8	6.8%
A2 - 1 Bed			1	1	1	1	1	4	427.6	1,710.3	158.9	5.4%
A3 - 1 Bed			1	1	1	1	1	5	480.2	2,401.0	223.1	6.8%
A3.1 - 1 Bed (AD)			1	1	1	1	1	5	480.2	2,401.0	223.1	6.8%
B1 - 1Bed		1						1	568.7	568.73	52.8	1.4%
B1.1 - 1Bed			1	1	1	1		4	617.5	2,469.92	229.5	5.4%
C1 - 2 Bed (AD)			1	1	1	1	1	5	758.8	3,793.80	352.5	6.8%
C2 - 2 Bed			2	2	2	2	2	10	641.8	6,417.70	596.2	13.5%
C3 - 2 Bed - TH (2 Storey)		1						1	1,032.4	1,032.4	95.9	1.4%
D1 - 3 Bed - TH (2 Storey)		1						1	1,367.2	1,367.2	127.0	1.4%
D2 - 3 Bed - TH (2 Storey)		1						1	1,273.5	1,273.5	118.3	1.4%
D3 - 3 Bed - TH (2 Storey)		1						1	1,298.1	1,298.1	120.6	1.4%
D4 - 3 Bed - TH (2 Storey)		1						1	1,273.5	1,273.5	118.3	1.4%
D5 - 3 Bed - TH (2 Storey)		1						1	1,423.2	1,423.2	132.2	1.4%
D6 - 3 Bed - TH (2 Storey)		1						1	1,190.3	1,190.3	110.6	1.4%
D7 - 4 Bed - TH (2 Storey)		1						1	1,433.7	1,433.7	133.2	1.4%
D8 - 3 Bed - TH (2 Storey)		1						1	1,298.3	1,298.3	120.6	1.4%
D9 - 3 Bed (AD)						1	1	1	1,102.5	1,102.5	102.4	1.4%
Total	0	10	13	13	13	13	12	74		46,456	4,315.9	100.0%

<b>AMENITY:</b>									
		sq ft	sq m			sq ft	sq m		
Indoor Amenity (required)	156/unit	1110	104						
Amenity (provided)	Indoor	1,092	101	outdoor	3332	310	total	4424	411

**BALCONIES:**

Balconies - 10% max				10% max	6180.3		5077.02 sq.ft.	471.67 m <sup>2</sup>	Active Design Guidelines
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**GFA CALCULATION:**

<b>Exclusion Summary</b>	Min. 25%	No Units	Stair 01	Stair 02		per Unit	Total Exclusions		Comments
Balconies - 10% max				10% max	6180.3		5077.02 sq.ft.	471.67 m <sup>2</sup>	Active Design Guidelines
Adaptable Units Level 2 (20 sf / unit )	19	21				20.0	420.00 sq.ft.	39.02 m <sup>2</sup>	25.0% Units AD Level 2
Ground Level Inc. Amenity Stair 1st Floor							8841.36 sq.ft.	747.34 m <sup>2</sup>	Active Design Guidelines
Stairs (Active Design) - 8% max			1134.04	940.32	8% max	4944.2	2074.36 sq.ft.	192.71 m <sup>2</sup>	3.4% (Floor 1-6)
Total Exclusions							15,612.7 sq.ft.	1,450.46 m <sup>2</sup>	

<b>Floor Area</b>	<b>Balconies</b>	<b>Unit Area</b>	<b>Common Area</b>	<b>Total Floor Area</b>	<b>Efficiency L1 - L6</b>
Floor Area - Ground	0.00 sq.ft.	6,216.42 sq.ft.	1,854.04 sq.ft.	8,180.46 sq.ft.	760 m <sup>2</sup> 77.2%
Floor Area - 1st Floor	683.67 sq.ft.	6,316.00 sq.ft.	1,622.04 sq.ft.	8,621.71 sq.ft.	801 m <sup>2</sup> 73.3%
Floor Area - 2nd Floor	878.67 sq.ft.	6,927.50 sq.ft.	1,099.88 sq.ft.	8,906.05 sq.ft.	827 m <sup>2</sup> 77.8%
Floor Area - 3rd Floor	878.67 sq.ft.	6,927.50 sq.ft.	1,099.88 sq.ft.	8,906.05 sq.ft.	827 m <sup>2</sup> 77.8%
Floor Area - 4th Floor	878.67 sq.ft.	6,927.50 sq.ft.	1,099.88 sq.ft.	8,906.05 sq.ft.	827 m <sup>2</sup> 77.8%
Floor Area - 5th Floor	878.67 sq.ft.	6,927.50 sq.ft.	1,099.88 sq.ft.	8,906.05 sq.ft.	827 m <sup>2</sup> 77.8%
Floor Area - 6th Floor	878.67 sq.ft.	6,983.94 sq.ft.	1,043.44 sq.ft.	8,906.05 sq.ft.	827 m <sup>2</sup> 78.4%
Floor Area - Roof	0.00 sq.ft.	0.00 sq.ft.	470.38 sq.ft.	470.38 sq.ft.	44 m <sup>2</sup> 0.0%
Total Floor Area		47,326 sq.ft.	9,399.4	61,862.8 sq.ft.	5,742 m <sup>2</sup> Overall: 77.3%

**PARKING SPACES:**

Minimum Parking Required	74 units @	0.50 space/unit	37 spaces	
Visitor Parking Required	74 units @	0.10 space/unit	7 spaces	inclusive of required parking
Parking Reduction	0%		0.0 spaces	
Total Parking Required			44 spaces	
Total Parking Provided			44 spaces	
Disabled Parking Required:	0.038 /dwelling unit		2.8 spaces	inclusive of required parking
Disabled Parking Provided:			3 spaces	inclusive of required parking
Max. Small Cars	35% of required spaces		15 spaces max	
Provided Small Cars	39% of provided spaces		17 spaces	

**BICYCLE SPACES:**

Required Secure Bicycle Parking	74 units	1.5 spaces/unit	111 spaces	long term
Provided Secure Bicycle Parking	74 units	1.5 spaces/unit	111 spaces	long term
Max vertical parking Spaces		35% max	39 spaces	long term
Vertical parking Spaces Provided		35%	32 spaces	long term
Large Storage Spaces Provided			6 spaces	long term
Required Short Term Bicycle Parking			8 spaces	short term
Provided Short Term Bicycle Parking			8 spaces	short term
			119 spaces	total bicycle spaces provided

Note 1: Final areas, allowable parking ratios, and parking count to be confirmed  
Note 2: All areas are approximate and are for zoning purposes only  
Note 3: Net & gross unit areas are measured to the center of partywalls and to the exterior of sheathing of exterior walls  
Note 4: Dedications and setbacks subject to City of North Vancouver approval



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(PROJECT TEAM)

(ARCHITECT SEAL)



Cascadia Green

(PROJECT)

Keith Rd

115 Keith Rd East  
North Vancouver, BC

(TITLE)

Data

(PROJECT)

21562

(SCALE)

Wednesday, April 13, 2022

(DATE)

ISSUE 4 - REZ. APP.

(ISSUE)

(DRAWING)

A-0.101



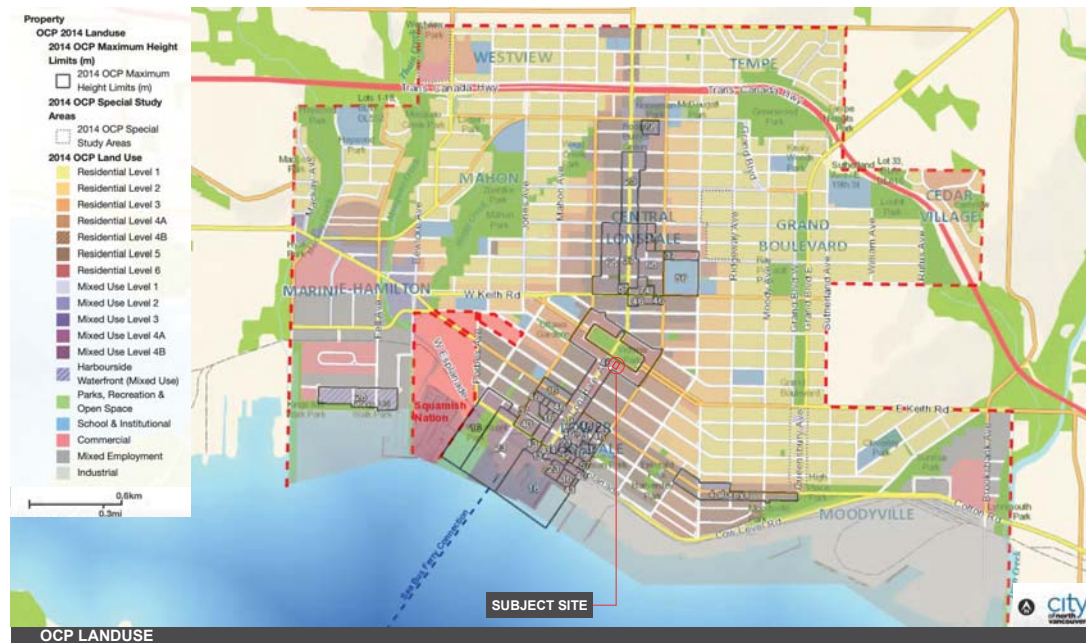
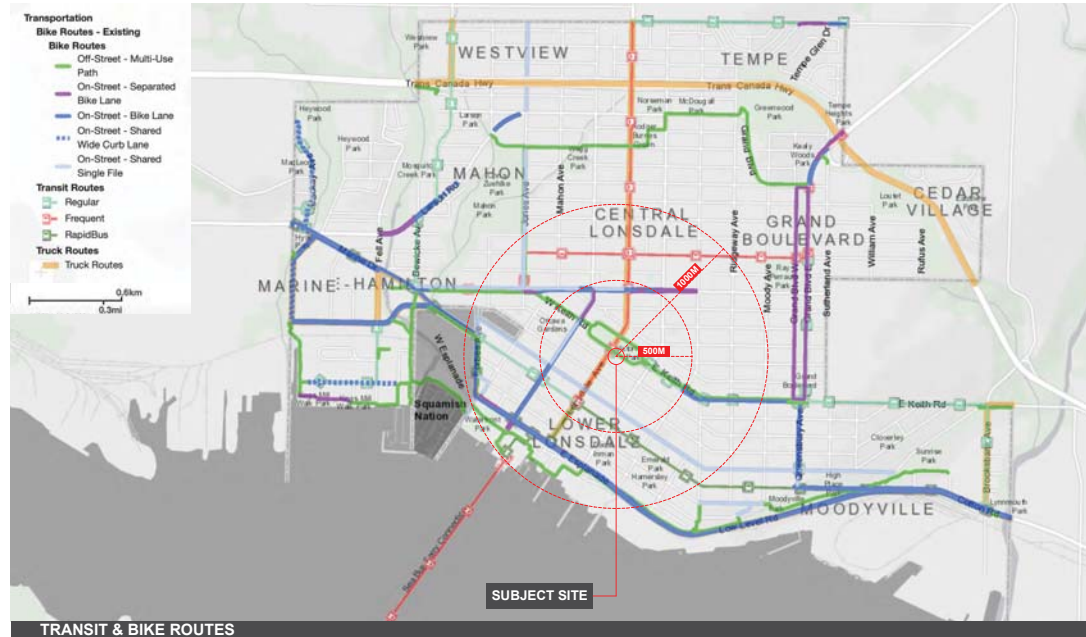


## OC - RESIDENTIAL LEVEL 6 (HIGH DENSITY)

- 2.3 FSR (MAX BONUS OF 1.0 FSR)
- FSR BONUS WITH PUBLIC BENEFITS:
  - SECURE MARKET RENTAL HOUSING OR NON-MARKET RENTAL
- MAX HEIGHT 15 STOREYS (46 METERS)

## APPLICATION GUIDELINES

- 2018 DENSITY BONUS AND COMMUNITY BENEFITS POLICY
- ACTIVE DESIGN GUIDELINES
- ADAPTABLE DESIGN GUIDELINES



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(PROJECT TEAM)

(ARCHITECT SEAL)

**CASCADIA**  
Green Development  
(CLIENT)

Cascadia Green

(PROJECT)

**Keith Rd**  
115 Keith Rd East  
North Vancouver, BC

(TITLE)

**Zoning OCP**

(PROJECT)

21562

(SCALE)

Friday, March 25, 2022

(DATE)

ISSUE 4 - REZ. APP.

(ISSUE)

(DRAWING)

**A-0.102**





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(PROJECT TEAM)

(ARCHITECT SEAL)

**CASCADIA**  
Green Development  
(CLIENT)

Cascadia Green

(PROJECT)

Keith Rd

115 Keith Rd East  
North Vancouver, BC

(TITLE)

**Context Photos**

(PROJECT)

21562

(SCALE)

Friday, March 25, 2022

(DATE)

ISSUE 4 - REZ. APP.

(ISSUE)

(DRAWING)

**A-0.103**



115 KEITH ROAD EAST



VIEW EAST DOWN KEITH RD FROM LONSDALE AVE



VIEW WEST DOWN KEITH RD TOWARDS LONSDALE AVE



VIEW EAST DOWN 6TH ST FROM LONSDALE AVE



VIEW WEST DOWN 6TH ST TOWARDS LONSDALE AVE



VIEW SOUTH FROM NORTH SIDE OF VICTORIA PARK



VIEW SOUTH FROM NORTH SIDE OF VICTORIA PARK





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[PROJECT TEAM]

[ARCHITECT SEAL]

**CASCADIA**  
Green Development  
(CLIENT)

Cascadia Green

[PROJECT]

**Keith Rd**  
115 Keith Rd East  
North Vancouver, BC

[TITLE]

**Perspective**

[PROJECT]

21562

[SCALE]

Friday, March 25, 2022

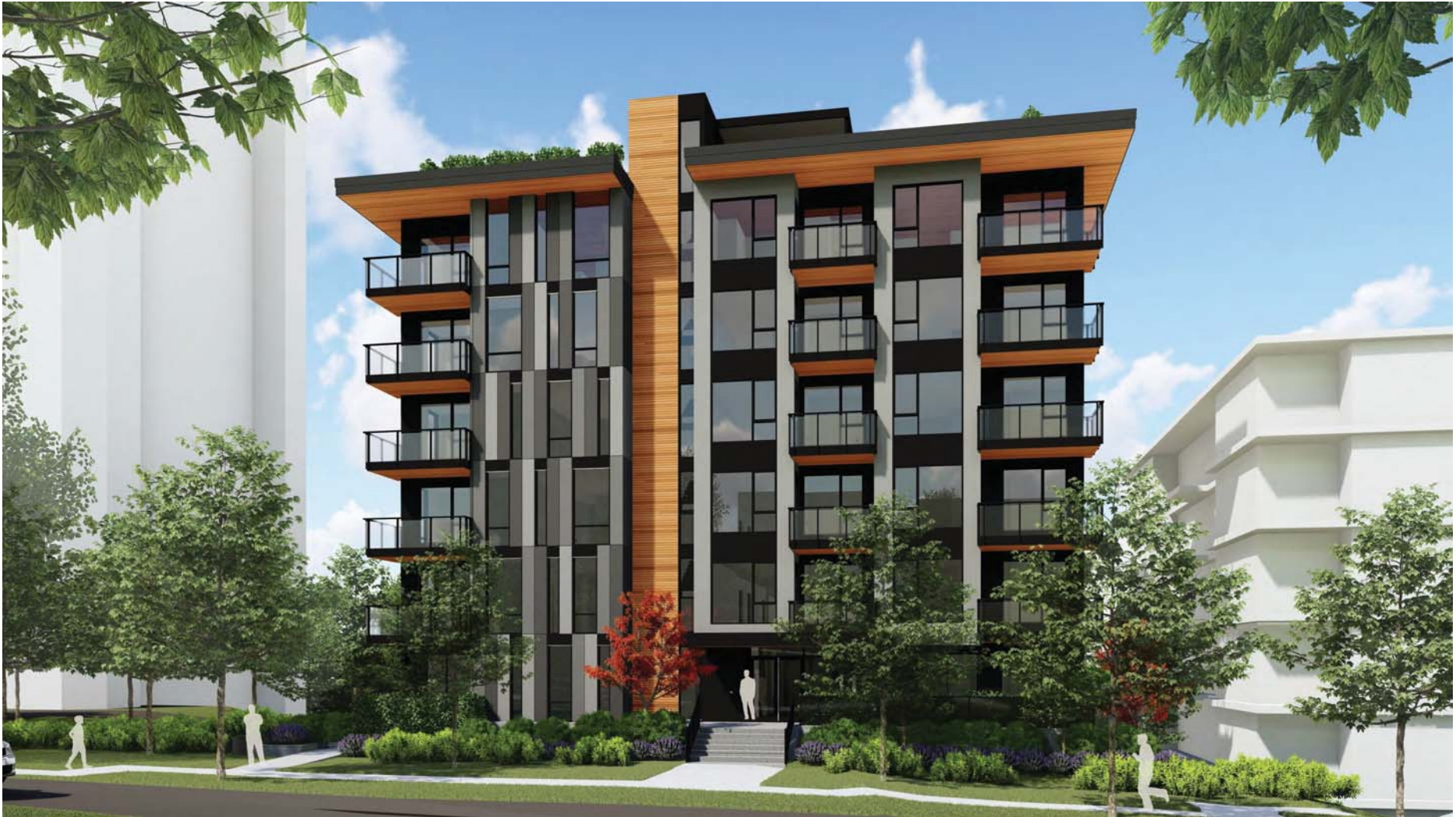
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ISSUE 4 - REZ. APP.

[ISSUE]

[DRAWING]

**A-0.201**







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[PROJECT TEAM]

[ARCHITECT SEAL]

**CASCADIA**  
Green Development  
(CLIENT)

Cascadia Green

[PROJECT]

**Keith Rd**  
115 Keith Rd East  
North Vancouver, BC

[TITLE]

**Perspective**

[PROJECT]

21562

[SCALE]

Friday, March 25, 2022

[DATE]

ISSUE 4 - REZ. APP.

[ISSUE]

[DRAWING]

**A-0.202**





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[PROJECT TEAM]

[ARCHITECT SEAL]



Cascadia Green

[PROJECT]

Keith Rd

115 Keith Rd East  
North Vancouver, BC

[TITLE]

Perspective

21562

[SCALE]

Friday, March 25, 2022

[DATE]

ISSUE 4 - REZ. APP.

[ISSUE]

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A-0.203





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[PROJECT TEAM]

[ARCHITECT SEAL]

**CASCADIA**  
Green Development  
(CLIENT)

Cascadia Green

[PROJECT]

**Keith Rd**  
115 Keith Rd East  
North Vancouver, BC

[TITLE]

**Perspective**

[PROJECT]

21562

[SCALE]

Friday, March 25, 2022

[DATE]

ISSUE 4 - REZ. APP.

[ISSUE]

[DRAWING]

**A-0.204**





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[PROJECT TEAM]

[ARCHITECT SEAL]

**CASCADIA**  
Green Development  
(CLIENT)

Cascadia Green

[PROJECT]

Keith Rd

115 Keith Rd East  
North Vancouver, BC

[TITLE]

**Perspective**

21562

[SCALE]

Friday, March 25, 2022

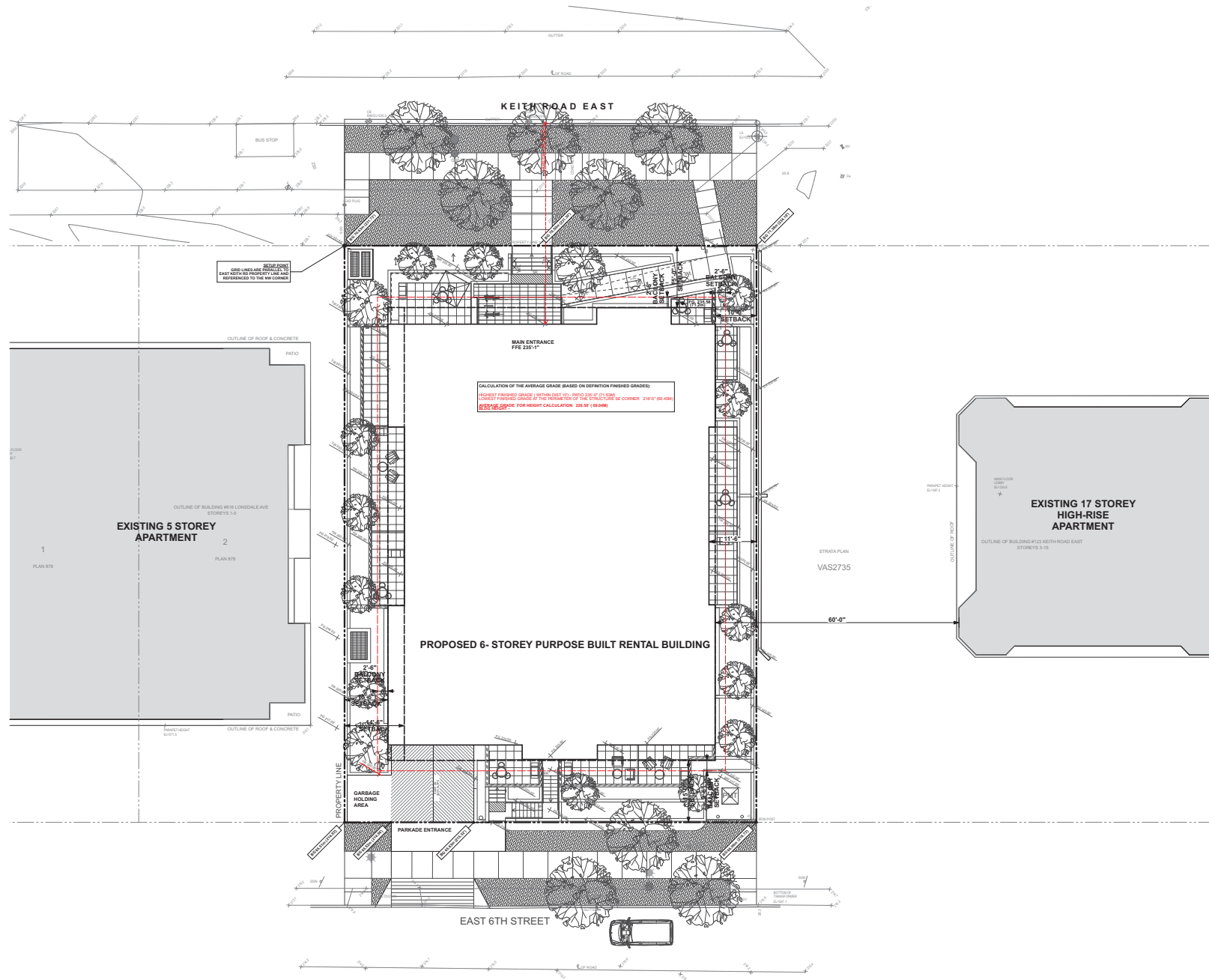
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ISSUE 4 - REV. APP.

[ISSUE]

[DRAWING]

**A-0.205**







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[PROJECT TEAM]

[ARCHITECT SEAL]



Cascadia Green

[PROJECT]

Keith Rd

115 Keith Rd East  
North Vancouver, BC

[TITLE]

## Level P2 Parking Plan

[PROJECT]

21562

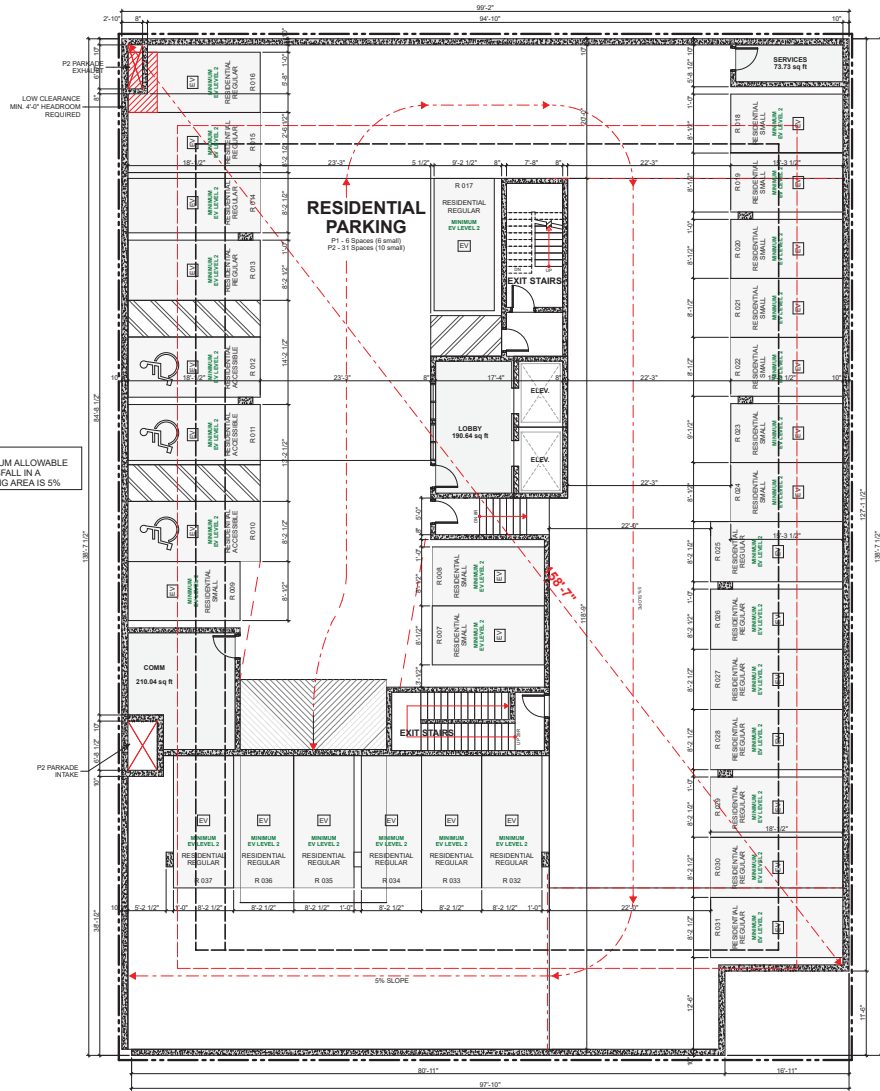
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Friday, March 25, 2022

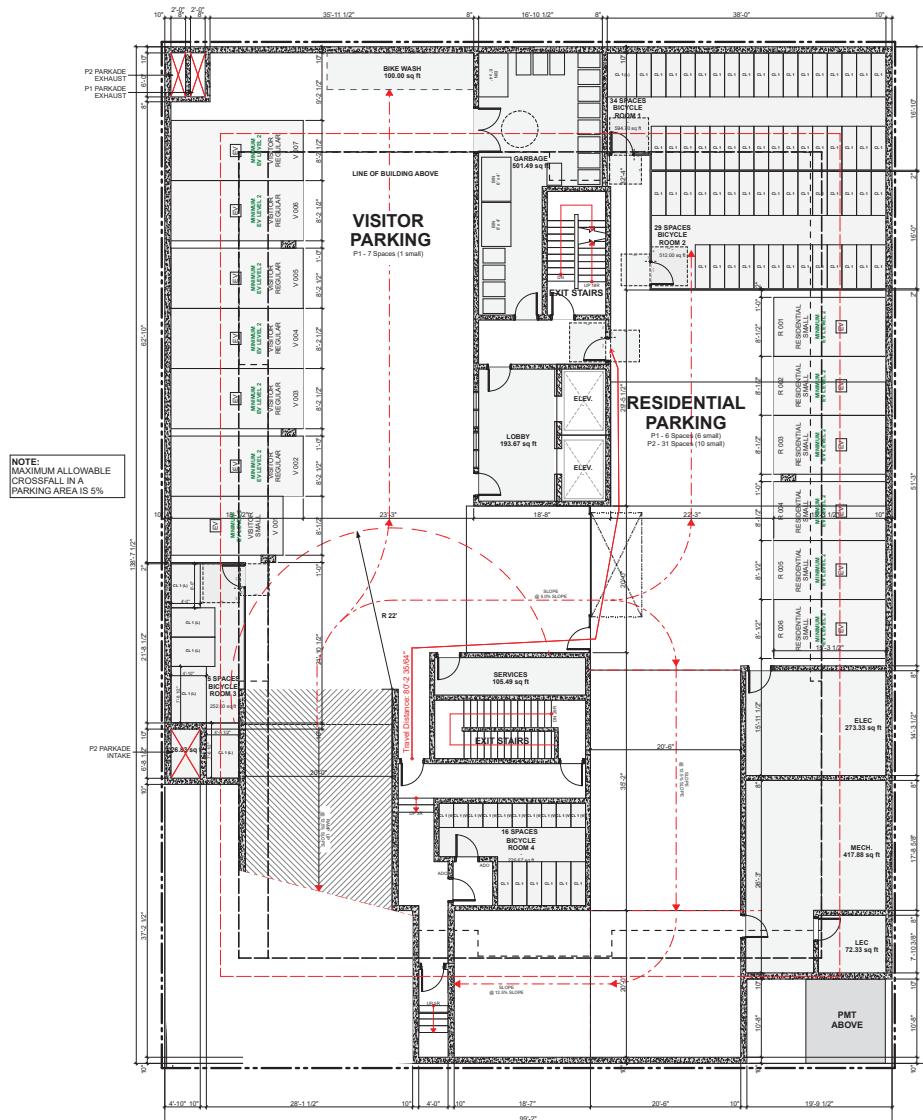
ISSUE 4 - REV. APP.

[DRAWING]

# A-2.000







BICYCLES SUMMARY			
BICYCLES	LEVEL	TYPE	SUBTYPE
	Level P1		CL 1
			68
BICYCLES	Level P1		CL 1 (L)
			6
BICYCLES	Level P1		CL 1 (V)
			10
BICYCLES	Ground		CL 1
			5
BICYCLES	Ground		CL 1 (V)
			22
			111



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[PROJECT TEAM]

[ARCHITECT SEAL]



Cascadia Green

[PROJECT]

Keith Rd

115 Keith Rd East  
North Vancouver, BC

[TITLE]

**Level P1 Parking Plan**

[PROJECT]

21562

1/8" = 1'-0"

[SCALE]

Friday, March 25, 2022

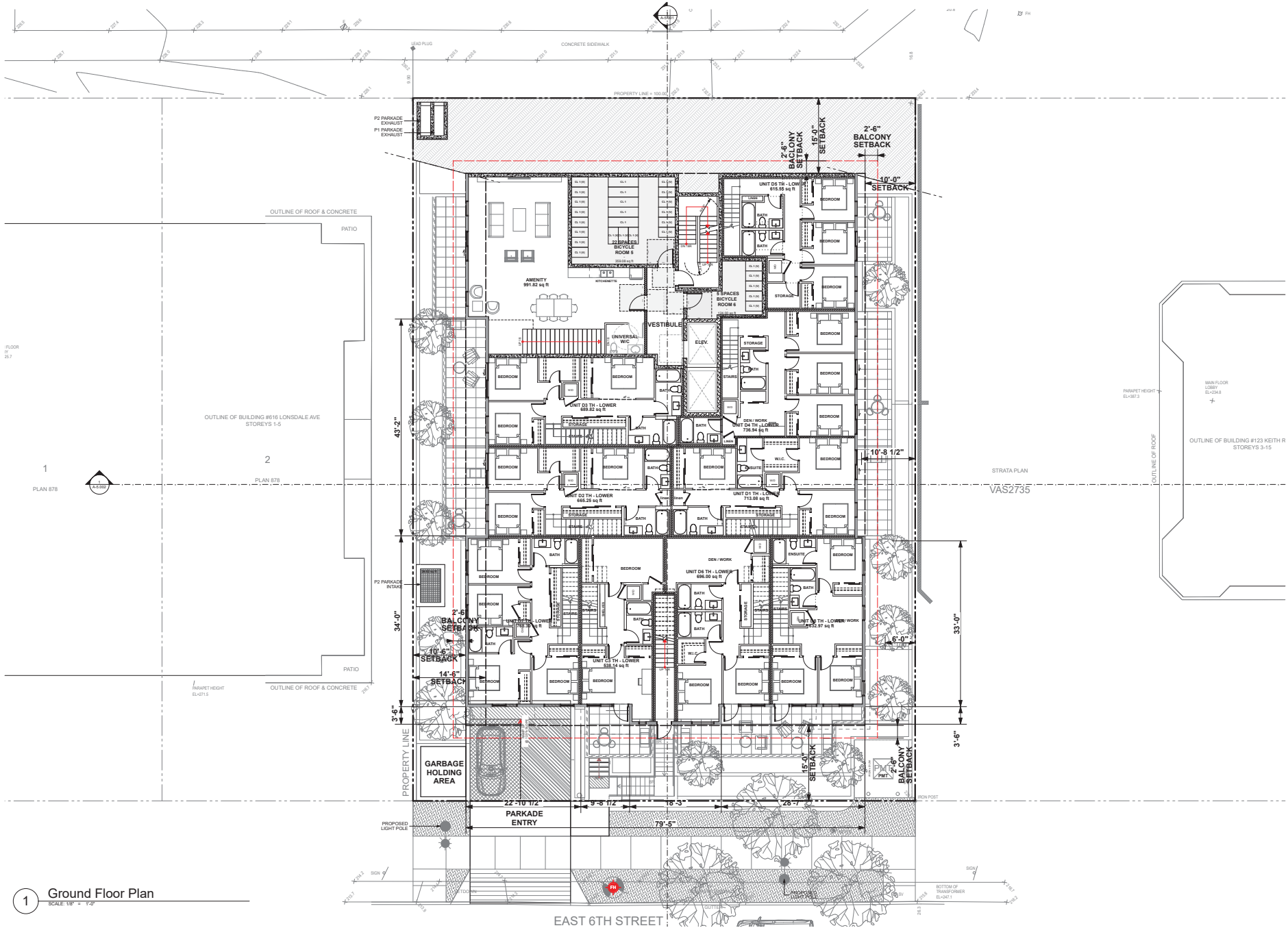
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ISSUE 4 - REZ. APP.

[ISSUE]

[DRAWING]

**A-2.010**



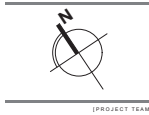
1 Ground Floor Plan  
SCALE: 1/8" = 1'-0"

**iA**

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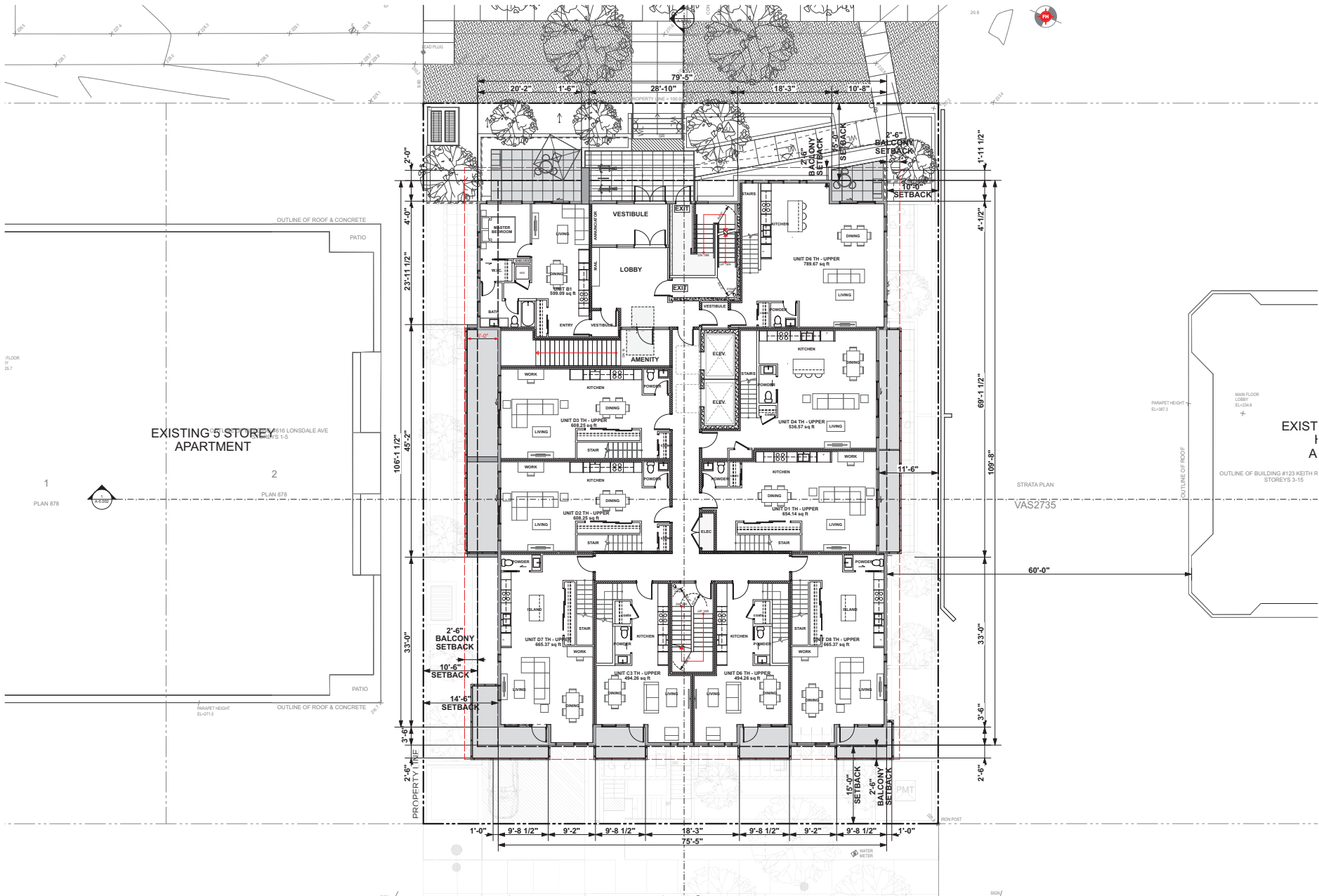
Cascadia Green  
(PROJECT)

Keith Rd  
115 Keith Rd East  
North Vancouver, BC  
(TITLE)

**Ground Level  
Floor Plan**

21562 (PROJECT)  
(SCALE)  
Friday, March 25, 2022 (DATE)  
ISSUE 4 - REZ. APP. (ISSUE)  
(DRAWING)

**A-2.020**



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(PROJECT TEAM)

(ARCHITECT SEAL)



Cascadia Green

(PROJECT)

**Keith Rd**  
115 Keith Rd East  
North Vancouver, BC

(TITLE)

**Level 1 Floor Plan**

21562

(PROJECT)

Wednesday, April 13, 2022

(DATE)

ISSUE 4 - REV. APP.

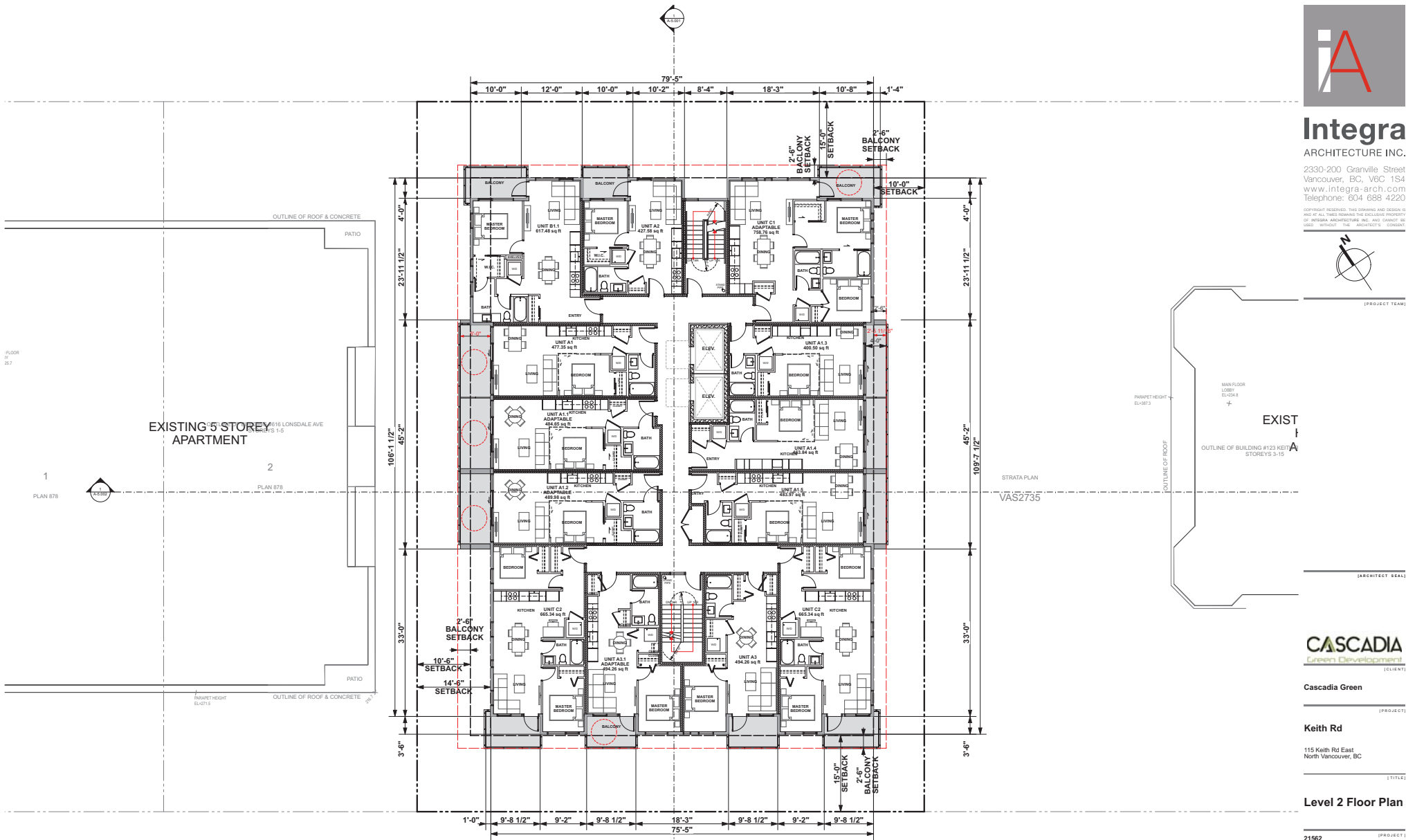
(ISSUE)

(DRAWING)

**A-2.100**

**Level 1 Floor Plan**  
SCALE: 1/8" = 1'-0"

1



1 Level 2 Floor Plan

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



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(ARCHITECT SEAL)



Cascadia Green

(PROJECT)

**Keith Rd**  
115 Keith Rd East  
North Vancouver, BC

(TITLE)

**Level 2 Floor Plan**

21562

(PROJECT)

(SCALE)

Wednesday, April 13, 2022

(DATE)

ISSUE 4 - REV. APP.

(ISSUE)

(DRAWING)

**A-2.200**

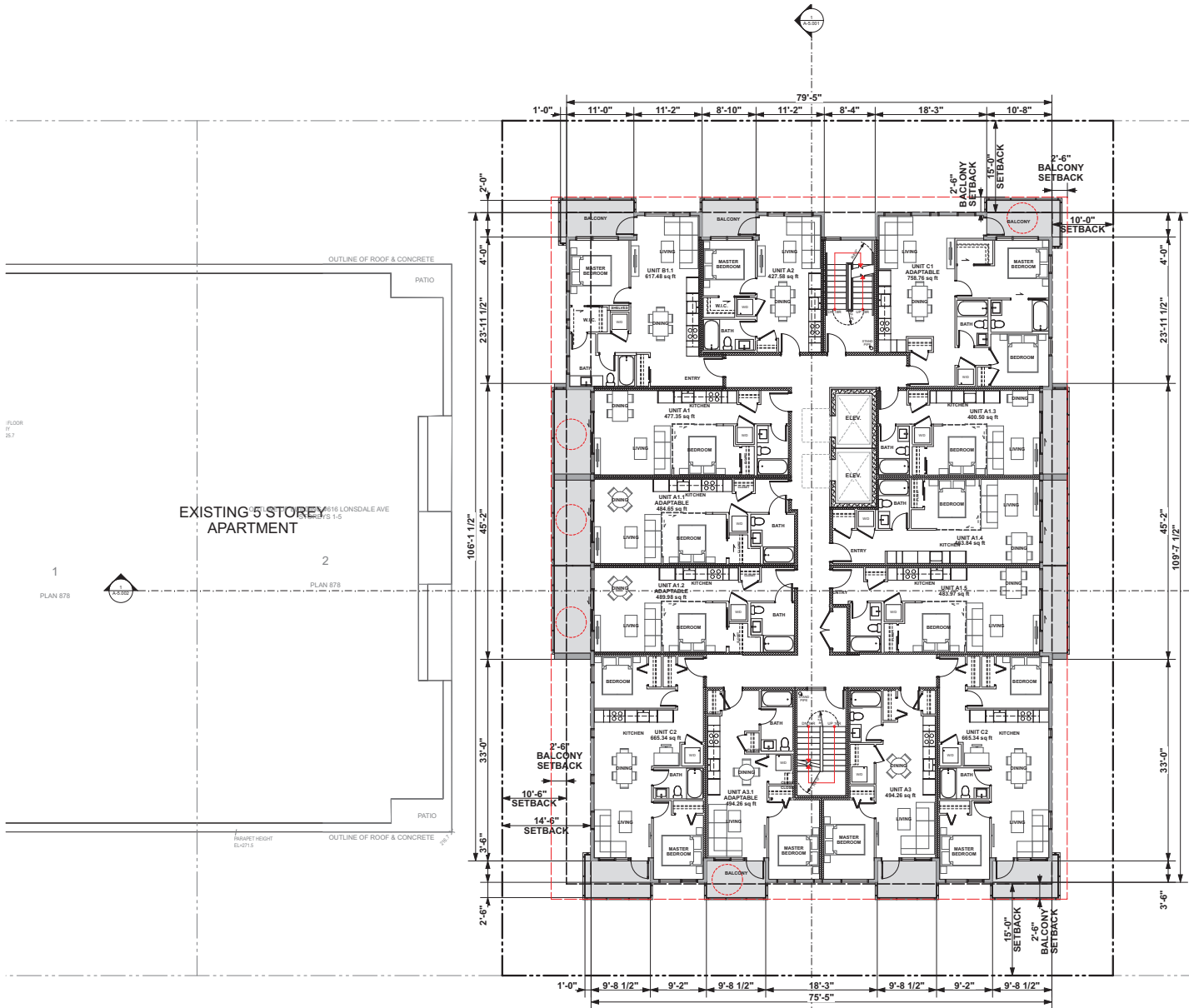


OUTLINE OF BUILDING #123 KEITH

### OUTLINE OF ROOF

PARAPET HEIGHT =  
EL=387.3

MAIN FLOOR  
LOBBY  
EL+234.8  
+









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PROJECT

115 Kelth Rd East  
North Vancouver, BC

(TITLE)

### Level 5 Floor Plan

PROJECT 1

[ SCALE ]

Wednesday, April 13, 2022 [DATE]

ISSUE 4 - REZ. APP. [ISSUE]

[DRAWING]

**A-2.500**

SCALE:  $1/8" = 1'-0"$





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[PROJECT TEAM]

EXIST  
↓  
A

[ARCHITECT SEAL]



Cascadia Green

[PROJECT]

Keith Rd

115 Keith Rd East  
North Vancouver, BC

[TITLE]

## Lower Roof Plan

21562

[PROJECT]

[SCALE]

Friday, March 25, 2022

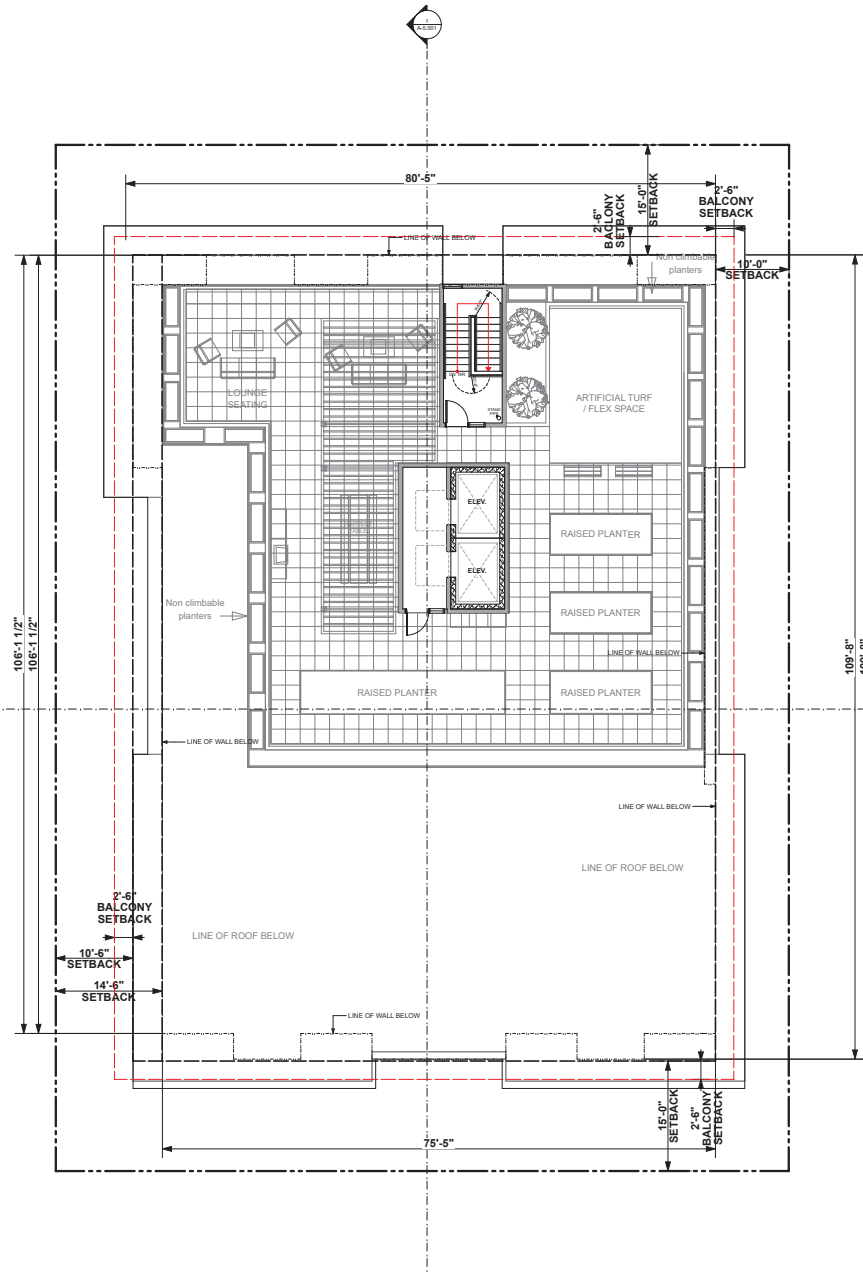
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ISSUE 4 - REZ. APP.

[ISSUE]

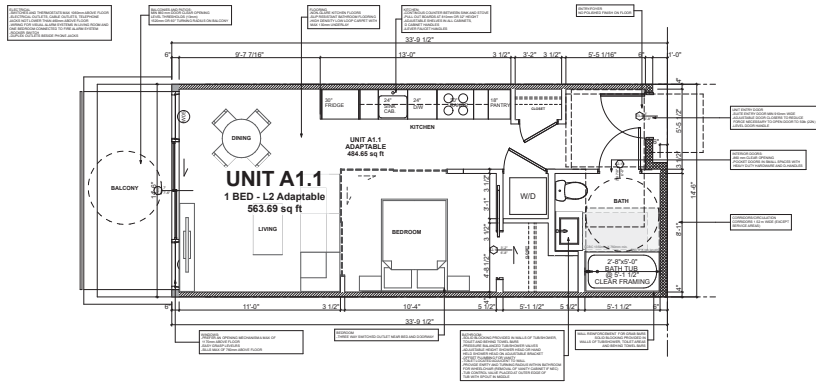
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A-2.700



## 1 Lower Roof Plan

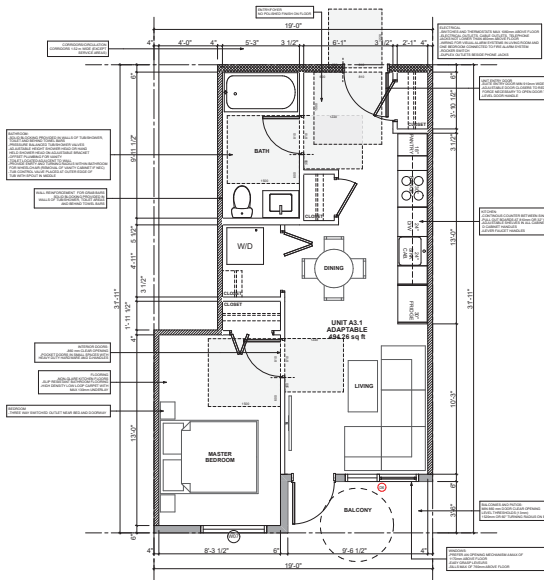
SCALE: 1/8" = 1'-0"



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CASCADE GREEN  
DEVELOPMENTS  
Keith Rd  
115 METRO  
NORTH VANCOUVER, BC

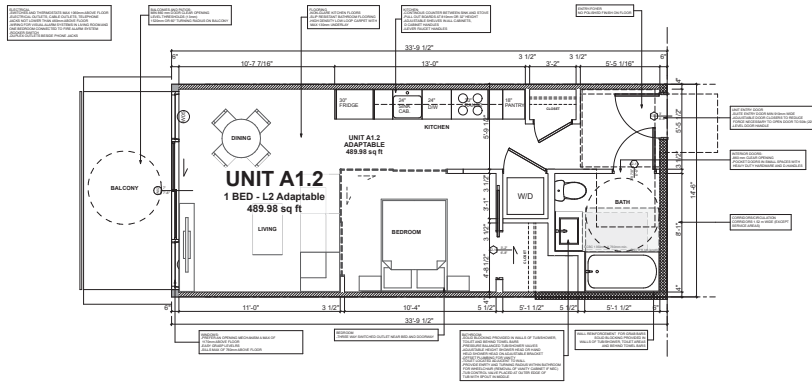
**UNIT A1.1  
(ADAPTABLE)**  
963.69 sq ft  
Friday, November 19, 2011  
ISSUE 01: RESIDENCE APP  
**A-7.002**



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CASCADE GREEN  
DEVELOPMENTS  
Keith Rd  
115 METRO  
NORTH VANCOUVER, BC

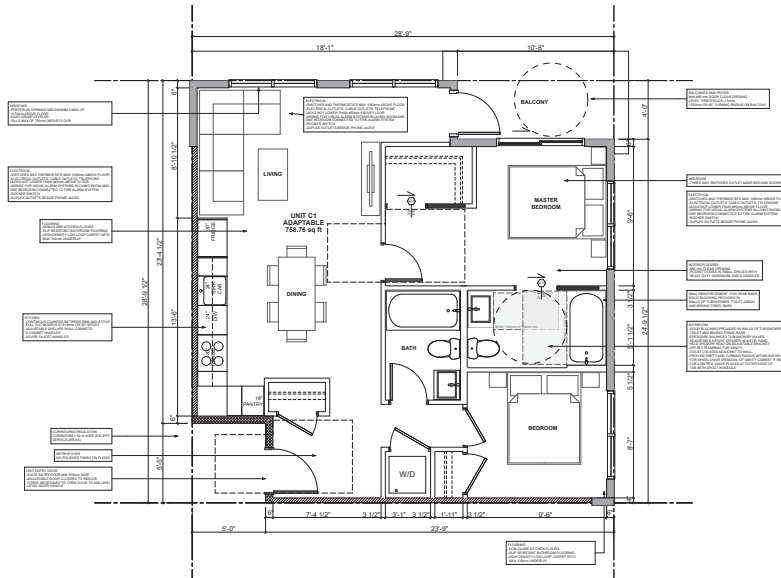
**UNIT A3.1  
(ADAPTABLE)**  
963.69 sq ft  
Friday, November 19, 2011  
ISSUE 01: RESIDENCE APP  
**A-7.009**



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CASCADE GREEN  
DEVELOPMENTS  
Keith Rd  
115 METRO  
NORTH VANCOUVER, BC

**UNIT A1.2  
(ADAPTABLE)**  
489.98 sq ft  
Friday, November 19, 2011  
ISSUE 01: RESIDENCE APP  
**A-7.003**



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CASCADE GREEN  
DEVELOPMENTS  
Keith Rd  
115 METRO  
NORTH VANCOUVER, BC

**UNIT C1  
(ADAPTABLE)**  
758.78 sq ft  
Friday, November 19, 2011  
ISSUE 01: RESIDENCE APP  
**A-7.021**



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Vancouver, BC, V6C 1S4  
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**Adaptable Unit Plans**

(PROJECT TEAM)

CASCADE GREEN  
DEVELOPMENTS

Keith Rd

115 METRO  
NORTH VANCOUVER, BC

**UNIT A1.2  
(ADAPTABLE)**

489.98 sq ft

Friday, November 19, 2011

ISSUE 01: RESIDENCE APP

**A-7.003**

(ARCHITECT SEAL)

CASCADE GREEN  
DEVELOPMENTS

Keith Rd

115 METRO  
NORTH VANCOUVER, BC

**UNIT C1  
(ADAPTABLE)**

758.78 sq ft

Friday, November 19, 2011

ISSUE 01: RESIDENCE APP

**A-7.021**

(ARCHITECT SEAL)

CASCADE GREEN  
DEVELOPMENTS

Keith Rd

115 METRO  
NORTH VANCOUVER, BC

**UNIT A1.1  
(ADAPTABLE)**

963.69 sq ft

Friday, November 19, 2011

ISSUE 01: RESIDENCE APP

**A-7.002**

(ARCHITECT SEAL)

CASCADE GREEN  
DEVELOPMENTS

Keith Rd

115 METRO  
NORTH VANCOUVER, BC

**UNIT A3.1  
(ADAPTABLE)**

963.69 sq ft

Friday, November 19, 2011

ISSUE 01: RESIDENCE APP

**A-7.009**

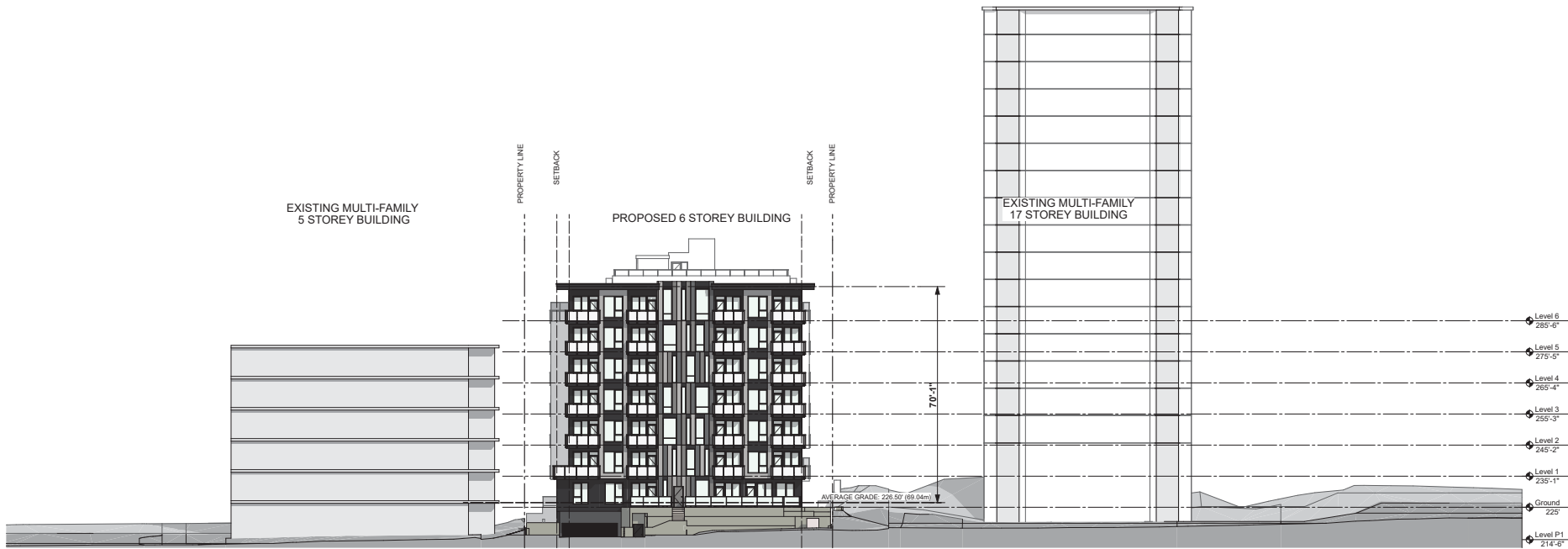




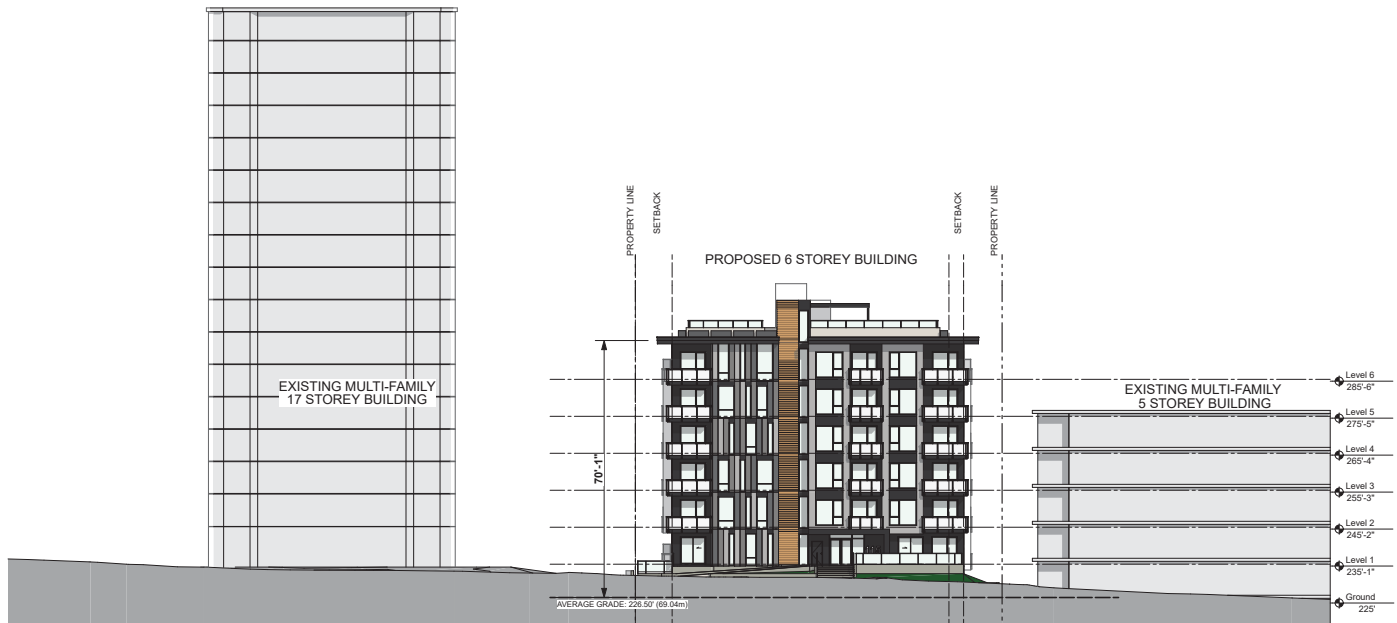
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1 Streetscape Building Elevation - South  
SCALE: 1/16" = 1'-0"



2 Streetscape Building Elevation - North  
SCALE: 1/16" = 1'-0"

[PROJECT TEAM]

[ARCHITECT SEAL]

**CASCADIA**  
Green Development  
(CLIENT)

Cascadia Green  
(PROJECT)

Keith Rd  
115 Keith Rd East  
North Vancouver, BC

[TITLE]

**Streetscape Elevations**

(PROJECT)

21562 (SCALE)

1/16" = 1'-0" (DATE)

Friday, March 25, 2022 (DATE)

ISSUE 4 - REZ. APP. (ISSUE)

(DRAWING)

**A-4.000**

MATERIAL & COLOUR SCHEDULE				
Building Elements	A	B	C	D
Cladding	Cladding	Cladding	Cladding	Cladding
Colour	Wood Tone	Grey	Black	Dark Grey
Material	Fiber Cement Panel	Fiber Cement Panel	Fiber Cement Panel	Fiber Cement Panel
Product	Wood Tone	TBC	TBC	TBC
Colour to Match / Manufacturer Reference No.	Cedar			
Manufacturer	TBC	TBC	TBC	TBC

Building Elements	F	G	H	I	J
Cladding	Cladding	Cladding	Cladding	Cladding	Cladding
Colour	Light Grey	Orange / Brown	Charcoal Grey	Dark Grey	Charcoal Grey
Material	Fiber Cement Panel	Cementitious Board	Vent Strip	2 Ply SBS Roofing Membrane	Painted Aluminum
Product	TBC	Cedar Soffit	TBC	TBC	TBC
Colour to Match / Manufacturer Reference No.		Cedar	(To Match Material 'J')	Dark Grey	
Manufacturer	TBC	Aluma <sup>TM</sup>	TBC	TBC	TBC

Building Elements	K	L	M	N	O
Windows	Windows	Patio Door	Aluminum Siding (8 Balconies)	Patio / Terrace Screen	Wood Trellis
Colour	Black	Black	Black	Charcoal Grey	Black
Material	Painted Vinyl	Painted Vinyl	Painted Aluminum	Composite Metal	Cedar
Product	TBC	TBC	TBC	TBC	TBC
Colour to Match / Manufacturer Reference No.					
Manufacturer	TBC	TBC	TBC	TBC	TBC

Building Elements	P	Q	R	S	T
Lobby Entry	Lobby Entry	Lobby Entry	Staircase Columns	Retaining Walls	
Colour	Black	Black	Charcoal Grey	Grey	
Material	Painted Aluminum	Painted Aluminum	Painted Wood	C.I.P. Architectural Concrete	
Product	TBC	TBC	TBC	Grade C.I.P. Architectural Concrete w/ Reveal Line	
Colour to Match / Manufacturer Reference No.				Natural Concrete	
Manufacturer	TBC	TBC	TBC		







MATERIAL & COLOUR SCHEDULE				
	A	B	C	D
Building Elements	Clauding	Clauding	Clauding	Clauding
Colour	Wood Tone	Grey	Black	Dark Grey
Material	Fiber Cement Panel	Fiber Cement Panel	Fiber Cement Panel	Fiber Cement Panel
Product	Wood Tone	TBC	TBC	TBC
Colour to Match / Manufacturer Reference No.	Cedar			
Manufacturer	TBC	TBC	TBC	TBC

	F	G	H	I	J
Building Elements	Clauding	Soffit	Soffit	Roof	Flashing, Gutters, and down spouts
Colour	Light Grey	Orange / Brown	Charcoal Grey	Dark Grey	Painted Charcoal Grey
Material	Fiber Cement Panel	Cementitious Soffit Board	Vent Strip	2 Ply SBS Roofing Membrane	Painted Aluminum
Product	TBC	Cedar Soffit	TBC	TBC	TBC
Colour to Match / Manufacturer Reference No.	Cedar	(To Match Material J)	Dark Grey		
Manufacturer	TBC	Aluma <sup>TM</sup>	TBC	TBC	TBC

	K	L	M	N	O
Building Elements	Windows	Patio Door	Aluminum Railing (8 Balconies)	Patio / Terrace Screen	Wood Trellis
Colour	Black	Black	Painted Charcoal Grey	Black	Cedar
Material	Painted Vinyl	Painted Vinyl	Painted Aluminum	Composite Metal	TBC
Product	TBC	TBC	TBC	TBC	TBC
Colour to Match / Manufacturer Reference No.					
Manufacturer	TBC	TBC	TBC	TBC	TBC

	P	Q	R	S	T
Building Elements	Lobby Entry Doors	Lobby Entry Windows	Balcony Columns	Retaining Walls	
Colour	Black	Black	Charcoal Grey	Grey	
Material	Painted Aluminum	Painted Aluminum	Painted Wood	C.I.P. Architectural Concrete	
Product	TBC	TBC	TBC	Grade C.I.P. Architectural Concrete w/ Reveal Line	
Colour to Match / Manufacturer Reference No.				Natural Concrete	
Manufacturer	TBC	TBC	TBC	N/A	



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(PROJECT TEAM)

(ARCHITECT SEAL)



Cascadia Green

(PROJECT)

Keith Rd  
115 Keith Rd East  
North Vancouver, BC

(TITLE)

**Building Elevation  
- East**

(PROJECT)

21562

(SCALE)

Friday, March 25, 2022

(DATE)

ISSUE 4 - REZ. APP.

(ISSUE)

(DRAWING)

**A-4.200**

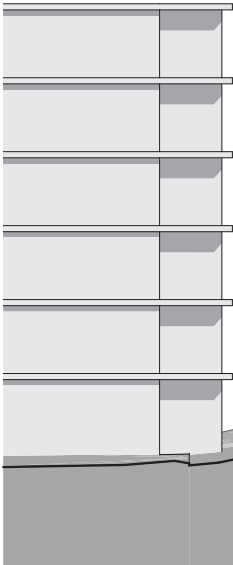
MATERIAL & COLOUR SCHEDULE				
Building Elements	A	B	C	D
Cladding	Cladding	Cladding	Cladding	Cladding
Colour	Wood Tone	Grey	Black	Dark Grey
Material	Fiber Cement Panel	Fiber Cement Panel	Fiber Cement Panel	Fiber Cement Panel
Product	Wood Tone	TBC	TBC	TBC
Colour to Match / Manufacturer Reference No.	Cedar			
Manufacturer	TBC	TBC	TBC	TBC

Building Elements	F	G	H	I	J
Cladding	Cladding	Cladding	Cladding	Cladding	Cladding
Colour	Light Grey	Orange / Brown	Charcoal Grey	Dark Grey	Painted, Gutters, and down spouts, Painted Charcoal Grey
Material	Fiber Cement Panel	Cementitious Soffit Board	Vent Strip	2 Ply SBS Roofing Membrane	Painted Aluminum
Product	TBC	Cedar Soffit	TBC	TBC	TBC
Colour to Match / Manufacturer Reference No.	Cedar	(To Match Material J)		Dark Grey	
Manufacturer	TBC	Aluma <sup>TM</sup>	TBC	TBC	TBC

Building Elements	K	L	M	N	O
Windows	Windows	Windows	Windows	Windows	Windows
Colour	Black	Black	Black	Black	Black
Material	Painted Vinyl	Painted Vinyl	Painted Aluminum	Painted Aluminum	Painted Aluminum
Product	TBC	TBC	TBC	TBC	TBC
Colour to Match / Manufacturer Reference No.					
Manufacturer	TBC	TBC	TBC	TBC	TBC

Building Elements	P	Q	R	S	T
Cladding	Cladding	Cladding	Cladding	Cladding	Cladding
Colour	Black	Black	Black	Black	Black
Material	Painted Aluminum	Painted Aluminum	Painted Aluminum	Painted Aluminum	Painted Aluminum
Product	TBC	TBC	TBC	TBC	TBC
Colour to Match / Manufacturer Reference No.					
Manufacturer	TBC	TBC	TBC	TBC	TBC

EXISTING MULTI-FAMILY 5 STOREY BUILDING



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[PROJECT TEAM]

[ARCHITECT SEAL]

**CASCADIA**  
Green Development  
(CLIENT)

Cascadia Green  
(PROJECT)

Keith Rd  
115 Keith Rd East  
North Vancouver, BC

[TITLE]

**Building Elevation**  
- South

(PROJECT)

21562

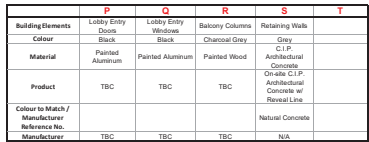
(SCALE)

Friday, March 25, 2022 (DATE)

ISSUE 4 - REZ. APP. (ISSUE)

(DRAWING)

**A-4.300**



**A-4.400**



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[PROJECT TEAM]

[ARCHITECT SEA

### Cascadia Green

Keith Rd

**Keith Rd**

115 Keith Rd East  
North Vancouver, BC

[ TITL

Section - North / South

21562 [PROJEC

| SCAL

Friday, March 25, 2022 [OAT]

ISSUE 4 - REZ. APP.

[ DRAWING]

**A-5.001**



**CALCULATION OF THE AVERAGE GRADE (BASED ON DEFINITION FINISHED GRADES):**

HIGHEST FINISHED GRADE ( WITHIN DIST.10' ) - PATIO 235'-0" (71.63M)  
LOWEST FINISHED GRADE AT THE PERIMETER OF THE STRUCTURE SE CORNER 218'-0" (66.45M)

**AVERAGE GRADE FOR HEIGHT CALCULATION 226.50" ( 69.04M)**  
**BLDG HEIGHT -**





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(PROJECT TEAM)

(ARCHITECT SEAL)



Cascadia Green

(PROJECT)

Keith Rd

115 Keith Rd East  
North Vancouver, BC

(TITLE)

## Section - East / West

(PROJECT)

21562

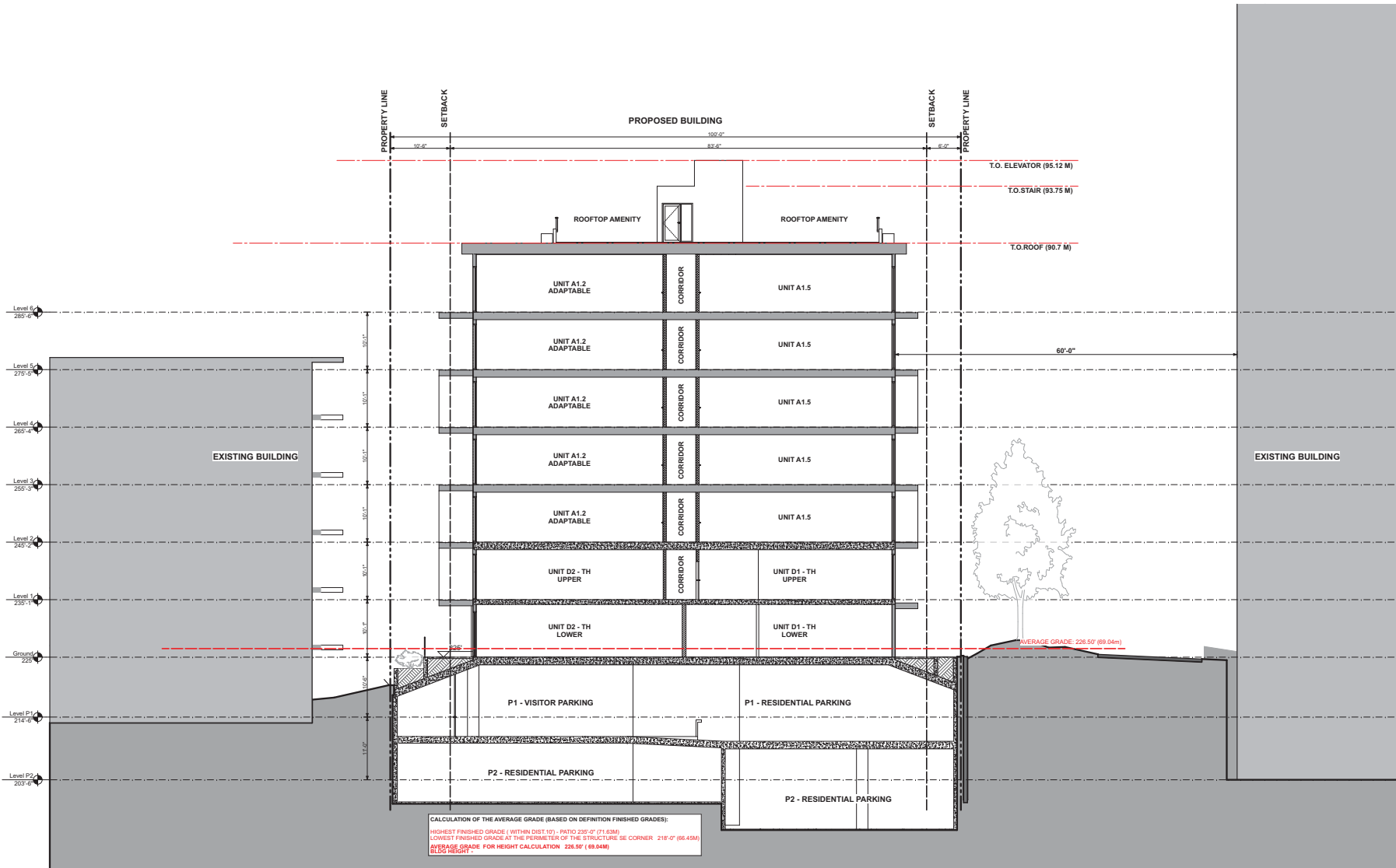
(SCALE)

Wednesday, April 13, 2022

ISSUE 4 - REV. APP.

(DRAWING)

A-5.002



1 Building Section - East-West  
SCALE: 1/8" = 1'-0"



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[PROJECT TEAM]

[ARCHITECT SEAL]



[CLIENT]

Cascadia Green

[PROJECT]

Keith Rd

115 Keith Rd East  
North Vancouver, BC

[TITLE]

## Ground Floor Area Overlay

[PROJECT]

21562

[SCALE]

Friday, March 25, 2022

[DATE]

ISSUE 4 - REZ. APP.

[ISSUE]

[DRAWING]

A-8.103

### AREAS INCLUDED IN THE FSR CALCULATION

AREA - GROSS FLOOR AREA FOR FSR



COMMON

AREA



UNITS

AREA



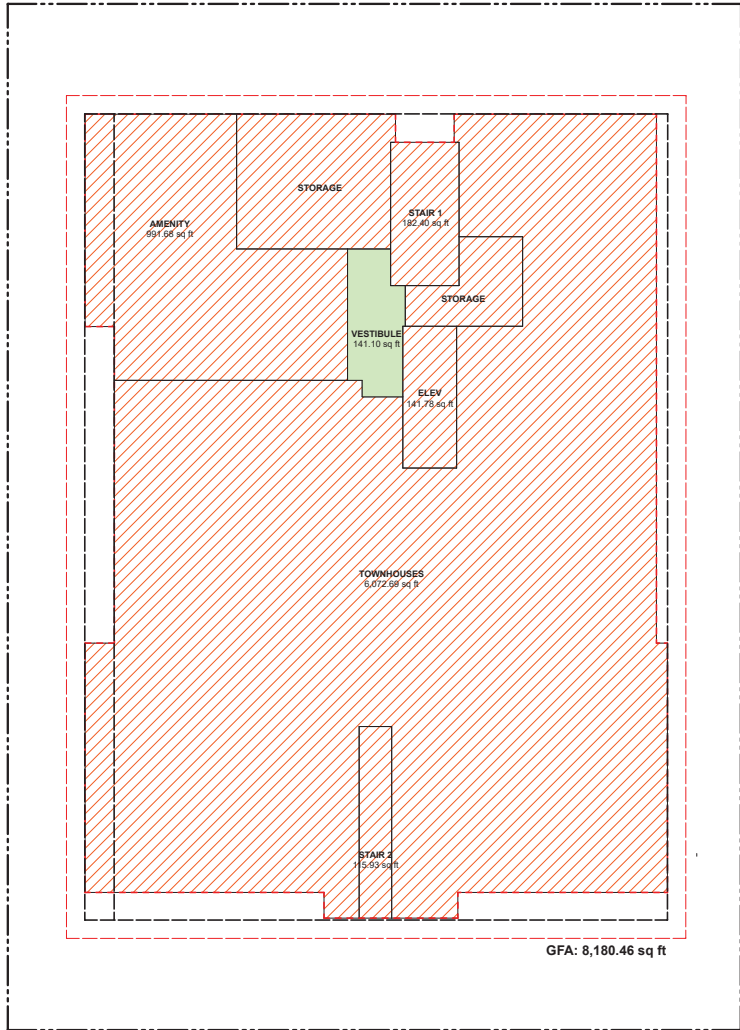
EXCLUSION

### AREAS NOT INCLUDED IN THE FSR CALCULATION



BALCONY

AREA - OPEN BALCONY  
AND UNIT DECK AREA



GFA: 8,180.46 sq ft

1 Ground - FSR Overlay

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



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[PROJECT TEAM]

[ARCHITECT SEAL]



Cascadia Green

[PROJECT]

Keith Rd

115 Keith Rd East  
North Vancouver, BC

[TITLE]

## Level 1 Floor Area Overlay

[PROJECT]

21562

[SCALE]

Friday, March 25, 2022

[DATE]

ISSUE 4 - REZ. APP.

[ISSUE]

[DRAWING]

A-8.110

### AREAS INCLUDED IN THE FSR CALCULATION

AREA - GROSS FLOOR AREA FOR FSR

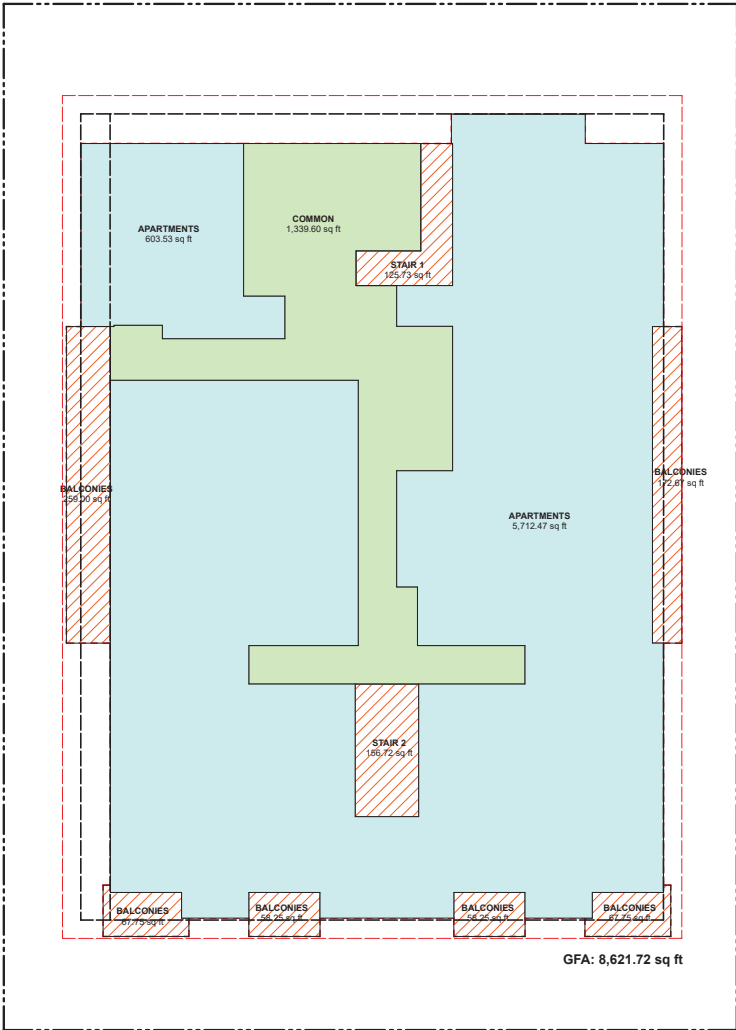
COMMON  
AREA

UNITS  
AREA

EXCLUSION  
EXCLUSION

### AREAS NOT INCLUDED IN THE FSR CALCULATION

BALCONY  
AREA - OPEN BALCONY  
AND UNIT DECK AREA





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(PROJECT TEAM)

(ARCHITECT SEAL)



Cascadia Green

(PROJECT)

Keith Rd

115 Keith Rd East  
North Vancouver, BC

(TITLE)

## Level 2 Floor Area Overlay

21562

(PROJECT)

(SCALE)

Friday, March 25, 2022

(DATE)

ISSUE 4 - REZ. APP.

(ISSUE)

(DRAWING)

A-8.120

### AREAS INCLUDED IN THE FSR CALCULATION

AREA - GROSS FLOOR AREA FOR FSR

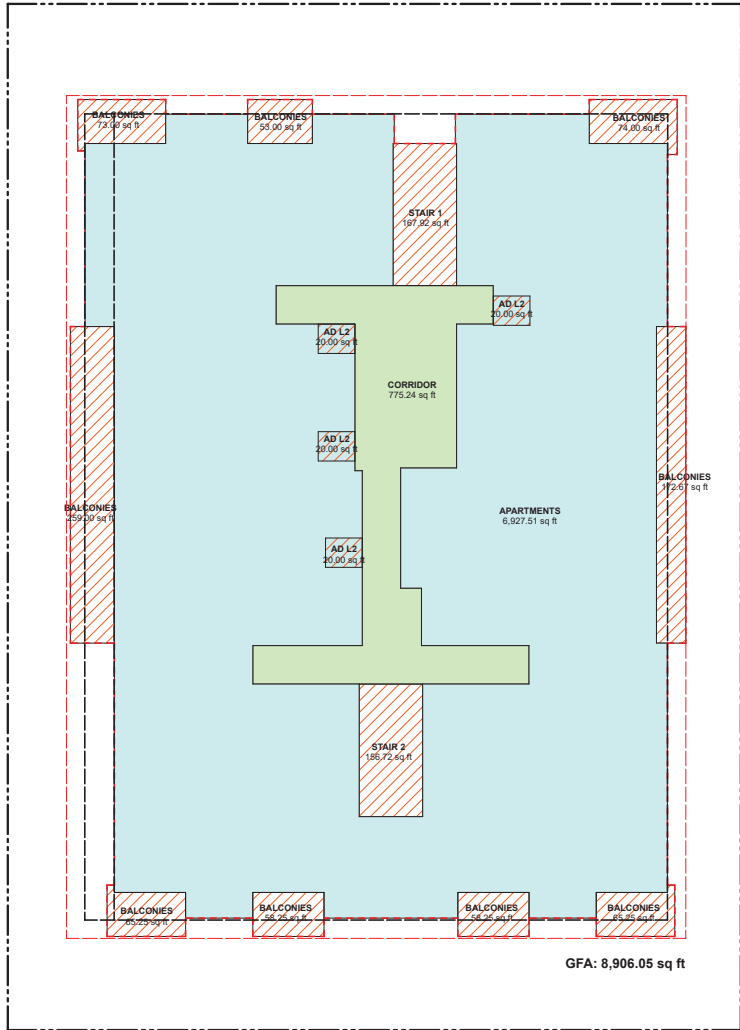
COMMON AREA

UNITS AREA

EXCLUSION

### AREAS NOT INCLUDED IN THE FSR CALCULATION

BALCONY AREA - OPEN BALCONY  
AND UNIT DECK AREA







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(PROJECT TEAM)

(ARCHITECT SEAL)



Cascadia Green

(PROJECT)

Keith Rd

115 Keith Rd East  
North Vancouver, BC

(TITLE)

## Level 3 Floor Area Overlay

21562

(PROJECT)

(SCALE)

Friday, March 25, 2022

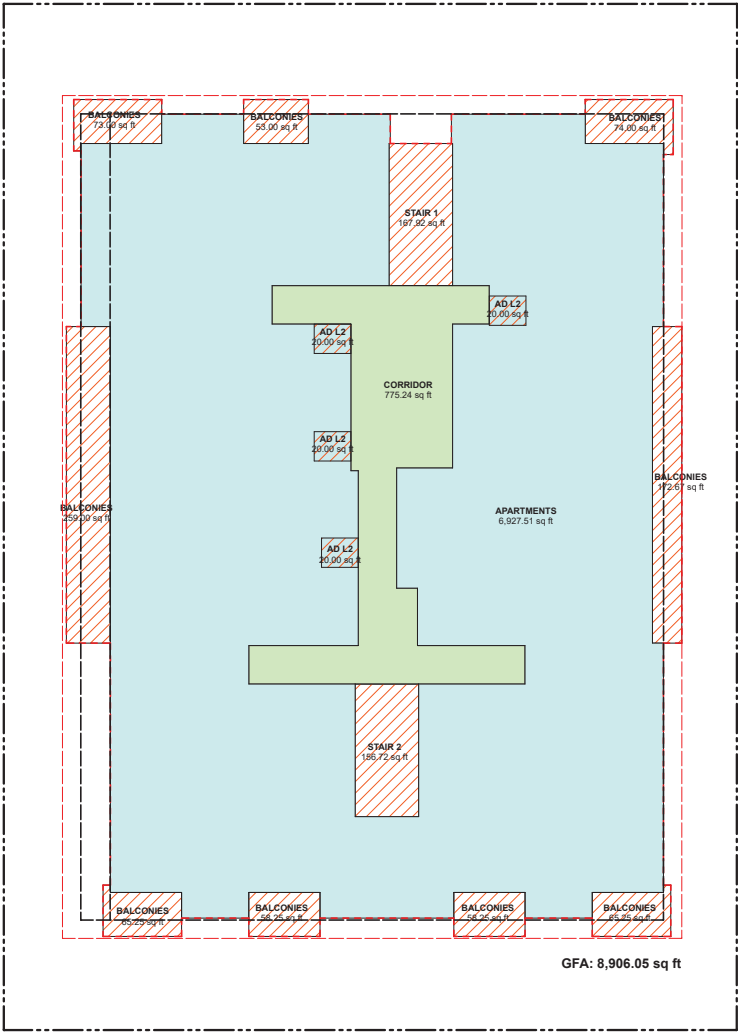
(DATE)

ISSUE 4 - REZ. APP.

(ISSUE)

(DRAWING)

# A-8.130





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(PROJECT TEAM)

(ARCHITECT SEAL)



Cascadia Green

(PROJECT)

**Keith Rd**  
115 Keith Rd East  
North Vancouver, BC

(TITLE)

## Level 4 Floor Area Overlay

21562

(PROJECT)

(SCALE)

Friday, March 25, 2022

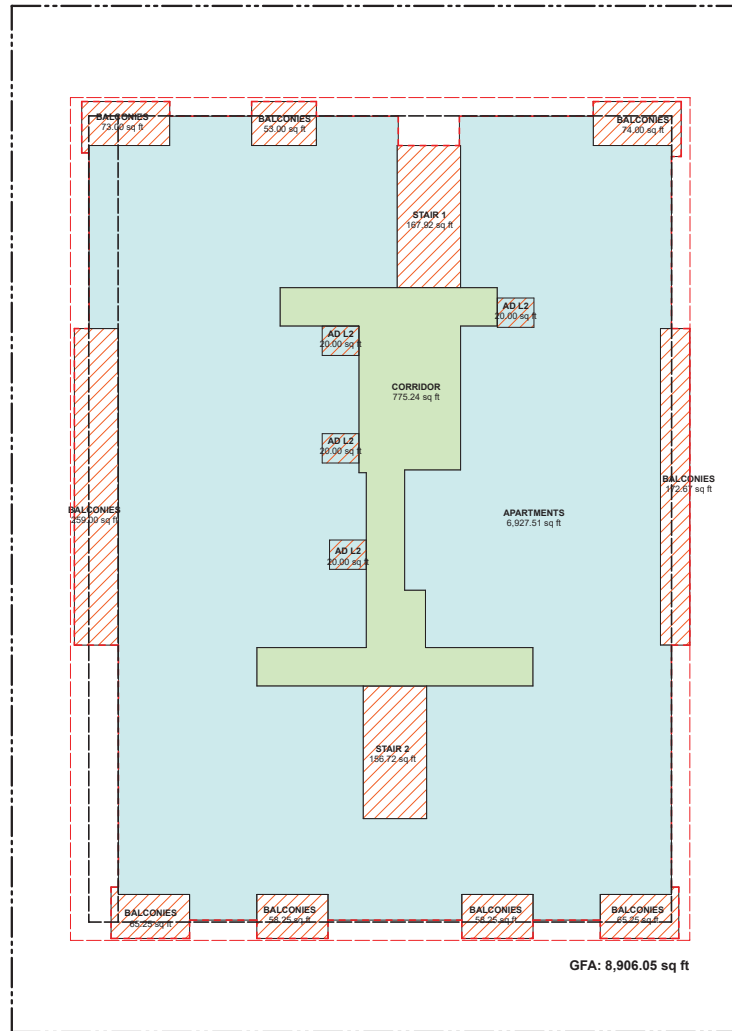
(DATE)

ISSUE 4 - REZ. APP.

(ISSUE)

(DRAWING)

**A-8.140**





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(PROJECT TEAM)

(ARCHITECT SEAL)



Cascadia Green

(PROJECT)

Keith Rd

115 Keith Rd East  
North Vancouver, BC

(TITLE)

## Level 5 Floor Area Overlay

21562

(PROJECT)

(SCALE)

Friday, March 25, 2022

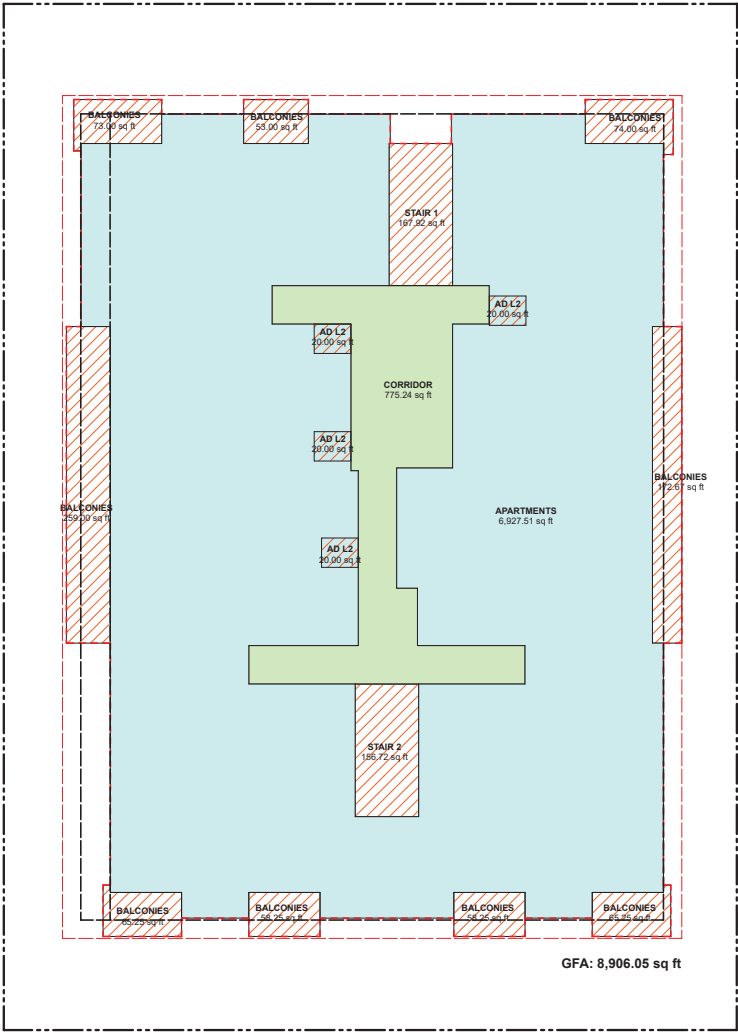
(DATE)

ISSUE 4 - REZ. APP.

(ISSUE)

(DRAWING)

# A-8.150





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(PROJECT TEAM)

(ARCHITECT SEAL)



Cascadia Green

(PROJECT)

Keith Rd

115 Keith Rd East  
North Vancouver, BC

(TITLE)

## Level 6 Floor Area Overlay

21562

(PROJECT)

(SCALE)

Friday, March 25, 2022

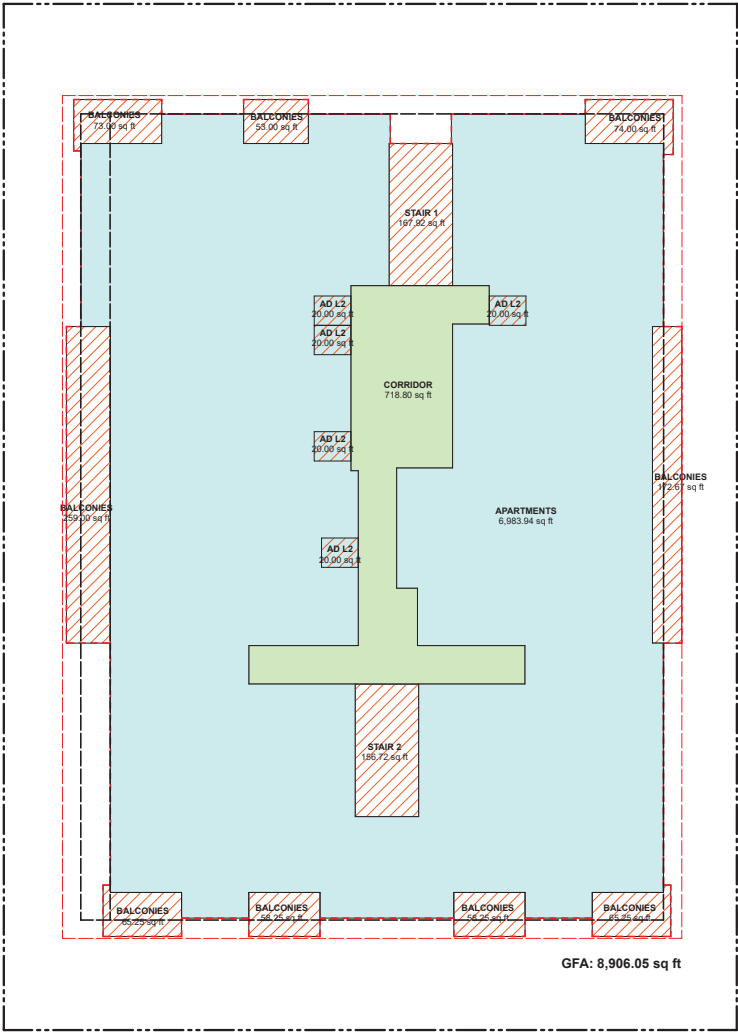
(DATE)

ISSUE 4 - REZ. APP.

(ISSUE)

(DRAWING)

# A-8.160







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[PROJECT TEAM]

[ARCHITECT SEAL]



Cascadia Green

[PROJECT]

Keith Rd

115 Keith Rd East  
North Vancouver, BC

[TITLE]

**Lower Roof Area  
Overlay**

21562

[PROJECT]

[SCALE]

Friday, March 25, 2022

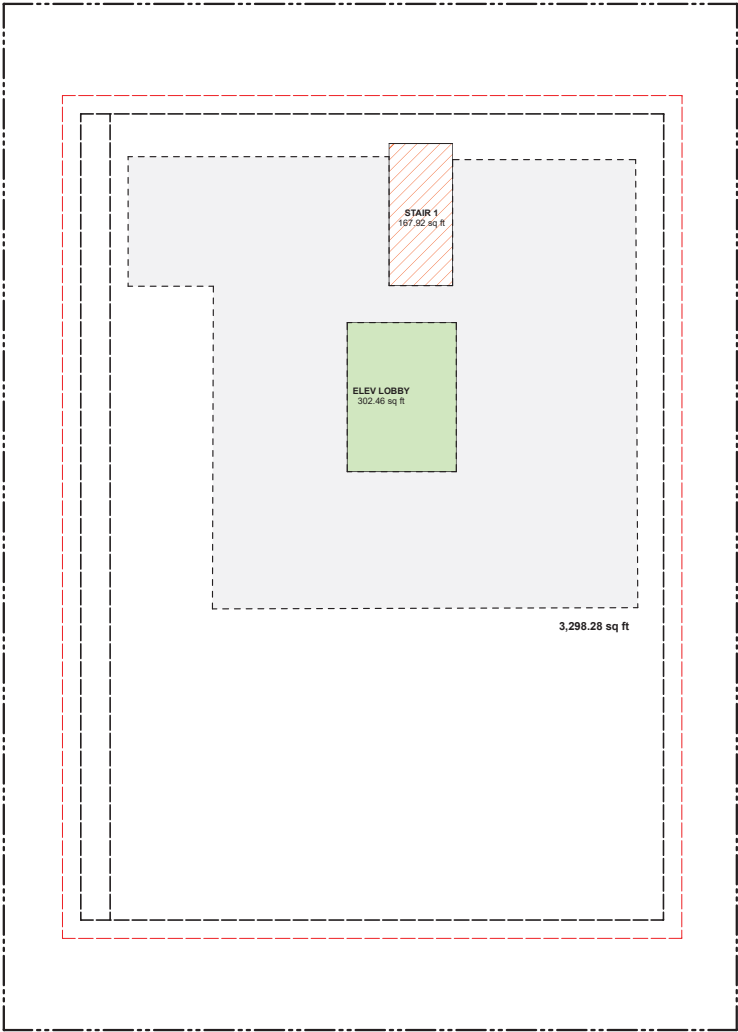
[DATE]

ISSUE 4 - REZ. APP.

[ISSUE]

[DRAWING]

**A-8.170**



**AREAS INCLUDED IN THE FSR CALCULATION**

AREA - GROSS FLOOR AREA FOR FSR



AREA



AREA



EXCLUSION

**AREAS NOT INCLUDED IN THE FSR CALCULATION**



AREA - OPEN BALCONY  
AND UNIT DECK AREA

1

Lower Roof - FSR Overlay

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

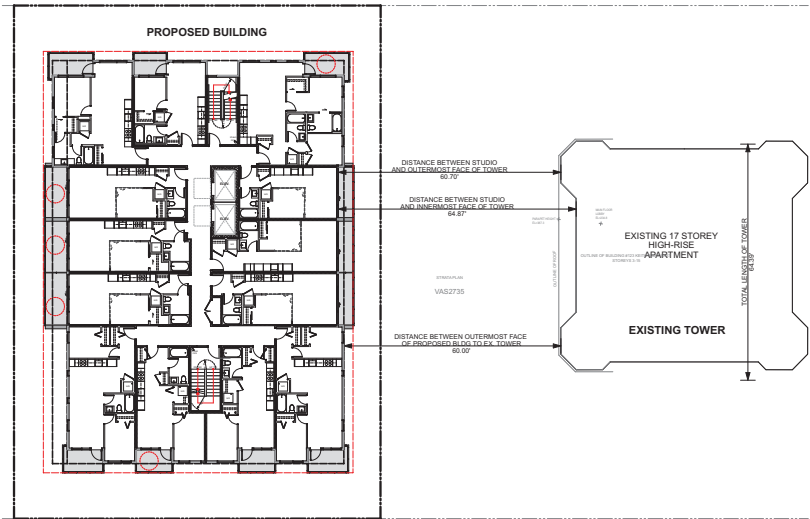


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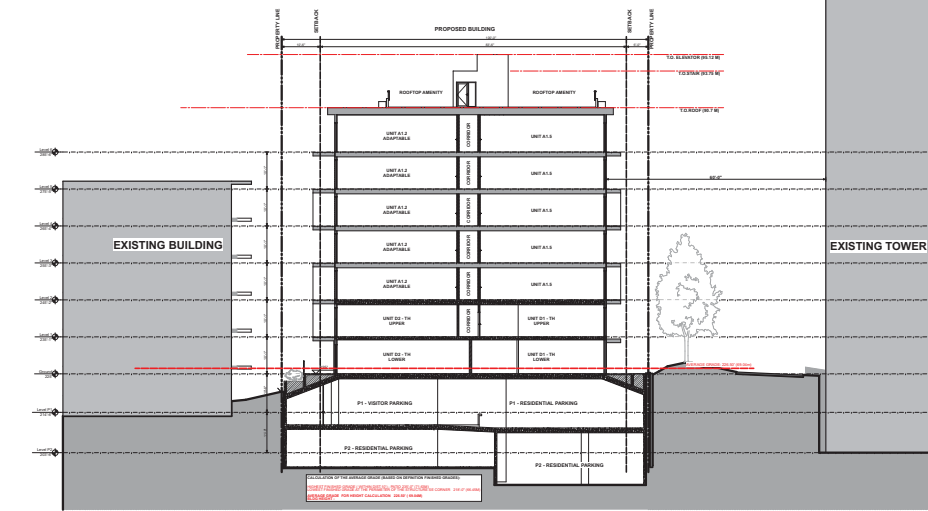
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1 Level 3 Floor Plan

SCALE: 1/16" = 1'-0"



2 Building Section - East-West

SCALE: 1/16" = 1'-0"

[PROJECT TEAM]

[ARCHITECT SEAL]

**CASCADIA**  
Green Development  
[CLIENT]

Cascadia Green

[PROJECT]

Keith Rd

115 Keith Rd East  
North Vancouver, BC

[TITLE]

**Tower Separation  
Analysis**

[PROJECT]

21562

[SCALE]

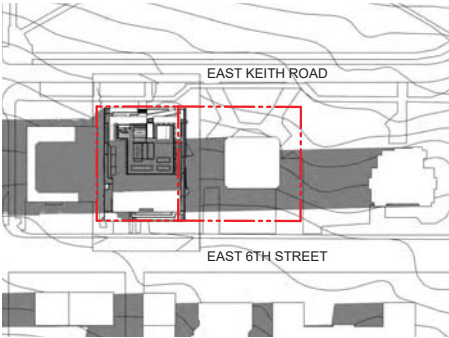
Wednesday, April 13, 2022 [DATE]

ISSUE 4 - REV. APP. [ISSUE]

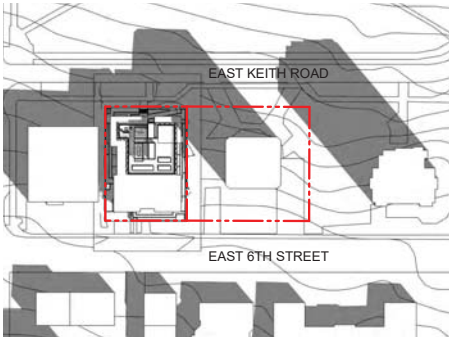
[DRAWING]

**A-8.210**

Spring Equinox  
March 21st



1 March 21st 9am



2 March 21st 12pm

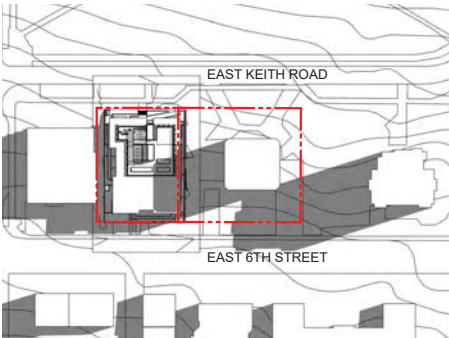


3 March 21st 3pm

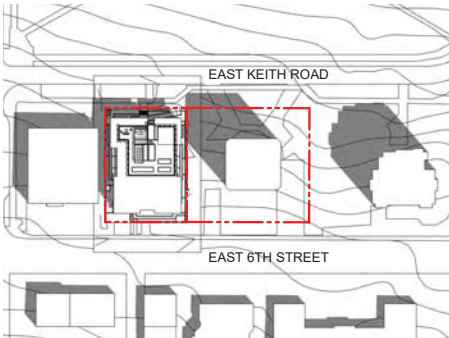


4 March 21st 6pm

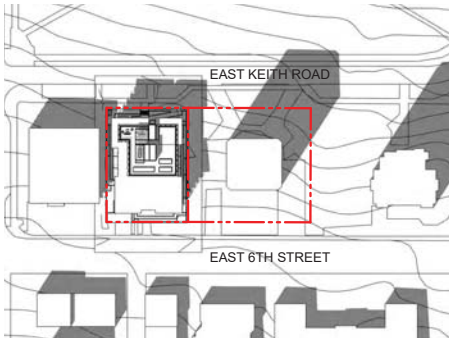
Summer Solstice  
June 21st



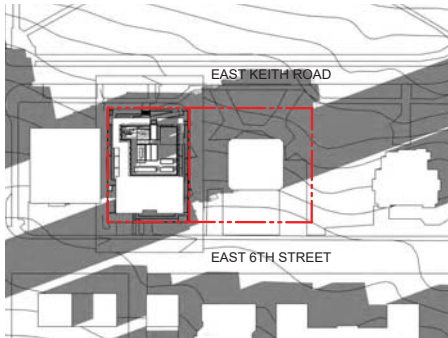
5 June 21st 9am



6 June 21st 12pm



7 June 21st 3pm



8 June 21st 6pm



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[PROJECT TEAM]

[ARCHITECT SEAL]

**CASCADIA**  
Green Development  
(CLIENT)

Cascadia Green

[PROJECT]

Keith Rd  
115 Keith Rd East  
North Vancouver, BC

[TITLE]

**Shadow Study**

[PROJECT]

21562

[SCALE]

Friday, March 25, 2022

[DATE]

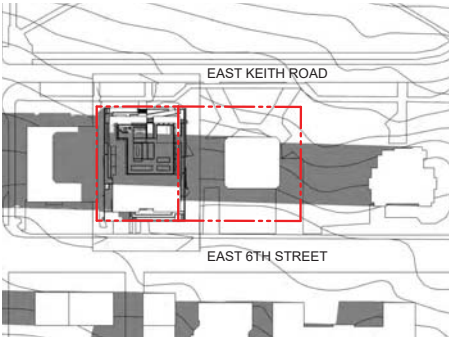
ISSUE 4 - REZ. APP.

[ISSUE]

[DRAWING]

**A-8.310**

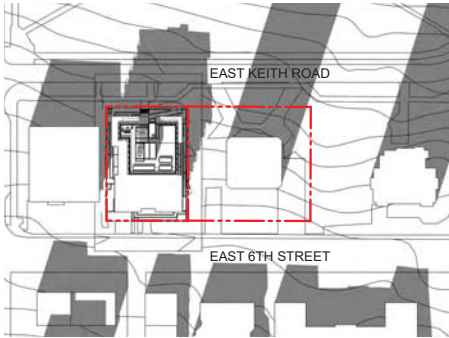
Fall Equinox  
September 21st



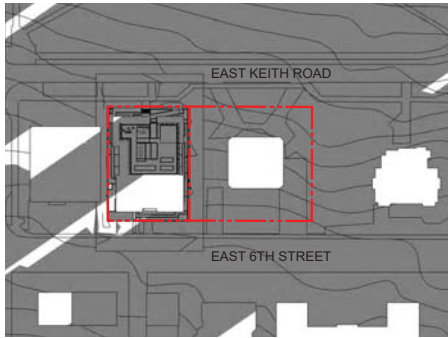
1 Sept 21st 9am



2 Sept 21st 12pm

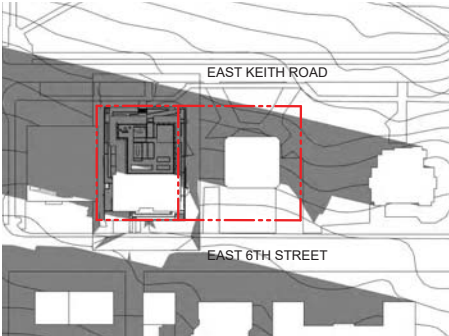


3 Sept 21st 3pm



4 Sept 21st 6pm

Winter Solstice  
December 21st



5 Dec 21st 9am



6 Dec 21st 12pm

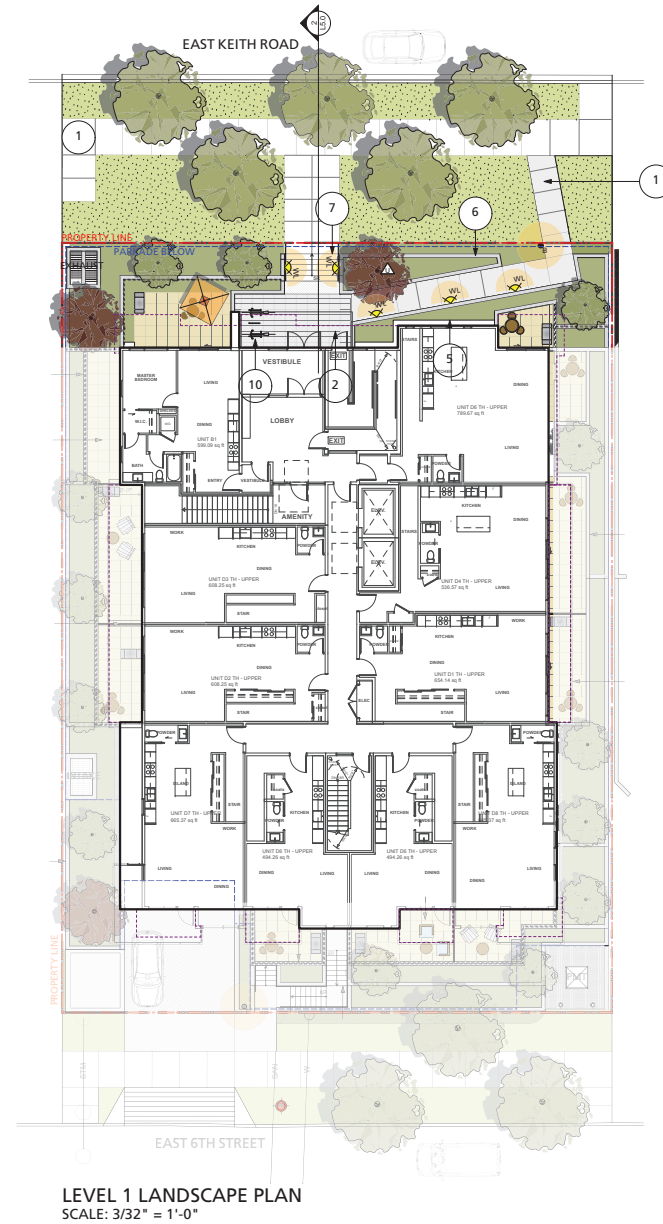
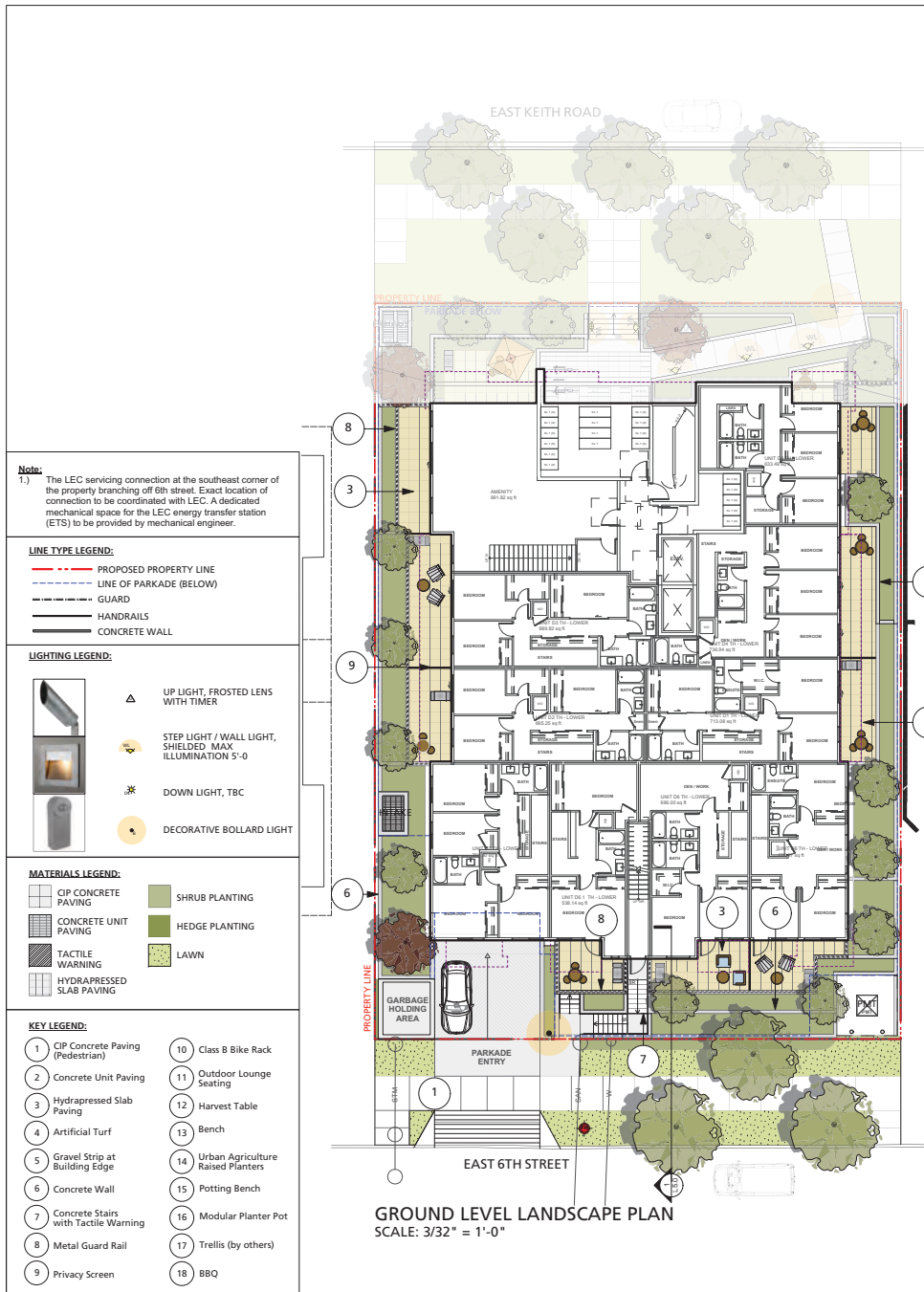


7 Dec 21st 3pm



8 Dec 21st 6pm





4	Re-issued for Rezoning	2022/03/25
3	Issued for Rezoning / Development Permit	2022/11/19
2	Issued for ADP	2022/11/08
1	Issued for Project Brief	2022/06/04
	Application	
	Revision No.	Date

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Client:

**CASCADIA**  
LAWRENCE DEVELOPMENT

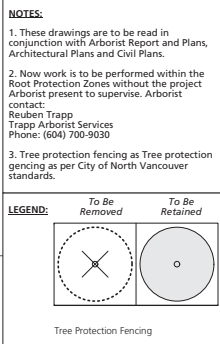
Project Title:  
**Keith Road**  
115 East Keith Road  
NORTH VANCOUVER, BC

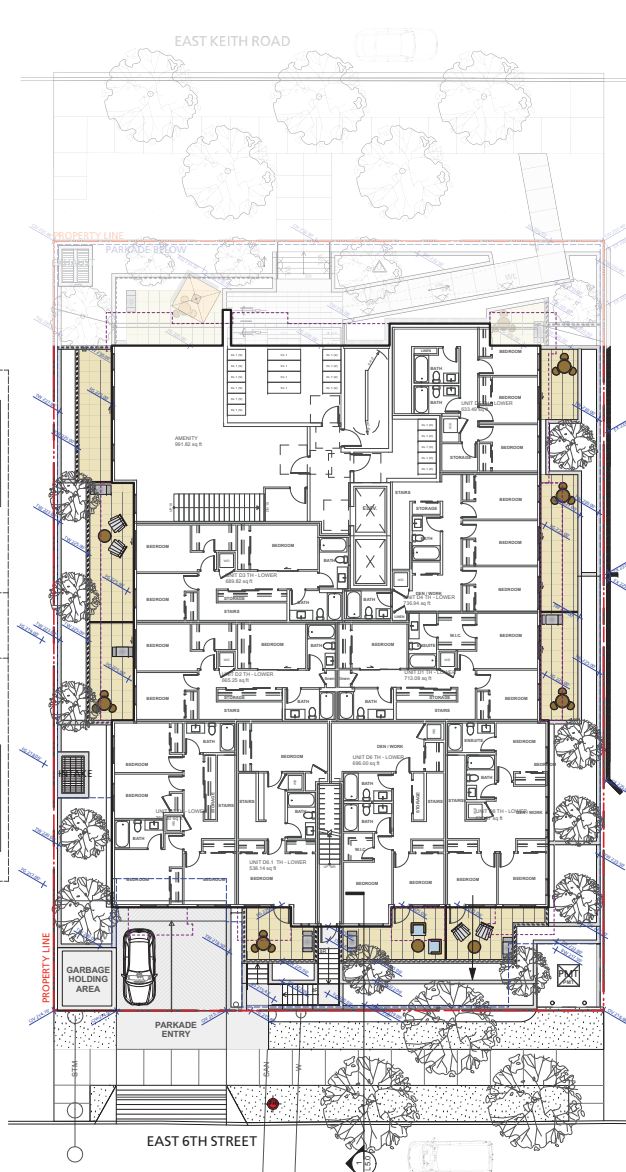
Drawing Title:  
**Landscape Plan  
Ground Level / Level 1**

Project North:  
Drawn By: TH  
Checked By: MP  
Scale: 3/32" = 1'-0"  
Job No.: 21-029  
Sheet No.:

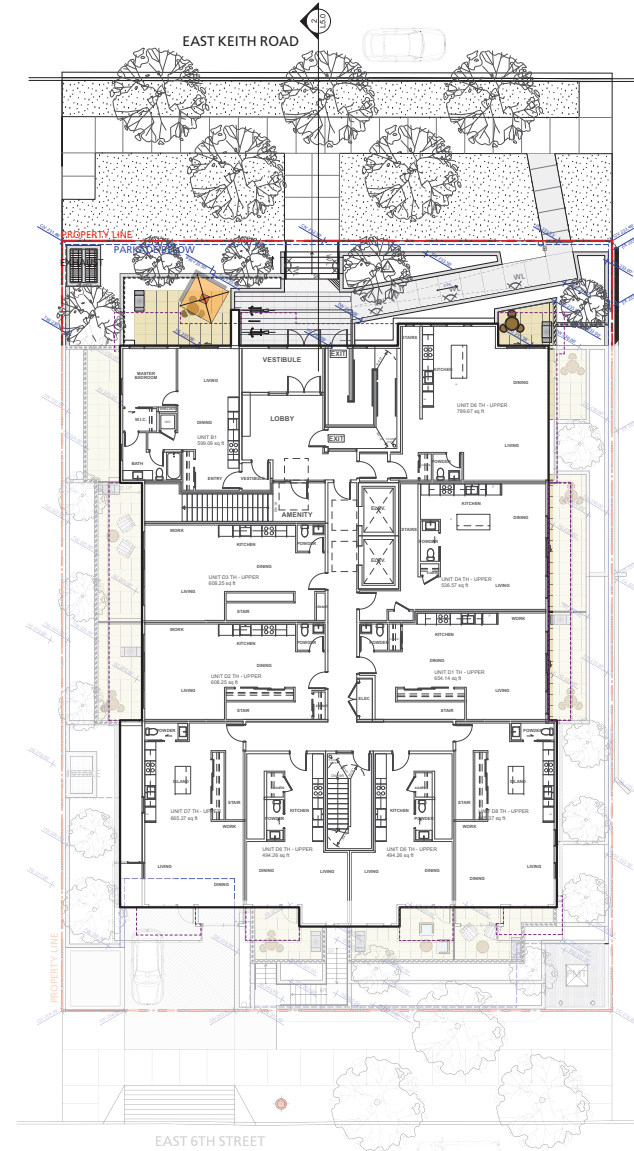
**L1.0**







**GROUND LEVEL LANDSCAPE PLAN**  
SCALE: 3/32" = 1'-0"



**LEVEL 1 LANDSCAPE PLAN**  
SCALE: 3/32" = 1'-0"

**GRADING LEGEND:**

- Existing Grade
- Finished Grade
- Civil Grade
- Top of Stair
- Bottom of Stair
- Top of Curb
- Top of Wall
- Bottom of Wall
- Slope
- Drainage Arrow

**GRADING NOTES:**

1. Contractor to ensure all paving slopes to drain away from buildings.
2. Contractor to ensure lip/slot slopes and drains away from all buildings.
3. Soft landscape finished grade to be min. 200mm below any finished building elevations.
4. Contractor to report any discrepancies in grade.
5. Slope all surfaces to drains as shown.

**LINE TYPE LEGEND:**

- PROPOSED PROPERTY LINE
- LINE OF PARKADE (BELOW)
- GUARD
- HANDRAILS
- CONCRETE WALL

4 Re-issued for Rezoning	2022/03/25
Issued for Rezoning /	
Development Permit	2022/1/11/19
2 Issued for ADP	2022/1/11/08
Issued for Project Brief	
1 Application	2022/1/06/04
Revision No.	Date

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Client:

**CASCADIA**  
Landscape Architecture

Project Title:

**Keith Road**

115 East Keith Road  
NORTH VANCOUVER, BC

Drawing Title:

**Grading Plan  
Ground Level / Level 1**

Project North:



Drawn By:

TH

Checked By:

MP

Scale:

3/32" = 1'-0"

Job No.:

21-029

Sheet No.:

**L2.0**

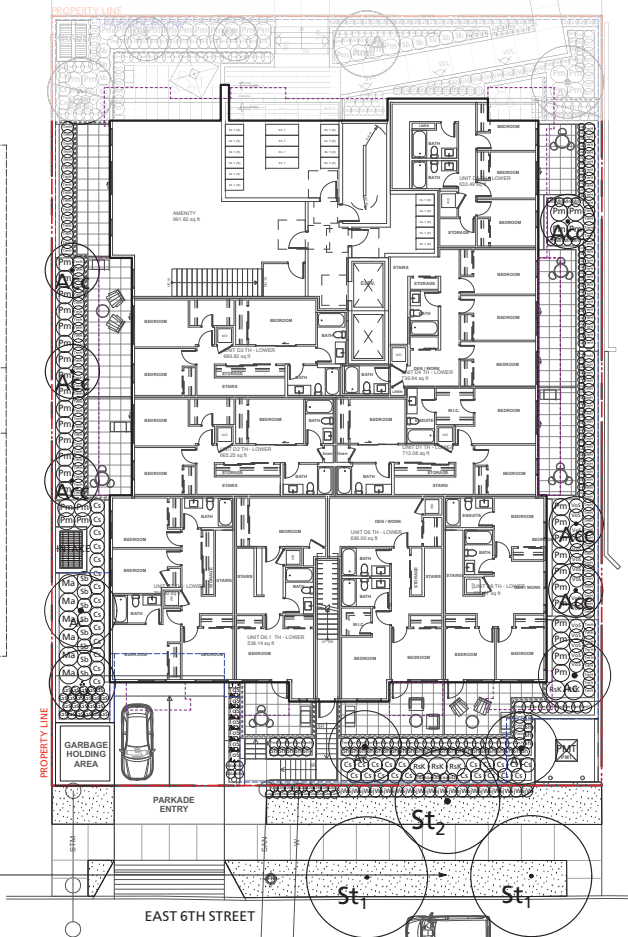


Symbol	Qty.	Botanical Name	Common Name	Scheduled Size	Remarks
<b>Trees</b>					
Acc	6	<i>Acer circinatum</i>	Vine Maple	2.5m ht. 8.8B	native, max 3 stems
Ac	5	<i>Acer palmatum 'Bloodgood'</i>	Bloodgood Japanese Maple	3m ht. 6cm cal. VBS	Specimen grade
Ap	5	<i>Amelanchier canadensis</i>	Shadblow Serviceberry	2.5m ht. 8.8B	native / pollinator
Bl	3	<i>Manisotella stellata 'Royal Star'</i>	Royal Star Manisotella	2.5m ht. VBS	
St1	5	Street Tree 1	Street Tree 1	5cm cal.	T.B.C. by the CNV
St2	3	Street Tree 2	Street Tree 2	6cm cal.	T.B.C. by the CNV
<b>Shrubs</b>					
St1	37	<i>Cornus sericea 'Arctic Fire'</i>	Arctic Fire Red Twig Dogwood	#3 pot	native
St1	37	<i>Salix glauca</i>	Gray Willow	#3 pot	native
St1	71	<i>Gentiana shaviana</i>	Opal Heath	#3 pot	pollinator
Ma	6	<i>Malonia aquifolium</i>	Osagean Grape	#2 pot	native
Ma	45	<i>Malonia mexicana</i>	Locustleaf Mahonia	#2 pot	native
St1	5	<i>Spiraea sanguinea 'Kina Edward VII'</i>	Flowering Currant	#5 pot	native
St1	4	<i>Lonicera hookeriana var. humilis</i>	Oregon Honeysuckle	#2 pot	native
St1	18	<i>Spiraea betulifolia</i>	Bitch Leaf Spiraea	#3 pot	pollinator
St1	27	<i>Spiraea japonica 'Walburga'</i>	Maize Carpet Spiraea	#3 pot	pollinator
St1	207	<i>Yucca x media 'Hickory' (male form)</i>	Hickory Yucca (male form)	4 in	Hedge
St1	7	<i>Thuja occidentalis 'Smaragd'</i>	Emerald Green Cedar	6 in. 8.8B	Hedge
St1	31	<i>Vaccinium ovatum 'Scarlet Ovation'</i>	Scarlet Ovation Evergreen Huckleberry	#3 pot	native
<b>Groundcovers, Vines, Ferns, Perennials and Grasses</b>					
Gr	58	<i>Carex oshimensis 'Evergold'</i>	Sedge	#1 pot	
Host	6	<i>Hosta sp.</i>	Hosta	#1 pot	
Lav	13	<i>Lavandula angustifolia 'Munstead'</i>	English Lavender	#1 pot	pollinator
Pol	5	<i>Polygonatum multiflorum</i>	Western Squirrel Fern	#1 pot	pollinator
Sal	5	<i>Salvia officinalis 'Icterina'</i>	Golden Common Sage	#1 pot	pollinator
Vn	18	<i>Vancouveria hexandra</i>	White Ladies-out Flower	#1 pot	native

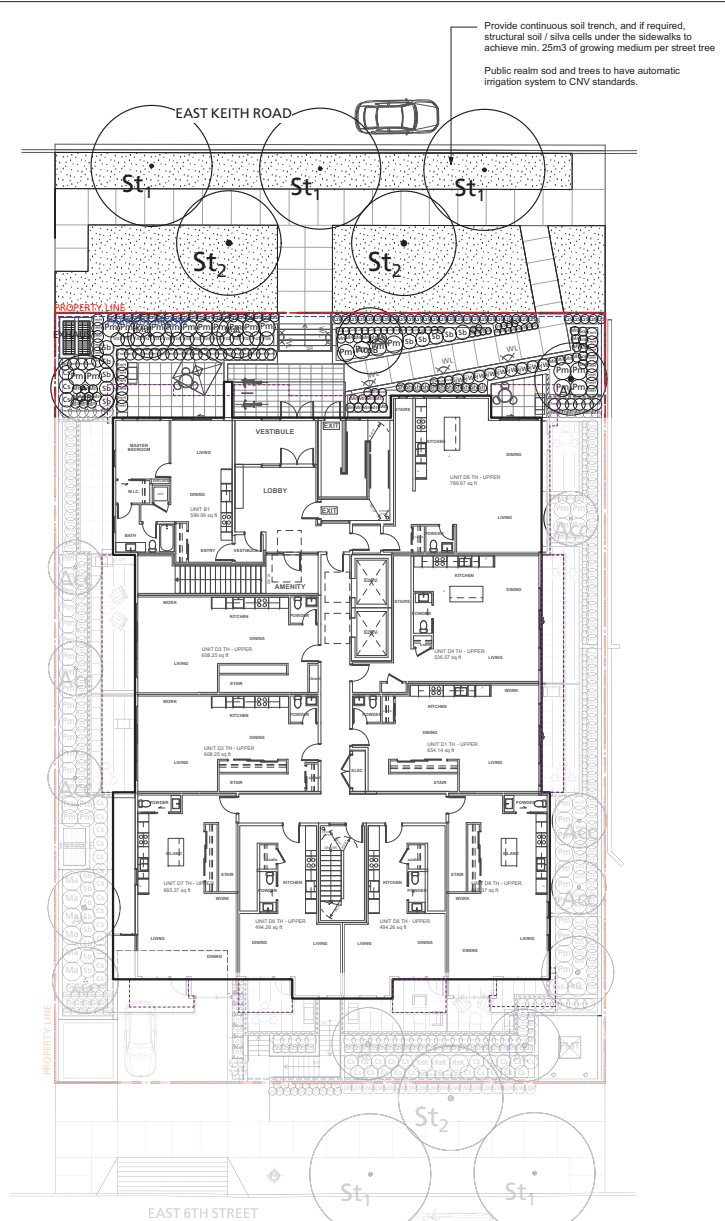
- PLANTING NOTES:**
- Contractor is responsible to obtain and be familiar with the relevant project specifications.
  - All planting and landscape installation to meet or exceed the CSLA landscape standards.
  - As a minimal acceptable standard:
    - Size on the plant list shall be considered minimum sizes
    - Root balls to be free of pernicious weeds
  - Contractor to ensure all plant material delivered to site is from nurseries certified to be free from the phytophthora ramorum virus (sudden oak death) removal and replacement of plant material found to contain the virus to be at the contractor's expense.
  - All plant material shall be approved at the nursery by the project landscape architect.
  - The contractor shall supply all plant materials shown on all drawings.
  - No container grown stock will be accepted if it is root bound. All root wrapping material made of synthetics or plastics shall be removed at time of planting.
  - Container grown stock, shall have the container removed and the rootball be cleanly scored in two vertical locations.
  - Contractor to submit a representative sample of the proposed topsoil for testing to Pacific Soil Analysis. Contractor is responsible for arranging and payment of soil analysis and amendments to growing medium as determined. Contractor shall instruct soil testing lab to submit results directly to the consultant for approval prior to commencement of work. Generic Analysis is not acceptable.
  - Soil depths to be as follows:
    - Lawn 150mm on grade 300mm on slab
    - Ground cover/perennial 300mm
    - Shrub beds 400mm
    - Trees planting hole to be 1500mm x 1500mm x 900mm deep backfilled with approved soil available from Richmond boulevards
    - New top soil should be incorporated by mixing into top 300mm of native soil
  - Contractor to provide landscape architect a copy of all packing slips received from nursery listing names and quantities of all plant stock supplied to site prior to planting.
  - The contractor shall locate and verify the existence of all utilities prior to starting work.
  - All planting beds to have min 75 mm depth of 25mm minus screened composted bark mulch (not on groundcover areas).
  - All plants shall be watered thoroughly twice during the first 24-hour period after planting. All plants shall then be watered as necessary.
  - The landscape contractor shall refer to the contract specifications for additional requirements.
  - Plant Search area to include BC, WA, OR & CA.

**GENERAL NOTES:**

- All landscape is to be irrigated. Including offsite landscape.



**GROUND LEVEL LANDSCAPE PLAN**  
SCALE: 3/32" = 1'-0"



**LEVEL 1 LANDSCAPE PLAN**  
SCALE: 3/32" = 1'-0"

Provide continuous soil trench, and if required, structural soil / silva cells under the sidewalks to achieve min. 25m3 of growing medium per street tree

Public realm sod and trees to have automatic irrigation system to CNV standards.

4	Re-issued for Rezoning	2022/03/25
3	Issued for Rezoning / Development Permit	2021/11/19
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1	Issued for Project Brief	2021/06/04
Revision No.		Date

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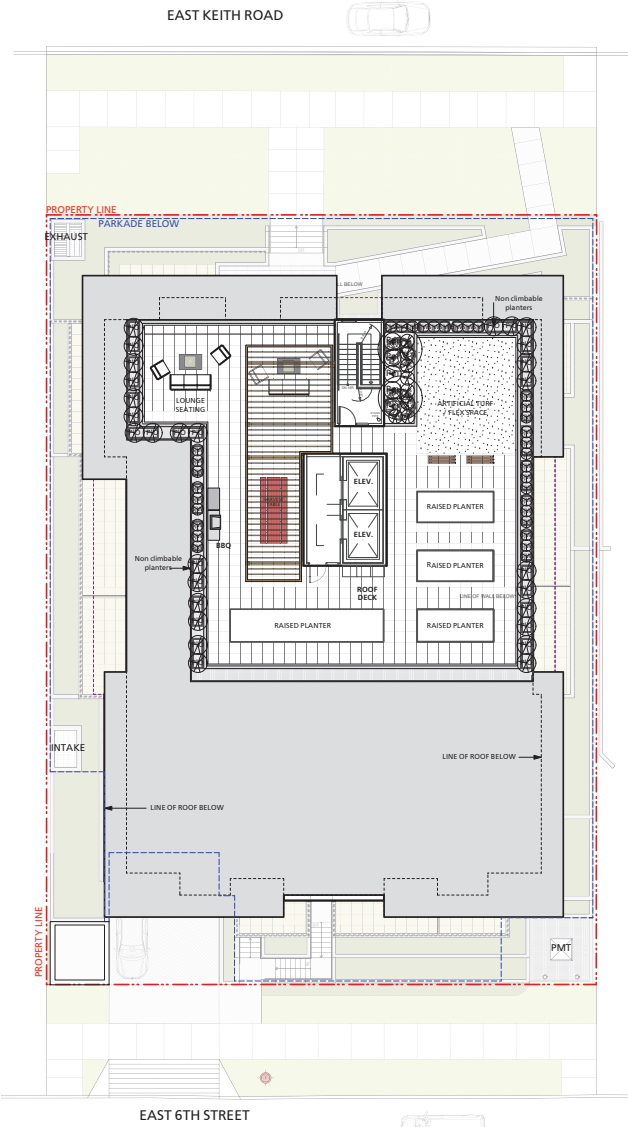
Client:

Project Title:  
**Keith Road**  
115 East Keith Road  
NORTH VANCOUVER, BC

Drawing Title:  
**Planting Plan  
Ground Level / Level 1**

Project North:	Drawn By:	TH
	Checked By:	MP
Scale:	Job No.:	21-029
3/32" = 1'-0"		
Sheet No.:		

Roof Level Plant List					
Symbol	Qty.	Botanical Name	Common Name	Scheduled Size	Remarks
<b>Trees</b>					
T08	2	Magnolia stellata 'Royal Star'	Royal Star Magnolia	2.5m Ht., W8	
<b>Shrubs</b>					
P01	28	Prunus laurocerasus 'Otto Luyken'	Otto Luyken Laurel	#3 pot	Hedge
S01	33	Spiraea japonica 'Walburn' Magic Carpet	Magic Carpet Spirea	#3 pot	pollinator
V05	8	Veitchium ovatum 'Scarlet Ovation'	Scarlet Ovation Evergreen Huckleberry	#3 pot	native
<b>Groundcovers, Vines, Ferns, Perennials and Grasses</b>					
F01	3	Polystichum munitum	Western Sword Fern	#1 pot	native
Total	72				



ROOF LEVEL PLANTING PLAN  
SCALE: 3/32" = 1'-0"

Issued for Rezoning /	2021/11/19
3 Development Permit	2021/11/08
2 Issued for ADP	2021/11/08
Issued for Project Brief	2021/06/04
1 Application	Date
Revision No.	Date

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Client:



Project Title:  
**Keith Road**  
115 East Keith Road  
NORTH VANCOUVER, BC

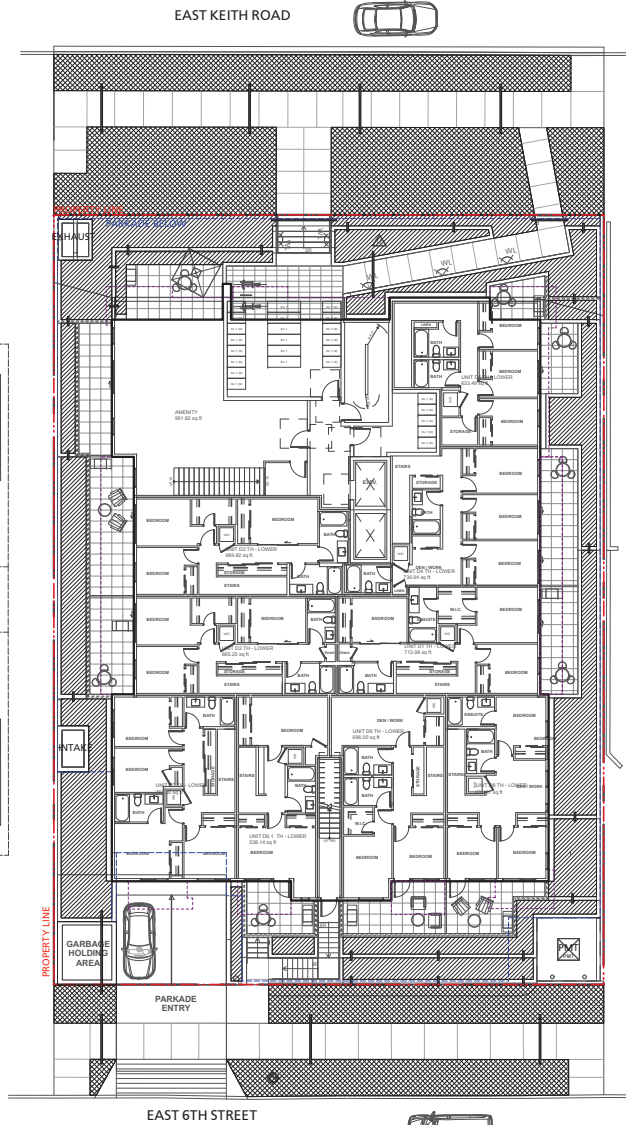
Drawing Title:  
**Planting Plan  
Roof Level**

Project North:	Drawn By:	TH
	Checked By:	MP
Scale:	Job No.:	21-029
3/32" = 1'-0"		
Sheet No.:		

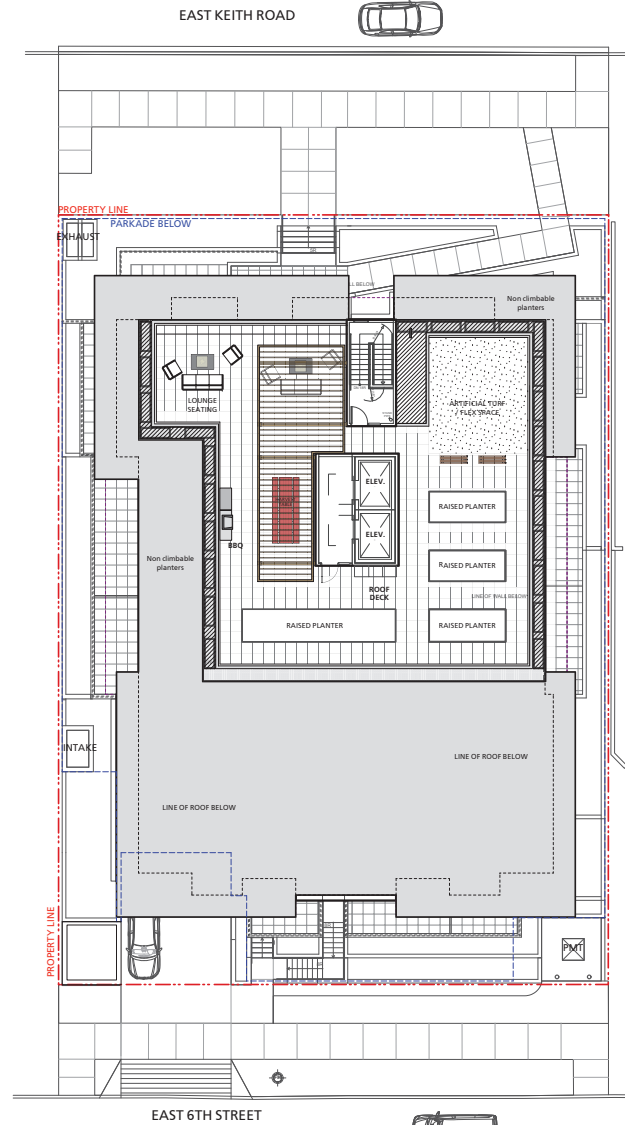
- IRRIGATION NOTES:**
1. The irrigation contractor to provide a complete and functioning design-build sprinkler irrigation system designed to meet 50% potable water use reduction.
  2. The irrigation contractor shall confirm on site the locations of the stub-outs provided by the Mechanical contractor.
  3. The Electrical contractor shall supply a 120v outlet in the water entry room and run a 1" conduit with pull string from the water entry room to all stub-out locations. See plans.
  4. The irrigation contractor shall install the irrigation controller in the water entry room and run all low voltage wires to the solenoid valves.
  5. Provide rain sensor on system, location to be determined.
  6. Flow thru all piping not to exceed 5ft/sec.
  7. Irrigation contractor to ensure all sleeves, conduits and location of the rain sensor are coordinated with general contractor.
  8. The irrigation drawings shall be read in conjunction with the landscape architect's drawings.
  9. The irrigation system shall be installed as per the landscape architect's specifications and IABC standards or better.
  10. The mechanical contractor shall install the double check valve and a blow out connection in the water entry room and run supply lines to all stub out locations. See plans.
  11. The irrigation contractor shall provide irrigation system for all street trees and boulevard to City of North Vancouver standards.
  12. The irrigation contractor to submit shop drawings including proof of 50% potable water use reduction for approval prior to installation.
  13. The irrigation contractor to provide as-built drawings following construction.
  14. All Irrigation heads to be "Rainbird" brand.

- OFF-SITE IRRIGATION NOTES:**
1. All off-site irrigation system to be on a separate controller than the on-site irrigation system. Off-site irrigation system controller to be accessible and not within the building/strata. All off-site system to include inground shut off valve.
  2. Civil to provide irrigation chamber with backflow preventer and area drain connected to storm at bottom of chamber.

- LEGEND:**
- 2,621 sqft On site area to be covered by automated irrigation.
  - 2,847 sqft Off site area to be covered by automated irrigation.
  - Irrigation Sleeve.
  - Stub Out: 1.5" Threaded copper pipe, 35 GMP.



**GROUND LEVEL SCHEMATIC IRRIGATION PLAN**  
SCALE: 3/32" = 1'-0"



**ROOF SCHEMATIC IRRIGATION PLAN**  
SCALE: 3/32" = 1'-0"

4 Re-issued for Rezoning	2022/03/25
3 Issued for Rezoning / Development Permit	2022/11/19
2 Issued for ADOP	2021/11/08
1 Issued for Project Brief	2021/06/04
Revision No.	Date

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Client:

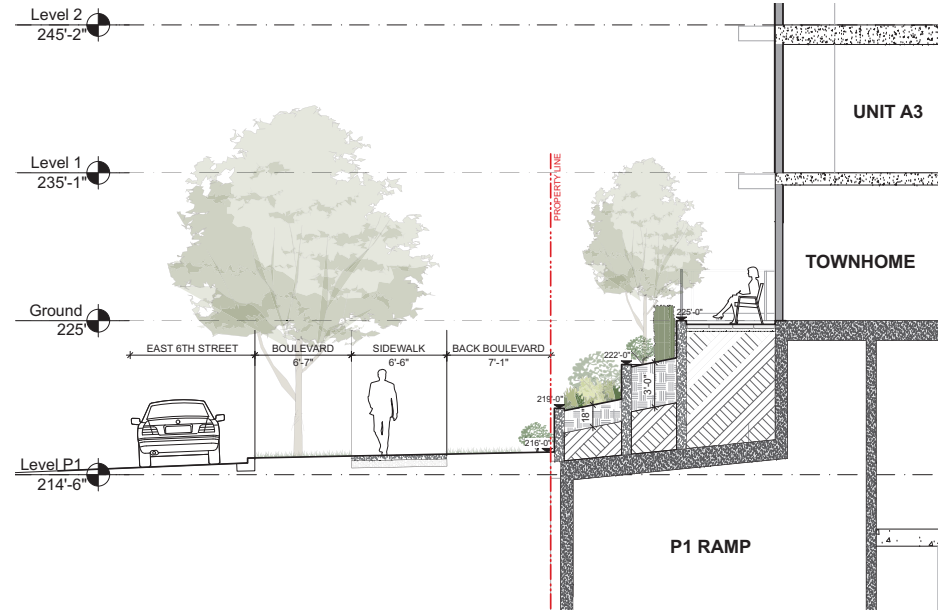
**CASCADIA**  
Landscape Architecture

Project Title:  
**Keith Road**  
115 East Keith Road  
NORTH VANCOUVER, BC

Drawing Title:  
**Schematic Irrigation Plan  
Ground Level / Roof Level**

Project North:	Drawn By:	TH
	Checked By:	MP
Scale:	Job No.:	21-029
Sheet No.:		

**L4.0**



1  
L5.0  
Section Through East 6th Street Frontage  
1/4"=1'-0"



2  
L5.0  
Section Through East Keith Road Frontage  
1/4"=1'-0"

4 Re-issued for Rezoning	2022/03/25
3 Issued for Development Permit	2021/11/19
2 Issued for ADP	2021/11/08
1 Issued for Project Brief	2021/06/04
Application	Date

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Client:

**CASCADIA**  
LIVING DEVELOPMENT

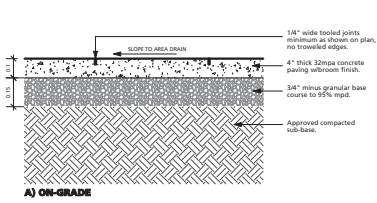
Project Title:  
**Keith Road**

Drawing Title:  
**Landscape Sections**

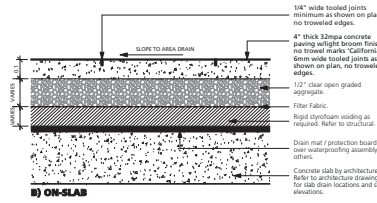
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	Checked By:	MP
Scale:	Job No.:	20-029
AS SHOWN		
Sheet No.:		

**L5.0**

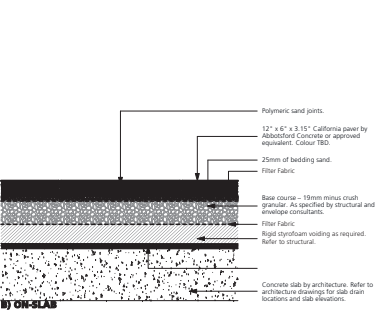




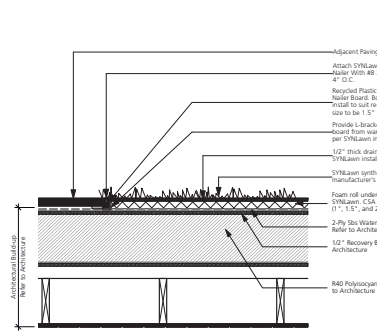
1 CIP CONCRETE PAVING (PEDESTRIAN)  
1" = 10"



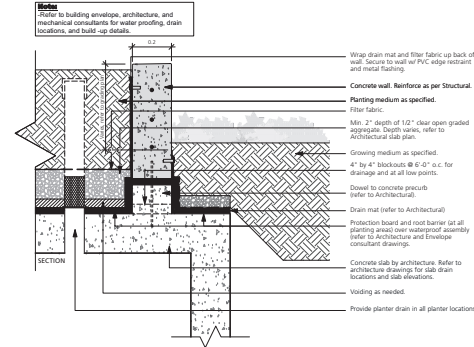
2 PRECAST PAVERS (PEDESTRIAN)  
1" = 10"



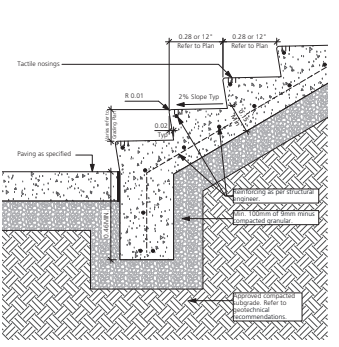
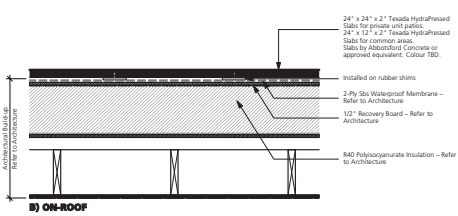
3 CONCRETE UNIT PAVERS (PEDESTRIAN)  
1" = 10"



4 SYNlawn ON ROOF  
1" = 10"



5 CIP CONCRETE PLANTER ON SLAB  
1" = 10"



6 CIP CONCRETE STAIR  
1" = 10"



LOUNGE SEATING



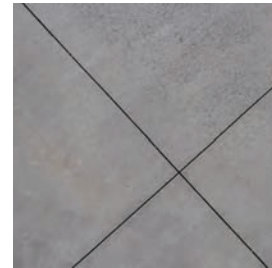
PATIO WITH CONCRETE PAVERS



URBAN AGRICULTURE



HARVEST TABLE



CONCRETE PAVING



SEATING PLATFORM WITH PLANTER



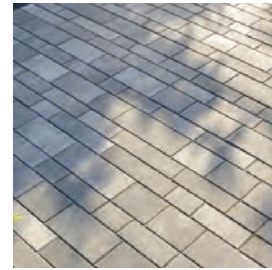
ROOFTOP PATIO WITH OUTDOOR FURNITURE AND CONCRETE PAVERS



ROOF LAWN AREA



BIKE RACK



PRECAST CONCRETE PAVING

4 Re-issued for Rezoning	2022/03/25
3 Issued for Development Permit	2021/11/19
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1 Issued for Project Brief Application	2021/06/04
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Client:

**CASCADIA**  
Landscape Architecture

Project Title:  
**Keith Road**  
115 East Keith Road  
NORTH VANCOUVER, BC

Drawing Title:  
**Landscape Details & Precedent Images**

Project North:	Drawn By:	TH
	Checked By:	MP
Scale:	Job No.:	20-029
AS SHOWN		
Sheet No.:		

**L5.1**

# **115 E Keith Road North Vancouver**

## **Updated**

### **Tenant Relocation Plan**

Updated - March 25, 2022

Pacific Asset Management Corporation

---

## 1 Introduction

Cascadia Green Development originally submitted a Tenant Relocation Plan (“TRP”) based upon the City of North Vancouver’s 2015 Tenant Displacement Policy. Council Amended the Tenant Displacement Policy on July 12<sup>th</sup>, 2021. Cascadia Green Development had submitted the rezoning application prior to July 12, 2021, and therefore the City’s 2015 Tenant Relocation Policy standards apply to this application. In an effort of Good Faith, Cascadia updated the original TRP submission In November 2021 to incorporate some of the elements of the July 2021 amended Residential Displacement Policy, (except the long-term tenant additional compensation) and then in March 2022 Cascadia Green updated the TRP for the 115 East Keith Road development, to incorporate **ALL THE ELEMENTS** of the 2021 amended Tenant Displacement Policy. Below is a summary of the updated Tenant Relocation Plan.

## 2 Tenant Relocation Plan

### 2.1 Overview

Cascadia Green Development has made application to the City of North Vancouver to redevelop the Apartment Building located at 115 East Keith Road removing the existing aging building and developing in its place, a seventy-four unit Rental Apartment Building.

The process currently taking place to bring about this change involves the Re-zoning of the property to allow for a larger building on the site. The Re-zoning process has passed second reading with the City and Cascadia Green Development is currently working with City officials moving toward third Reading and a Public Hearing for the development. The Public Hearing stage provides the public with opportunity to express their support or concerns with the development and is expected to occur in spring 2022. After the Public Hearing, the Developer will work with City officials to address any concerns presented at the public Hearing and once the concerns have been satisfied, the process will be referred to City Council for 4<sup>th</sup> and final reading. Final reading is expected to be heard in late spring 2022.

After final reading and adoption, the Developer will work toward securing a Demolition Permit for the project. Once obtained, the occupants of 115 East Keith Road will be provided with a 4-month Notice to End tenancy as per the requirements of the Residential Tenancy Act of B.C. (“RTA”). It is projected at this point that the 4-month Notice to End tenancy will be delivered to the tenants in summer 2022 with an effective end of tenancy date being fall 2022.

While the official Notice to End tenancy has not yet been issued or provided to tenants, 9 tenants have already acted on rental opportunities and information provided by the Tenant Relocation Coordinator and vacated the building. These tenants have been paid amounts for the return of their security deposits (and pet deposits if applicable), Rental Compensation equal to 4 months’ rent, and a Flat rate moving allowance (of \$1,000.00 as all units that have been vacated are 1 bedroom units) to assist in their transition to their new homes. A spread sheet of the vacated units and their payments is attached.

Two tenants that has moved (November 5/21 and March 15/22) and one tenant that is moving on March 31, 2022 are eligible for the LONG TERM TENANT ADDITIONAL PAYMENT amount. These

---

amounts have not yet been paid, but will be paid once final adoption of the Rezoning Application is approved as per the terms of the updated Residential Tenancy Displacement Policy (July 12, 2021).

## 2.2 Relocation Assistance

Cascadia designated Pacific Asset Management Corporation (“PAMC”) as their Tenant Relocation Coordinator to support tenants through the relocation process.

PAMC continues to engage with the tenants of 115 East Keith that have requested and require assistance, to help identify and provide up to three comparable rental dwelling units for each eligible tenant household. PAMC will use all reasonable efforts to identify comparable units that are of similar number of bedrooms that are located in the City of North Vancouver with the maximum rent to be not more than the greater of:

- a) 10% above the tenant’s current rent; or
- b) 10% above the most recently published CMHC median rental level, by number of bedrooms, for the City of North Vancouver.

Due to the scarcity of comparable rental accommodation in the City of North Vancouver, PAMC is also providing comparable units on the North Shore in the District of North Vancouver as well as West Vancouver where possible.

## 2.3 Additional Assistances for Low Income Tenants and others Facing Barriers

Cascadia will be providing individualized support to those tenant households identified as having additional needs such as elderly residents on fixed incomes, tenants with low incomes as defined in the CNV’s 2021 Displacement Policy, and people with disabilities. Examples of additional supports may include, but not be limited to:

- a) Early communication and notification, in person if requested;
- b) Additional support with arranging and attending viewings;
- c) Support with accessing social housing or rent supplements
- d) Connecting with health organizations and non-profit services; and
- e) Free support with activities such as packing

## 2.4 Financial Compensation:

This Tenant Relocation Plan will compensate all eligible tenants with financial assistance equivalent to 4 months of their current rent. The compensation will be paid to eligible tenants on the day of departure from their rental unit. As part of the move out process, Tenants will be expected to leave the premises in a clean and clear condition and a move out inspection of the premises will be conducted with the tenant as per the Residential Tenancy Act (“RTA”) at the time of departure. Any security deposit or Pet deposit held by the Landlord will be processed within 15 days as required under the RTA.



---

Eligible Long Term Tenants will be paid additional compensation in accordance with the update policy. We have identified Fourteen total tenants that would qualify for an additional payment; Two tenants have vacated the property (Nov 5/21 and March 15/22); a Third tenant is moving out on March 31<sup>st</sup>. Eleven other tenants have not yet provided notice to end tenancy. As per the terms of the updated Policy, these additional compensation amounts will be paid out to tenants upon final approval of the Rezoning Application.

## 2.5 Moving Cost

In addition to the Financial Compensation, all tenants will, and have been compensated for moving expenses with a flat rate payment based on number of bedrooms according to the CNV's 2021 Displacement policy. Payment of moving costs will be made at the time of the tenant's departure from the building.

- a) \$1000 for studio and 1 bedroom units;
- b) \$1250 for 2 bedroom units.
- c) \$1500 for 3 bedroom and larger units

(One Studio; Twenty-one 1-Bedroom units, and one 2-bedroom unit exist at 115 East Keith Road).

## 2.6 Communications:

The occupants of 115 East Keith have been engaged by Cascadia and Pacific Asset Management Corporation through multiple different communications vehicles. All Tenants of the building have provided the property manager with their personal telephone numbers and email addresses for ongoing communication with the Landlord. Development update correspondence, occupant notices, and informational materials have been sent to the tenants using the email addresses provided by the tenants as well as by placing these documents through their personal mail slots in each of their individual residential doors (these mail slots are the official Canada Post Mail delivery slots for each resident as the building predates Canada Post's requirement to have a gang mailbox facility in the common lobby area of the building). Meetings with individual tenants have been held in person with multiple tenants in the office of Cascadia Green Development, while larger meetings have been held in Victoria. Development Updates as well as Compensation Update notices have been emailed, delivered and posted in the building (copies attached) to update tenants on projected notable dates and policy updates. Rental vacancy listings continue to be provided to the Tenants via email for their follow up and pursuit. We have selected email for this delivery of communication as the listing are very "perishable" and need to be acted upon quickly. We have received four requests for Landlord References and Reference letters, which have been accommodated. We will continue to use email, door delivery, and posting of notices and information to provide updates to the occupants at 115 East Keith Road.

## 2.7 Notice Period:

All tenants will receive a Four Month-Notice to End tenancy, (after a Demolition Permit is issued for this application) in the format required under the RTA. It is projected at this time that the 4-Month Notice to End tenancy may delivered to the tenants in Summer 2022 as described in the Overview section of this Plan, in accordance with the service requirements under the Residential Tenancy Act.

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## 2.8 First Right of Refusal:

All tenants will and have been provided with the first right of refusal to occupy any purpose-built rental units in the new building. At this point of the Nine units that have vacated the property, Four Tenants have exercised the right of first refusal, Four tenants have declined the right of First Refusal and the Tenant leaving on March 31<sup>st</sup> has neither accepted nor declined the Right at this point (this will be provided to this tenant when vacating on March 31<sup>st</sup>). Further, tenants that meet the eligibility requirements to occupy Mid Market Rental (“MMR”) units in the building, will be referred to a Non-Profit third party for screening of applications to occupy one of the 8 MMR units proposed in the new building. At the time of departure from the building, each tenant will have the opportunity to accept or decline the first right of refusal option, by signing an RTB-28 form to exercise their option and providing the developer with their forwarding contact information so that they can be contacted when the units are available for occupancy. For transparency, a provision of the Housing Agreement will require the use of a non-profit third party to review the eligibility and screen applicants for the MMR units. The use of a non-profit third party will apply to the initial occupants only for the MMR units to assist in qualification determination of candidates.

## 2.9 Recourse:

Cascadia Green Development will use all reasonable efforts to maintain and execute the spirit of the Tenant Relocation Plan with an end to assisting all tenants to identify, acquire, and relocate to new accommodations as seamlessly as possible. PAMC will be responsible for the execution the Plan and where any issues arise in the relocation process, Rany Ratushny at Pacific Asset Management Corporation can be contact as follows to assist in its resolution.

Pacific Asset Management Corporation  
301 -1124 Lonsdale Avenue,  
North Vancouver, BC. V7M 2H1  
Telephone - 604-980-3889 ext#3  
Email – [rany@pamc.ca](mailto:rany@pamc.ca)

## 2.10 Cascadia’s Additional Support:

In addition to the above mentioned items Cascadia will be offering the first right of refusal of the 7 mid-market units in their 2590 Lonsdale Ave project to the tenants at the 115 East Keith Rd. Former tenants at 2590 Lonsdale Ave refused their right to live in the new mid-market units at this development already.

Also, eligible tenants at the 115 East Keith Rd will be having this opportunity to register for the Affordable Home Ownership Program (AHOP) units and Rent-To-Own (RTO) units at Cascadia’s Innova project.

Tenants will have the option to enter into any of Cascadia programs for affordable home ownership, Rent to Own or market strata and upon approval will receive an additional 4 months of their current rent credit, for a total of 8 months of their current credit, towards this purchase.

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# Summary of VACATED TENANCIES

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115 East Keith - PAYMENT SUMMARY FOR VACATED TENANTS

(as at March 31, 2022)

UNIT #	VACANT/ OCCUPIED:	TENANT	Tenancy Start date	MOVE OUT DATE:	Tenancy Length Months	Months > 60	ADDN'L COMP DUE		SEC DEP REFUNDED		MOVE EXP PAID		RENT COMP PAID		TOTAL PAYMENT PAID TO TENANT	RIGHT FIRST REFUSAL
103	vacant		1-Oct-20	31-Dec-21	14				\$ 767.50		\$ 1,000.00		\$ 7,140.00		\$ 8,907.50	RECEIVED
104	vacant		1-Sep-79	15-Mar-22	509	449	\$ 11,225		\$ 178.45		\$ 1,000.00		\$ 4,984.60		\$ 6,163.05	RECEIVED
107	vacant		1-Jun-20	31-Jul-21	13				\$ 575.00		\$ 1,000.00		\$ 5,600.00		\$ 7,175.00	DECLINE
201	vacant		1-Dec-20	1-Dec-21	12				\$ 775.00		\$ 1,000.00		\$ 7,200.00		\$ 8,975.00	DECLINE
203	vacant		1-Oct-19	20-Aug-21	27				\$ 675.00		\$ 1,000.00		\$ 6,400.00		\$ 8,075.00	RECEIVED
205	vacant		15-Jan-08	31-Mar-22	169	109	\$ 2,725		\$ 450.00		\$ 1,000.00		\$ 5,212.60		\$ 6,662.60	
206	vacant		1-Jul-18	28-Feb-22	42				\$ 600.00		\$ 1,000.00		\$ 5,800.00		\$ 7,400.00	DECLINE
208	vacant		1-Sep-19	15-Jul-21	22				*no S/D on file				\$ -			
303	vacant		1-Apr-16	5-Nov-21	67	7	\$ 175		\$ 525.00		\$ 1,000.00		\$ 5,464.28		\$ 6,989.28	RECEIVED
Total Amount paid to departed tenants to March 31, 2022									\$ 4,545.95		\$ 8,000.00		\$ 47,801.48		\$ 60,347.43	
Additional Compensation Amount to be paid upon Final Adoption of Rezoning Bylaw							\$ 14,125									

\*Unit 208 Kate Neill - moved to Australia/gave 2 week notice/no forwarding address provided/Tenant vacated without returning keys or move out inspection.

\* No Security Deposit provided by tenant

\*\* Unit 205 Tenant still Occupies unit - move out will occur on March 31 at which time final inspection will be conducted and payment for Security deposit, Move expense and Rent Compensation will be made.

Additional Compensation for Long Term Tenants - Additional Compensation has not yet been paid to Tenants - Payments will be made upon Final Adoption of Rezoning Bylaw.

Rent Compensation, security deposit, and Moving Expense payments have been paid to these three Long Term Tenants.

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SUMMARY OF  
OCCUPIED and VACATED  
TENANCIES

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115 East Keith - TENANT RELOCATION STATUS

(as at March 25, 2022)

Calculated  
As at  
31-Mar-22

UNIT #	VACANT/ OCCUPIED	TENANT	Bedrooms	TENANCY START DATE	MOVE OUT DATE	TENANCY LENGTH	Months > 60	**ADDNL COMP DUE	MOVE EXP	RENT COMP DUE	SEC DEP DUE	RIGHT FIRST REFUSAL
101	OCCUPIED		2	15-May-18		46			\$ 1,250.00	\$ 7,400.00	\$ 800.00	
102	OCCUPIED		1	1-Oct-17		53			\$ 1,000.00	\$ 5,800.00	\$ 600.00	
103	vacant		1	1-Oct-20	31-Dec-21	14			\$ 1,000.00	\$ 7,140.00	\$ 767.50	RECEIVED
104	vacant		1	1-Sep-79	15-Mar-22	510	449	\$ 11,225.00	\$ 1,000.00	\$ 4,984.60	\$ 178.45	RECEIVED
105	OCCUPIED		1	1-Dec-12		111	51	\$ 1,275.00	\$ 1,000.00	\$ 5,156.20	\$ 475.00	
106	OCCUPIED		1	1-May-11		130	70	\$ 1,750.00	\$ 1,000.00	\$ 5,046.84	\$ 450.00	
107	vacant		S	1-Jun-20	31-Jul-21	13			\$ 1,000.00	\$ 5,600.00	\$ 575.00	DECLINE
201	vacant		1	1-Dec-20	1-Dec-21				\$ 1,000.00	\$ 7,200.00	\$ 775.00	DECLINE
202	OCCUPIED		1	15-Mar-11		129	69	\$ 1,725.00	\$ 1,000.00	\$ 5,156.20	\$ 475.00	
203	vacant		1	1-Oct-19	20-Aug-21	27			\$ 1,000.00	\$ 6,400.00	\$ 675.00	RECEIVED
204	OCCUPIED		1	15-Aug-18		42			\$ 1,000.00	\$ 5,600.00	\$ 575.00	
205	vacant		1	15-Jan-08	31-Mar-22	169	109	\$ 2,725.00	\$ 1,000.00	\$ 5,212.60	\$ 450.00	
206	vacant		1	1-Jul-18	28-Feb-22	42		\$ -	\$ 1,000.00	\$ 5,800.00	\$ 600.00	DECLINE
207	OCCUPIED		1	1-Oct-09		149	89	\$ 2,225.00	\$ 1,000.00	\$ 5,156.20	\$ 375.00	
208	vacant		S	1-Sep-19	15-Jul-21	22			\$ 1,000.00	\$ -	*no fwd. address	
301	OCCUPIED		1	1-Apr-10		143	83	\$ 2,075.00	\$ 1,000.00	\$ 5,265.56	\$ 350.00	
302	OCCUPIED		1	1-Oct-99		269	209	\$ 5,225.00	\$ 1,000.00	\$ 4,968.08	*no dep. on file	
303	vacant		1	1-Apr-16	5-Nov-21	67	7	\$ 175.00	\$ 1,000.00	\$ 5,464.28	\$ 525.00	RECEIVED
304	OCCUPIED		1	1-Dec-10		135	75	\$ 1,875.00	\$ 1,000.00	\$ 5,156.20	\$ 475.00	
305	OCCUPIED		1	15-Jan-14		86	26	\$ 650.00	\$ 1,000.00	\$ 5,100.00	*no dep. on file	
306	OCCUPIED		1	1-Aug-10		139	79	\$ 1,975.00	\$ 1,000.00	\$ 5,249.40	\$ 475.00	
307	OCCUPIED		1	1-Jul-96		308	248	\$ 6,200.00	\$ 1,000.00	\$ 4,648.68	\$ 337.50	
308	OCCUPIED		S	1-Dec-10		135	75	\$ 1,875.00	\$ 1,000.00	\$ 4,488.84	\$ 375.00	

TOTALS:	\$ 40,975.00	\$ 23,250.00	\$ 121,993.68	\$ 10,308.45
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TOTAL COMPENSTION AND DEPOSIT TO BE PAID TO TENANTS	\$ 196,527.13
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\*Unit 208 Kate Neill - moved to Australia/gave 2 week notice/no forwarding address provided/tenant vacated without returning keys or move out inspection  
\*No security Deposit Provided by Tenant

\*\* The Additional Compensation due to Long Term Tenants has been calculated using March 31, 2022. This will be adjusted to the ACTUAL MOVE OUT DATE once known.

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# CORRESPONDENCE TO TENANTS

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**Tenants of 115 East Keith Road**

June 25, 2021

**Subject: Building Redevelopment Process**

After extensive consultation with City officials and other professional advisors, the Landlord is moving forward with the next steps in the redevelopment of 115 East Keith Road. This process is multi-faceted and involves consultation with professional advisors, City Official and Staff as well as public input from residents and neighbors.

A number of residents have expressed concern over what is expected during this process and how it will affect each of you. To ensure that all tenants have complete and accurate information, we have included information from the Residential Tenancy Branch and the City of North Vancouver for your review and file.

The Residential Tenancy Act (RTA) provides you as tenants, with a number of measures to assist in your transition to new accommodations including, ample notice prior to demolition, assistance with relocation, free rent, and the right of first refusal to rent a unit in the newly developed building once complete. In order to assist you in locating and securing new accommodations, the Landlord will also provide you with Letters of Reference, speak to a new Landlord on your behalf to provide a verbal tenancy reference (if requested), as well as provide you with vacancy leads from other buildings currently under our management or being advertised with various electronic media. The Landlord, through its advisors, has connections to other rental properties on the North Shore that may be suitable for your rental needs.

Each Municipal jurisdiction handles tenant relocation compensation differently. The City of North Vancouver Relocation Policy currently provides assistance to tenants by expanding upon the RTA relocation provisions and mandates that the Landlord provide each tenant with compensation equal to 3 – months' rent (rather than 1 month) to assist in their transition to a new rental unit.

In addition to the requirements of the City Relocation Policy, the Landlord is also providing additional assistance in the form of a \$1,000.00 payment to tenants to be used as needed for moving costs, damage deposit payments, or first rents etc.

The Landlord is committed to assisting tenants in locating and securing alternate accommodations and living arrangements. We are aware that the rental market is very competitive at this time and as such, would like to start assisting in this relocation process as early as possible to make this a smooth transition for everyone.

We would like to arrange a meeting with all the tenants to discuss the relocation process and to clarify the different areas of assistance being provided. You will be contacted shortly with an invitation to attend a meeting with the Landlord's representatives and fellow tenants of 115 East Keith Road.

PACIFIC ASSET MANAGEMENT CORPORATION

F.M. Rany Ratushny – CSM, RI(BC)  
Property Manager

# PAMC

## Pacific Asset Management Corporation

Professional Property Management – Commercial, Residential & Industrial

All Tenants and Occupants  
115 Keith Road East  
North Vancouver, BC

November 16, 2021

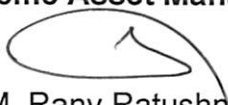
### **Re: Relocation Update**

Attached for your review and file is a summation of the Tenant Relocation Plan for 115 Keith Road East. Some tenants have reached out to us with questions about the relocation process, and/or timelines regarding the project, and while we do not have specific dates for the redevelopment of the building at this time, we hope that the enclosed Tenant Relocation Plan can provide some useful information to assist tenants in their relocation planning.

Please take a few moments to review the plan as it provides information on tenant compensation, approximate timeline projections, as well as identifying where we stand currently in the City of North Vancouver development process.

Should you have any questions, please feel free to reach out to us.

Regards,  
**Pacific Asset Management Corporation**



F.M. Rany Ratushny - CSM, R.I.(B.C.)  
Property Manager

**115 E Keith Road North Vancouver**  
**Updated**  
**Tenant Relocation Plan**

Submitted by

**Cascadia Green Development**

November 5, 2021



## 1 Introduction

Cascadia Green Development originally submitted a Tenant Relocation Plan ("TRP") based upon the City of North Vancouver's 2015 Tenant Displacement Policy. Council Amended the Tenant Displacement Policy on July 12<sup>th</sup>, 2021. Cascadia Green Development had submitted the rezoning application prior to July 12, 2021, and therefore the City's 2015 Tenant Relocation Policy standards apply to this application. As a gesture of Good Faith, Cascadia has decided to update the previously submitted TRP for the 115 East Keith Road development, to incorporate a number of the elements of the 2021 amended Tenant Displacement Policy. Below is a summary of the updated TRP presented to the City by Cascadia. Cascadia's updated TRP follows the majority of the elements of the CNV's 2021 Amended Policy, excluding one item: Additional Financial Assistance based upon the length of time a tenant has resided in the Building i.e. (total tenancy length in months – (60 x \$25)) is not included in the revised TRP. Below is a summary of the updated Tenant Relocation Plan presented by Cascadia Green Development.

## 2 Tenant Relocation Plan

### 2.1 Overview

Cascadia Green Development has made application to the City of North Vancouver to redevelop the Apartment Building located at 115 East Keith Road removing the existing aging building and developing in its place, a seventy-four unit Rental Apartment Building.

The process currently taking place to bring about this change involves the Re-zoning of the property to allow for a larger building on the site. The Re-zoning process has passed second reading with the City and Cascadia Green Development is currently working with City officials moving toward third Reading and a Public Hearing for the development. The Public Hearing stage provides the public with opportunity to express their support or concerns with the development and is expected to occur in spring 2022. After the Public Hearing, the Developer will work with City officials to address any concerns presented at the public Hearing and once the concerns have been satisfied, the process will be referred to City Council for 4<sup>th</sup> and final reading. Final reading is expected to be heard in late spring 2022.

After final reading and adoption, the Developer will work toward securing a Demolition Permit for the project. Once obtained, the occupants of 115 East Keith Road will be provided with a 4-month Notice to End tenancy as per the requirements of the Residential Tenancy Act of B.C. ("RTA"). It is projected at this point that the 4-month Notice to End tenancy will be delivered to the tenants in early summer 2022 with an effective end of tenancy date being fall 2022.

While the official Notice to End tenancy has not yet been issued or provided to tenants, some tenants have already acted on rental opportunities and information provided by the Tenant Relocation Coordinator and vacated the building. These tenants have been provided rental compensation and moving allowance to assist in their transition to their new homes.

## 2.2 Relocation Assistance

Cascadia designated Pacific Asset Management Corporation ("PAMC") as their Tenant Relocation Coordinator to support tenants through the relocation process.

PAMC continues to engage with the tenants of 115 East Keith that have requested and require assistance, to help identify and provide up to three comparable rental dwelling units for each eligible tenant household. PAMC will use all reasonable efforts to identify comparable units that are of similar number of bedrooms that are located in the City of North Vancouver with the maximum rent to be not more than the greater of:

- a) 10% above the tenant's current rent; or
- b) 10% above the most recently published CMHC median rental level, by number of bedrooms, for the City of North Vancouver.

Due to the scarcity of comparable rental accommodation in the City of North Vancouver, PAMC is also providing comparable units on the North Shore in the District of North Vancouver as well as West Vancouver where possible.

## 2.3 Additional Assistances for Low Income Tenants and others Facing Barriers

Cascadia will be providing individualized support to those tenant households identified as having additional needs such as elderly residents on fixed incomes, tenants with low incomes as defined in the CNV's 2021 Displacement Policy, and people with disabilities. Examples of additional supports may include, but not be limited to:

- a) Early communication and notification, in person if requested;
- b) Additional support with arranging and attending viewings;
- c) Support with accessing social housing or rent supplements
- d) Connecting with health organizations and non-profit services; and
- e) Free support with activities such as packing

## 2.4 Financial Compensation:

This Tenant Relocation Plan will compensate all eligible tenants with financial assistance equivalent to 4 months of their current rent. The compensation will be paid to eligible tenants on the day of departure from their rental unit. As part of the move out process, Tenants will be expected to leave the premises in a clean and clear condition and a move out inspection of the premises will be conducted with the tenant as per the Residential Tenancy Act ("RTA") at the time of departure. Any security deposit or Pet deposit held by the Landlord will be processed within 15 days as required under the RTA.

Tenants who have been already moved and received the previously submitted compensation package will be receiving the differed compensation.



## 2.5 Moving Cost

In addition to the Financial Compensation, all tenants will be compensated for moving expenses with a flat rate payment based on number of bedrooms according to the CNV's 2021 Displacement policy. Payment of moving costs will be made at the time of the tenant's departure from the building.

- a) \$1000 for studio and 1 bedroom units;
- b) \$1250 for 2 bedroom units.
- c) \$1500 for 3 bedroom and larger units

(Only Studio, One and Two bedroom units exist at 115 East Keith Road).

## 2.6 Communications:

The occupants of 115 East Keith have been engaged by Cascadia and Pacific Asset Management Corporation through a number of different communications vehicles. All Tenants of the building have provided the property manager with their personal telephone numbers and email addresses for ongoing communication with the Landlord. Development update correspondence, occupant notices, and informational materials have been sent to the tenants using the email addresses provided by the tenants as well as by placing these documents through their personal mail slots in each of their individual residential doors (these mail slots are the official Canada Post Mail delivery slots for each resident as the building predates Canada Post's requirement to have a gang mailbox facility in the common lobby area of the building). Meetings with individual tenants have been held in person with multiple tenants in the office of Cascadia Green Development, while larger meetings have been held in Victoria Park across Keith Road during covid with building tenants, occupants, the developer and City Staff. Better efforts will be made in future to provide longer lead times when coordinating these group meeting events. We will continue to use email, door delivery, and posting of notices and information to provide updates to the occupants at 115 East Keith Road. If larger in person gathering events are required, current health authority protocols will be used.

## 2.7 Notice Period:

All tenants will receive a Four Month-Notice to End tenancy, (after a Demolition Permit is issued for this application) in the format required under the RTA. It is projected at this time that the 4-Month Notice to End tenancy may delivered to the tenants in mid 2022 as described in the Overview section of this Plan, in accordance with the service requirements under the Residential Tenancy Act.

## 2.8 First Right of Refusal:

All tenants will be provided with the first right of refusal to occupy any purpose-built rental units in the new building. Further, tenants that meet the eligibility requirements to occupy Mid Market Rental (“MMR”) units in the building, will be referred to a Non-Profit third party for screening of applications to occupy one of the 8 MMR units proposed in the new building. At the time of departure from the building, each tenant will have the opportunity to accept or decline the first right of refusal option, by signing an RTB-28 form to exercise their option and providing the developer with their forwarding contact information so that they can be contacted when the units are available for occupancy. For transparency, a provision of the Housing Agreement will require the use of a non-profit third party to review the eligibility and screen applicants for the MMR units. The use of a non-profit third party will apply to the initial occupants only for the MMR units to assist in qualification determination of candidates.

## 2.9 Recourse:

Cascadia Green Development will use all reasonable efforts to maintain and execute the spirit of the Tenant Relocation Plan with an end to assisting all tenants to identify, acquire, and relocate to new accommodations as seamlessly as possible. PAMC will be responsible for the execution the Plan and where any issues arise in the relocation process, Rany Ratushny at Pacific Asset Management Corporation can be contact as follows to assist in its resolution.

Pacific Asset Management Corporation  
301 -1124 Lonsdale Avenue,  
North Vancouver, BC. V7M 2H1  
Telephone - 604-980-3889 ext#3  
Email – [rany@pamc.ca](mailto:rany@pamc.ca)

## 2.10 Cascadia’s Additional Support:

In addition to the above mentioned items Cascadia will be offering the first right of refusal of the 7 mid-market units in their 2590 Lonsdale Ave project to the tenants at the 115 East Keith Rd. Former tenants at 2590 Lonsdale Ave refused their right to live in the new mid-market units at this development already.

Also, eligible tenants at the 115 East Keith Rd will be having this opportunity to register for the Affordable Home Ownership Program (AHOP) units and Rent-To-Own (RTO) units at Cascadia’s Innova project.

Tenants will have the option to enter into any of Cascadia programs for affordable home ownership, Rent to Own or market strata and upon approval will receive an additional 4 months of their current rent credit, for a total of 8 months of their current credit, towards this purchase.

Tenants of 115 Keith Road East

February 28, 2022

**Subject: Building Redevelopment Update**

Consultation continues with City officials and other professional advisors, as the Developer moves forward with the next steps in the redevelopment of 115 East Keith Road. The Developer remains on track to meet the timelines as outlined in the Updated Tenant Relocation Plan that was published and delivered to all tenants in November 2021. Meetings continue with the City and final reading of the development plan is expected in the later part of Spring 2022.

After final reading and adoption of the plan, the Developer will work toward securing all necessary permits required for demolition of the building. Once the permits are obtained, all occupants of 115 Keith Road East will be provided with a 4-month Notice to End Tenancy as per the requirements of the Residential Tenancy Act of BC ("RTA"). It is projected that the 4-month Notice to End Tenancy will be delivered to tenant in early Summer 2022 with an end of tenancy date projected for the Fall 2022.

Some building tenants have already relocated to other accommodations and received their Relocation Assistance Compensation Package of 4-month rent, plus a moving allowance of \$1,000 for a Studio or one bedroom apartment or \$1250 for a two bedroom apartment. Security Deposits and Pet deposits have also been refunded to Tenants as required under the RTA. Further, relocated tenants have been provided a first right of refusal to occupy a unit in the new building once completed. These details are outlined in the City approved Tenant Relocation Plan dated November 5, 2021 (a copy of which is attached for your convenience).

Some tenants have approached the manager asking about additional compensation that is described in the REVISED "Residential Tenant Relocation Assistance Policy" that was approved and passed by City Council July 12, 2021. As the Application for redevelopment of 115 East Keith Road was filed with the City well before the City's revision of this Policy, the requirement for compensating tenants falls under the ORIGINAL Residential Tenant Displacement Policy H-18, dated November 16, 2015 which does not include additional compensation for long term tenancies. A copy of the Original Policy H-18 is attached herein as well for your information and record.

The Developer is committed to assisting tenants in locating alternate accommodations and living arrangements. We have spoken to a number of you over the recent past and will continue to advise of rental opportunities that we come across, both in properties that we currently manage, as well as ones that we find advertised. If you have started your search and require a verbal or written reference or recommendation, please call us, we will be pleased to assist where we can.

Please feel free to contact our office to speak with Adree or me if you have any questions. We can be reached at 604-980-3889 or by email at [adree@pamc.ca](mailto:adree@pamc.ca) or [rany@pamc.ca](mailto:rany@pamc.ca).

PACIFIC ASSET MANAGEMENT CORPORATION

F.M. Rany Ratushny – CSM, RI(BC)  
Property Manager



Tenants of 115 Keith Road East

March 22, 2022

**Subject: TENANT COMPENSATION UPDATE.**

On March 6, 2021, the Developer submitted their application for redevelopment of 115 East Keith Road and in doing so, were bound by the terms identified in the then current Residential Tenant Displacement Policy dated November 16, 2015.

Four months later on July 21, 2021, City officials voted to revise the Residential Tenant Displacement Policy to include additional assistance to displaced tenants. Notable in the new policy was an increase in rental assistance from 3-months' rent to 4-months' rent, and to further recognize long term tenancies (in excess of 60 months) with an additional assistance amount equal to \$25/month for the months occupied in excess of 60 months. A flat rate moving expense payment was also added in the July 21, 2021 amended policy.

While the Developer is bound by the 2015 displacement policy, the Developer recognizes the challenges faced by tenants in the current rental market and has agreed with City officials to increase the assistance being provided, to align with the terms of the revised July 12, 2021 displacement policy for the tenants of 115 East Keith.

**As of this date, tenants departing 115 East Keith will be provided an assistance package that aligns with the July 12, 2021 Residential Tenant Displacement Policy including the following:**

- **Four Months' rent payment**
- **Tenancies that began five or more years prior to the date of the Development Application will receive additional assistance calculated at a rate of \$25.00 per month for each full month of tenancy beyond five years.**
- **Flat rate moving expense for studio and 1-bedrooms at \$1,000.00 and \$1,250.00 for 2-bedrooms**

Assistance payments due to Eligible Tenants will be paid in accordance with the terms of the July 12, 2021 amended Residential Tenant Displacement Policy (copy attached for your record).

The Developer is committed to assisting tenants in locating alternate accommodations and living arrangements. We have spoken to a number of you over the recent past and will continue to advise of rental opportunities that we come across, both in properties that we currently manage, as well as ones that we find advertised. If you have started your search and require a verbal or written reference or recommendation, please call us, we will be pleased to assist where we can.

Please feel free to contact our office to speak with Adree or me if you have any questions. We can be reached at 604-980-3889 or by email at [adree@pamc.ca](mailto:adree@pamc.ca) or [rany@pamc.ca](mailto:rany@pamc.ca).

PACIFIC ASSET MANAGEMENT CORPORATION

F.M. Rany Ratushny – CSM, RI(BC)  
Property Manager

# COUNCIL POLICY

## 10 Planning and Development



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<b>Policy Name</b>	Residential Tenant Displacement Policy	
<b>Policy Number</b>	H18	
<b>Effective Date</b>	November 16, 2015	Amended July 12, 2021
<b>Approved By</b>	Council	

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### PURPOSE

The purpose of this policy is to provide tenants who are displaced as a result of the redevelopment of rental accommodation with enhanced notice and assistance beyond that required under the Residential Tenancy Act (RTA). This policy does not replace or affect the requirements in the RTA.

### Applicability

The policy applies to all rezoning applications that would result in the demolition of any building or combination of buildings containing five or more dwelling units occupied by tenants as their primary place of residence at the time of submission of the application. This includes rental units in single family homes, duplexes and coach houses, strata units operating as rental units, and purpose-built rental units.

### Eligible Tenants

Tenancies active when the Development Application is submitted to the City are eligible for support under this policy. Support will be provided on a dwelling unit basis and be distributed to those named on the written tenancy agreement. Where there is more than one eligible tenant that resides in the dwelling units, tenants should determine among themselves who will be the designated tenant to act as the main point of contact, and communicate this decision to the Tenant Relocation Coordinator.

Tenants who move into an existing vacant rental unit after submission of the Development Application are not expected to receive the supports offered to pre-existing tenants. The developer is expected to notify prospective tenants who wish to move into the building after the Development Application is submitted that they will not receive the supports offered to pre-existing tenants.

### Exemptions

The policy does not apply to redevelopment that is permitted outright under existing zoning. Tenants who move into an existing rental dwelling unit after submission of a rezoning application are not expected to receive the same support as pre-existing tenants, and should be notified as such in writing prior to signing a rental agreement.

Rezoning applications submitted prior to the adoption date of this updated policy are subject to the provisions of the previous 2015 Residential Tenant Displacement Policy.

### POLICY

The following elements are requested by the development applicant as a voluntary commitment. Adherence to this policy does not guarantee development approval from Council.

## **Relocation Assistance**

The applicant will designate a Tenant Relocation Coordinator to support tenants throughout the process, and to aid tenants in finding up to three comparable rental units in the City of North Vancouver. The Tenant Relocation Coordinator must be an independent, third party professional to ensure parity of support for tenants by a coordinator who is not associated with an individual property owner or development applicant. The City will prepare a list of qualified coordinators, however City staff will not be directly involved in the selection of the Coordinator or landlord-tenant relationships.

The Tenant Relocation Coordinator should be engaged from the pre-application stage and should have regular hours during which they are available to tenants by phone and email. Reasonable measures should be taken to ensure that any tenants requesting support in a language other than English are provided with information in their preferred language.

The Tenant Relocation Coordinator is expected to be responsible for implementing the Tenant Communication Plan so that tenants are proactively engaged and notified of input opportunities throughout the development application process. Notifications as part of the Tenant Communication Plan should be provided directly to tenants and posted in conspicuous places within the building(s). Information on tenant resources, including this Policy, the Residential Tenancy Branch webpage, and the Tenant Resource and Advisory Centre should also be provided.

For eligible tenants who want assistance in finding new rental accommodation, the Tenant Relocation Coordinator should identify at least three comparable rental dwelling units for each tenant household. The comparable units should have the same number of bedrooms as the current unit and be located in the City of North Vancouver unless otherwise specified by the household. The comparable units should also meet any other needs and/or preferences specified by the tenant household, for example around accessibility adaptations or pet restrictions.

The maximum rent for the comparable units found by the Tenant Relocation Coordinator should be no more than the greater of:

- a) 10% above the tenant's current rent; or
- b) 10% above the most recently published CMHC median rent level, by number of bedrooms, for the City of North Vancouver (or Metro Vancouver, when insufficient rental data is available for the size of property within the City).

The Tenant Relocation Coordinator is also expected to help tenants secure identified units, including by providing references and arranging viewings for potential units, if requested.

### ***Additional Assistance for Low Income Tenants and Others Facing Barriers***

There are many reasons why tenants may require additional assistance with the relocation process – for example, elderly residents on fixed incomes, tenants with low incomes, people with disabilities, or others who may face barriers to securing appropriate housing in proximity to their support networks.

While individual tenant needs will vary on a case-by-case basis, applicants will be expected to provide individualized support to those identified as having additional needs to successfully navigate the process of relocation. Tenants potentially in need of additional assistance should be identified in the Occupancy Report, however it is possible that additional support needs may not become apparent until later in the relocation process. Low income tenants and those with additional housing barriers to who do not initially identify a need for additional assistance in the Occupancy Report should not be denied reasonable additional assistance at a later date if needed.

This support is in addition to the financial compensation that all tenants are entitled to, and will generally be in the form of in-kind services provided by the applicant and/or the Tenant Relocation Coordinator. Examples of additional assistance that may be required include:

- a) Early communication and notifications, in person if requested;
- b) Additional support with arranging and attending viewings;
- c) Support with accessing social housing or rent supplements;
- d) Connecting with health organizations and non-profit services; and
- e) Free support with activities such as packing.

Generally, a household is considered low income if its income is below 50% of median household income for that household size. To simplify the identification of low income tenants for the purposes of determining the potential need for additional assistance with relocation, the below thresholds should be used as a guide for determining households who are low income:

- a) Households without dependents are considered low income when they have a gross annual income of less than \$35,000; and
- b) Households with dependents are considered low income when they have a gross annual income of less than \$60,000.

The higher threshold for households with dependents reflects that these households would require at a minimum a two bedroom property and have additional household expenses associated with supporting dependent(s).

### **Financial Compensation**

The applicant will compensate all eligible tenants with financial assistance equivalent to 4 months' of their current rent.

In addition to this baseline amount, tenants whose tenancy began five or more years prior to the date the Development Application is submitted will receive additional financial assistance based on the length of time they have resided in the building. This will be calculated at a rate of \$25 per month for each full month's tenancy beyond five years.

Length of Tenancy	Financial Compensation Amount
Less than 5 years	4 months' rent
More than 5 years	4 months' rent plus $((\text{total tenancy length in months} - 60) \times \$25)$

If an eligible tenant moves prior to approval of the rezoning application, financial compensation (including the moving expenses detailed below) is to be provided to the tenant by the Applicant no later than immediately following final adoption of the rezoning bylaw(s). For all other eligible tenants, financial compensation is to be provided to the tenant no later than the date they move out, whether or not a demolition permit has been obtained or an eviction notice has been served.

### **Moving Expenses**

Tenants will be compensated for moving expenses with a flat rate payment based on number of bedrooms. The below amounts should be adjusted upwards annually from the date the policy is adopted based on the Consumer Price Index (CPI):

- a) \$1000 for studio and 1 bedroom units;
- b) \$1250 for 2 bedroom units; and
- c) \$1500 for 3 bedroom and larger units.

## **Notice Period**

The applicant will provide all tenants with four months' notice, only after a Demolition Permit is issued by the City.

## **First Right of Refusal**

The applicant will provide all displaced tenants the first right of refusal to live in any purpose-built rental units in the new building, with the particulars of the units to be negotiated between the property owner and individual tenants.

Where the new building includes mid-market rent (MMR) units, tenants will have the first right of refusal to rent an MMR unit in the new building, provided the tenant meets the eligibility requirements for the MMR unit at the time the unit is first available for rent. To ensure that displaced tenants receive notification when the MMR units are becoming available, they will need to confirm during the relocation process that they want to exercise their first right of refusal.

## **SUBMISSION REQUIREMENTS**

The applicant will submit the following documents throughout the development applications and approvals process

### **Development Application**

An Occupancy Report and Tenant Relocation Plan are required to be submitted at time of Development Application.

The Occupancy Report should contain the following information:

- a) Total number of units in building, by unit size (number of bedrooms) and status (occupied or vacant);
- b) Type of tenancy (periodic or fixed term) for each tenant households;
- c) Start and, if relevant, end date of tenancy for each tenant household;
- d) Current Rent for each unit; and
- e) Specific tenant households characteristics from the Tenant Household Needs Assessment form, should the tenant wish to provide this information (for example, accessibility/mobility requirements, pets, proximity to particular amenities such as schools).

The Occupancy Report should comply with data protection and privacy requirements. If tenants do not wish to provide information and/or do not wish to engage with the Tenant Relocation Coordinator it should be communicated to them that they are still entitled to the other provisions of this Policy relating to financial compensation, moving expenses, notice period, and first right of refusal.

The Tenant Relocation Plan should include full information on how the applicant will comply with the minimum provisions of the policy throughout the redevelopment process. A detailed Tenant Communication Plan should be included alongside commitment to use of an independent Tenant Relocation Coordinator and provision of a Tenant Assistance Package that clearly sets out the additional assistance that will be provided to displaced tenants should the rezoning application be approved.

The Tenant Assistance Package must be distributed to tenants within two weeks of receiving staff approval and include the following information as a minimum:



- a) Timeline and overview of the development application process;
- b) Commitment to provide advanced notice and updates to tenants on Development Information Sessions, Council Meetings and Public Hearing related to the application;
- c) Contact information for Tenant Relocation Coordinator;
- d) Responsibilities of the developer to provide financial compensation and other assistance;
- e) Method for low income tenants and others facing barriers to request additional assistance;
- f) A current copy of the British Columbia Residential Tenancy Act;
- g) A copy of the City's Residential Tenant Displacement Policy; and
- h) Copies of applicable tenant resources.

The applicant is responsible for submitting a copy of all written correspondence and notification to tenants to City staff. This correspondence will be included as part of the report to Council for consideration of the development application.

### **Demolition Permit**

A final Tenant Relocation Report is required to be submitted prior to issuance of a Demolition Permit for the property, as per the format prescribed by the City. As a minimum, this should include:

- a) The outcome of the relocation process for displaced tenants, including evidence that tenants have been satisfactorily assisted in locating alternative accommodation. Where tenants have opted out of relocation assistance, written notice from the tenant must be submitted;
- b) The value of compensation given to each tenant including financial compensation, moving expenses, and any additional assistance or services that were provided to the tenant(s); and
- c) Details of all tenants who wish to exercise their first right of refusal for any mid-market rental units provided in the new building(s) and how these tenants will be notified when the units become available.

### **Occupancy Permit**

Details of all tenants who wish to return to the building and the status of their tenancy must be provided prior to the issuance of an Occupancy Permit. In cases where there are more tenants who wish to exercise their first right of refusal than available MMR units, the developer will be responsible for selecting a tenant in accordance with the provisions of the Housing Agreement associated with the development.

### **AUTHORITY**

Local Government Act, RSBC, 1996

### **DOCUMENT HISTORY**

<b>Date</b>	<b>Action</b>	<b>By</b>
November 16, 2015	Approved	Council
July 12, 2021	Amended	Council

# Public Hearing: 115 East Keith Road

Presented May 2022  
Development Planning



## Introduction

- Proposal:
  - 6-storey rental
  - 74 units
  - 3.3 FSR (1.0 bonus)
- Replacing:
  - 3-storey rental (1968)
  - 24 units
- Balanced Housing Lab pilot project



# Pilot Project

- Re-imagined development approvals process:
  - Extensive engagement
  - Diverse stakeholder input
  - Alignment with community objectives



# Public Engagement

- 1) Co-Creation Workshop
- 2) Visual Preference Survey
- 3) Developer Information Session
- 4) Online Engagement

## Engagement outcomes:

- Housing affordability
- Livability of units
- Relocation of the existing tenants
- Sustainable design & transportation

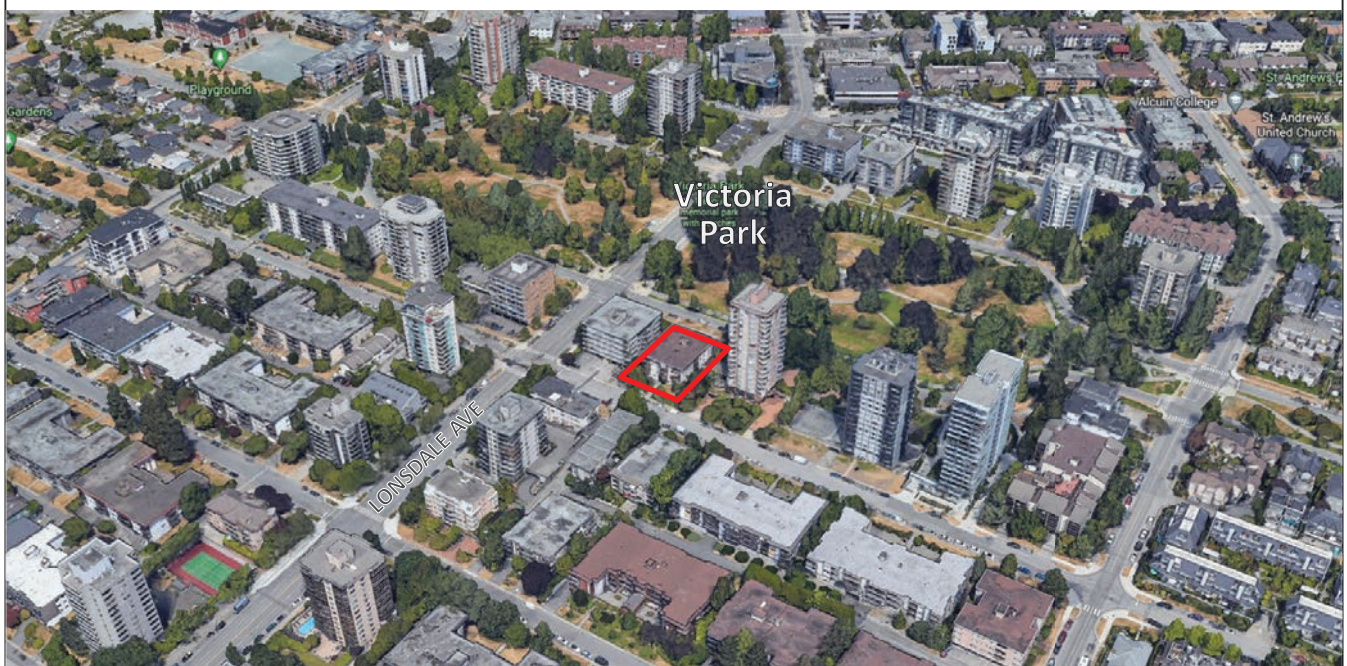




# Location

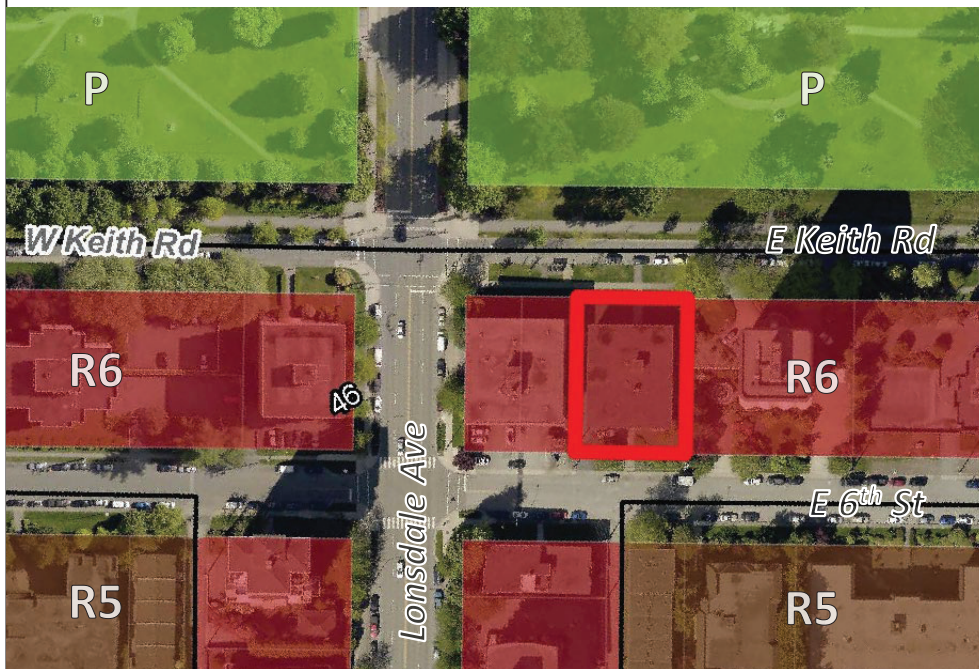


# Neighbourhood Context





# Policy Context



## R6 Density

2.3 base  
+ 1.0 bonus  
**3.3 FSR**

## R6 Height

46 metres  
(15-storey)

## RH-1 Zone Height

30.48 metres

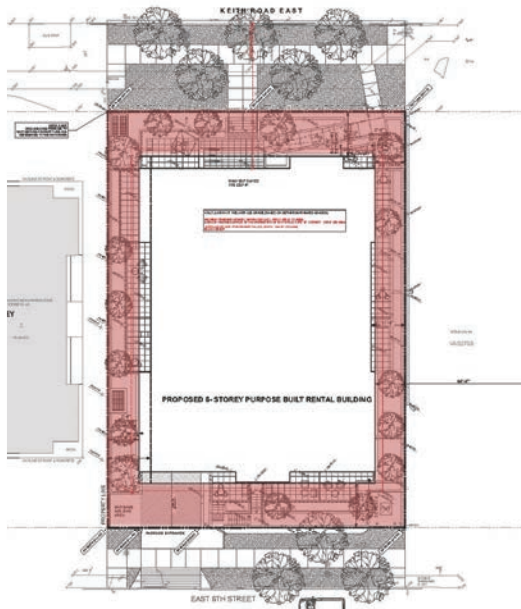
# Proposal: Overview

- 23 m building height
- 3.3 FSR
- 74 rental units:
  - 8 MMR units (11%)
  - 21 adaptable units (28%)
  - 9 three/four-BR units (12%)
- Amenity spaces:
  - 100 sqm indoor
  - Rooftop/garden plots

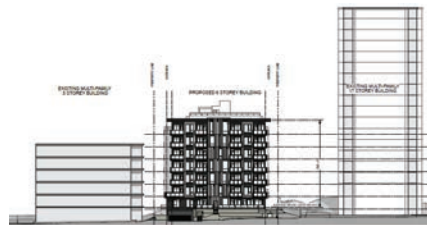




# Proposal: Site Design

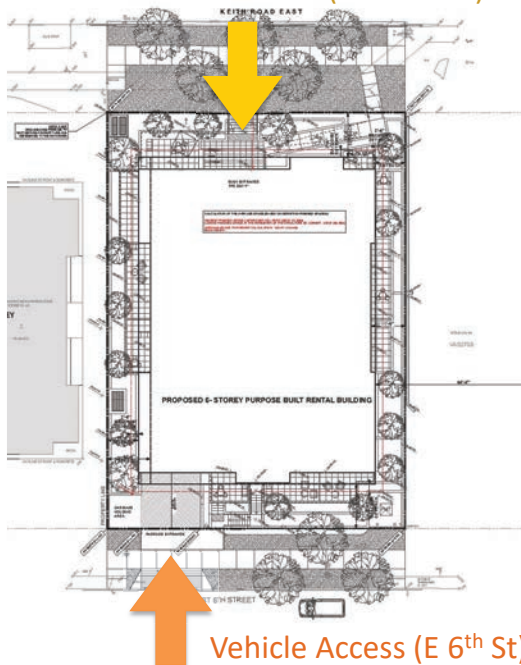


- 57% lot coverage
- Setbacks:
  - 4.6 m front/rear
  - 3.2 m west
  - 3.0 m east
- 18.3 m tower separation

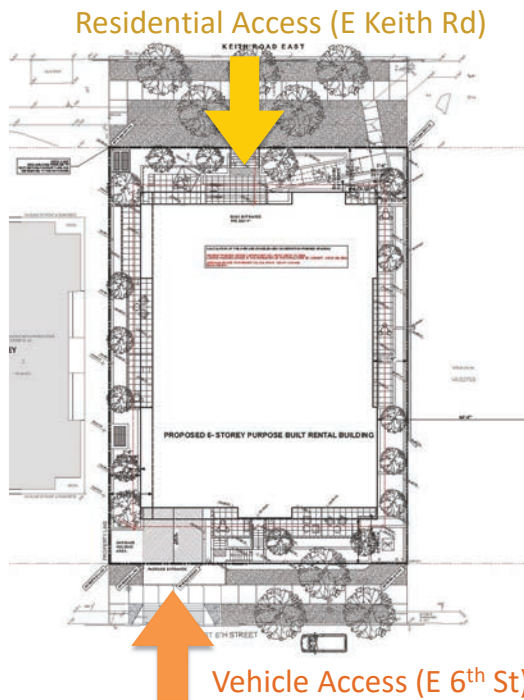


# Proposal: Site Design

Residential Access (E Keith Rd)

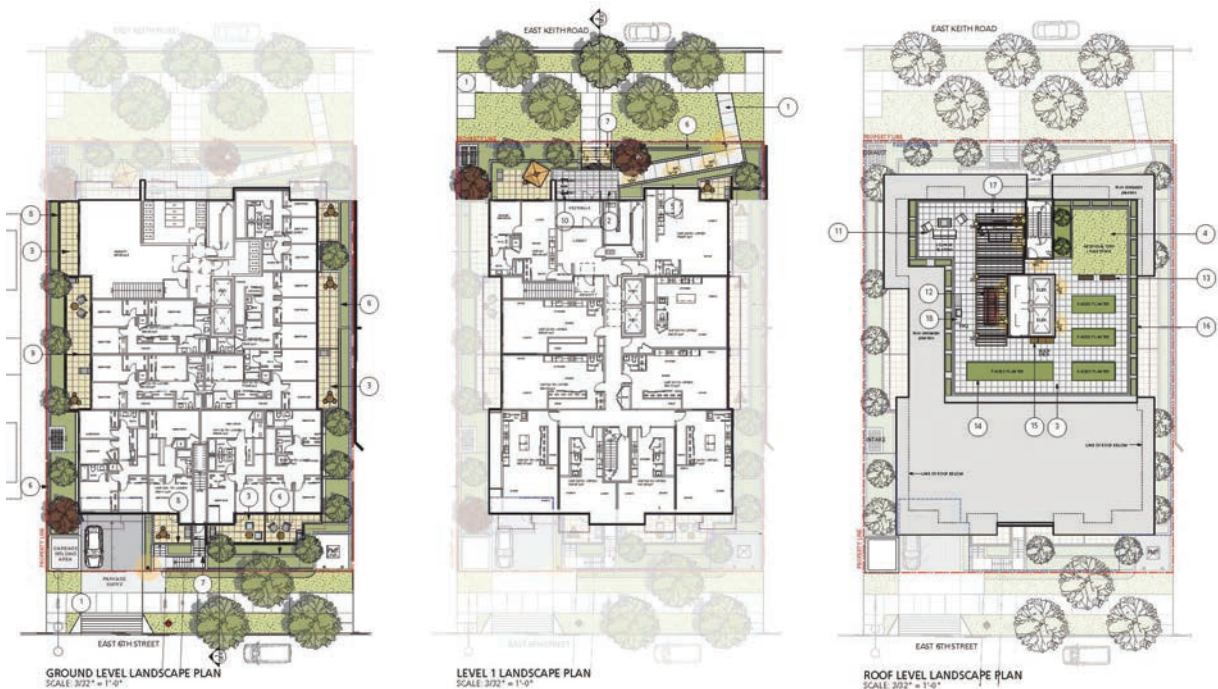


# Proposal: Parking



- 44 vehicle spaces
- 119 bicycle spaces
- 17 small car spaces (39%)
- 100% EV-ready
- TDM measures:
  - Unbundle parking costs
  - Accommodate cargo bikes
  - Car/bike share subsidies
  - TDM “welcome package”

# Proposal: Landscaping



# Policy Analysis

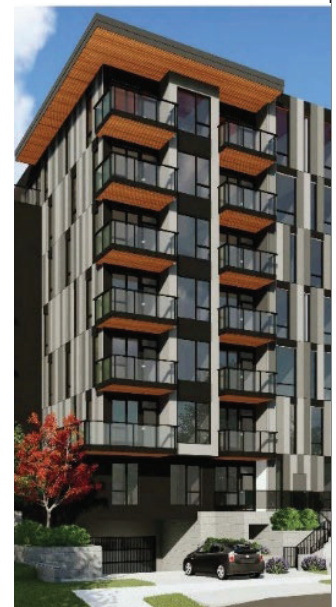
- Consistent with OCP:
  - Density and height
  - Lonsdale Regional City Centre
- Housing Action Plan:
  - 10% MMR & three-bedroom units
- Council Strategic Plan
- Active Design Guidelines
- Adaptable Design Guidelines
- Sustainable Development Guidelines

OFFICIAL  
COMMUNITY PLAN

BYLAW NO. 8400

# Tenant Relocation Plan

- Updated March 2022
- Complies with 2021 Policy:
  - Long-term tenancy compensation
- MMR tenant selection:
  - First right of refusal
  - Priority to residents/employees/families
  - Non-profit third party review





# Advisory Bodies

## Advisory Design Panel

(November 17, 2021)

- Endorsed proposal subject to addressing:
  - Rooftop amenity size and design
  - Sun shade of balconies
  - Articulation of main entrance
  - Efforts to maintain required lot coverage and west setback



## Conclusion

- In alignment with City goals:
  - Mindful of impacts on neighbours
  - Sustainable transportation patterns
  - Quality amenity spaces





Thank you.





**CASCADIA**  
Green Development

## PUBLIC HEARING

115 Keith Road East North Vancouver, BC

MAY 16, 2022

Rental Housing Development



Integra ARCHITECTURE INC.



P+A  
Landscape Architecture  
Site Planning

## ZONING DISTRICT & LAND USE



### OCF - RESIDENTIAL LEVEL 6 (HIGH DENSITY)

- 2.3 FSR (MAX BONUS OF 1.0 FSR)
- FSR BONUS WITH PUBLIC BENEFITS
- SECURE MARKET RENTAL HOUSING OR NON-MARKET RENTAL
- MAX HEIGHT 15 STOREYS (48 METERS)

### APPLICATION GUIDELINES

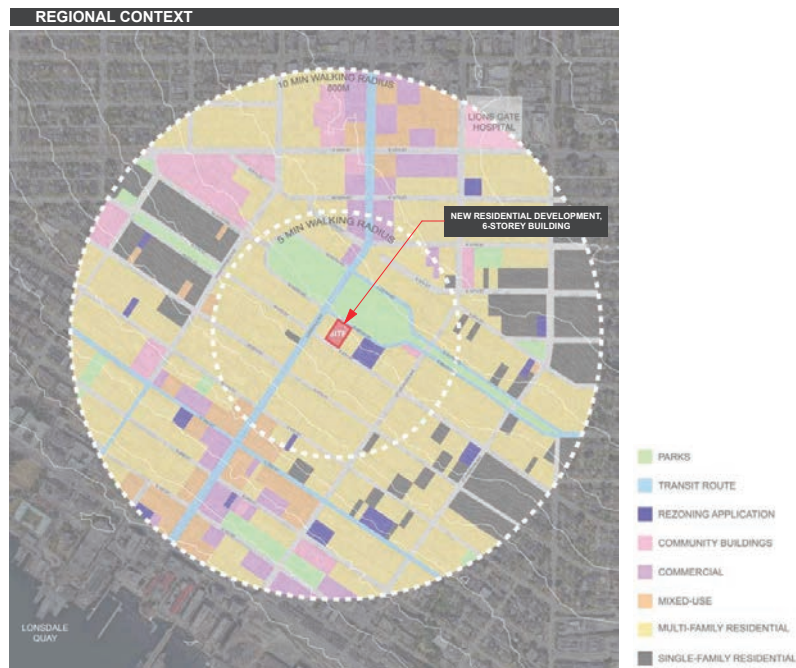
- 2018 DENSITY BONUS AND COMMUNITY BENEFITS POLICY
- ACTIVE DESIGN GUIDELINES
- ADAPTABLE DESIGN GUIDELINES



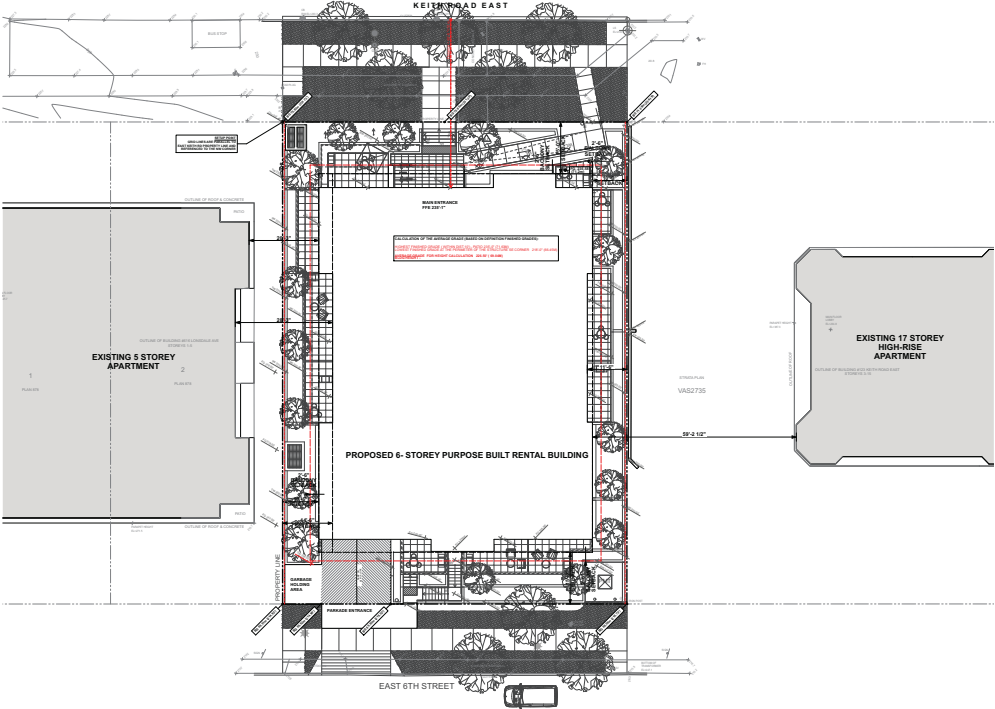
CONTEXT PHOTOS



CONTEXT PLAN



SITE PLAN



5

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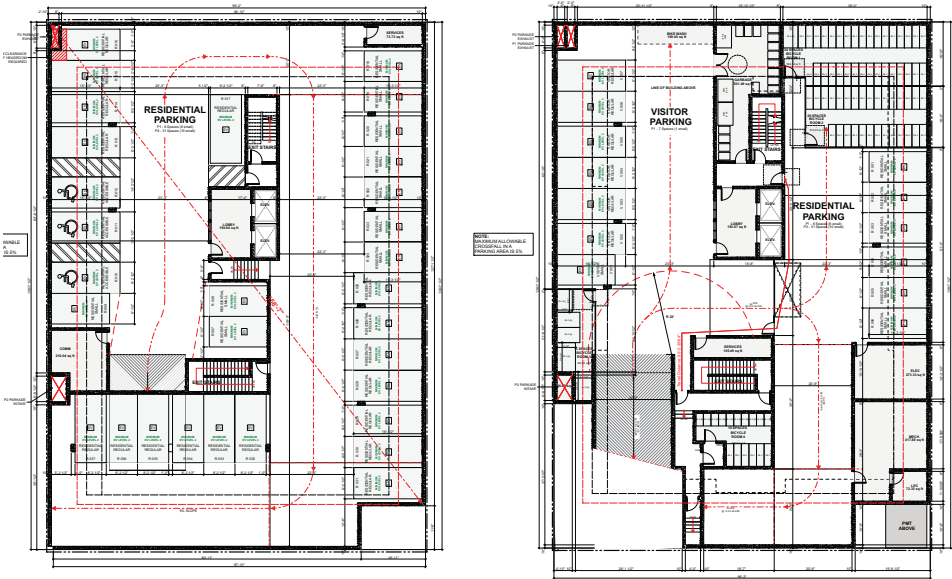
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PROJECT # 21562

DATE # MAY 14, 2022  
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P1 & P2 PARKING PLAN



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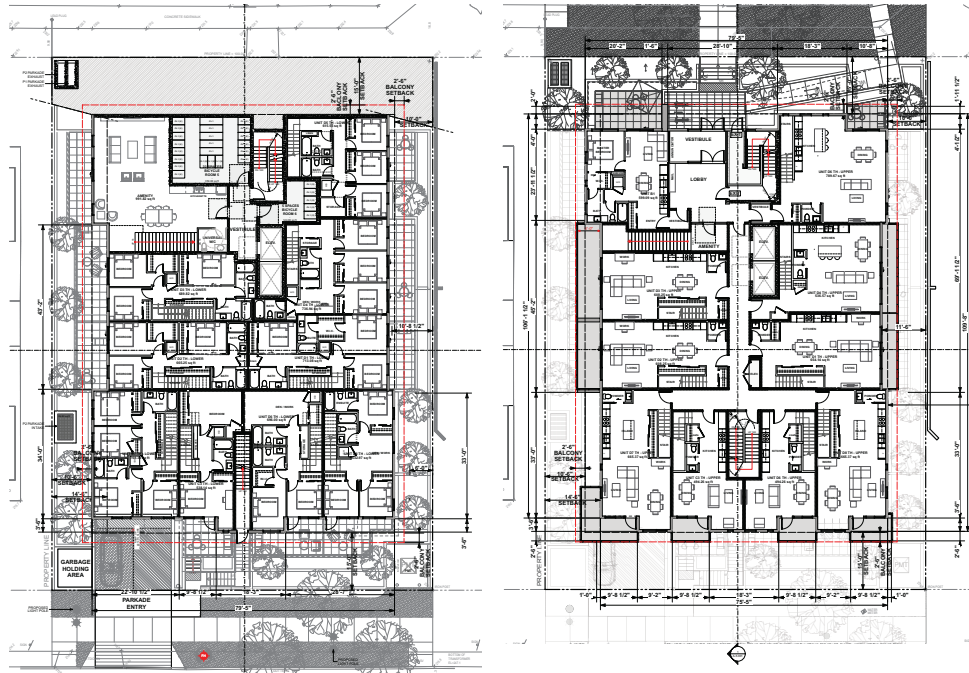
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GROUND & LEVEL 1 PLANS



7

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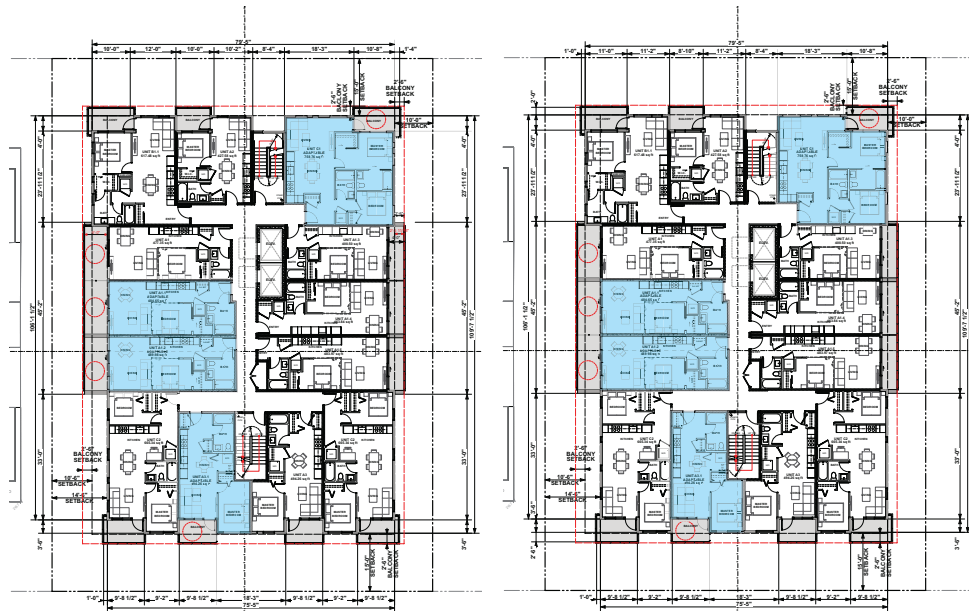
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LEVEL 2 & 3 PLANS



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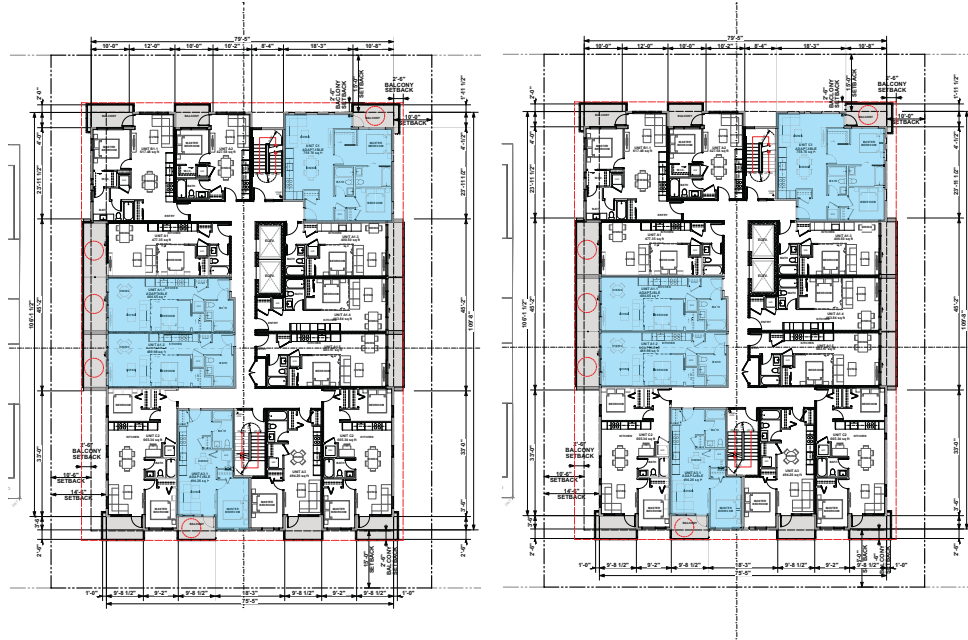
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LEVEL 4 & 5 PLANS



9

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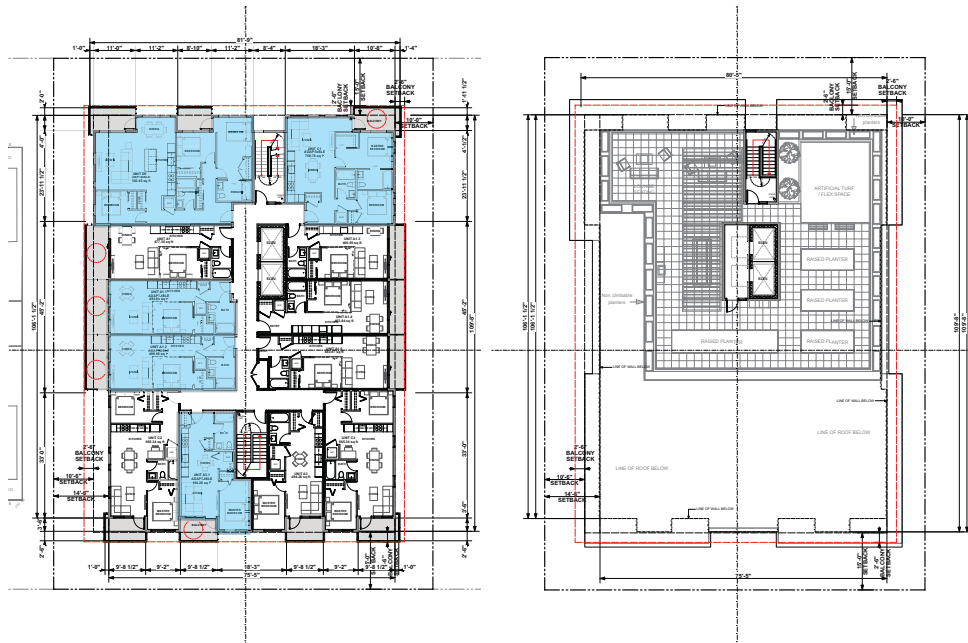
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LEVEL 6 & ROOF PLANS



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PERSPECTIVE - ROOF PATIO





**C.15**



**Integra ARCHITECTURE INC.**

CLIENT

**CASCADIA**  
Sustainable Communities

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**Integra** ARCHITECTURE INC.

CLIENT

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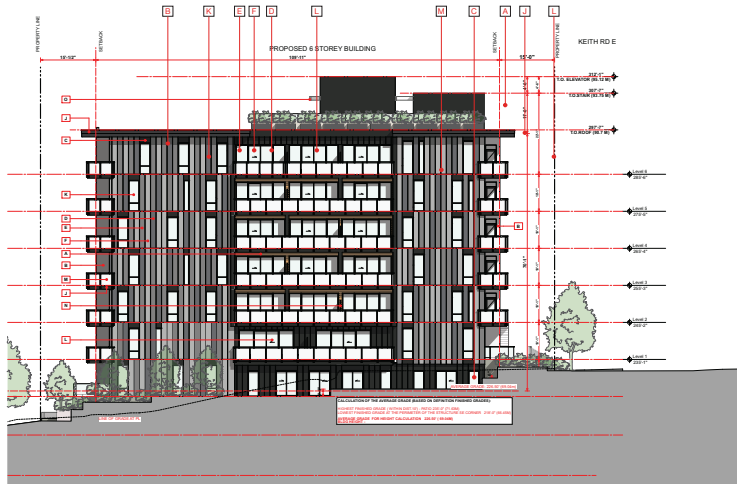
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EAST BUILDING ELEVATION



WALL & GLASS SYSTEM				
Building Elements	1	2	3	4
Color	101-001	101-001	101-001	101-001
Material	101-001	101-001	101-001	101-001
Product	101-001	101-001	101-001	101-001
Color to Match / Manufacturer	101-001	101-001	101-001	101-001
Reference No.	101-001	101-001	101-001	101-001

WALL & GLASS SYSTEM				
Building Elements	1	2	3	4
Color	101-001	101-001	101-001	101-001
Material	101-001	101-001	101-001	101-001
Product	101-001	101-001	101-001	101-001
Color to Match / Manufacturer	101-001	101-001	101-001	101-001
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WALL & GLASS SYSTEM				
Building Elements	1	2	3	4
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Color to Match / Manufacturer	101-001	101-001	101-001	101-001
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WALL & GLASS SYSTEM				
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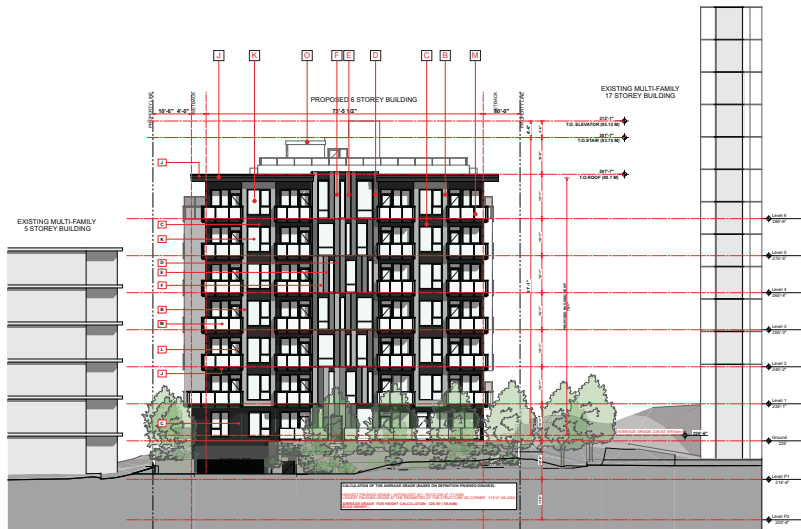
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PROJECT # 21562

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SOUTH BUILDING ELEVATION



WALL & GLASS SYSTEM				
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Material	101-001	101-001	101-001	101-001
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Color to Match / Manufacturer	101-001	101-001	101-001	101-001
Reference No.	101-001	101-001	101-001	101-001

WALL & GLASS SYSTEM				
Building Elements	1	2	3	4
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Material	101-001	101-001	101-001	101-001
Product	101-001	101-001	101-001	101-001
Color to Match / Manufacturer	101-001	101-001	101-001	101-001
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WALL & GLASS SYSTEM				
Building Elements	1	2	3	4
Color	101-001	101-001	101-001	101-001
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Product	101-001	101-001	101-001	101-001
Color to Match / Manufacturer	101-001	101-001	101-001	101-001
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WALL & GLASS SYSTEM				
Building Elements	1	2	3	4
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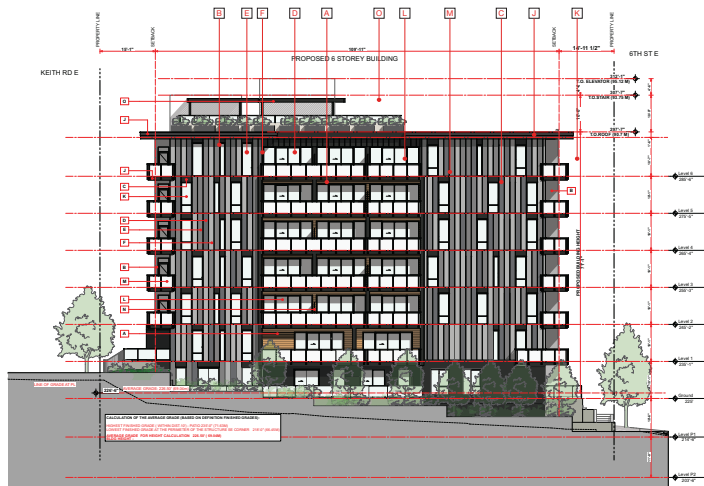
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WEST BUILDING ELEVATION



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Building Elements	1'0" & 1'50"	2'0"	3'0"	4'0"
Colour	100% 100% 100%	100% 100%	100% 100%	100% 100%
Material	100% 100% 100%	100% 100%	100% 100%	100% 100%
Product	100% 100%	100%	100%	100%
Colour to Match / Manufacturer	100%	100%	100%	100%
Reference No.	100%	100%	100%	100%

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Building Elements	1'0" & 1'50"	2'0"	3'0"	4'0"
Colour	100% 100% 100%	100% 100%	100% 100%	100% 100%
Material	100% 100% 100%	100% 100%	100% 100%	100% 100%
Product	100% 100%	100%	100%	100%
Colour to Match / Manufacturer	100%	100%	100%	100%
Reference No.	100%	100%	100%	100%

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Building Elements	1'0" & 1'50"	2'0"	3'0"	4'0"
Colour	100% 100% 100%	100% 100%	100% 100%	100% 100%
Material	100% 100% 100%	100% 100%	100% 100%	100% 100%
Product	100% 100%	100%	100%	100%
Colour to Match / Manufacturer	100%	100%	100%	100%
Reference No.	100%	100%	100%	100%

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Building Elements	1'0" & 1'50"	2'0"	3'0"	4'0"
Colour	100% 100% 100%	100% 100%	100% 100%	100% 100%
Material	100% 100% 100%	100% 100%	100% 100%	100% 100%
Product	100% 100%	100%	100%	100%
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Reference No.	100%	100%	100%	100%

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CLIENT

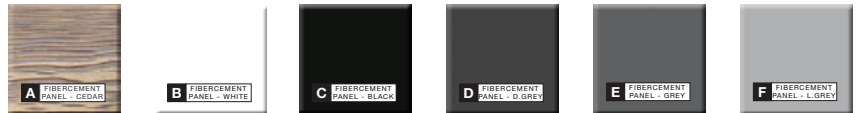
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PROJECT # 21562

DATE # MAY 16, 2022  
ISSUE # PUBLIC HEARING

MATERIALS



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Material	100% 100% 100%	100% 100%	100% 100%	100% 100%
Product	100% 100%	100%	100%	100%
Colour to Match / Manufacturer	100%	100%	100%	100%
Reference No.	100%	100%	100%	100%

+0'0" & 1'0" & 1'50" & 2'0" & 3'0"				
Building Elements	1'0" & 1'50"	2'0"	3'0"	4'0"
Colour	100% 100% 100%	100% 100%	100% 100%	100% 100%
Material	100% 100% 100%	100% 100%	100% 100%	100% 100%
Product	100% 100%	100%	100%	100%
Colour to Match / Manufacturer	100%	100%	100%	100%
Reference No.	100%	100%	100%	100%

+0'0" & 1'0" & 1'50" & 2'0" & 3'0"				
Building Elements	1'0" & 1'50"	2'0"	3'0"	4'0"
Colour	100% 100% 100%	100% 100%	100% 100%	100% 100%
Material	100% 100% 100%	100% 100%	100% 100%	100% 100%
Product	100% 100%	100%	100%	100%
Colour to Match / Manufacturer	100%	100%	100%	100%
Reference No.	100%	100%	100%	100%

+0'0" & 1'0" & 1'50" & 2'0" & 3'0"				
Building Elements	1'0" & 1'50"	2'0"	3'0"	4'0"
Colour	100% 100% 100%	100% 100%	100% 100%	100% 100%
Material	100% 100% 100%	100% 100%	100% 100%	100% 100%
Product	100% 100%	100%	100%	100%
Colour to Match / Manufacturer	100%	100%	100%	100%
Reference No.	100%	100%	100%	100%

C.20



CLIENT

CASCADIA

PROJECT ADDRESS 115 KEITH ROAD EAST, NORTH VANCOUVER, BC

PROJECT # 21562

DATE # MAY 16, 2022  
ISSUE # PUBLIC HEARING

## D.21

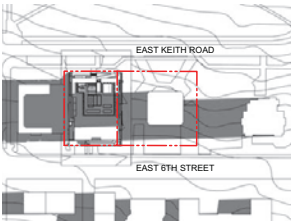


## D.22



SHADOW STUDY

Spring Equinox  
March 21st



1 March 21st 9am



2 March 21st 12pm

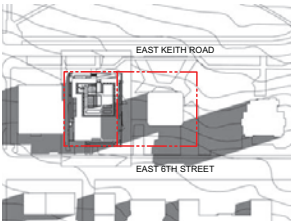


3 March 21st 3pm

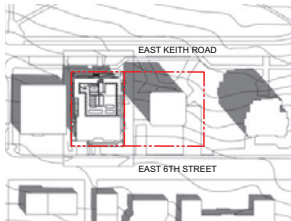


4 March 21st 6pm

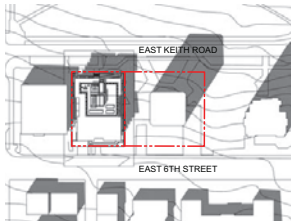
Summer Solstice  
June 21st



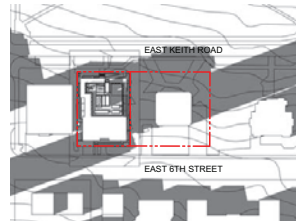
5 June 21st 9am



6 June 21st 12pm



7 June 21st 3pm



8 June 21st 6pm

D.23



Integra Planning Solutions

CLIENT



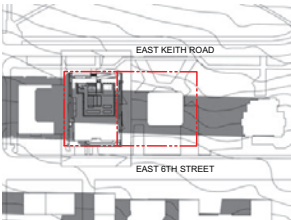
PROJECT ADDRESS  
115 KEITH ROAD EAST,  
NORTH VANCOUVER, BC

PROJECT # 21562

DATE # MAY 16, 2022  
ISSUE # PUBLIC HEARING

SHADOW STUDY

Fall Equinox  
September 21st



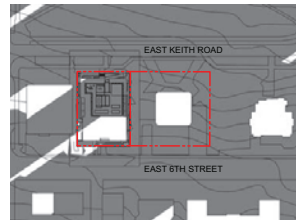
1 Sept 21st 9am



2 Sept 21st 12pm

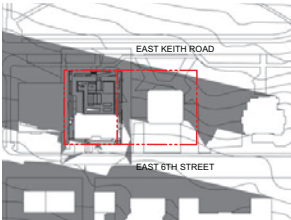


3 Sept 21st 3pm



4 Sept 21st 6pm

Winter Solstice  
December 21st



5 Dec 21st 9am



6 Dec 21st 12pm



7 Dec 21st 3pm



8 Dec 21st 6pm



Integra Planning Solutions

CLIENT



PROJECT ADDRESS  
115 KEITH ROAD EAST,  
NORTH VANCOUVER, BC

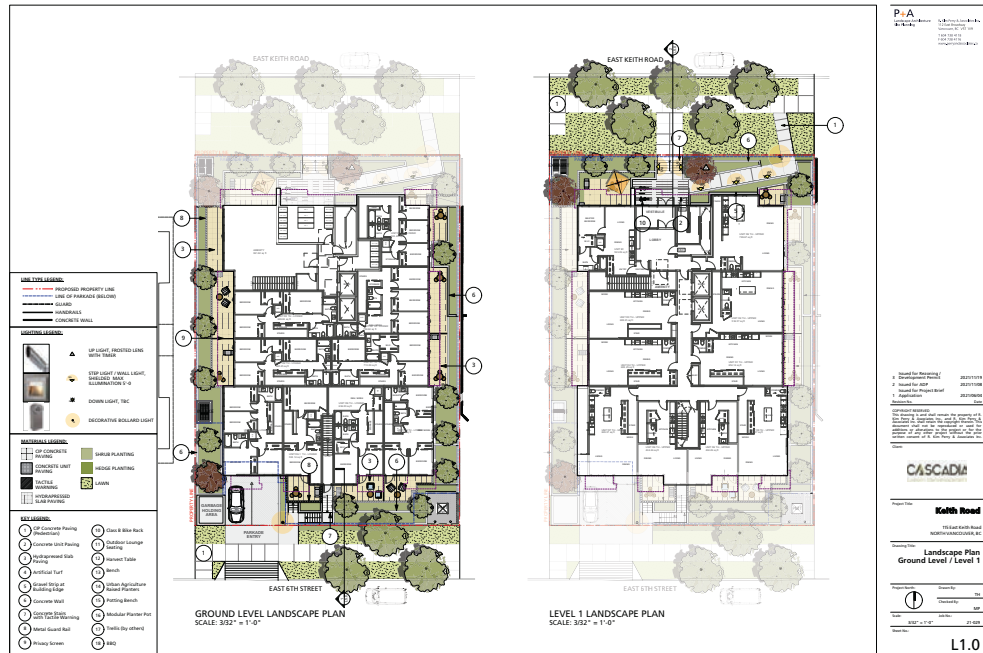
PROJECT # 21562

DATE # MAY 16, 2022  
ISSUE # PUBLIC HEARING

D.24



ILLUSTRATIVE LANDSCAPE PLAN - GROUND



D.25



CLIENT

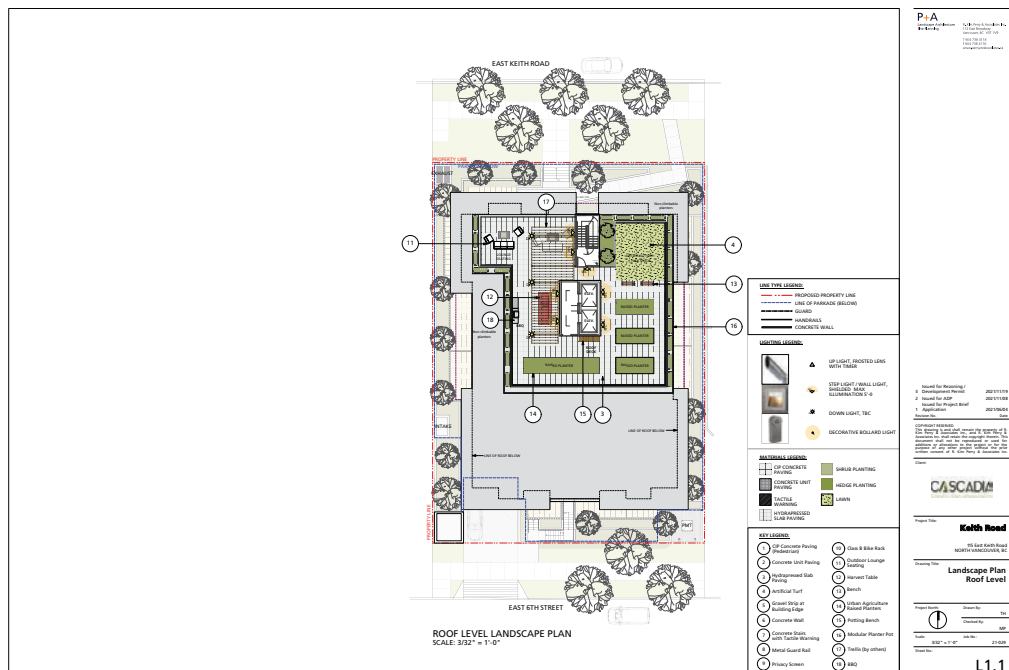


PROJECT ADDRESS 115 KEITH ROAD EAST, NORTH VANCOUVER, BC

PROJECT # 21562

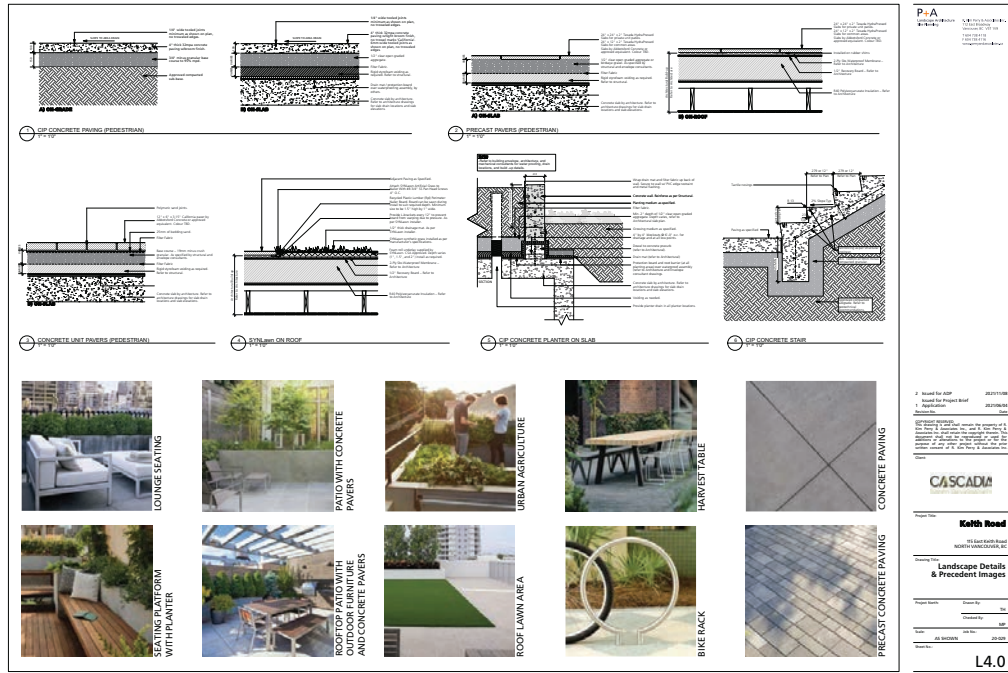
DATE # MAY 14, 2022  
ISSUE # PUBLIC HEARING

ILLUSTRATIVE LANDSCAPE PLAN - ROOF



D.26

## LANDSCAPE DETAILS



D.27



Integrative Architecture

CLIENT

**CASCADIA**

PROJECT

115 KEITH ROAD EAST,  
NORTH VANCOUVER, BC

PROJECT #

21562

DATE #

MAY 16, 2022

ISSUE #

PUBLIC HEARING

## PERSPECTIVE



D.28



Integrative Architecture

CLIENT

**CASCADIA**

PROJECT

115 KEITH ROAD EAST,  
NORTH VANCOUVER, BC

PROJECT #

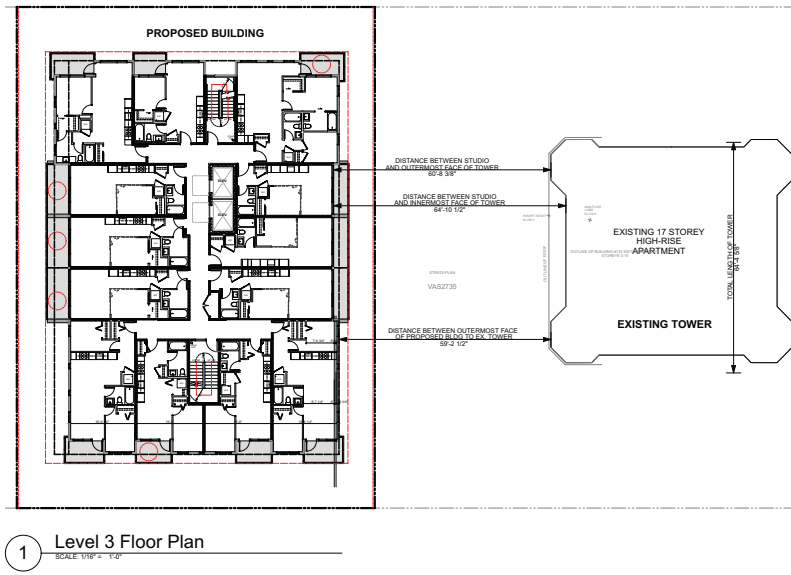
21562

DATE #

MAY 16, 2022

ISSUE #

PUBLIC HEARING



Dear Mayor Buchanan and Councillors,

Thank you for taking the time to read this letter written on behalf of the tenants of 115 Keith Road East in the City of North Vancouver. It is important to highlight that almost all of the tenants displaced have resided in this building for 12 to 44 years.

We do still have concerns regarding, inter alia, the process itself, many challenges inherent to the “pilot project”, and the applicant’s (Cascadia Green) continued lack of genuine and meaningful efforts in terms of relocation aid.

- We do *not* have an independent third party (as required) assisting us with the relocation. Mr. Rany Ratushny from Pacific Asset Management Corporation (PAMC) is in no way independent from Cascadia Green, nor impartial, nor having the tenants' best interests in mind. He is hired and paid by Cascadia Green, acting with/for the applicant, and for their best interest.
- Not only is PAMC not an appropriate relocation aid, but PAMC cannot be “the recourse” option, for the same reason.
- It is stated in the relocation documents that the applicant will provide “up to three comparable units” for each tenant to consider, which means that *zero* or just one option could be provided. This is not adequate and the wording is problematic.
- The only “help” received so far has been emails from Mr. Rany Ratushny listing Craigslist options. This is something each of us can easily look up, and regularly do look up, with better search variables which suit our individual needs. We would hope that what is sent to us comprises more meaningful options than just their selection of Craigslist listings, most of which are not appropriate for our needs (see below).
- It will be important to ensure that the “options” offered to tenants are not units about to be redeveloped in the 5 years to come. It is a life-shattering thing to go through once, let alone living in a constant state of uncertainty and displacement for years, with one’s rent doubling every time.
- In addition, the current policy does not assist with a monetary compensation for people who have resided in a rental for less than five years. As a result, such tenants would be doubly harmed by such a situation.
- We also wonder about the reasons for the decision to not offer compensation for renters who have lived in a dwelling for less than five years, or to not count the first five years for the compensation for long term tenants.
- Almost all of us have pets and the Craigslist listings sent to us are “no pet” options, and thus, are *not an option at all*. This is a concern we have repeatedly raised with the applicant since last Summer, but to no avail. Short of having suitable options which also allow pets, many of us are unable to relocate.
- (On a more personal note, during the meeting in the park of September 2, 2021 (with the City present), Ms. Shirazeh Dabiri stated that despite her asking, no tenant had contacted them about the RTO and AHOP options. I spoke up at that time, with the City



present, and stated that yes, I went to the website and submitted the form for both options. She replied "well, yes you did". I am thus forced to conclude that: 1) it was a dishonest statement, and 2) we are now 8 months later and there still has been no follow-up with me, which suggests that there was no true intention to assist with such a consideration.) - Please note that, at this point, hearing from the applicant after submitting this document, so that it looks like they reached out, (i.e., short of a true demonstrated intention to assist current tenants) would not be helpful.

More broadly, our concerns are that the applicant has displaced, and will continue to displace, a great number of North Vancouver residents (as well as residents in other municipalities) and that the way they have approached this process has not been appropriate. Most tenants, unlike some of us at this site, will not speak to City representatives for assistance, due to feeling intimidated and incredibly vulnerable, lacking the knowledge needed to understand some of the process, and/or feeling that they do not have any recourse. The power differential with the developers is extreme. As a result, we worry that many tenants to come will continue to go through hardships in silence, without adequate assistance or their basic rights being respected, as they are losing their home (and some of them their "lives" in many ways).

Tenants are in dire need of other immediate and innovative options, for example, a new tenant-focused municipal group, which may play a more proactive and advocacy role for the many displaced residents of North Vancouver who desperately need such assistance. They are professional relocation assistance groups, and we are wondering if such options may be worthwhile to make available for displaced tenants, and at no cost to them.

We also encourage the City to connect with all tenants, once they relocated, to get a true and honest sense of their reality, what happened, and the assistance (or lack thereof), they received. This could provide some helpful feedback in terms of the unfolding of this pilot project and would be worth documenting. Most tenants are having to fend for themselves amidst a housing crisis.

We also wonder what the recourse will be should no suitable housing options be provided to tenants by the time they reach their end of tenancy (i.e., options which suit their individual needs and match what their needs were with regards when they chose to live in their current homes at 115 Keith rd.; e.g., pet ok, quiet, a few floors above ground, not a basement suite, close to transit, parking). Realistically, as things are being currently approached by the applicant, some tenants will have no suitable place to move into, despite the tenants' own and ongoing attempts at being flexible and securing a new home amidst a housing crisis.

We are extremely grateful for the City's willingness to continue to hear the concerns of its residents, willingness to act on those, and its care for the members of its communities.

Kind regards,

Diane Strub

On behalf of the (current and already displaced) North Vancouver residents of 115 East Keith Rd

**From:** Robert Wilmot  
**Sent:** May-09-22 9:06 AM  
**To:** Submissions  
**Subject:** 115 East Keith Road

Dear Mayor and Council.

I am concerned that though 8 of the 74 units in this proposed building are "mid-market rentals", whatever that means in the current climate of incredibly high and overpriced housing rental costs, I am more concerned that it appears from the staff and applicant's reports that none of these units will be considered as below market units and on that basis, I am not in support of the process moving forward. We need affordable rentals.

Robert Wilmot  
435 East 11<sup>th</sup> Street  
North Vancouver

# PUBLIC HEARING

**Monday, May 16, 2022 at 6:00 pm**

**Zoning Amendment Bylaw No. 8877 and Housing Agreement  
Bylaw No. 8923 for 115 East Keith Road**

**View the meeting online at [cnv.org/LiveStreaming](https://cnv.org/LiveStreaming)  
Or attend in person at City Hall, 141 West 14<sup>th</sup> Street**

**Proposal:** To rezone the subject property from an Apartment Residential (RH-1) Zone to a Comprehensive Development 741 (CD-741) Zone, to allow for the development of a 6-storey residential rental apartment building with 74 units (including 8 mid-market units), 2 underground parking levels, 100 sq.m. of indoor amenity space and a rooftop amenity space.

**To provide written input:** All persons who believe their interest in property may be affected by the proposed bylaws will be afforded an opportunity to speak at the Public Hearing and/or by written or email submission. All submissions must include your name and address and should be sent to the Corporate Officer at [input@cnv.org](mailto:input@cnv.org), or by mail or delivered to City Hall, **no later than 12:00 noon on Monday, May 16, 2022**, to ensure their availability to Council at the Public Hearing. No further information or submissions can be considered by Council after the Public Hearing has concluded.



## **To speak at the Public Hearing:**

**Via Webex/phone:** Pre-register by completing the online form at [cnv.org/PublicHearings](https://cnv.org/PublicHearings), or by phoning 604-990-4230 to provide contact details, so call-in instructions can be forwarded to you. **All Webex/phone pre-registration must be submitted no later than 12:00 noon on Monday, May 16, 2022.**

**In person at City Hall:** On the day of the Public Hearing, a sign-up sheet will be available at City Hall reception (14<sup>th</sup> Street entrance) between 8:30am and 5:00pm, and then in the lobby, outside the Council Chamber from 5:30pm. To attend the Public Hearing in person, enter City Hall through the doors at the southwest corner of the building after 5:30pm.

**Non-registered speakers:** Speakers who have not pre-registered will also have an opportunity to provide input. Once all registered speakers have spoken, the Mayor will call for a recess to allow time for additional speakers to phone in or speak in person. Call-in details will be displayed on-screen during the livestream at [cnv.org/LiveStreaming](https://cnv.org/LiveStreaming).

**To view the documents:** The proposed bylaws, background material and presentations can be viewed online at [cnv.org/PublicHearings](https://cnv.org/PublicHearings) and at City Hall.

**Questions?** Emma Chow, Planner, [echow@cnv.org](mailto:echow@cnv.org) / 604-982-3919

141 WEST 14TH STREET / NORTH VANCOUVER / BC / V7M 1H9

T 604 985 7761 / F 604 985 9417 / [CNV.ORG](https://cnv.org)



# THE CORPORATION OF THE CITY OF NORTH VANCOUVER

## BYLAW NO. 8877

### A Bylaw to amend “Zoning Bylaw, 1995, No. 6700”

The Council of The Corporation of the City of North Vancouver, in open meeting assembled, enacts as follows:

1. This Bylaw shall be known and cited for all purposes as “**Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8877**” (Victoria Park (Denna Homes) Gp Ltd. / Integra Architecture Inc., 115 East Keith Road, CD-741).
2. Division VI: Zoning Map of Document “A” of “Zoning Bylaw, 1995, No. 6700” is hereby amended by reclassifying the following lots as henceforth being transferred, added to and forming part of CD-741 (Comprehensive Development 741 Zone):

Lots	Block	D.L.	Plan
A (Reference Plan 9816)	114	274	878 from RH-1

3. Part 11 of Division V: Comprehensive Development Regulations of Document “A” of “Zoning Bylaw, 1995, No. 6700” is hereby amended by:

- A. Adding the following section to Section 1100, thereof, after the designation “CD-740 Comprehensive Development 740 Zone”:

“CD-741 Comprehensive Development 741 Zone”

- B. Adding the following to Section 1101, thereof, after the “CD-740 Comprehensive Development 740 Zone”:

“CD-741 Comprehensive Development 741 Zone”

In the CD-741 Zone, permitted Uses, regulations for permitted Uses, regulations for the size, shape and siting of Buildings and Structures and required Off-Street Parking shall be as in the RH-1 Zone, except that:

- (1) The permitted Principal Use on the Lot shall be limited to:

- (a) Rental Apartment Residential Use;

- (2) Gross Floor Area

- (a) The maximum Gross Floor Area is 2.6 Floor Space Ratio (FSR);

- (b) Notwithstanding (2)(a), the Gross Floor Area may be increased as follows:



<b>ADDITIONAL (BONUS) DENSITY</b>			
<b>ADDITIONAL DENSITY CATEGORY</b>	<b>DESCRIPTION</b>	<b>ADDITIONAL DENSITY (BONUS)</b>	<b>POLICY REFERENCE</b>
Rental Housing	100 percent secured rental apartment units with a minimum of 10 percent of the units being mid-market	Maximum 910.2 square metres (9797.9 square feet)	As per OCP Policy Section 2.2.1

Such that the total effective on-site Gross Floor Area is not to exceed 3.3 FSR;

(3) Lot Coverage

The Principal Building shall not exceed a Lot Coverage of 57 percent;

(4) Section 510(3), Building Width and Length, shall be waived;

(5) Siting

Sections 513(4) and 513(5) shall be waived and the Principal Building shall be sited not less than:

(a) 4.57 metres (15 feet) from a front or rear property line;

(b) 3.20 metres (10.5 feet) from the west property line;

(c) 3.05 metres (10 feet) from the east property line;

(6) Off-Street Parking and Short-Term and Secure Bicycle Parking shall be provided in conformity with the requirements of Division IV, Parts 9, and 10A, except that:

(a) A maximum of 39% small car parking spaces may be provided;

(7) A building constructed on the lot shall achieve an energy efficiency of Step 3 or better, subject to Section 419;

(8) Unit mix within the Rental Apartment Residential Use shall include a minimum 10 percent of three-bedroom or larger units;

- (9) All exterior finishes, design and landscaping shall be approved by the Advisory Design Panel.

READ a first time on the 18<sup>th</sup> day of October, 2021.

READ a second time on the 18<sup>th</sup> day of October, 2021.

RESCINDED second reading on the 25<sup>th</sup> day of April, 2022.

READ a second time, as amended, on the 25<sup>th</sup> day of April, 2022.

READ a third time on the <> day of <>, 2022.

ADOPTED on the <> day of <>, 2022.

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MAYOR

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CORPORATE OFFICER

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THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8923

**A Bylaw to enter into a Housing Agreement (115 East Keith Road)**

**WHEREAS** Section 483 of the *Local Government Act* R.S.B.C. 2015 c.1 permits a local government to enter into a housing agreement for rental housing.

**NOW THEREFORE** the Council of The Corporation of the City of North Vancouver, in open meeting assembled enacts as follows:

1. This Bylaw shall be known and cited for all purposes as “**Housing Agreement Bylaw, 2022, No. 8923**” (Victoria Park (Denna Homes) GP Ltd. / Integra Architecture Inc., 115 East Keith Road, CD-741, Rental Housing Commitments).
2. The Council hereby authorizes the agreement substantially in the form attached to this bylaw between The Corporation of the City of North Vancouver and Victoria Park (Denna Homes) GP Ltd. with respect to the lands referenced as 115 East Keith Road, “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8877” (Victoria Park (Denna Homes) GP Ltd. / Integra Architecture Inc., 115 East Keith Road, CD-741).
3. The Mayor and Corporate Officer are authorized to execute any documents required to give effect to the Housing Agreement.

READ a first time on the 25<sup>th</sup> day of April, 2022.

READ a second time on the 25<sup>th</sup> day of April, 2022.

READ a third time on the <> day of <>, 2022.

ADOPTED on the <> day of <>, 2022.

---

MAYOR

---

CORPORATE OFFICER

## PART 2 – TERMS OF INSTRUMENT

### RENTAL HOUSING AGREEMENT AND SECTION 219 COVENANT

**THIS AGREEMENT** dated for reference the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

BETWEEN:

**VICTORIA PARK (DENNA HOMES) GP LTD., INC.NO.**

600 Mountain Highway  
North Vancouver, BC  
V7J 2L6

(the “Owner”)

AND:

**THE CORPORATION OF THE CITY OF NORTH VANCOUVER,**  
a municipal corporation pursuant to the *Local Government Act* and  
having its offices at 141 West 14th Street, North Vancouver,  
British Columbia, V7M 1H9

(the “City”)

**WHEREAS:**

- A. The Owner is the registered owner of the Lands.
- B. The City is a municipal corporation incorporated pursuant to the *Community Charter*, SBC 2003, c. 26.
- C. Section 219 of the *Land Title Act*, RSBC 1996, c. 250 permits registration of a covenant in favour of a municipality in respect of the use of land or the use of a building on or to be erected on land, that land is or is not to be built on except in accordance with the covenant and that land is not to be subdivided except in accordance with the covenant;.
- D. Section 483 of the Act permits a local government to, by bylaw, enter into a housing agreement that may include terms and conditions regarding the occupancy of the housing units identified in the agreement, including respecting the form of tenure of the housing units, the availability of the housing units to classes of persons, the administration and management of the housing units and the rents and lease, sale or share prices that may be charged.
- E. The City has enacted a bylaw authorizing this Agreement.
- F. The Owner and the City wish to enter into this Agreement pursuant to Section 219 of the *Land Title Act* and section 483 of the Act.

**NOW THEREFORE** in consideration of the sum of Ten Dollars (\$10.00) now paid by the City to the Owner and for other good and valuable consideration (the receipt and sufficiency of which the Owner hereby acknowledges), the Owner and the City covenant each with the other as follows:



## 1. DEFINITIONS

- (a) **“Act”** means the *Local Government Act*, RSBC. 2015 c.1 as amended from time to time;
- (b) **“Affordable Rent”** means with respect to each Mid-Market Rental Unit a rent payment amount equal to 10% below the “Private Apartment Average Rents” for the corresponding bedroom type in the City of North Vancouver as established by CMHC’s Housing Market Information Portal for the year the tenancy is entered into;
- (c) **“Agreement”** means this agreement as amended from time to time;
- (d) **“Commencement Date”** has the meaning set out in section 2.1 herein;
- (e) **“Council”** means the municipal council for the City of North Vancouver;
- (f) **“CMHC”** means Canada Mortgage and Housing Corporation;
- (g) **“Director of Planning”** means the chief administrator of the Department of Planning of the City and his or her successors in function and their respective nominees;
- (h) **“Dwelling Unit”** means a dwelling unit as defined in the City of North Vancouver’s “Zoning Bylaw 1995, No. 6700” as amended from time to time;
- (i) **“Lands”** means those lands and premises legally described as:  
  
Parcel Identifier: 009-870-822  
Lot A  
Block 114  
District Lot 274  
Plan 878;
- (j) **“Mid-Market Rental Units”** means the 8 Dwelling Units in the Residential Building to be constructed on the Lands that are rented to tenants for Affordable Rent;
- (k) **“Market Rental Units”** means all Dwelling Units in the Residential Building other than the Mid-Market Rental Units;
- (l) **“Maximum Household Income”** means an annual gross household income determined by multiplying Affordable Rent by 12 to yield the households’ annual housing costs, and divided by 30% (0.30) to meet the standard definition of affordability.
- (m) **“Rental Purposes”** means an occupancy or intended occupancy which is or would be governed by a tenancy agreement as defined in Section 1 of the *Residential Tenancy Act*, SBC 2002 c. 78 as amended from time to time between the Owner and the tenant;
- (n) **“Rental Units”** means the Market Rental Units and the Mid-Market Rental Units;

- (o) **“Residential Building”** means the six storey building to be constructed on the Lands to be used for Rental Purposes with 74 Dwelling Units;
- (p) **“RT Act”** means the *Residential Tenancy Act*, SBC 2002 c. 78;
- (q) **“Rezoning Bylaw”** means the rezoning bylaw applicable to the Lands described as “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8896”;
- (r) **“Section 219 Covenant”** means a covenant pursuant to Section 219 of the *Land Title Act*;
- (s) **“Tenancy Agreement”** means an agreement, whether written or oral, express or implied, between the Owner and a tenant respecting possession or occupancy of a Rental Unit; and
- (t) **“Term”** has the meaning set out in section 2.1 herein.

## 2. TERM

- 2.1 This Agreement will commence upon adoption by the City’s Council of “Housing Agreement Bylaw, 2022, No. 8923” (Victoria Park (Denna Homes) GP Ltd. / Integra Architecture Inc., 115 East Keith Road, CD-741, Rental Housing Commitments) (the **“Commencement Date”**) and will continue until the date this Agreement is terminated in accordance with sections 2.2 or 8.3(c) (the **“Term”**).
- 2.2 This Agreement will terminate immediately upon the removal or destruction of the Residential Building provided the Residential Building is not repaired or rebuilt following the destruction thereof.
- 2.3 Subject to section 7.3, upon termination of this Agreement, this Agreement will be at an end and of no further force and effect.

## 3. SECTION 219 COVENANT

- 3.1 The Owner covenants and agrees with the City as a covenant in favour of the City pursuant to Section 219 of the *Land Title Act*, RSBC 1996, c. 250 that during the Term of this Agreement, it being the intention and agreement of the Owner that the provisions in this Agreement be annexed to, and run with and be a charge upon the Lands, that notwithstanding the Rezoning Bylaw, the Lands shall be used and built on only in strict compliance with the terms and conditions of this Agreement and that:
  - (a) the Lands shall not be subdivided or stratified;
  - (b) the Rental Units in the Residential Building shall be used for Rental Purposes only; and
  - (c) no Rental Unit in the Residential Building shall be occupied for any purpose except for Rental Purposes pursuant to a Tenancy Agreement.
- 3.2 The Owner further covenants and agrees with the City that the Lands and any buildings or structures constructed thereon including the Residential Building shall be developed, built, and maintained in accordance with all City bylaws, regulations and guidelines as amended from time to time.

- 3.3 Pursuant to section 219(6) of the *Land Title Act*, RSBC 1996, c. 250 except for the negligence of the City or its employees, agents or contractors, the Owner will indemnify and save harmless each of the City and its elected officials, board members, officers, directors, employees, and agents, and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, actions, loss, damage, costs and liabilities, which all or any of them will or may be liable for or suffer or incur or be put to by reason of or arising out of:
- (a) any act or omission, negligent or otherwise, by the Owner, or its officers, directors, employees, agents, contractors, or other persons for whom at law the Owner is responsible;
  - (b) the Owner's default under this Agreement; and
  - (c) the Owner's ownership, operation, management or financing of the Lands for the provision of housing for Rental Purposes.

#### **4. TENANCY RESTRICTIONS**

- 4.1 The unit mix for Rental Units in the Residential Building shall be no fewer than 9 units of three or more bedrooms, 16 two-bedroom units, 5 one-bedroom units and 44 studio units, or as otherwise approved in writing by the Director of Planning in his or her discretion.
- 4.2 The 8 Mid-Market Rental Units shall be provided in the following unit mix: 5 studio units, 1 one-bedroom units, 1 two-bedroom unit, and 1 three-bedroom unit. The Owner may only change this mix with the approval in writing by the Director of Planning with such approval to be granted in his or her discretion. The Owner shall be entitled to determine the locations of the 8 Mid-Market Rental Units within the Residential Building.
- 4.3 The Owner shall enter into a minimum 1 year Tenancy Agreement for each of the Mid-Market Rental Units which will convert to a month to month tenancy at the end of the 1 year term. If such a tenancy is ended prior to the end of the Term, the Owner must rent the Mid-Market Rental Unit at Affordable Rent. For greater certainty, at the end of each tenancy, the Mid-Market Rental Unit will continue to be rented as a Mid-Market Rental Unit at Affordable Rent, which obligation will be ongoing at all times during the Term.

#### **5. OWNER'S OBLIGATIONS**

- 5.1 Without limiting section 3.1 of this Agreement:
- (a) Management and administration: the management, administration, and associated costs with the management and administration of the Rental Units, including the Mid-Market Rental Units, will be borne by the Owner or its designated rental agent, unless otherwise approved by the City in writing;
  - (b) Advertisement: when the Mid-Market Rental Units first become available, the Owner will advertise such units for a minimum of one month on at least two common rental property search platforms that allow potential tenants to view available properties for rent in North Vancouver without payment of a fee or requirement for registration, and the Owner will feature the tenure restrictions set out in this Agreement prominently in all advertising of Mid-Market Rental Units;

- (c) Engagement of Third Party: the Owner will engage a non-profit third party entity (the "Selection Entity"), to be approved by the City, such approval not to unreasonably withheld and provided within fifteen (15) days of the Owner's request for approval (the "Approval Period"), to review selection of initial prospective tenants for the Mid-Market Rental Units to confirm that the Owner is making the Mid-Market Rental Units available in the order of priority set out in Section 5.1(d) and that initial tenants meet the eligibility requirements. In the event that the City does not approve the Owner's request within the Approval Period, then the Owner's choice of Selection Entity shall be deemed to be approved by the City, provided that the Selection Entity is either a society incorporated under the Societies Act, not-for-profit corporation incorporated under the Canada Not-for-profit Corporations Act or a registered charity with expertise in the area of tenant selection.
- (d) Tenant Selection: the Owner will make the Mid-Market Rental Units available in the following order of priority:
- (i) Tenants from the existing rental building on the Lands will be provided first right of refusal in the Mid-Market Rental Units, regardless of income, and have first priority, provided that if there are multiple applicants in this category for one unit, then applicant families with one or more dependents will have priority for units with two or more bedrooms and if applicants are equal in this regard, then applications will be considered on a first come-first-served basis;
  - (ii) The Owner will then make any remaining Mid-Market Rental Units not rented by tenants from the existing building on the Lands available to tenants with an annual household income at or below that the Maximum Household Income who are either current residents of the City of North Vancouver or who work in the City of North Vancouver and have done so for at least six months, provided that if there are multiple applicants in this category for one unit, then applicant families with one or more dependents will have priority for units with two or more bedrooms and if applicants are equal in this regard, then applications will be considered on a first come-first-served basis;
  - (iii) If there are any remaining Mid-Market Rental Units not rented by tenants who meet the criteria in Sections 5.1(d)(i) or (ii) after the expiry of the one-month advertising period, then the Owner will make such units available to tenants who meet the Maximum Household Income requirement; and
  - (iv) In determining whether a tenant meets the Maximum Household Income requirements, the Owner or its rental agent, so long as it acts honestly and in good faith, is entitled to rely on all information provided by the prospective tenant and the Owner will have no liability if the prospective tenant intentionally or unintentionally provides any incorrect information. The Owner is under no obligation to monitor or update the financial circumstances of the tenant once the lease is signed.

- (e) Rent Amount and Permitted Increases: Affordable Rent for Mid-Market Rental Units is to be determined at the time of tenancy. Rent amounts may be subsequently increased by the permitted annual rent increase then set under the RT Act.
- (f) Compliance with applicable laws: without restricting the foregoing, the Owner will comply with all applicable provisions of the RT Act and any other provincial or municipal enactments imposing obligations on landlords in relation to residential tenancies;
- (g) Performance: the Owner will perform its obligations under this Agreement diligently and in good faith; and
- (h) Evidence of compliance: provided that the same can be done without breaching the *Personal Information Protection Act* (as amended from time to time) the Owner will, at Business License renewal on an annual basis, supply to the City copies of any documentation in possession of the Owner necessary to establish compliance with the Owner's obligations under this Agreement.

## 6. DEFAULT AND REMEDIES

- 6.1 The City may, acting reasonably, give to the Owner a written notice (in this section 6.1, the "**Notice**") requiring the Owner to cure a default under this Agreement within 30 days of receipt of the Notice. The Notice must specify the nature of the default. The Owner must act with diligence to correct the default within the time specified.
- 6.2 If the default is not corrected within the time specified, the Owner will pay to the City on demand by the City 200 percent of the difference between current market rent, as determined by a third-party appraiser, and Affordable Rent for each Mid-Market Rental Unit in default for the default year to the end of the Term of the Agreement. The monies collected from default will be deposited to the City's Affordable Housing Reserve Fund.
- 6.3 The Owner will pay to the City on demand by the City all the City's costs of exercising its rights or remedies under this Agreement, on a full indemnity basis.
- 6.4 The Owner acknowledges and agrees that in case of a breach of this Agreement which is not fully remediable by the mere payment of money and promptly so remedied, the harm sustained by the City and to the public interest will be irreparable and not susceptible of adequate monetary compensation.
- 6.5 Each party to this Agreement, in addition to its rights under this Agreement or at law, will be entitled to all equitable remedies including specific performance, injunction and declaratory relief, or any of them, to enforce its rights under this Agreement.
- 6.6 The Owner acknowledges and agrees that it is entering into this Agreement to benefit the public interest in providing housing for Rental Purposes, and that the City's rights and remedies under this Agreement are necessary to ensure that this purpose is carried out and that the City's rights and remedies under this Agreement are fair and reasonable and ought not to be construed as a penalty or forfeiture.



- 6.7 No reference to nor exercise of any specific right or remedy under this Agreement or at law or at equity by any party will prejudice, limit or preclude that party from exercising any other right or remedy. No right or remedy will be exclusive or dependent upon any other right or remedy, but any party, from time to time, may exercise any one or more of such rights or remedies independently, successively, or in combination. The Owner acknowledges that specific performance, injunctive relief (mandatory or otherwise) or other equitable relief may be the only adequate remedy of a default by the Owner under this Agreement.

## **7. LIABILITY**

- 7.1 Except for the negligence of the City or its employees, agents or contractors, the Owner will indemnify and save harmless each of the City and its elected officials, board members, officers, directors, employees, and agents, and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, actions, loss, damage, costs and liabilities, which all or any of them will or may be liable for or suffer or incur or be put to by reason of or arising out of:
- (a) any act or omission by the Owner, or its officers, directors, employees, agents, contractors, or other persons for whom at law the Owner is responsible; and
  - (b) the Owner's ownership, operation, management or financing of the Lands for the provision of housing for Rental Purposes.
- 7.2 Except to the extent such advice or direction is given negligently, the Owner hereby releases and forever discharges the City, its elected officials, board members, officers, directors, employees and agents, and its and their heirs, executors, administrators, personal representatives, successors and assigns from and against all claims, demands, damages, actions or causes of action by reason of or arising out of advice or direction respecting the ownership, operation or management of the Lands for the provision of housing for Rental Purposes which has been or hereafter may be given to the Owner by all or any of them.
- 7.3 The covenants of the Owner set out in sections 7.1 and 7.2 of this Agreement will survive the expiration or the earlier termination of this Agreement and will continue to apply to any breach of the Agreement and to any claims arising under this Agreement during the ownership by the Owner of the Lands.

## **8. GENERAL PROVISIONS**

- 8.1 The Owner agrees to reimburse the City for all legal costs reasonably incurred by the City for the preparation, execution and registration of this Agreement. The Owner will bear their own costs, legal or otherwise, connected with the preparation, execution or registration of this Agreement.
- 8.2 Nothing in this Agreement:
- (a) affects or limits any discretion, rights, powers, duties or obligations of the City under any enactment or at common law, including in relation to the use or subdivision of land;
  - (b) affects or limits any enactment relating to the use of the Lands or any condition contained in any approval including any development permit concerning the development of the Lands; or

- (c) relieves the Owner from complying with any enactment, including the City's bylaws in relation to the use of the Lands.
- 8.3 The Owner and the City agree that:
  - (a) this Agreement is entered into only for the benefit of the City;
  - (b) this Agreement is not intended to protect the interests of the Owner, occupier or user of the Lands or any portion of it including the Rental Units and the Limited Common Property; and
  - (c) without limiting part 2 of this Agreement, the City may at any time execute a release and discharge of this Agreement in respect of the Lands, without liability to anyone for doing so.
- 8.4 This Agreement burdens and runs with the Lands and any part into which any of them may be subdivided or consolidated, by strata plan or otherwise. All of the covenants and agreements contained in this Agreement are made by the Owner for itself, its successors and assigns, and all persons who acquire an interest in the Lands after the date of this Agreement. Without limiting the generality of the foregoing, the Owner will not be liable for any breach of any covenant, promise or agreement herein in respect of any portion of the Lands sold, assigned, considered or otherwise disposed of, occurring after the Owner has ceased to be the owner of the Lands.
- 8.5 The covenants and agreements on the part of the Owner in this Agreement have been made by the Owner as contractual obligations as well as being made pursuant to section 483 of the Act and as such will be binding on the Owner.
- 8.6 The Owner will, at its expense, do or cause to be done all acts reasonably necessary to ensure this Agreement is registered against the title to the Lands, including any amendments to this Agreement as may be required by the Land Title Office or the City to effect such registration.
- 8.7 The City and the Owner each intend by execution and delivery of this Agreement to create both a contract and a deed under seal.
- 8.8 An alleged waiver by a party of any breach by another party of its obligations under this Agreement will be effective only if it is an express waiver of the breach in writing. No waiver of a breach of this Agreement is deemed or construed to be a consent or waiver of any other breach of this Agreement.
- 8.9 If a Court of competent jurisdiction finds that any part of this Agreement is invalid, illegal, or unenforceable, that part is to be considered to have been severed from the rest of this Agreement and the rest of this Agreement remains in force unaffected by that holding or by the severance of that part.
- 8.10 Every obligation of a party which is set out in this Agreement will extend throughout the Term and, to the extent that any obligation ought to have been observed or performed prior to or upon the expiry or earlier termination of the Term, such obligation will survive the expiry or earlier termination of the Term until it has been observed or performed.

- 8.11 All notices, demands, or requests of any kind, which a party may be required or permitted to serve on another in connection with this Agreement, must be in writing and may be served on the other parties by registered mail, by facsimile or e-mail transmission, or by personal service, to the following address for each party:

City: The Corporation of the City of North Vancouver  
141 West 14<sup>th</sup> Street  
North Vancouver, British Columbia  
V7M 1H9  
**Attention: Director, Planning**  
Facsimile: 604.985.0576

The Owner: Victoria Park (Denna Homes) GP Ltd., Inc  
600 Mountain Highway  
North Vancouver, BC  
V7J 2L6

Service of any such notice, demand, or request will be deemed complete, if made by registered mail, 72 hours after the date and hour of mailing, except where there is a postal service disruption during such period, in which case service will be deemed to be complete only upon actual delivery of the notice, demand or request; if made by facsimile or e-mail transmission, on the first business day after the date when the facsimile or e-mail transmission was transmitted; and if made by personal service, upon personal service being effected. Any party, from time to time, by notice in writing served upon the other parties, may designate a different address or different or additional persons to which all notices, demands, or requests are to be addressed.

- 8.12 Upon request by the City, the Owner will promptly do such acts and execute such documents as may be reasonably necessary, in the opinion of the City, to give effect to this Agreement.
- 8.13 This Agreement will enure to the benefit of and be binding upon each of the parties and their successors and permitted assigns.

## **9. INTERPRETATION**

- 9.1 Gender specific terms include both genders and include corporations. Words in the singular include the plural, and words in the plural include the singular.
- 9.2 The division of this Agreement into sections and the use of headings are for convenience of reference only and are not intended to govern, limit or aid in the construction of any provision. In all cases, the language in this Agreement is to be construed simply according to its fair meaning, and not strictly for or against either party.
- 9.3 The word "including" when following any general statement or term is not to be construed to limit the general statement or term to the specific items which immediately follow the general statement or term to similar items whether or not words such as "without limitation" or "but not limited to" are used, but rather the general statement or term is to be construed to refer to all other items that could reasonably fall within the broadest possible scope of the general statement or term.
- 9.4 The words "must" and "will" are to be construed as imperative.




- 9.5 Any reference in this Agreement to any statute or bylaw includes any subsequent amendment, re-enactment, or replacement of that statute or bylaw.
- 9.6 This is the entire agreement between the City and the Owner concerning its subject, and there are no warranties, representations, conditions or collateral agreements relating to the subject matter of this Agreement, except as included in this Agreement. This Agreement may be amended only by a document executed by the parties to this Agreement and by bylaw, such amendment to be effective only upon adoption by City Council of an amending bylaw to "Housing Agreement Bylaw, 2022, No. 8923".
- 9.7 This Agreement is to be governed by and construed and enforced in accordance with the laws of British Columbia.
- 9.8 This Agreement can be signed in counterpart.

IN WITNESS OF THIS AGREEMENT the City and the Owner have executed this Agreement by signing the "Form C – General Instrument – Part 1" or "Form D – Executions Continued" attached hereto.

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 Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**  
**PLANNING & DEVELOPMENT DEPARTMENT**

**REPORT**

To: Mayor Linda Buchanan and Members of Council

From: Etienne Normandin-Poitras, Chair, Social Planning Advisory Committee  
Renée de St. Croix, Manager, Long Range and Community Planning

Subject: 2022 ROUND ONE COMMUNITY GRANT RECOMMENDATIONS

Date: May 4, 2022 File No: 5-1850-20-0005/2022

*The following is a suggested recommendation only. Refer to Council Minutes for adopted resolution.*

**RECOMMENDATION**

PURSUANT to the report of the Chair of the Social Planning Advisory Committee and the Community Planner, dated May 4, 2022, and entitled "2022 Round One Community Grant Recommendations":

THAT grants be allocated to the following organizations from the 2022 Community Grants budget:

ORGANIZATION	RECOMMENDED FUNDING
Athletics for Kids Financial Assistance (B.C.) Society (Program – Youth Sports Granting)	\$3,000
Avalon Recovery Society (Operating)	\$7,000
Avalon Recovery Society (Program – Operating Hours Expansion)	\$3,000
Backpack Buddies (Operating)	\$3,000
Backpack Buddies (Program – Backpack Buddies)	\$3,000
Big Brothers of Greater Vancouver (Program – Community Mentoring)	\$2,600
Big Sisters of BC Lower Mainland (Program – North Shore Mentoring)	\$2,600

Canadian Mental Health Assn. – North and West Vancouver Branch (Operating)	\$5,000
Canadian Mental Health Assn. – North and West Vancouver Branch (Program – Circle of Care Housing)	\$5,000
Crisis Intervention & Suicide Prevention Centre of BC (Operating)	\$1,000
Crisis Intervention & Suicide Prevention Centre of BC (Program – Peer Helper Training & Monitoring)	\$1,000
Highlands United Church (Program – Shelter to Home)	\$3,000
Hollyburn Family Services Society (Operating)	\$2,000
Hollyburn Family Services Society (Program – Aboriginal Court Outreach Worker)	\$2,000
Hollyburn Family Services Society (Program – Indigenous Specialized Victim Support Worker in the DVU)	\$1,000
Hollyburn Family Services Society (Program – Seniors at Housing Risk)	\$1,000
Hollyburn Family Services Society (Program – Supporting Seniors to Remain Housed)	\$1,000
Immigrant Link Centre Society (Program – From Pollution to Solution)	\$5,500
Lionsview Seniors' Planning Society (Operating)	\$2,700
Lionsview Seniors' Planning Society (Program – North Vancouver Seniors Action Table)	\$350
Lionsview Seniors' Planning Society (Program - Services to Seniors Coalition/Planning Table)	\$450
Living Systems: Family Systems Counselling, Education, Training & Research Society (Program – Parent and Marriage Counselling)	\$1,500
Lookout Housing and Health Society (Operating)	\$4,000
Lumara Grief and Bereavement Care Society (formerly Camp Kerry Society) (Program – Bereavement Workshops & Retreats)	\$650
Lumara Grief and Bereavement Care Society (formerly Camp Kerry Society) (Program – Family Grief Support)	\$650
North Shore ConneXions Society (Program – Education and Community Awareness)	\$1,000
North Shore ConneXions Society (Program – Friendship Circles)	\$1,500
North Shore Disability Resource Centre (Program – Information and Advocacy)	\$2,500
North Shore Disability Resource Centre (Program – Mobile Multi-Sensory Room)	\$300



North Shore Disability Resource Centre (Program – Summer Bursary Program 2022)	\$2,000
North Shore Keep Well Society (Operating)	\$1,500
North Shore Multicultural Society (dba as Impact North Shore) (Operating)	\$4,000
North Shore Multicultural Society (dba as Impact North Shore) (Program – Anti-Racism Programming)	\$1,000
North Shore Multicultural Society (dba as Impact North Shore) (Program – Community Bridging)	\$2,000
North Shore Safety Council (Operating)	\$500
North Shore Safety Council (Program – Be Bright, Be Seen)	\$750
North Shore Stroke Recovery Centre (Operating)	\$5,000
North Shore Stroke Recovery Centre (Program – Family Caregiver)	\$1,000
North Shore Stroke Recovery Centre (Program – Speech Language Pathology Program)	\$2,500
North Shore Table Tennis Club Society (Program – Happy Hands Table Tennis)	\$750
North Shore Table Tennis Club Society (Program - Seniors' Therapeutic Body and Mind Table Tennis)	\$750
North Shore Table Tennis Club Society (Program - Youth Leadership Table Tennis Program)	\$750
North Shore Women's Centre (Program – North Shore Coordinating Committee to End Violence Against Women in Relationships)	\$3,000
North Shore Women's Centre (Program – Separation Support Group)	\$1,000
Pacific Post Partum Support Society (Operating)	\$1,300
Pacific Post Partum Support Society (Program - Postpartum Depression/Anxiety Support Group)	\$1,500
Parkgate Community Services (Program – Youth Outreach)	\$2,500
Pathways Serious Mental Illness Society (Program - Family-to-Family Education)	\$1,500
Quest Outreach Society (Program – Food Recovery and Redistribution Program)	\$3,000
Sharing Abundance Association (Program – Sharing Abundance Community and Senior Meal Programs)	\$4,000
Special Olympics British Columbia Society – North Shore (Operating)	\$2,000
Special Olympics British Columbia Society – North Shore (Program – SOBC – North Shore Sports Programs)	\$2,000

Spinal Cord Injury BC (Program – Peer Support Program)	\$1,500
St. Andrews United Church (Program – St. Andrews Community Meal Program)	\$2,500
St. John the Evangelist Anglican Church (Program – Queen Mary Family Learning Program)	\$5,000
Vancouver Adaptive Snow Sports (Operating)	\$1,500
Vancouver Adaptive Snow Sports (Program – Adaptive Learn to Ski)	\$1,500
Volunteer Cancer Drivers Society (Operating)	\$1,500
WAVAW Rape Crisis Centre (Operating)	\$3,000
<b>TOTAL RECOMMENDED FUNDING</b>	<b>\$128,100</b>
<b>Total Recommended Operating Funding*</b>	<b>\$45,000</b>
<b>Total Recommended Program Funding</b>	<b>\$83,100</b>

\*All organizations recommended to receive operating funding are highlighted in grey

AND THAT the following organizations be notified that the City will not fund their application for a 2022 Community Grant:

Athletics for Kids Financial Assistance (B.C.) Society (Operating)
Avalon Recovery Society (Program – Peer Support)
Avalon Recovery Society (Program – Professional Development)
BC Pets & Friends (Operating)
Better Environmentally Sound Transportation (BEST) (Program – Walk30 North Vancouver)
Big Brothers of Greater Vancouver (Operating)
(The) Cinderella Project Society (Program – Cinderella Project Boutique Day)
Dundarave Festival of Lights Society (Operating)
Ecowaves Community Volunteer Club (Operating)
Lionsview Seniors' Planning Society (Program - North Shore News Column: Older and Wiser Column)
North Shore Division of Family Practice (Program – North Shore Post COVID-19 Recovery Clinic)
North Shore Lifeboat Society (Operating)
North Shore Polish Association Belweder (Operating)
North Shore Table Tennis Club Society (Program – Women & Girls Table Tennis Program)
Upper Lonsdale Preschool (Program – Education and Play Centre)
Upper Lonsdale Preschool (Program – Library and Literacy)
Upper Lonsdale Preschool (Program – Music Program)



## ATTACHMENTS

1. North Shore Municipal Community Grant Applications Guidelines (Document [#1732931](#))
2. List of 2022 Round One Community Grant Applications and Recommendations (Document [#2175099](#))

## PURPOSE

The Social Planning Advisory Committee (SPAC) is pleased to submit to Council its recommendations for the allocation of the 2022 Round One Community Grants. SPAC appreciates Council's continued support of the Community Grants Program.

## BACKGROUND

Community Grants are among several grant funding opportunities that the City of North Vancouver offers to non-profit groups to assist with the delivery of services that work to reduce social, economic or physical disadvantage, and/or improve the quality of life for City residents.

Community grants have been available in some form for decades. These grants provide an opportunity for non-profit agencies to gain municipal financial support for projects, programs, or general operations that address and support the objectives of the City's *Social Plan* and *Official Community Plan*. The City's annual budget for Community Grants is the sum of two components:

- The City's operating budget: \$100,000 per year; plus,
- The annual interest accrued from a reserve fund called the Lower Lonsdale Legacy Fund ("LLLF"): approximately \$75,000 to \$80,000 per year.

## DISCUSSION

### ***Total Funding for Community Grants***

In 2022 the operating budget funding of \$100,000 is combined with the interest from the Lower Lonsdale Legacy Fund in the amount of \$46,663, for a total 2022 Community Grants budget of \$146,663.

Given current market interest rates, which were very low this year, the funding available from the LLLF is lower than typical. This has resulted in a reduction of approximately \$30,000 in available funding from typical years.

The community grants funding is distributed through two rounds of application intakes.

This report addresses the first round of grants for 2022.

### ***Application Review Process***

SPAC reviews applications thoroughly and evaluates them systematically according to criteria set out in the Community Grant Guidelines (Attachment #1) and in relation to the City of North Vancouver's *Social Plan*.



To be eligible for funding, an organization must be not-for-profit, be providing services to residents of the City of North Vancouver, seeking additional other sources of funding, and provide proof of financial responsibility (financial statements).

Eligible not-for-profits are required to offer services in the City of North Vancouver and they must provide a service that directly benefits local residents. The number of residents benefiting from the services must be measured and reported by the receiving agency.

Grant applications that meet basic criteria are reviewed by SPAC and prioritized according to the "Procedural Guidelines for the Review of Grant Applications by Sub-Committees" as follows:

- 'A' or top priority
  - evidence of need for the service or project
  - evidence of clear goals and expected outcomes
  - evidence of financial need for a Community Grant
  - relevance to Social Plan
  
- 'B' or medium priority
  - quality of management
  - uniqueness of service
  - involvement with community partners
  - addressing barriers to services for people with disabilities and for ethno-cultural residents.
  
- 'C' or lower priority
  - number of local residents served
  - number of local volunteers and their role
  - amount of funding requested from each municipality related to the numbers of residents served.

The applicants included information in their submissions on the COVID-19 context, and the ongoing impact the pandemic is having on their clients and staff, as well as on their ability to pivot in order to continue to run programs and services. SPAC considered this information in the review process.

### ***Grant Recommendations***

Seventy-seven grant applications were received and reviewed in the first round of 2022, requesting a total amount of \$305,286. Of those, 74 were repeat applications for new or existing programs and three were applications from first-time applicants. A list of grant applications with recommended allocations is included as Attachment #2.

Of the 77 applications received in Round One, 59 are recommended to receive funding. The committee's recommendations are to allocate \$128,100 and hold back \$18,563 for the September (Round Two) intake of applications.

Eighteen applications are not recommended to receive funding. One of the requests was not eligible as they received funding for the same request in Round Two of 2021.

## FINANCIAL IMPLICATIONS

The 2022 annual budget for community grants is the same as previous years (\$100,000). The interest on the Lower Lonsdale Legacy Fund is less this year due to market interest rates, which were low throughout 2021, therefore there is less available funding for community grants. The total 2022 Community Grants budget is \$146,663.

## STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

This City is currently undertaking the development of a *Community Wellbeing Strategy*, which includes a framework for the review of the community grants program to align with the vision, goals, and strategies that will be articulated in the upcoming *Strategy*.

Currently, the allocation of grant funding is in keeping with the guiding principles of the *Official Community Plan*, specifically:

### Community Supporting Community:

The City will continue to be a compassionate community recognizing that all individuals and/or their families will require support at some point in their lives.

The City will assist organizations and individuals that provide community support through the responsible allocation of its resources.

The community grants support Council's Strategic Plan priority to be "A City for People that is welcoming, inclusive, safe, accessible, and supports the health and wellbeing of all". All community grant applications are also reviewed relative to the goals and objectives of the City's existing Social Plan and the Community Grant Guidelines.

RESPECTFULLY SUBMITTED:



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Etienne Normandin-Poitras, Chair  
Social Planning Advisory Committee



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Renee de St. Croix  
Manager, Long Range and Community  
Planning

## Submission Deadline: January 31st each year\*\*

**\*\* Please note: The City of North Vancouver has an additional intake of applications with a deadline of September 15<sup>th</sup>.**

**PLEASE NOTE:** These guidelines are for the City of North Vancouver and the District of North Vancouver. The District of West Vancouver now has a separate Community Grants Program, which can be found at: <https://westvancouver.ca/be-involved/grants-awards/community-grants>.

# Guidelines

## Using these Guidelines

These guidelines are to be used to correctly and effectively complete the North Vancouver Municipal Grant Application Forms.

***Read this document before completing the forms to ensure your application is completed correctly.***

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## North Vancouver Municipal Community Grants - Overview

### Purpose of the North Vancouver Municipal Community Grants

North Vancouver Municipal Community Grants are intended to support not-for-profit organizations serving North Vancouver (both City and District) residents. The City and District of North Vancouver provide these grants in order to:

- To provide local government endorsement to better attract funding from more senior levels of government, donors, and foundations;
- To assist groups with the delivery of services which work to reduce *social, economic* or *physical* disadvantage; and/or which *improve the quality of life* for residents;
- To serve vulnerable and hard to reach populations in areas where the municipalities do not provide services;
- To effect positive social change;
- To provide seed money to enable quick responses to changing and / or unmet community needs.

## **Who Can Apply?**

### Eligible Organizations

The organization applying for a grant must be:

- a) A not-for-profit with a BC Society No. and/or Charitable Registration No.
- b) Providing services to residents of the municipality(ies) from which funding is requested.
- c) Seeking sources of funding other than North Vancouver Municipal Community Grants.
- d) Able to provide proof of financial responsibility (latest financial statement).

### Eligible Expenses

- a) Special projects and events: e.g. hosting a workshop or producing resource material.
- b) Operating costs: e.g. ongoing operating costs such as rent, utilities, fixed costs.
- c) New projects: e.g. a new program to serve a particular group. A program typically has distinct resources committed to the operation of that specific program such as staff costs and other expenses related to that program.
- d) Capital costs: e.g. the purchase of office equipment. NOTE: Only the City of North Vancouver, the District of North Vancouver does not fund capital costs.

### Program Grants: Applying for More than One

You may apply for more than one program grant, but must complete a SEPARATE Program Grant Application Form for EACH additional grant.

## **Funding Characteristics of the North Vancouver Municipal Community Grants**

Each municipality is working with a set grant budget during each funding cycle and strives to be equitable in funding both new and established needs. Funding is not guaranteed: each cycle, the applications are considered and grants are allocated in response to current needs and resources.

### Funding Limits

The District of North Vancouver has no limit to the amount of money an organization may request. The maximum grant available from the City of North Vancouver is \$15,000.

### Funding Term

The term of a North Vancouver Municipal Community Grant is one year.

### Funding Cycles

In the District of North Vancouver, two year operating and program grants are provided. An Annual Accountability Form must be completed by agencies currently on the District's 2-year funding cycle.

Grants are allocated bi-annually in the City of North Vancouver. An annual Accountability Form must be completed.

### Notification of Application Decisions

Allocations by municipal Councils are made in June/July. Organizations are notified at this time by letter.



## Disbursement of Funds

Cheques are typically issued by each municipality's finance department in June or July.

## **Acknowledgement of North Vancouver Municipal Community Grants**

All recipients of North Vancouver Municipal Community Grants are required to publicly acknowledge such donations on their print and digital promotional materials, website, and social media relating to the program and/or service funded by the grant.

## **Applying for North Vancouver Municipal Community Grants**

### **Two Municipalities.... One Set of Application Forms**

#### Each Municipality Allocates Grants Separately

The North Vancouver Municipal Community Grant Application forms are to be used when applying for funds from the North Vancouver Municipalities: the City of North Vancouver and the District of North Vancouver. **PLEASE NOTE:** the District of West Vancouver has a separate Community Grants Program, which can be found at: <https://westvancouver.ca/be-involved/grants-awards/community-grants>.

Each municipality allocates grants separately.

#### Applying to One or More Municipality(ies)

Organizations may apply to one or more of the North Shore municipalities depending on which municipality(ies) the organization serves. You must submit a copy of your completed application package to each municipality to which you are applying for funding.

## **Application Submission**

### Application Deadline

The deadline for applications is 5:00 p.m. January 31 of each year, or, where January 31 lands on a weekend, the last Friday of January.

The City of North Vancouver has an additional intake of applications with a deadline of September 15. **PLEASE NOTE:** If your organization applied for a grant in the first round of the year, you may apply to the second round but for a **different** program only.

### Submitting Forms to Each Municipality

#### *City of North Vancouver*

Submit two copies of your completed application package:

- Email: [communitygrants@cnv.org](mailto:communitygrants@cnv.org)  
or
- Mail:  
Planning Department, Attn: Edytha Barker  
City of North Vancouver  
141 West 14th Street  
North Vancouver, V7M 1H9.



*District of North Vancouver:*

Send one copy of your completed application package:

- Email: [csac@dnv.org](mailto:csac@dnv.org)  
**or**
- Mail:  
Community Services Advisory Committee  
District of North Vancouver  
355 West Queens Road  
North Vancouver, V7N 4N5

## Evaluation Criteria

In evaluating each application for funding, the following will be the basis for assessment of your application. Please address these in your application:

- a) Evidence of need for the service or project.
- b) Number of local residents served.
- c) Quality of management (established track record, proposal well thought out and clear, etc.).
- d) Evidence of clear goals and expected outcomes.
- e) Uniqueness of service (does not duplicate but may complement an existing service).
- f) Number of local volunteers.
- g) Evidence of financial need for a North Vancouver Municipal Community Grant.
- h) Amount of funding requested from each municipality is proportional to the numbers of residents served.
- i) Addressing barriers to services for people with disabilities, from varying social and economic backgrounds, and for ethno-cultural residents.
- j) Indicated involvement from other community partners whether financial or in kind.

Further, the social goals and objectives for each municipality will also be considered while reviewing grant applications, these can be found in the following documents:

- City of North Vancouver:
  - The City's Social Plan  
<http://www.cnv.org/CityServices/PlanningandPolicies/SocialPlan>
- District of North Vancouver:
  - Section 6.3 Community Services, Programs, and Facilities of the DNV Official Community Plan [identity.dnv.org/](http://identity.dnv.org/)
  - Municipal Community Grant Goals and Guiding Principles found at [www.dnv.org/communitygrants](http://www.dnv.org/communitygrants)

## Filling in the Application Forms - Overview

Please ensure the following information is read carefully prior to filling in your application forms to ensure the forms are filled out adequately, accurately, and effectively.

### Acceptable Applications

Applications will only be accepted if they are:

- Completed *in full* including all attachments listed on the North Vancouver Municipal Community Grant Application Checklist.

- Completed legibly
- Submitted on time to each municipality from which funds are being requested

**\*\*\*Please note:** unless all information is supplied or an acceptable explanation offered as to why this information cannot be supplied, incomplete applications will not be considered.

### Three Application Forms

There are three application forms to be used as follows:

- Organization Summary Form: to be filled out by *all* applicants;
- Operating Grant Application Form: for organizations applying for financial assistance for ongoing operating costs such as rent, utilities, fixed costs;
- Program Grant Application Form: for individual projects/services/programs. You may apply for more than one program grant, but must complete a SEPARATE Program Grant Application Form for EACH additional grant.

### Quality of Information

The application forms provide the opportunity to explain information on the history, mandate, experience, and objectives of your organization; and to demonstrate to Committee members what makes your organization and its programs valuable to the North Vancouver communities and how your organization responds to community need.

### Maximum Words for Answer

Always stick to the stated word count and be concise with your answer.

### Questions Regarding Both North Vancouver Municipalities

The grant application includes some questions where information concerning both North Vancouver municipalities is required. These questions must be completed even if an organization is applying for a grant from one municipality only.

### Filling in the Organization Summary Form

The Organization Summary Form is to be filled out by *all* applicants.

The questions on the Organization Summary Form should make it clear what information is required. Keep in mind the information above in Evaluation Criteria and Quality of Information. However, some specifics and examples are provided here to assist.

#### Section: Accessibility

*Examples of topics to consider are provided below for each item in this question:*

Question: How does your organization ensure your services are accessible and inclusive to:

- a) People with disabilities
  - Is your building wheelchair accessible?
  - Are you on a bus route?
  - Are there designated parking spots for persons with disabilities adjacent to the building in which your programs/services take place?
  - How do you market/communicate your programs/services to people with disabilities?
- b) Culturally diverse communities: (maximum 50 words)
  - Do you list languages other than English that are spoken by your staff/volunteers?

- Are your program/service materials available in languages other than English? Which languages?
- Are your website and/or social media in languages other than English? Which languages?
- How do you market/communicate your programs/services to speakers of languages other than English?
- c) People of various social and economic backgrounds: (maximum 50 words)
  - Which organizations have you approached that serve this demographic in order to promote your programs/services?
  - How do you market/communicate your programs/services to people of various social and economic backgrounds?

### **Section: Trends**

Question: What current trends affect your organization? E.g. is the demographic changing, is the waitlist changing, etc. (maximum 50 words)

Municipalities rely on the non-profit social service organizations to identify current trends. For example, whether more of their clients are feeling isolated, more families are seeking food or on the verge of homelessness. Other trends could include growing waitlists for particular programs or a decrease in volunteer hours.

As a social service organization working closely with our more vulnerable populations, the organization's ability to adapt or create new programs and services to meet these changing needs is significant.

This question asks organizations to identify and share these trends.

### **Section: Sustainability**

Question: Please describe what steps your organization has taken to reduce Green House Gas Emissions and increase energy efficiency (e.g. implementing Power Smart measures, carpooling to meetings, etc.).

The North Vancouver municipalities all place strong value on environmental sustainability. Explain how the organization shares this value. Please be sure to provide examples.

## **Filling in the Operating Grant Application Form**

The Operating Grant Application Form is for organizations applying for financial assistance for ongoing operating costs such as rent, utilities, fixed costs.

The questions on the Operating Grant Application Form should make it clear what information is required. Keep in mind the information above in Evaluation Criteria and Quality of Information. However, some specifics are provided here to assist.

### **Section: Operating Budget**

The Operating Budget refers to the costs and revenue associated with the general operation of the organization. Examples of expenses include ongoing operating costs such as rent, utilities, fixed costs.

### Question: In-kind Sources

In-kind sources are sources of non-cash support in the form of goods and services.

## **Filling in the Program Grant Application Form**

The Program Grant Application Form is for individual projects/services/programs. You may apply for more than one program grant, but must complete a SEPARATE Program Grant Application Form for EACH additional grant.

The questions on the Program Grant Application Form should make it clear what information is required. Keep in mind the information above in Evaluation Criteria and Quality of Information. However, some specifics and examples are provided here to assist.

### **Section: Program Proposal**

Question 4. If you applied for and received funding for this program last year, what were the specific outcomes of that program? Please provide quantitative and qualitative information.

This question asks for “quantitative and qualitative information”. Qualitative information is anecdotal, quantitative is numbers, statistics.

Stories and anecdotal responses are interesting and valuable; however, the response should be backed with numbers to validate the statements made. Examples of numbers could be: count of volunteers, volunteer hours, clients served, meals provided, referrals made.

Question 5. Please identify the specific criteria you will use to evaluate your program’s results and how you will measure success.

The tools used to evaluate should provide quantitative information, be backed by numbers, whenever possible as this helps demonstrate the results. Examples of criteria you could use could be: count of volunteers, volunteer hours, clients served, meals provided, referrals made.

Question 7. If you did not receive the amount of money requested last year, what was the impact to the program?

Qualitative or anecdotal information is expected along with quantitative information, the numbers, in order to demonstrate the impact. Examples of quantitative information could be the number of clients turned away, resources that had to be cut which impacted the quality of the program.

### **Section: Program Budget**

Question: Please indicate program start and end dates or fiscal start date as appropriate

Note that programs can have a specific start and end date or be continuous. Please indicate as appropriate.

### Question: In-kind Sources

In-kind Sources are sources of non-cash support in the form of goods and services.

## Final Steps to Completing the Application Package

### The Checklist

Organizations must include attachments with the application forms to create their completed *application package*. Please be sure to use the Checklist provided as a cover sheet for your submission. This Checklist details the attachments and forms that must be completed to ensure your application will be considered.

### Attachments

All attachments required with your application should be marked on your Checklist

All applications will be required to include:

- Organization Summary Application Form
- Most recent Year End Financial Statement (examples include balance sheet, income/expenditure)
- Most recent Annual Report (just one per organization to municipality regardless of number of applications submitted)
- Organization's Proposed Budget for your fiscal year

Depending on grant applications being made, an application may be required to include any of the following:

- Signed Operating Grant Application form
- Signed Program Grant Application form(s)
- Annual Accountability Form for grant funds spent in the previous year

## Frequently Asked Questions

### 1. *What is the difference between a program grant and an operating grant?*

Generally, an operating grant refers to the general on-going operation of your organization (e.g. rent, utilities, fixed costs), whereas a program has distinct resources committed to the operation of that specific program (staff costs and other expenses related to that program).

Note: Programs can be continuous or have a specific start and end date.

### 2. *The service that my organization offers on the North Vancouver is part of a larger umbrella organization located elsewhere. Our published financial statements reflect the larger organization. Is this an issue?*

There is an expectation that the budgets and financial information that you include in your grant application reflect the North Vancouver service that is being offered by your organization. The financial information for the larger umbrella organization is informative, but does not provide Committee members the information they need to assess your application.

### 3. *When we apply for grants, our organization typically requests more than we require in anticipation that we may receive less. Is this advisable?*

It is best to request the actual amount that your organization requires. Applications where the funding request appears to be inflated can be viewed unfavourably.



*4. Can we rely on the municipal community grant funding as the sole source of funding?*

Municipal funding is considered one source of funding. Organizations should not prepare and submit budgets where the municipal request is the only source of revenue.

*5. In order to save time, our organization sometimes will 'cut and paste' from previous application forms. Is this acceptable?*

Although we do not expect agencies to re-write their applications from scratch every year, we do expect the information included in the application form to reflect current information, both qualitative/anecdotal and quantitative/statistical.

*6. When filling out the application, I sometimes reduce the font size in order to get all of my answer to fit into the box, is this acceptable?*

Always stick to the stated word count and be concise with your answer.

*7. Can I just include qualitative/anecdotal information in my application form, or do you require statistics or other quantitative analysis?*

The answer is both. Stories and anecdotal responses are interesting and valuable; however, your response should be backed with numbers and photos whenever possible as this helps Committee members clearly see the funding need for your program or organization.

Examples of numbers could be: count of volunteers, volunteer hours, clients served, meals provided, referrals made.

*8. As some of the services that we offer are done discreetly without recording names or addresses, it is challenging to provide precise numbers of individuals accessing services or what municipality they come from.*

While we respect your clients' need for anonymity, there is data that can be collected that will not infringe on confidentiality. For further information or assistance, please contact one of the municipal staff liaisons.

*9. On the Operating Grant Application, the question asks for how many individuals were served in each municipality. Are percentages okay or do we need to go through postal codes and get exact numbers?*

The actual numbers are required. For further information or assistance, please contact one of the municipal staff liaisons.

*10. To make it easier for applicants, could the municipalities not evaluate the applications in line with the fiscal years and funding cycles of the applicant organisations?*

The application timeline is based on the timing of the municipal budgets and includes the time required for the Committees to evaluate the applications and make recommendations to Council. Further, the current model allows the funds to be allocated taking into consideration all applications received which is only possible with a single review per grant period.

*11. If we are making applications to each municipality, do we ask for the full amount we require from each municipality?*

You should split the full amount you require and ask for a portion, usually a third, from each municipality.

*12. I am not sure whether certain expenses would be considered operating costs, how do I know?*

Operating costs are your ongoing costs such as rent, utilities, fixed costs. If you are unsure, please contact one of the municipal staff liaisons.

*13. We receive a great deal of funding in-kind, are these considered in relation to financial funding in terms of evaluating whether the municipal grant would be a sole source of funding?*

Indeed, yes: in-kind sources of funding are requested in the budget sections of the application forms to allow them to be evaluated in monetary terms along with financial sources.

*Updated: December 2018*

**2022 ROUND ONE  
COMMUNITY GRANTS APPLICATIONS MATRIX**

Attachment 2

APPLICANT	DESCRIPTION OF SERVICE/PROJECT	2022 ROUND ONE RECOMMENDATION
<p>Athletics for Kids Financial Assistance (B.C.) Society #214 - 901 West 3rd Street North Vancouver, BC V7P 3P9 Valerie Gosselin, Grants &amp; Financial Manager 604-838-7529 applications@a4k.ca</p>	<p><b>Operating</b> - Operating funds will be crucial in the coming year as many issues are anticipated with fundraising due to COVID-19. The grant would be used to help cover the cost of storage facility and contribute to office costs as well as ongoing costs of accounting software.</p>	<p>\$0</p>
<p>Athletics for Kids Financial Assistance (B.C.) Society #214 - 901 West 3rd Street North Vancouver, BC V7P 3P9 Valerie Gosselin, Grants &amp; Financial Manager 604-838-7529 applications@a4k.ca</p>	<p><b>Program - Youth Sports Granting Program - A4K</b> exists to eliminate the financial barriers to entry to amateur sport for children and youth from lower income families between the ages of 5 and 18, up to \$450/year, per child. Children have 80% of their base sport registration fees paid once the family qualifies for assistance. Eligible applicants must meet criteria and A4K makes payments directly to the chosen sport organization.</p>	<p>\$3,000</p>
<p>Avalon Recovery Society #300 - 132 East 14th Street North Vancouver, BC V7L 2N3 Kelly Clarke, Manager, Fund Development 778-868-4215 kelly@avaloncentres.org</p>	<p><b>Operating</b> - The Avalon Woman's Centre provides vital services (in person and online) to women struggling with addiction, providing connection, peer support, refuge and safety as well as education, counselling and mentoring. Funding is required to assist with covering the cost of rent, office expenses, salaries and necessary materials/supplies.</p>	<p>\$7,000</p>
<p>Avalon Recovery Society #300 - 132 East 14th Street North Vancouver, BC V7L 2N3 Kelly Clarke, Manager, Fund Development 778-868-4215 kelly@avaloncentres.org</p>	<p><b>Program - Operating Hours Expansion</b> - Avalon would like to expand their operating hours in order to be able to offer extended drop-in hours for women seeking support. Staff members provide emotional and peer support as well as crisis management and referral to other local services. Funding would be used to pay trained staff members to be present at the Centre for additional hours each day and on weekends.</p>	<p>\$3,000</p>
<p>Avalon Recovery Society #300 - 132 East 14th Street North Vancouver, BC V7L 2N3 Kelly Clarke, Manager, Fund Development 778-868-4215 kelly@avaloncentres.org</p>	<p><b>Program - Peer Support</b> - This program, which provides Peer Support for women seeking recovery from addiction, has been proven to be a critical success factor of all evidence based recovery modalities. A supportive environment offering resources is provided which empowers women to thrive. Partial funding will be dedicated to the salary for the Centre Manager and Relief Staff as well as supporting rent and related expenses.</p>	<p>\$0</p>
<p>Avalon Recovery Society #300 - 132 East 14th Street North Vancouver, BC V7L 2N3 Kelly Clarke, Manager, Fund Development 778-868-4215 kelly@avaloncentres.org</p>	<p><b>Program - Professional Development</b> - Volunteers comprise 90% of Avalon's workforce and continues to grow. This training addresses the unique needs of women who volunteer to host meetings and coordinate peer support activities. Funds would cover the cost of facility rental and other costs associated with delivering these training sessions.</p>	<p>\$0</p>

**2022 ROUND ONE  
COMMUNITY GRANTS APPLICATIONS MATRIX**

<b>APPLICANT</b>	<b>DESCRIPTION OF SERVICE/PROJECT</b>	<b>2022 ROUND ONE RECOMMENDATION</b>
Backpack Buddies 170 Harbour Avenue North Vancouver, BC V7J 2E6 Joanne Griffiths, President/Co-Founder 604-807-0347 joanne@backpackbuddies.ca	<b>Operating</b> - Operating funding is needed to cover salaries for the staff who manage the organization. The program is completely funded by donations, grants and fundraising activities. The operations base is now located in a larger warehouse in North Vancouver. The program is delivered in 4 schools and through North Shore Neighbourhood House.	\$3,000
Backpack Buddies 170 Harbour Avenue North Vancouver, BC V7J 2E6 Joanne Griffiths, President/Co-Founder 604-807-0347 joanne@backpackbuddies.ca	<b>Program - Backpack Buddies North Vancouver</b> - This program bridges the weekend hunger gap for vulnerable, low income students. On Friday afternoons, backpacks are filled with food for children to take home for the weekend. This includes enough for meals and snacks to last the weekend plus a little extra. In 2021, focus was on increasing nutrition in the food provided. Funds would be used for food and delivery costs.	\$3,000
BC Pets & Friends 60 Semisch Avenue North Vancouver, BC V7M 3H8 Carla Pellegrini, Secretary 778-321-1712 secretary@petsandfriends.org	<b>Operating</b> - This organization is run by a board of directors and a part-time pet therapy coordinator and a paid partnerships development manager. Operating funding would be used to support the salaries of these two positions. Seven North Vancouver facilities currently receive visits and there are five more on the wait list.	\$0
Big Brothers of Greater Vancouver 102 - 1193 Kingsway Burnaby, BC V5V 3C9 Luke Coad, Development Officer 604-704-6418 lcoad@bbgvf.com	<b>Operating</b> - Operating funds would support the salaries and travel expenses of staff who serve the North Shore families, allowing them to interact with the community on a regular basis. Mentoring coordinators recruit volunteers for North Shore programs, perform volunteer and family assessments, provide child safety training and coordinate and supervise programs.	\$0
Big Brothers of Greater Vancouver 102 - 1193 Kingsway Burnaby, BC V5V 3C9 Luke Coad, Development Officer 604-704-6418 lcoad@bbgvf.com	<b>Program - Community Mentoring</b> - This program matches adult male-identifying volunteers with male-identifying children aged 7-17 who have limited or no contact with a positive male role model in their lives. Big and little brothers spend 2-4 hours each week doing a wide range of low-cost fun activities together. The Little Brothers in the program experience increased connectedness with parents, peers and the community, and the Big Brothers find satisfaction and meaning through volunteering their time. Funds will go towards screening, assessing and training newly recruited volunteer mentors as well as matching them with appropriate Little Brothers.	\$2,600
Big Sisters of BC Lower Mainland 34 East 12th Avenue Vancouver, BC V5T 2G5 Molly Loudon, Director of Philanthropy 778-987-9781 mloudon@bigsisters.bc.ca	<b>Program - North Shore Mentoring</b> - Big Sisters of the Lower Mainland changes the course of young lives by providing supportive Development Relationships (in the form of mentoring) to youth in our community who need it the most. They support girls and female-identified youth who may be facing challenges like bullying, isolation, poverty, social anxiety and more.	\$2,600

**2022 ROUND ONE  
COMMUNITY GRANTS APPLICATIONS MATRIX**

APPLICANT	DESCRIPTION OF SERVICE/PROJECT	2022 ROUND ONE RECOMMENDATION
<p>Canadian Mental Health Assn. - North and West Vancouver Branch 300 - 1835 Lonsdale Avenue North Vancouver, BC V7M 2J8 Rachel Rocco, Development Officer 778-223-7303 rachel.rocco@cmha.bc.ca</p>	<p><b>Operating</b> - CMHA fund raises and applies for grants to maintain and enhance programs to meet growing community needs. Operation funds are needed to support the administrative structure and information and referral service that provides free mental health information and service referrals to the North Shore community.</p>	<p>\$5,000</p>
<p>Canadian Mental Health Assn. - North and West Vancouver Branch 300 - 1835 Lonsdale Avenue North Vancouver, BC V7M 2J8 Rachel Rocco, Development Officer 778-223-7303 rachel.rocco@cmha.bc.ca</p>	<p><b>Program - Circle of Care Housing Program</b> - This program resulted from a need to address the region's housing crisis. It provides much needed housing for vulnerable populations on the North Shore, and currently houses 16 individuals across three homes, two for single men and one for women. Funds would be general operation of the houses.</p>	<p>\$5,000</p>
<p>The Cinderella Project Society #172 - 219 Mackay Road North Vancouver, BC V7P 3N6 Cindy Given, Co-chairperson 604-318-4252 cindy.given@gmail.com</p>	<p><b>Program - Cinderella Project Boutique Day</b> - The organization's mission is to break the cycle of poverty in Metro Vancouver. The Cinderella Project works toward this goal by encouraging &amp; celebrating at-risk youth in their pursuit of high school graduation amidst abuse, neglect, poverty and marginalization. Boutique Day was created to a day of recognition and self-esteem boosting in order to give our at-risk youth an opportunity to see that their dreams can come true and that they can make it to the milestone of graduation and beyond.</p>	<p>\$0</p>
<p>Crisis Intervention &amp; Suicide Prevention Centre of BC 763 East Broadway Vancouver, BC V5T 1X8 Effie Pow, Coordinator 604-872-1811 grants@crisiscentre.bc.ca</p>	<p><b>Operating</b> - The Crisis Centre provides a continuum of support to youth, adults and seniors in distress through 24/7 Distress Phone Service and Online Distress Service. These free and accessible services also support the service providers who serve vulnerable populations and use crisis lines as part of safety planning for their clients.</p>	<p>\$1,000</p>
<p>Crisis Intervention &amp; Suicide Prevention Centre of BC 763 East Broadway Vancouver, BC V5T 1X8 Effie Pow, Coordinator 604-872-1811 grants@crisiscentre.bc.ca</p>	<p><b>Program - Peer Helper Training &amp; Mentoring</b> - North Vancouver youth peers (10-12) with lived experiences are training in responding to crisis and suicide awareness and mentored by Crisis Centre youth educators to lead interactive peer conversations about mental health and mental illness. Youth peers receive training in Skillfully Responding to Distress and suicide awareness and response. Funding would be used for training for peers for peer-led discussions and suicide awareness.</p>	<p>\$1,000</p>
<p>Highlands United Church 3255 Edgemont Boulevard North Vancouver, BC V0N 3A0 Melissa Wilkin, Administrator 604-980-6071 churchoffice@highlandsunited.org</p>	<p><b>Program - Shelter to Home</b> - An outreach program of Highlands United Church, Shelter to Home collects and stores donations of gently used or new furniture, linens and household items and distributes them to referred clients moving from homelessness to independent living. Funds would be spent on rent for a new larger storage facility and the creation of a website for the program.</p>	<p>\$3,000</p>



**2022 ROUND ONE  
COMMUNITY GRANTS APPLICATIONS MATRIX**

APPLICANT	DESCRIPTION OF SERVICE/PROJECT	2022 ROUND ONE RECOMMENDATION
Hollyburn Family Services Society 104 - 267 West Esplanade North Vancouver, BC V7M 1A5 Joy Hayden, Innovation & Engagement 604-512-2483 jhayden@hollyburnsociety.ca	<b>Operating</b> - Hollyburn Family Services Society's mission is to provide unique services in response to existing and emerging community social needs across the North Shore. The most prevalent social issues involve youth, senior and family homelessness. As administrative and infrastructure costs increase, operating funding through municipalities is relied on to assist with covering costs thus ensuring more funding for programs.	\$2,000
Hollyburn Family Services Society 104 - 267 West Esplanade North Vancouver, BC V7M 1A5 Joy Hayden, Innovation & Engagement 604-512-2483 jhayden@hollyburnsociety.ca	<b>Program - Aboriginal Court Mental Health Outreach Worker</b> - This program is for individuals involved in the justice or court system that have a mental health or concurrent disorder issue. The program is designed to assist the individual and the family to navigate community-based services. The intent is to increase client and community capacity. Funding would be used for salary and wages.	\$2,000
Hollyburn Family Services Society 104 - 267 West Esplanade North Vancouver, BC V7M 1A5 Joy Hayden, Innovation & Engagement 604-512-2483 jhayden@hollyburnsociety.ca	<b>Program - Indigenous Specialized Victim Support Worker in the DVU</b> - Hollyburn provides three embedded Victim Support Workers to the North Shore Domestic Violence Unit (DVU), including a dedicated Indigenous support worker. The support workers work within the North Shore Domestic Violence Unit and provide support to Indigenous women & girls who are victims of domestic violence & sexual assaults. Grant funds would be used to for staff wages and program expenses.	\$1,000
Hollyburn Family Services Society 104 - 267 West Esplanade North Vancouver, BC V7M 1A5 Joy Hayden, Innovation & Engagement 604-512-2483 jhayden@hollyburnsociety.ca	<b>Program - Seniors at Housing Risk</b> - This program provides age appropriate housing outreach support to North Shore seniors, families and indigenous clients who are homeless or in danger of imminent housing loss. Services include one-on-one assistance to find appropriate housing and assistance filling out forms, etc. Clients are also connected to community resources and health services.	\$1,000
Hollyburn Family Services Society 104 - 267 West Esplanade North Vancouver, BC V7M 1A5 Joy Hayden, Innovation & Engagement 604-512-2483 jhayden@hollyburnsociety.ca	<b>Program - Supporting Seniors to Remain Housed</b> - This program offers a win/win solution between seniors at risk of eviction who would become homeless due to their tenancy issues and landlords. The program works with both parties to come to positive solutions to ensure the senior can maintain their rental housing. Funding would be used program salary and wages.	\$1,000
Immigrant Link Centre Society #403 - 206 Therrien Street Coquitlam, BC V3K 4T5 Igor Bjelac, Director 604-724-7028 igorbjelac@yahoo.com	<b>Program - From Pollution to Solution</b> - ILCS is saving the environment and preventing methane emission by collecting and delivering food that would otherwise be thrown into a landfill for free to people in need. Food donations come from grocery chain stores and warehouses. Grant funds would cover part of a driver's salary and the gas cost for the program on the North Shore.	\$5,500

**2022 ROUND ONE  
COMMUNITY GRANTS APPLICATIONS MATRIX**

APPLICANT	DESCRIPTION OF SERVICE/PROJECT	2022 ROUND ONE RECOMMENDATION
<p>Lionsview Seniors' Planning Society 1733 Lions Gate Lane North Vancouver, BC V7P 0C7 Margaret Coates, Coordinator 604-728-4434 lions_view@telus.net</p>	<p><b>Operating</b> - LSPS's mandate is to act as a strong voice for seniors and seniors' organizations and to support goals to create and implement programs and services which mitigate issues and concerns relevant to seniors. Operating funds would be used to cover part of the operating expenses and overhead. These funds would also be used to leverage other funding sources as most grantees require some matching funding.</p>	<p>\$2,700</p>
<p>Lionsview Seniors' Planning Society 1733 Lions Gate Lane North Vancouver, BC V7P 0C7 Margaret Coates, Coordinator 604-728-4434 lions_view@telus.net</p>	<p><b>Program - North Shore News Column: Older and Wiser Column</b> - The Older &amp; Wiser Column reflects the goals of Lionsview Seniors' Planning Society. Sponsored by LSPS, it is a popular and effective medium for discussing and addressing seniors issues. The column, now written in house, is published bi-weekly on Sundays in the NS News. It lends media support to many of the issues that seniors face. The funds would be used to support staff producing the column through research and writing 26 columns for the North Shore News and will assist in promoting the column to a wider audience.</p>	<p>\$0</p>
<p>Lionsview Seniors' Planning Society 1733 Lions Gate Lane North Vancouver, BC V7P 0C7 Margaret Coates, Coordinator 604-728-4434 lions_view@telus.net</p>	<p><b>Program - North Vancouver Seniors Action Team</b> - The Seniors Action Tables which are based across the North Shore work on and plan initiatives to improve the quality of life and well-being of seniors on the North Shore. The SATs are made up of volunteer seniors, people who work with seniors and partner organizations. The SATs work with senior residents, local municipalities, community organizations and businesses to raise awareness of senior issues and the need for age and dementia-friendly communities. Funds would be used to support the administrative and operational costs of the CNV SAT.</p>	<p>\$350</p>
<p>Lionsview Seniors' Planning Society 1733 Lions Gate Lane North Vancouver, BC V7P 0C7 Margaret Coates, Coordinator 604-728-4434 lions_view@telus.net</p>	<p><b>Program - Services to Seniors Coalition/Planning Table</b> - This Coalition/Planning Table provides "one of a kind" service to seniors. The main purpose is to provide its' members a voice, forum and vehicle for information sharing, collaboration, networking and providing education sessions. 55 participants from the North Shore come together 9 to 12 times per year to network, set priorities and plan services strategically. Funds would be spent on staff and program supports.</p>	<p>\$450</p>
<p>Living Systems: Family Systems Counselling, Education, Training &amp; Research Society 209 - 1500 Marine Drive North Vancouver, BC V7P 1T7 Leila Howard, Business &amp; Finance Director 778-232-0479 info@livingsystems.ca</p>	<p><b>Program - Parenting and Marriage Counselling</b> - This program provides parents with skills and knowledge to improve their relationship with each other and with their children; primarily parents in this program have dependents with behaviour or mental health issues. Funds would be used for family counsellors and administrative purposes.</p>	<p>\$1,500</p>
<p>Lookout Housing and Health Society 705 West 2nd Street North Vancouver, BC V7E 1E6 Megan Bowers, Temp. Community Liaison Coordinator 778-889-4205 megan.bowers@lookoutsociety.ca</p>	<p><b>Operating</b> - The shelter is funded primarily by BC Housing to provide shelter and basic need. This funding covers only the most basic needs. Municipal and other grants help provide service over and above basic sheltering such as activities programs, life skills and additional staffing.</p>	<p>\$4,000</p>

**2022 ROUND ONE  
COMMUNITY GRANTS APPLICATIONS MATRIX**

<b>APPLICANT</b>	<b>DESCRIPTION OF SERVICE/PROJECT</b>	<b>2022 ROUND ONE RECOMMENDATION</b>
Lumara Grief & Bereavement Care Society (formerly Camp Kerry Society) 145 Columbia Street New Westminster, BC V3L 3W2 Dr. Heather Mohan, Executive Director 604-808-1199 heather@lumarsociety.org	<b>Program - Bereavement Workshops &amp; Retreats</b> - This program includes Lumara's virtual retreats and community workshops which create space for children, youth and families who are grieving the loss of a loved one. They are an opportunity to break cultural silence around the taboo topics of grief and loss. Funds would be used for honorariums for workshop facilitators, virtual workshop platforms, camp facilities and staff time.	\$650
Lumara Grief & Bereavement Care Society (formerly Camp Kerry Society) 145 Columbia Street New Westminster, BC V3L 3W2 Dr. Heather Mohan, Executive Director 604-808-1199 heather@lumarsociety.org	<b>Program - Family Grief Support</b> - This program provides year round grief support services for children, youth, adults, elders and families on the North Shore. Virtual and in-person programs including family and individual grief counselling, support groups, expressive arts therapies and community choirs. Funds would be used for wages for counsellors and program supplies.	\$650
North Shore ConneXions Society 1070 Roosevelt Crescent North Vancouver, BC V7P 1M3 Wendy Harris, Director of Human Resources 604-764-7366 wendyh@nsconneXions.org	<b>Program - Education and Community Awareness</b> - This program has been offered as a public service to the North Shore community since 1993. It heightens awareness of disability issues and promotes inclusion in schools, businesses and organizations. Although particular focus is on disabilities, the message of inclusion applies to all types of diversity and reduces prejudice, bullying and isolation. Funding would be used on programming costs.	\$1,000
North Shore ConneXions Society 1070 Roosevelt Crescent North Vancouver, BC V7P 1M3 Wendy Harris, Director of Human Resources 604-764-7366 wendyh@nsconneXions.org	<b>Program - Friendship Circles</b> - Friendship Circles are supported play groups for students with developmental disabilities who are struggling to interact socially with their classroom peers. The goal is to form inclusive lunch or recess play groups that include the child, yet remained focused on the enjoyable, fair activity rather than any differences. Funding would cover the cost of a staff member to facilitate the program within CNV schools.	\$1,500
North Shore Disability Resource Centre 3158 Mountain Highway North Vancouver, BC V7K 2H5 Kathleen Jessop, Director, Director, Community Based Services 604-904-4090 k.jessop@nsdrc.org	<b>Program - Information and Advocacy</b> - This program provides information and referral services to people with disabilities of any age residing on the North Shore. This is the only program in the area to offer appeal services for people with disabilities who may have been denied Persons with Disability benefits. Referrals are provided and self-advocacy encouraged. Funds would be used for salaries and administrative costs.	\$2,500
North Shore Disability Resource Centre 3158 Mountain Highway North Vancouver, BC V7K 2H5 Kathleen Jessop, Director, Director, Community Based Services 604-904-4090 k.jessop@nsdrc.org	<b>Program - Mobile Multi-Sensory Room</b> - This is BC's first mobile multi-sensory environment. It is designed to stimulate the senses to bring peace, calm and wellness. These environments can aid learning and development as well as help relax or stimulate someone who has sensory processing disorders. Funds would be used to provide support to individuals or local community resources that have limited financial resources.	\$300

**2022 ROUND ONE  
COMMUNITY GRANTS APPLICATIONS MATRIX**

<b>APPLICANT</b>	<b>DESCRIPTION OF SERVICE/PROJECT</b>	<b>2022 ROUND ONE RECOMMENDATION</b>
North Shore Disability Resource Centre 3158 Mountain Highway North Vancouver, BC V7K 2H5 Kathleen Jessop, Director, Community Based Services 604-904-4090 k.jessop@nsdrc.org	<b>Program - Summer Bursary Program 2022</b> - This program offers financial bursaries to families who have children with disabilities to ensure that they can send their child to a summer day camp of their choice or hire a worker to assist the child at camp. The NSDRC has been providing this assistance since 1978.	\$2,000
North Shore Division of Family Practice 220 - 145 Chadwick Court North Vancouver, BC V7M 3K1 Cynthia Buckett, Project Manager, Healthcare Initiative 604-346-8242 cbuckett@divisionsbc.ca	<b>Program - North Shore Post COVID-19 Recovery Clinic</b> - This clinic will address patient care by using a primary care led approach. With the virtual model, post COVID-19 patients will receive an assessment with a family physician at 12 weeks post infection. The physician will determine the required care pathway following a three level tiered approach. Funding would be used to operationalize the new clinic.	\$0
North Shore Keep Well Society 600 West Queens Road North Vancouver, BC V7N 2L3 Carole Kellough, Board Member 604-988-7115, ext. 27 keepwellsociety@telus.net	<b>Operating</b> - Keep Well offers free exercise and wellness programs for all seniors on the North Shore. 100 volunteers assist at 7 sites. During COVID, classes were provided via Zoom. The goal is to help seniors stay active, healthy and socially connected. Funds would be used to cover expenses related to staffing both part time and contract employees, as well as other administrative expenses.	\$1,500
North Shore Lifeboat Society PO Box 37146 North Vancouver, BC V7N 4M4 John Robertson, President 604-290-8391 belesprit12@gmail.com	<b>Operating</b> - RCMSAR2 is a marine search and rescue operation located in North Vancouver. Its mission is to save lives on the water. Funding is needed for vessels, maintenance, moorage and insurance for the vessels and equipment as well as training and personal protective equipment for volunteers. They also need to cover costs for community support activities such as the Kids Don't Float program.	\$0
North Shore Multicultural Society (dba as Impact North Shore) 207 - 123 East 15th Street North Vancouver, BC V7L 2P7 Wendy McCulloch, Executive Director 604-988-2931 wendym@impactnorthshore.ca	<b>Operating</b> - Impact North Shore is a for-purpose, social impact organization creating opportunities for success for im/migrants. Services include settlement support for families, woman, youth and seniors, school support, employment support, group programs and English language services. Funds would be used for paying for staff time needed to support the community coordinating objectives and time for staff to consult with other NS organizations/planning table.	\$4,000
North Shore Multicultural Society (dba as Impact North Shore) 207 - 123 East 15th Street North Vancouver, BC V7L 2P7 Wendy McCulloch, Executive Director 604-988-2931 wendym@impactnorthshore.ca	<b>Program - Anti-Racism Programming</b> - Impact is seeking funds to expand this programming. The North Shore has a long history of racism and discrimination. In 2021, the "Moving Towards Racial Equity Report" was developed for the North Shore community. This program builds on the principles and learnings from this report to offer community collaboration opportunities. This could include forums, discussions, resources and other events. Funds would be used for staff time and expenses to design and deliver the programming.	\$1,000

**2022 ROUND ONE  
COMMUNITY GRANTS APPLICATIONS MATRIX**

APPLICANT	DESCRIPTION OF SERVICE/PROJECT	2022 ROUND ONE RECOMMENDATION
North Shore Multicultural Society (dba as Impact North Shore) 207 - 123 East 15th Street North Vancouver, BC V7L 2P7 Wendy McCulloch, Executive Director 604-988-2931 wendym@impactnorthshore.ca	<b>Program - Community Bridging</b> - Funds are being sought to further develop programming within the broader Community Bridging Program. Im/migrants on the North Shore continue to experience challenges with isolation and belonging. Community bridging activities are even more important at this time. Activities will focus on developing supportive group volunteer opportunities with local organizations and increase new immigrants' knowledge about volunteering in Canada. Funds would be spent on staffing and program expenses.	\$2,000
North Shore Polish Association Belweder 5484 Keith Road West Vancouver, BC V7W 3C9 Urszula Sulinska, President 604-786-1709 belweder.org@hotmail.com	<b>Operating</b> - The main purpose of this organization is to promote education, music and arts among young people and families, to foster community spirit through organizing art and music events promoting Poland and keeping Polish culture alive within the community. Currently, they operate only on volunteers. Operating funds are requested in order to maintain operations and continue with programs.	\$0
North Shore Safety Council 3770 Hillcrest Avenue North Vancouver, BC V7R 4B6 Tom Walker, President/Treasurer 604-218-3697 walkert@shaw.ca	<b>Operating</b> - NSSC is a non-profit society that teaches pedestrian and cycle safety to primary grades in public and private schools, daycares and preschools across the North Shore. They also provide school crossing guard training and advise school safety committees. Funding is needed to cover ongoing operating costs.	\$500
North Shore Safety Council 3770 Hillcrest Avenue North Vancouver, BC V7R 4B6 Tom Walker, President/Treasurer 604-218-3697 walkert@shaw.ca	<b>Program - Be Bright, Be Seen</b> - This is a new program which piloted in the spring of 2021 and is now ready for a full launch through public and private schools on the North Shore. The program is aimed at enabling and encouraging children to be active and safe outdoors in low light conditions. The intent is to offer the program to schools at no cost to ensure there are no barriers to participation. Funding would be used for updating program content and printing take-home material as well as providing each student with a light and reflector.	\$750
North Shore Stroke Recovery Centre 225 East 2nd Street North Vancouver, BC V7L 1C4 LaDonna Miller, Executive Director 778-238-4829 ladonna@nssrc.org	<b>Operating</b> - Stroke is the 4th leading cause of death and the leading cause of acquired adult disability in Canada. The goal of NSSRC is to diminish the effects the life changing effects of a stroke and help participants regain self-confidence and independence. Grant resources would help support the cost of facility rental, a portion of staff wages and other operating costs necessary to guarantee the Centre's success.	\$5,000
North Shore Stroke Recovery Centre 225 East 2nd Street North Vancouver, BC V7L 1C4 LaDonna Miller, Executive Director 778-238-4829 ladonna@nssrc.org	<b>Program - Family Caregiver</b> - In Canada, family caregivers provide 70-80% of community care for older adults. NSSRC is launching a unique program that combines yoga, art therapy and support group services for this often neglected segment of society. It will be held once a week, providing a relaxing, inspiring, supportive break for participants. Funding would help with staff wages, contract staff, rental space and art supplies.	\$1,000



**2022 ROUND ONE  
COMMUNITY GRANTS APPLICATIONS MATRIX**

APPLICANT	DESCRIPTION OF SERVICE/PROJECT	2022 ROUND ONE RECOMMENDATION
<p>North Shore Stroke Recovery Centre 225 East 2nd Street North Vancouver, BC V7L 1C4 LaDonna Miller, Executive Director 778-238-4829 ladonna@nssrc.org</p>	<p><b>Program - Speech Language Pathology Program -</b> This is a highly sought after core service offered by NSSRC to survivors of stroke. One registered Speech Language Pathologist (SLP) and one SLP assign 2021. over the year. Appointments are 30 - 60 minutes in length and groups are 1 hour. The SLP assistant bridges the gap between appointments with the SLP which could be up to 1 week apart by working closely to support &amp; implement the prescribed therapeutic plans ensuring that the clients put into practice techniques learning during the session. Funding would support the wages for 1 part-time speech language pathologist, an SLP assistant and program supplies.</p>	<p>\$2,500</p>
<p>North Shore Table Tennis Club Society 1555 Forbes Avenue North Vancouver, BC V7M 2Y4 Mike Dumler, Chair 604-340-6774 info@nsttc.ca</p>	<p><b>Program - Happy Hands Table Tennis Program -</b> This targeted Table Tennis program will be implemented based on regular practices with prior introduction where the needs of schools and other partners organizations, develop and share tools and resources and provide mentorship and guidance to support kids and youth in with special needs. The skills each participant learns will improve eye hand coordination and cognitive activity in the brain. Funds would be used to cover the cost lessons, program fees and fees for participants.</p>	<p>\$750</p>
<p>North Shore Table Tennis Club Society 1555 Forbes Avenue North Vancouver, BC V7M 2Y4 Mike Dumler, Chair 604-340-6774 mdumler@mdumler.ca</p>	<p><b>Program - Seniors' Therapeutic Body and Mind Table Tennis -</b> This program provides major health benefits for senior community, both male and female between the ages of 55 and 85. It reduces health &amp; other related costs in this demographic group by enhancing both physical and mental health. It offers a combination of movement, thinking and socializing and is a low injury risk sport. Funding would cover 80 hours of table tennis play led by 1 master coach developer and 3 certified coaches.</p>	<p>\$750</p>
<p>North Shore Table Tennis Club Society 1555 Forbes Avenue North Vancouver, BC V7M 2Y4 Mike Dumler, Chair 604-340-6774 info@nsttc.ca</p>	<p><b>Program - Women &amp; Girls Table Tennis Program -</b> This program's initiative is to focus on development of women and girls in table tennis in a safe, respected and supported environment. The program is led by five professional coaches under the leadership of TTCAN's Master Coach Developer. Funds would be used to hire the coaches &amp; master coach and secure the space for 25 classes.</p>	<p>\$0</p>
<p>North Shore Table Tennis Club Society 1555 Forbes Avenue North Vancouver, BC V7M 2Y4 Mike Dumler, Chair 604-340-6774 info@nsttc.ca</p>	<p><b>Program - Youth Leadership Table Tennis Program -</b> This program teaches and improves table tennis skills, improves physical literacy, social relations and skill development of youth. The goal is to receive the physical and mental benefits of Table Tennis as well as break down barriers between communities, gain new skills and initiate positive social impact. Funds would be used for 30 hours of youth coaching sessions with certified and qualified coaches.</p>	<p>\$750</p>

**2022 ROUND ONE  
COMMUNITY GRANTS APPLICATIONS MATRIX**

APPLICANT	DESCRIPTION OF SERVICE/PROJECT	2022 ROUND ONE RECOMMENDATION
<p>North Shore Women's Centre 131 East 2nd Street North Vancouver, BC V7L 1C2 Michelle Dodds, Executive Director 604-984-6009 michelle@northshorewomen.ca</p>	<p><b>Program - North Shore Coordinating Committee to End Violence Against Women in Relationships -</b> The NS VAWIR is a cross-sectoral network of North Shore agencies working toward an integrated and effective response to ending violence against women in the community. The goal of the committee is to keep women safe by meeting its objectives in Service Delivery, Education and Systemic Responses. Funding would be spent on staffing, host agency management, coordination &amp; administration, implement of 3 training workshops, marketing &amp; printing of promotional materials, website maintenance, equipment and host agency facility costs.</p>	<p>\$3,000</p>
<p>North Shore Women's Centre 131 East 2nd Street North Vancouver, BC V7L 1C2 Michelle Dodds, Executive Director 604-984-6009 michelle@northshorewomen.ca</p>	<p><b>Program - Separation Support Group -</b> This group assists women to build resilience, skills, knowledge, awareness and connections while navigating complex issues involved in ending a relationship. It will be provided in 4 free sessions per year, including one tripartite separation workshop and 3 10-week facilities groups. The groups offer in-depth and continuous assistance. Funding would be used for an experienced counsellor to lead the group, guest speakers, online video conferencing fees and Program Coordinator fees.</p>	<p>\$1,000</p>
<p>Pacific Post Partum Support Society 200 - 7342 Winston Street Burnaby, BC V5A 2H1 Stace Dayment, Manager, Administration 604-255-7955 admin@postpartum.org</p>	<p><b>Operating -</b> One in six mothers will experience postpartum depression and/or anxiety. A PPD/A support group has been offered in North Vancouver for 20 years and continues to be full as mothers prefer the peer-based self-help support model. Funds would be used for salaries, rent and utilities.</p>	<p>\$1,300</p>
<p>Pacific Post Partum Support Society 200 - 7342 Winston Street Burnaby, BC V5A 2H1 Stace Dayment, Manager, Administration 604-255-7955 admin@postpartum.org</p>	<p><b>Program - Postpartum Depression/Anxiety Support Group -</b> Weekly North Vancouver support groups have been replaced with virtual Zoom meetings. These meetings are led by trained facilitators and provide a safe place for women to connect with other women in a similar situation. These groups have a maximum of 8 members and are available for 2 hours per week. Members stay in the group an average of 6 months. Funds would cover the costs of group facilitation and expenses</p>	<p>\$1,500</p>
<p>Parkgate Community Services 365 Banff Court North Vancouver, BC V7H 2Z8 Adele Wilson, Executive Director 604-983-6375 awilson@parkgatesociety.ca</p>	<p><b>Program - Youth Outreach -</b> Parkgate Youth Services Outreach supports and builds resiliency in youth. Their primary focus is the Seymour area in the DVN, however their services do extend and are available to CNV youth. Funding would be spent directly on Youth Outreach worker wages, specifically the hours youth workers spend supporting youth at the Foundry.</p>	<p>\$2,500</p>

**2022 ROUND ONE  
COMMUNITY GRANTS APPLICATIONS MATRIX**

APPLICANT	DESCRIPTION OF SERVICE/PROJECT	2022 ROUND ONE RECOMMENDATION
<p>Pathways Serious Mental Illness Society (formerly North Shore Schizophrenia Society) 205 - 1865 Marine Drive West Vancouver, BC V7V 1J7 Emma Chapman, Executive Director 604-926-0856 executivedirector@pathwayssmi.org</p> <p><b>APPLICATION REMOVED AS NOT ELIGIBLE THIS ROUND</b></p>	<p><b>Operating</b> - Pathways is a volunteer-driven, unique front-line organization dedicated to helped families with a loved-one suffering from a serious mental illness. The Society works primarily with family members by providing peer support, education, advocacy, programs and services at no cost. Municipal funding would be directed towards operating costs, special projects and events, peer support and promotional material.</p>	<p><b>\$0</b></p>
<p>Pathways Serious Mental Illness Society (formerly North Shore Schizophrenia Society) 205 - 1865 Marine Drive West Vancouver, BC V7V 1J7 Emma Chapman, Executive Director 604-926-0856 executivedirector@pathwayssmi.org</p>	<p><b>Program - Family-to-Family Education</b> - This course is a comprehensive, 8-week course offered on the North Shore two to three times per year, at no cost to participants. The course is taught by a trained family peer volunteer base who has experience living with a relative with mental illness. A full-time educational program coordinator has been hired to manage the expanding program. Funding would be used for increasing costs of the program as well as staffing costs associated.</p>	<p><b>\$1,500</b></p>
<p>Quest Outreach Society 2030 Dundas Street North Vancouver, BC V5L 1J4 Sarah Abbott, Grant Acquisition &amp; Renewal 778-808-7512 sabbott@questoutreach.org</p>	<p><b>Program - Food Recovery and Redistribution</b> <b>Program</b> - Quest collects quality, surplus food and important necessities from all levels of the supply chain and redistributes these goods to individual &amp; families in North Vancouver through their non-for-profit grocery store. This model returns client's dignity, power of choice and self-esteem. Funds would be spent directly on the cost of related to the facilitation of the program.</p>	<p><b>\$3,000</b></p>
<p>Sharing Abundance Association 3843 Hoskins Road North Vancouver, BC V7K 2P1 Lizz Lindsay, Executive Director 604-985-0709 lizzlindsay@gmail.com</p>	<p><b>Program - Sharing Abundance Community and Senior Meal Programs</b> - Sharing Abundance has been offering welcoming places where food and community meet on the North Shore for 13 years. They currently offer a weekly community dinner at 2 North Shore locations, a lunch program and seniors' lunch twice a month. Programs address food insecurity and social isolation on the North Shore. Guests include folks on the margins, seniors, veterans, families, new Canadians and those on disability pensions.</p>	<p><b>\$4,000</b></p>
<p>Special Olympics British Columbia Society - North Shore 2620 Hoskins Road North Vancouver, BC V7J 3A3 Peter Noble, Grants Coordinator 778-229-5951 grants@sobcnorthshore.ca</p>	<p><b>Operating</b> - Facility costs, uniforms, and travel to competitions are expensive for the large number of athletes in each sport across the region. Most of SOBC's athletes have limited income and are on social assistance, are not charged the full amount needed to cover the costs. A nominal fee is charged to the athletes; grants and fundraisers are relied upon to make up the difference.</p>	<p><b>\$2,000</b></p>

**2022 ROUND ONE  
COMMUNITY GRANTS APPLICATIONS MATRIX**

APPLICANT	DESCRIPTION OF SERVICE/PROJECT	2022 ROUND ONE RECOMMENDATION
<p>Special Olympics British Columbia Society - North Shore 2620 Hoskins Road North Vancouver, BC V7J 3A3 Peter Noble, Grants Coordinator 778-229-5951 grants@sobcnorthshore.ca</p>	<p><b>Program - SOBC North Shore Sports Program -</b> These sports provide individuals with intellectual disabilities the opportunity to enhance their lives through positive sports experiences. The programs provide these athletes with far more than the physical benefits of improved health and athletic ability. Their participation in sports provides opportunities to develop social skills, cultivate friendships, strive for and achieve goals, build community and increase self-esteem. Funding would go directly to supporting the athletes.</p>	<p>\$2,000</p>
<p>Spinal Cord Injury BC 780 SW Marine Drive Vancouver, BC V6P 5Y7 Susie Jackson, Fund Development Officer 604-326-1223 / 604-940-9762 sjackson@sci-bc.ca</p>	<p><b>Program - Peer Support Program -</b> This program brings people with spinal cord injuries together in a relaxed environment where they can share and learn from each other and build lasting social connections through a series new activities. 15 hours of virtual activities are offered each week and they are slowly reintroducing in-person peer events as more people become vaccinated. Funds would be used to partially cover the costs of the activities.</p>	<p>\$1,500</p>
<p>St. Andrew's United Church 1044 St. George's Avenue North Vancouver, BC V7L 3H6 Judith Hardcastle, Minister 604-985-0408 minister@st-andrews-united.ca</p>	<p><b>Program - St. Andrew's Community Meal Program -</b> The community meals program includes a free weekly community express lunch and meal-to-go programs every Thursday and Friday as well as distribution of baked goods and bread donated by Cobs and Westlynn Bakery. St. Andrew's has increased outreach capacity and switched to a strictly to-go format to adhere to COVID-19 regulations. Funding would be spent on food purchases and supplies.</p>	<p>\$2,500</p>
<p>St. John the Evangelist Anglican Church 220 West 8th Street North Vancouver, BC V7M 1N1 L. Harrison, Church Program Coordinator 604-985-9848 lindaharrison2010@gmail.com Rev. Patrick Blaney, Priest 604-986-1151 priest.sjnv@telus.net</p>	<p><b>Program - Queen Mary Family Learning Program -</b> This award winning program has been serving the needs of vulnerable families (mainly immigrants and newcomers) continuously for the last 11 years. An inclusive, welcoming and accessible place for adult family members/caregivers to improve quality of life through increased literacy and knowledge of community programs/services to support families. An advisory committee with representatives from six community organizations, a community coordinator and volunteers design program activities. Funds would be used for coordinator's salary and to leverage other funding.</p>	<p>\$5,000</p>
<p>Upper Lonsdale Preschool 3380 Lonsdale Avenue North Vancouver, BC V7N 3K2 Irene Sattarzadehl, President 604-988-8710 president@upperlonsdalepreschool.com</p>	<p><b>Program - Education and Play Centre -</b> Each learning centre in the preschool is in need of refreshment and improvement. Funding would be used for the purchase of updated equipment and toys.</p>	<p>\$0</p>
<p>Upper Lonsdale Preschool 3380 Lonsdale Avenue North Vancouver, BC V7N 3K2 Irene Sattarzadehl, President 604-988-8710 president@upperlonsdalepreschool.com</p>	<p><b>Program - Library and Literacy -</b> Each learning centre in the preschool is in need of refreshment and improvement. Funds would be used for new seating for the library area and to update the collection of books to include age appropriate content in support of children's indigenous curriculum.</p>	<p>\$0</p>

**2022 ROUND ONE  
COMMUNITY GRANTS APPLICATIONS MATRIX**

APPLICANT	DESCRIPTION OF SERVICE/PROJECT	2022 ROUND ONE RECOMMENDATION
Upper Lonsdale Preschool 3380 Lonsdale Avenue North Vancouver, BC V7N 3K2 Irene Sattarzadehl, President 604-988-8710 president@upperlonsdalepreschool.com	<b>Program - Music Program</b> - This program allows students to participate in a weekly musical performance with a highly experienced children's musician and early childhood educator. These sessions allow the children to participate in singing, playing instruments, dancing, etc. Music and dance provide children with physical, emotional and intellectual benefits. Funding would be used to pay the music teacher providing the program.	\$0
Vancouver Adaptive Snow Sports 6400 Nancy Greene Way North Vancouver, BC V7R 4K9 James Peters, Executive Director 604-646-8277 info@vass.ca	<b>Operating</b> - Vancouver Adaptive Snow Sports (VASS) provides ski and snowboard programs for children and adults with cognitive or physical disabilities at Grouse, Seymour and Cypress Mountains. These programs remove the barriers that prevent individuals with disabilities from participating in sports. Operating funds are needed to cover part of the salary of the Executive Director who coordinates all the programs, volunteers and administration.	\$1,500
Vancouver Adaptive Snow Sports 6400 Nancy Greene Way North Vancouver, BC V7R 4K9 James Peters, Executive Director 604-646-8277 info@vass.ca	<b>Program - Adaptive Learn to Ski</b> - Learn to Ski is the core of VASS's programming. Children and adults of all ages with cognitive or physical disabilities are taught to ski or snowboard at Grouse, Seymour and Cypress. Lessons run for six weeks and are delivered solely by trained volunteer ski instructors. Every volunteer completes the Canadian Assoc. of Disabled Skiing (CADS) instructor certification to use the adaptive equipment and special teaching techniques for students with disabilities. Funds would be used for the costs of training instructors; although they are volunteers the certification training is essential.	\$1,500
Volunteer Cancer Drivers Society Box 45618, Sunnyside Mall Surrey, BC V4A 9N3 George McAffer, Executive Vice President 604-535-8856 george.m@volunteercancerdrivers.ca	<b>Operating</b> - The VCDS focuses on providing free, safe, reliable, compassionate transportation and peace of mind for GV and Fraser Valley cancer patients who have no viable means of getting to their essential treatments. Volunteer drivers, using their own vehicles, pick up patients at their residences, transport them to the treatment facility, wait for them and return them to their homes.	\$1,500
WAVAW Rape Crisis Centre 2405 Pine Street, PO Box 46851, Station D Vancouver, BC V6J 5M4 Emily Oswald, Fund Development Manager 604-255-6228 emily@wavaw.ca	<b>Operating</b> - WAVAW provides services to survivors of sexualized violence with shared experiences of gender oppression. They advocate for social and systemic change through education, outreach and activism. They receive no core funding grants from the government.	\$3,000



**2022 ROUND ONE  
COMMUNITY GRANTS APPLICATIONS MATRIX**

<b>APPLICANT</b>	<b>DESCRIPTION OF SERVICE/PROJECT</b>	<b>2022 ROUND ONE RECOMMENDATION</b>
<b>NEW APPLICANTS</b>		
Better Environmentally Sound Transportation (BEST) 305 - 268 Keefer Street Vancouver, BC V6A 1X5 Pablo Xacarias, Executive Director 778-924-9113 pablo.zacarias@best.bc.ca isabel.garcia@best.bc.ca	<b>Program - Walk30 North Vancouver</b> - Walk30 is a campaign coordinated by Better Environmentally Sound Transportation (BEST) through its Living Streets program. The campaign gets people walking for recreation, physical fitness, mental health, and well-being. A steering committee with representatives from municipalities, health authorities, school districts, and other stakeholder groups helps guide and promote the campaign. The program funding will be primarily allocated as labor hours for planning and coordination.	\$0
Dundarave Festival of Lights Society PO Box 91766 West Vancouver, BC V7V 4S1 Mary Markwick, Executive Director 778-847-1426 mary@dundaravefestival.com	<b>Operating</b> - The Dundarave Festival supports the North Shore Shelter through the Forest of Miracles, drawing visitors from across the region. They are an active participant in the North Shore Homelessness Task Force. Funding would offset costs of travel, staff and deliveries.	\$0
Ecowaves Community Volunteer Club #125 - 10090 152 Street Surrey, BC V3R 8X8 Michelle Yun, Director 604-588-5857 cnbedu@gmail.com	<b>Operating</b> - This non-profit aims to recruit secondary students who are interested in giving back to the community and provide them with safe, meaningful volunteer opportunities. Funding is requested for tools, safety vests and consumables to keep student volunteers safe.	\$0
		<b>\$128,100</b>

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The Corporation of **THE CITY OF NORTH VANCOUVER**  
**FINANCE DEPARTMENT**

**REPORT**

To: Mayor Linda Buchanan and Members of Council

From: Larry Sawrenko, Chief Financial Officer

Subject: TEMPORARY LOAN AUTHORIZATION BYLAW, 2022, NO. 8904

Date: May 4, 2022 File No: 05-1760-01-0001/2022

*The following is a suggested recommendation only. Refer to Council Minutes for adopted resolution.*

**RECOMMENDATION**

PURSUANT to the report of the Chief Financial Officer, dated May 4, 2022, entitled "Temporary Loan Authorization Bylaw, 2022, No. 8904":

THAT "Temporary Loan Authorization Bylaw, 2022, No. 8904" be considered.

**ATTACHMENTS**

1. "Temporary Loan Authorization Bylaw, 2022, No. 8904" (CityDocs [2174428](#))

**BACKGROUND**

Council endorsed the HJCRC Financial Strategy at their Regular meeting of January 31, 2022. That strategy included temporary borrowing from the Municipal Finance Authority ("MFA") at the maximum amount permitted under the City's assent free zone. Five years after the initial draw, temporary MFA borrowing must be repaid in full, either refinanced with long-term borrowing (sale of debenture) or repaid from other sources (i.e. from land sale proceeds, etc.). The HJCRC Financial Strategy planned for this temporary MFA borrowing is to be repaid from the disposition of the Harry Jerome Neighborhood Lands ("HJNL") in 2025.

On April 5, 2022, the Ministry of Municipal Affairs approved the maximum amount of the City's assent free borrowing at \$109 million. Council then adopted "Harry Jerome Community Recreation Centre Loan Authorization Bylaw, 2022, No. 8909" on April 11,

2022. This HJCRC Loan Authorization Bylaw is for the long-term MFA borrowing needed should the disposition of the HJNL not materialize as planned and the City's temporary borrowing needs to be refinanced. A Temporary Loan Authorization Bylaw is also required to implement the HJCRC Financial Strategy.

## DISCUSSION

The purpose of the Temporary Loan Authorization Bylaw is to allow the City to draw funds from the MFA only as required during HJCRC construction and at daily floating interest rates, which are typically lower than long term rates. The MFA's long-term interest rates, depending on the term selected, are approximately 3.3-3.7%. The daily floating interest rates available from the MFA are currently 1.4%. Borrowing by way of a temporary facility during construction is expected to reduce the City's total interest costs versus the option of going directly to a long-term MFA debt facility.

Consideration of this Temporary Loan Authorization Bylaw is one of many steps in securing the required debt financing. The remaining steps in the process to obtain MFA-administered short-term temporary debt are shown below:

Action	Performed By	Completion Date
One month quashing following adoption of original Loan Authorization Bylaw	No action	May 11
Application for Certificate of Approval from the Inspector of Municipalities	Staff	May 12
Three readings of the Temporary Loan Authorization Bylaw	Council	May 16
Final reading of the Temporary Loan Authorization Bylaw	Council	May 30
Certificate of Approval issued	Inspector of Municipalities	May 30*
Temporary Loan Application submitted to MFA	City Staff	May 31
Review of loan application and preparation of loan agreement	MFA	June 7*
Loan agreement executed and closing	City Staff	June 10

\* Estimated, subject to Inspector of Municipalities and MFA

## **FINANCIAL IMPLICATIONS**

The related temporary debt and debt servicing costs are included in the City's 2022-2026 Financial Plan.

## **INTER-DEPARTMENTAL IMPLICATIONS**

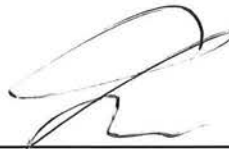
The Temporary Loan Authorization Bylaw has been reviewed by the City Solicitor.

## **STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS**

The securing of debt financing supports the replacement of the HJCRC, which supports Council's vision to be the Healthiest Small City in the World and multiple objectives of the OCP, including:

- Goal 5.2, support, enhance and maintain recreation as a vital aspect of a healthy community, and
- Goal 5.3, provide a variety of public spaces for community engagement and stewardship.

RESPECTFULLY SUBMITTED:



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Larry Sawrenko  
Chief Financial Officer



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THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8904

**A Bylaw to authorize temporary borrowing for the purpose of the design and construction of a new Harry Jerome Community Recreation Centre.**

**WHEREAS** it is provided by S. 181 of the *Community Charter* that the Council may, where it has adopted a loan authorization bylaw, without further assents or approvals, borrow temporarily under the conditions therein set out;

**WHEREAS** the Council has adopted “Harry Jerome Community Recreation Centre Loan Authorization Bylaw, 2022, No. 8909”, authorizing borrowing for the purpose of the construction of a new Harry Jerome Community Recreation Centre, in the amount of One Hundred and Nine million dollars (\$109,000,000);

**AND WHEREAS** the sale of debentures, and disposition of the Harry Jerome Neighbourhood Lands, have been temporarily deferred;

**NOW THEREFORE**, the Council of The Corporation of the City of North Vancouver, in open meeting assembled, enacts as follows:

1. This Bylaw shall be known and cited for all purposes as “**Temporary Loan Authorization Bylaw, 2022, No. 8904**”.
2. The Council is hereby authorized and empowered to borrow an amount or amounts not exceeding the sum of One Hundred and Nine million dollars (\$109,000,000), as the same may be required.
3. The form of obligation to be given as acknowledgement of the liability shall be a promissory note or notes bearing the corporate seal and signed by the Mayor and the Corporate Officer.
4. The money so borrowed shall be used solely for the purposes set out in “Harry Jerome Community Recreation Centre Loan Authorization Bylaw, 2022, No. 8909”.

READ a first time on the <> day of <>, 2022.

READ a second time on the <> day of <>, 2022.

READ a third time on the <> day of <>, 2022.

ADOPTED on the <> day of <>, 2022.

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MAYOR

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CORPORATE OFFICER

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 Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**  
**PLANNING & DEVELOPMENT DEPARTMENT**

**REPORT**

To: Mayor Linda Buchanan and Members of Council

From: Anu Garcha, Planning Assistant

Subject: HARMONIZATION OF CITY GUIDELINES FOR TREE PROTECTION

Date: May 4, 2022 File No: 11-5280-20-0009/1

*The following is a suggested recommendation only. Refer to Council Minutes for adopted resolution.*

**RECOMMENDATION**

PURSUANT to the report of the Planning Assistant, dated May 4, 2022, entitled "Harmonization of City Guidelines for Tree Protection":

THAT "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8928" (Update to Development Permit Guidelines to harmonize language with Tree Bylaw, 2022, No. 8888) 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*;

AND THAT the updated language be adopted for the Sustainable Development Guidelines for Rezoning & Development Permit Applications.

**ATTACHMENTS**

1. Sustainable Development Guidelines Amendments, May 2022 (CityDocs [2175754](#))
2. Updates to Streamside Protection Enhancement Development Permit Guidelines, May 2022 (CityDocs [2175746](#))
3. Updates to Harbourside Waterfront Development Permit Area Guidelines (Excerpt), May 2022 (CityDocs [2175747](#))
4. Updates to Moodyville Development Permit Area Guidelines (Excerpt), May 2022 (CityDocs [2175748](#))
5. Updates to Harry Jerome Neighbourhood Lands Development Permit Area Guidelines (Excerpt), May 2022 (CityDocs [2175749](#))
6. Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8928 (CityDocs [2172175](#))

## **PURPOSE**

The purpose of this report is to present for Council's consideration, amendments to the Zoning Bylaw and Sustainable Development Guidelines to harmonize requirements for tree protection and replacement with the City's recently adopted Tree Bylaw.

## **BACKGROUND**

The Tree Bylaw regulates the management of trees in multi-family residential, commercial, civic, industrial, and mixed employment areas in the City with a goal to protect and grow the City's urban canopy.

The City uses Development Permit Guidelines to influence the development of properties beyond standard Zoning regulations. The use of these tools ensures that most new private developments include the protection of existing trees where feasible and result in a net increase of on-site trees.

Council approved Sustainable Development Guidelines that are used for rezoning and development permit applications to demonstrate how a development will contribute to the current and future needs of the community, including protecting and expanding the urban canopy.

## **DISCUSSION**

The Tree Bylaw introduces new measures for tree protection and replacement on private property in the City, prompting minor text updates to City guidelines where trees are referenced. Permitted reasons for tree removal, reporting requirements, permit issuance, tree replacement, and ecological compensation measures require alignment with the Tree Bylaw.

### **Development Permit Guidelines**

Development Permit Guidelines for currently applicable zones within the Tree Bylaw are included for consideration of text amendments at this time. Should the Tree Bylaw authority grow to include lower density zones in the future, staff will bring forward modifications for Council approval at that time.

The Harbourside Waterfront, Moodyville, and Harry Jerome Neighbourhood Lands Development Permit Area Guidelines will require amendments to ensure applications for a Development Permit are accompanied by a certified arborist report should any protected trees be considered for removal. All other requirements within these development permit areas with respect to tree protection and removal are referenced to the Tree Bylaw.



## **Streamside Protection & Enhancement Development Permit Area Guidelines**

Since 2006, local governments are required to protect fish habitat from impacts of development and to respond to the Provincial Riparian Area Regulations. The City's Streamside Protection and Enhancement addresses the provincial legislation and sets requirements for tree replacement.

At present, the guidelines require two replacement trees for every hazardous tree removed, whereas the City's Tree Bylaw requires only one replacement tree. In this instance, the provincial requirements take precedent so the hazardous tree replacement requirements will vary for the time being. Staff will track the occurrence of hazardous tree removal outside of riparian areas to determine if amendments to the Tree Bylaw are required.

## **Sustainable Development Guidelines for Rezoning & Development Permit Applications**

The Sustainable Development Guidelines require amendments to reflect requirements for protection of trees on private property in accordance with the City's Tree Bylaw and to identify the number and species of protected trees on the property for similar data collection. This process will help the City maintain better records of trees retained, protected, removed, and replaced within the City. Draft language for the updated Sustainable Development Guidelines has been included for Council's consideration.

In addition, staff use the Sustainable Development Guidelines as a tool to assess development applications to ensure they meet the community's needs.

As part of the development of the draft Climate and Environment Strategy staff are exploring innovative opportunities for more comprehensive updates to the Sustainable Development Guidelines for the purpose of strengthening sustainability outcomes.

## **FINANCIAL IMPLICATIONS**

The proposed Bylaw and Guidelines amendments present no additional costs to the City. With the process improvement and language harmonization, staff resources will be used more effectively, allowing the City to better meet the needs of all applicants for development applications.

## **INTER-DEPARTMENTAL IMPLICATIONS**

Planning and Development staff coordinated with Engineering, Parks, and Environment on the harmonization language.

## STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

- Updating the language in the Development Permit Guidelines and Sustainable Development Guidelines in alignment with the Tree Bylaw supports the OCP goals:
  - 4.2.2 “Address development growth in balance with environmental protection objectives and encourage new developments to minimize environmental impacts”
  - 4.2.5 “Encourage the use of creative design solutions for development that supports and enhances ecosystem health”
  - 4.2.6 “Increase the ratio of productive, permeable green space to hard impermeable surface areas as redevelopment occurs”
  - 4.2.12 “Sustain and expand the urban forest through sound management strategies which enhance their potential as carbon sinks while increasing the health, diversity and resiliency of the City’s natural areas”

## CONCLUSION

By adopting the proposed text amendments, more consistent tree protection and replacement outcomes will be achieved. Because the proposed language amendments to the Zoning Bylaw are in alignment with the Official Community Plan, a public hearing does not need to be held in accordance with the *Local Government Act*.

RESPECTFULLY SUBMITTED:



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Anu Garcha  
Planning Assistant

## II. PREPARING THE SUSTAINABLE DEVELOPMENT GUIDELINES

Applicants are required to submit a response to the Guidelines as a key part of their development application package. Projects are not expected to incorporate all measures in the Guidelines.

For information on underlying City goals and objectives, it is recommended that applicants refer to other relevant City policies such as the OCP, Social Plan, Economic Development Strategy, Transportation Plan, Community Energy and Emissions Plan, Food Strategy and Food Action Plan, as well as others.

The Guidelines address the six capacities that comprise the OCP's Sustainable City Framework, including Natural Systems, Physical Structures / Infrastructure, Local Economy, Human Potential, Social Connections, and Cultural Diversity.

### 1. Natural Systems: The ability of natural systems, both global and local, to

support life. Parks and green spaces help regulate the climate, filter water and air, and provide recreational and aesthetic value. Maintaining healthy natural systems will reduce strain on infrastructure, support local wildlife and enhance quality of life for community members.

Replace crossed out text with the following:  
Number and Species of each Tree on Private Property Removed or Retained, in accordance with the "Tree Bylaw, 2022, No. 8888". Indicate the Number and Species of each Tree to be planted in proposal.

	Y	N	N
<b>LANDSCAPE</b>			
<del>Private Trees Retained or Added in proposal (indicate number of each)</del>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Green Roof / Wall	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Majority Native Species Landscaping	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Habitat Restoration (butterfly, bird-friendly, naturalized areas)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community Gardens*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
50% or More Edible Landscaping for Common Space	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Water Efficient Irrigation System (drip hose, low-flow nozzles)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rainwater Collection (rain barrel)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reuse of Wastewater	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>HARDSCAPE</b>			
Permeable Paving for Hardscape	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
40%+ Open Site Space (see Zoning Bylaw definition)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Other Sustainability Achievements:</b>			

\*See City of North Vancouver Active Design Guidelines for recommended compliance paths.





# Streamside Protection & Enhancement Development Permit Guidelines

Development Permits for Streamside Protection and Enhancement serve to both streamline and formalize the current process for reviewing development near riparian areas and provide greater protection for natural fish resources.

## 1.0 Purpose

The purpose of these guidelines is twofold:

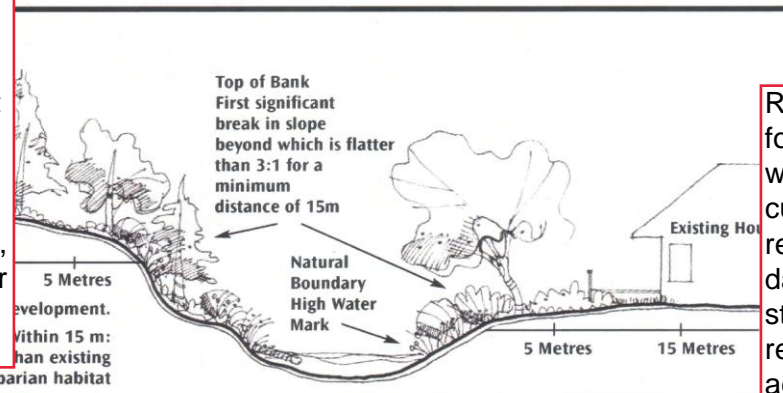
- To provide the owners of affected property and the development community with an outline of the legal requirements to protect riparian areas on privately owned lands; and,
- To clarify the process for approvals associated with developments near riparian areas in the City.

Replace 3.0 viii. with the following: The alteration or removal of high to extreme risk trees assessed by a Qualified Tree Risk Assessor who provides the risk rating, and replanting plan consistent with the Ministry of Environment Tree Replacement Criteria or consistent with the City's "Tree Bylaw, 2022, No. 8888", whichever has a greater replacement ratio.

## Is a Development Permit Required?

A Development Permit for Streamside Protection and Enhancement is required for any work to be done within 10m of a watercourse bank (10m from top of ravine bank), including:

- Construction of any structure or building;
- Installation of an impervious / semi-impervious surface; or
- Landscaping changes, including tree removal.



Replace 3.0 v. with the following: Emergency works, including tree cutting, necessary to remove an immediate danger or hazard, but will still need to follow reporting requirements in accordance with the hazardous removal process outlined in the City's "Tree Bylaw, 2022, No. 8888"

## 3.0 Exemptions:

An owner/applicant may be exempt from the requirement for a Development Permit if:

- Interior renovations or exterior renovations / maintenance of existing buildings involving no additions;
- Activities occurring more than 15 metres from the top of watercourse bank or edge of wetland (10 metres from top of ravine bank);
- Maintenance of existing landscape conditions;
- Construction and maintenance activities carried out by, or on behalf of, the City, designed to enhance the coexistence of natural habitats and public trails;
- ~~Emergency works, including tree cutting, necessary to remove an immediate danger or hazard;~~
- Regular and emergency City maintenance of municipal infrastructure conducted in a manner that is consistent with the objectives of the Development Permit designation;
- The implementation of a fish habitat mitigation or restoration plan authorized by the senior government ministry or agency having jurisdiction; and,
- ~~The alteration or removal of high to extreme risk trees assessed by a Certified Tree Risk Assessor who provides the risk rating, and replanting plan consistent with the current Ministry of Environment Tree Replacement Criteria.~~



**"potential vegetation"** is considered to exist if there is a reasonable ability for regeneration either with assistance through enhancement or naturally, and is considered to not exist on that part of an area covered by a permanent structure;

**"ravine"** means a narrow, steep sided valley that is commonly eroded by running water and with slope grades greater than 3:1;



Replace "tree" definition with the following: "tree" means a woody perennial plant having one or more stems, with at least one stem having a diameter of 10 centimetres or more, measured at 1.3 metres above the natural grade on the uphill side of the tree, and includes the Critical Root Zone.

**"riparian area"** means the area adjacent to a watercourse that may be subject to frequent or seasonal inundation, and includes plant species that are typical of an area with saturated soil conditions, and that are not found on freely drained adjacent land because of the presence of water;

**"streamside protection and enhancement area"** means an area adjacent to a watercourse that links aquatic to terrestrial ecosystems and includes both the riparian area vegetation and the adjacent upland vegetation that exerts an influence on the watercourse, the width of which includes the area within 15m of the top of bank of a watercourse or 10m of the top of bank of a ravine;

**"top of the bank"** means:

- (a) the point closest to the boundary of the active floodplain of a watercourse where a break in the slope of the land occurs such that the grade beyond the break is flatter than 3:1 at any point for a minimum distance of 15 metres measured perpendicularly from the break, and
- (b) for a floodplain area not contained in a ravine, the edge of the active floodplain of a

watercourse where the slope of the land beyond the edge is flatter than 3:1 at any point for a minimum distance of 15 metres measured perpendicularly from the edge;

**"top of the ravine bank"** means the first significant break in a ravine slope where the break occurs such that the grade beyond the break is flatter than 3:1 for a minimum distance of 15 metres measured perpendicularly from the break, and the break does not include a bench within the ravine that could be developed;



~~"tree" means a woody perennial plant usually having a single stem which has a diameter of at least 5 centimetres when measured from a height of 15 centimetres above the natural grade of the land.~~

**"watercourse"** means a creek, pond, lake, river, stream, or brook, whether usually containing water or not and any spring or wetland that is integral to a watercourse;

**"wetland"** means land that is inundated or saturated by surface or groundwater at a frequency and duration sufficient to support and under normal conditions that supports vegetation typically adapted for life in saturated soil conditions, including swamps, marshes, bogs, fens, estuaries and similar areas that are not part of the active floodplain of a watercourse.





## 5.0 Basic Information Requirements

Replace 5.1, g. with the following: An arborist report written by a certified arborist showcasing all trees within 15 metres of the top of the watercourse bank or edge of wetland OR within 10 metres of top of ravine bank, highlighting those that will be affected/removed by proposed development.

g. Information to demonstrate existing conditions (baseline information)

h. A plan to scale, preferably 1/8 inch to 1 foot or larger, showing North arrow and contour intervals;

i. Properties and adjacent streets and rights of way;

j. Features including watercourses, wetlands and top of bank;

k. Streamside Protection and Enhancement Areas identified in accordance with the Development Permit Guidelines for Streamside Protection and Enhancement;

l. Proposed development including locations and dimensions of existing buildings, driveways, motor vehicle parking areas and landscaping; and

- g. ~~All trees within 15 metres of the top of the watercourse bank or edge of wetland OR within 10 metres of top of ravine bank, highlighting those that will be affected/ removed by proposed development.~~

### 5.2 Detail the proposed development including:

- Locations and dimensions of proposed buildings, driveways, motor vehicle parking areas and landscaping;
- Conceptual building elevations; and
- Points of vehicular ingress and egress.

### 5.3 Provide an analysis prepared by a Registered Professional Engineer or a Registered Professional Geotechnical Engineer to confirm that the proposed development is consistent with the applicable Development Permit conditions and to identify mitigation measures that are consistent with the applicable Development Permit conditions.

Replace 5.5 with the following: Provide written assessment by a Qualified Tree Risk Assessor, confirming the condition of any trees proposed for removal, including recommended replacement species and size in compliance with current Ministry of Environment's Tree Replacement Criteria or the City's Tree Bylaw, whichever has a greater replacement ratio.

### 5.4 Provide a Sediment and Erosion Control Plan, as defined in the Development Permit System Protection Bylaw, 2003, No.7541. Sediment control measures must be in place prior to any disturbance of soils during site preparation and must remain in place until project completion.

### 5.5 ~~Provide a written assessment by a Certified Tree Risk Assessor, confirming the condition of any trees proposed for removal, including recommended replacement species and size in compliance with the current Ministry of Environment's Tree Replacement Criteria.~~

### 5.6 As outlined in Section 6(c) of the Development Procedures Bylaw, 2001, No.7343, additional information, such as a Survey by a BCLS and a Landscape Plan by a BCSLA and other additional information may be required in order to accurately assess the impact of a proposed development on the Streamside Protection and Enhancement Area.

## 6.0 Fees

When submitting a Development Permit Application for Streamside Protection and Enhancement Areas, the following fees are applicable:

Obtain a Development Permit (DP) for Streamside Protection and Enhancement:

Exemption from DP (alteration or removal of high to extreme risk tree).....	\$25.00
Minor DP (Landscape, Accessory Building or Accessory Structure).....	\$50.00
Full DP (Principal Building in any Zone).....	\$350.00
Full DP with Variance (Variance to Zoning or not meet Guidelines).....	\$1,700.00

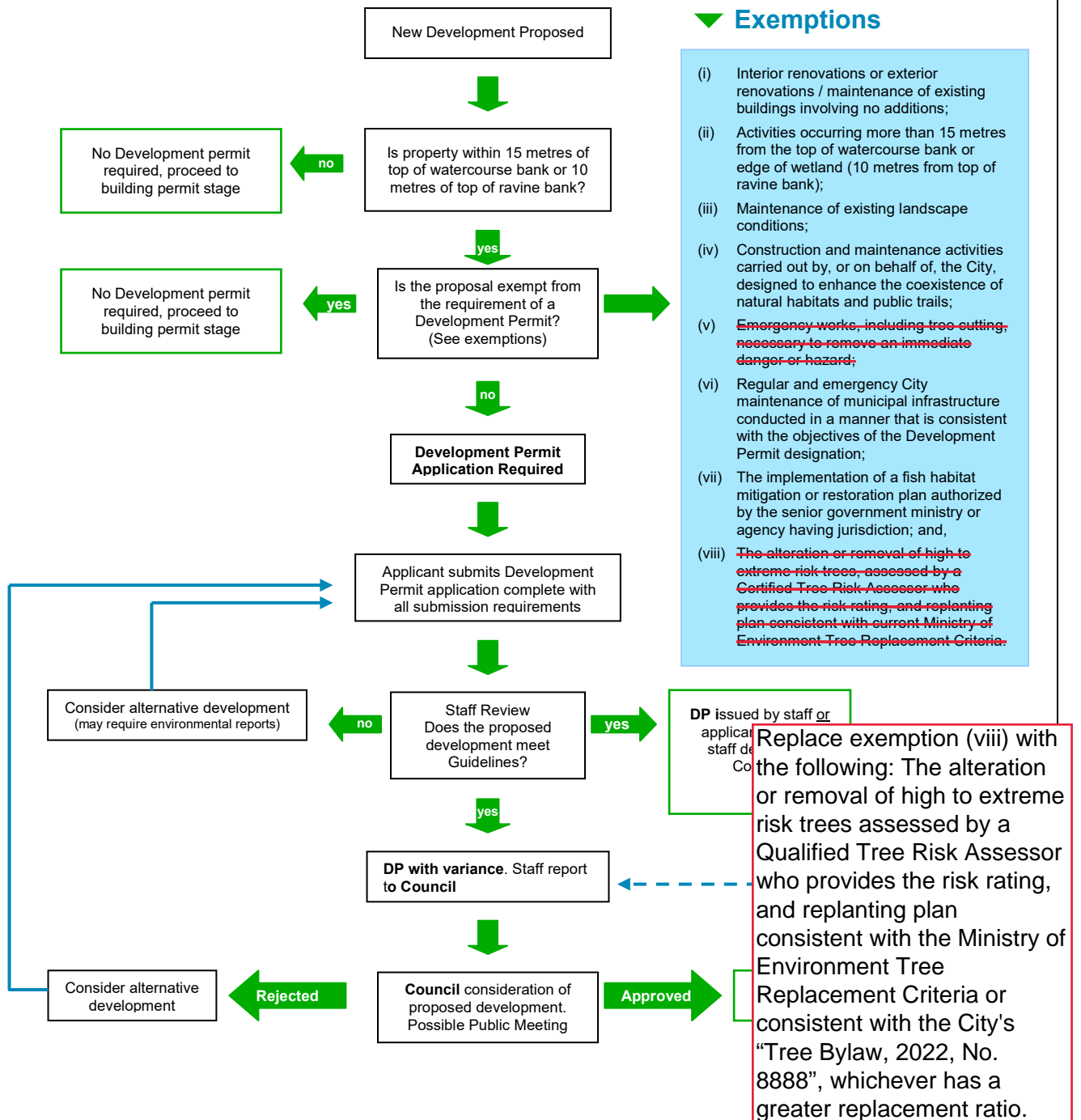


## 7.0 Development Permit Process

This chart outlines the Development Permit (DP) process. Throughout the process, staff will be available to work with applicants to ensure an understanding of the process and to answer any questions regarding the process or whether you need a permit. If you have any questions, please do not hesitate to contact staff.

Once a Development Permit is obtained, you may proceed to the building permit stage.

Replace exemption (v) with the following:  
Emergency works, including tree cutting, necessary to remove an immediate danger or hazard, but will still need to follow reporting requirements in accordance with the hazardous removal process outlined in the City's "Tree Bylaw, 2022, No. 8888".



Every application for a Development Permit must be accompanied by:

- 1) Plans demonstrating:
  - a. the proposed location of all buildings and structures;
  - b. the proposed siting of parking areas, and mobility networks and access (walking, bikes, cars, transit);
  - c. the extent and nature of existing and proposed landscaping, ~~including details of trees to be maintained or proposed to be planted;~~
  - d. the proposed exterior finish, materials, and colour of buildings and roofs;
  - e. the proposed location, number, dimension and type of signage;
- 2) Preliminary engineered frontage drawing
- 3) Detailed descriptions about the how the development will meet the following requirements:
 

Add an "f." under 1) which will state the following: A certified arborist report if any protected trees are planned to be removed detailing, trees retained, proposed to be planted, and reasons for removal to comply with the City's "Tree Bylaw, 2022, No. 8888".

  - a. energy performance requirements;
  - b. adaptable design requirements;
  - c. flood management and sea level rise requirements, including any such requirements included in covenants registered on title to the property which is the subject of the development permit application;
  - d. community amenities requirements associated with that particular phase of the development as outlined within the legal agreements on title;
- 4) A summary report outlining transportation indicators and the monitoring plan results from previous phases of construction;
- 5) A synopsis of design intent indicating how the proposal meets the objectives of the overall community, as well as the role it plays in its specific site location in relation to the precinct characteristics; and
- 6) A drawing showing how proposed phase will contribute to the overall Public Art Plan.

Applicants are required to provide a checklist or statement indicating how their proposal complies with the Guidelines. Where some element of the design does not comply with a Guideline, a justification describing the divergence and the reason must be provided.

The City will require security to ensure the installation and maintenance of landscaping in compliance with the Guidelines. All Development Permit applications must include a professional landscape plan prepared by a Landscape Architect (BCSLA).

- Minor external renovations to existing buildings which do not significantly alter the footprint or exterior character of the building;
- Road or utility works or landscaping within a dedicated road right of way or strata road; and/or
- Green space or trail improvements.

In addition, minor exterior renovations to an existing building which do not significantly alter the footprint or character of the building may be exempted from Development Permit requirements at the discretion of the Director of Community Development.

## 2.3 SUBMISSION REQUIREMENTS

Every application for a Development Permit must be accompanied by relevant development information in the form prescribed by the City. This information includes, but is not limited to:

- 1) Plans demonstrating the proposed:
  - location of all buildings and structures;
  - siting of parking areas;
  - landscaping and the extent and nature of existing landscaping, ~~including details of trees to be maintained or proposed to be planted;~~
  - exterior finish, materials, and colour of buildings and
  - locations of all exterior lighting.
- 2) Detailed description of the compliance of the proposal with
- 3) A checklist indicating the compliance of the proposal with  
does not comply with a Guideline, a justification describing
- 4) Supporting information demonstrating that neighbours within 40 metres (131.2 feet) have been notified.

Add another bullet point under 2.3, 1) which will state the following: A certified arborist report if any protected trees are planned to be removed, detailing trees retained, proposed to planted, and reasons for removal to comply with the City's "Tree Bylaw, 2022, No. 8888".

## 2.4 AMENDMENT

A Development Permit amendment may be required for minor amendments to Development Permits already issued and registered on title, at the discretion of the Director of Community Development.

## 9.2 OPEN SPACE

- Guideline 9.2.1** Apartment Use with any approved site plans; (a) active street frontage; (b) shared circulation; (c) shared green space designed in accordance with the Zoning Bylaw, 1995 Division VII F, 27,986 square feet) should include common outdoor spaces that provide access during the construction of a proposed building or structure; (d) Dead, dying, or hazardous, as confirmed in writing by a Certified Arborist; (e) Directly interfering with utility wires, and not amenable to pruning to address the interference without compromising the health of the tree, as confirmed in writing by a Certified arborist; or, (f) Directly blocking or interfering with sewer or drainage systems, as certified by an accredited plumber or civil engineer;
- Guideline 9.2.2** Apartment Use with any approved site plans; (a) bench seating; (b) opportunity for landscaping that will replace the urban forest over time with replacement ratios consistent with or exceeding the “Tree Bylaw, 2022, No. 8888”.
- Guideline 9.2.3** Provision of public art; and, if trees must be removed, designs should include landscaping that will replace the urban forest over time.

## 9.3 LANDSCAPING

- Guideline 9.3.1** Prominent existing trees and landscape features should be removed only due to the following conditions:
- ~~(a) conflict with utilities and services;~~
  - ~~(b) inability to be reasonably accommodated within the building envelope; or~~
  - ~~(c) confirmation of disease provided by a certified arborist;~~
- ~~and, if trees must be removed, designs should include landscaping that will replace the urban forest over time.~~
- Guideline 9.3.2** All on-site trees and landscape features to be retained should be guarded with industry standard tree-protection fencing through land clearing, demolition and construction phases.

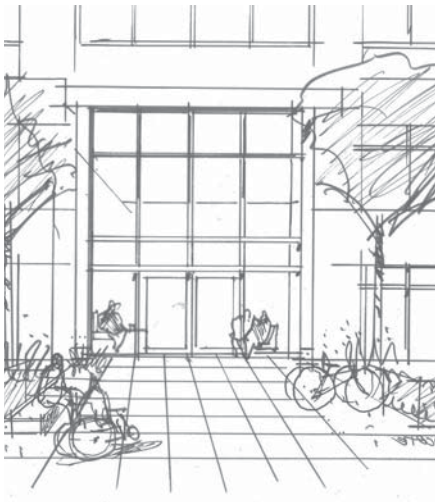


Figure 58. Apartment Use entrance



Figure 59. Mid-block connection



## 1.2 Submission Requirements

Every application for a Development Permit must be accompanied by relevant development information in the form prescribed by the City. This information includes, but is not limited to:

- 1) Plans demonstrating:
  - a. the proposed location of all buildings and structures by use;
  - b. the proposed siting of parking areas, and mobility networks and access (walking, bikes, cars, transit);
  - c. the extent and nature of existing and proposed landscaping, ~~including indications of trees to be maintained or proposed to be planted;~~
  - d. the proposed character, materials and colour of buildings, roofs and open spaces;
  - e. location of exterior lighting;
  - f. an indication of proposed locations of Fire Department hydrants, clear widths of streets;
  - g. an emergency response plan.

Add an "h." under 1) which will state the following: A certified arborist report if any protected trees are planned to be removed, detailing trees retained, proposed to be planted, and reasons for removal to comply with the City's "Tree Bylaw, 2022, No. 8888".
- 2) Preliminary engineering site plans, if applicable;
- 3) Description of the how the development will comply with the City's:
  - a. energy performance requirements and sustainability goals;
  - b. adaptable design requirements;
  - c. community amenities requirements associated with that particular phase of the development as outlined within the legal agreements on title;
- 4) A summary report outlining transportation management plans;
- 5) A synopsis of design intent indicating how the proposal meets the objectives of the overall community, as well as the role it plays in its specific site location in relation to the precinct characteristics; and
- 6) A Public Art Plan

The landowner or lessee is required to provide a checklist or statement indicating how their proposal complies with the Guidelines. Where some element of the design does not comply with a Guideline, a justification describing the divergence and the reason must be provided.

At Development Permit stages, the City will require security to ensure the installation and maintenance of landscaping in compliance with the Guidelines. All Development Permit applications must include a professional landscape plan prepared by a Landscape Architect (BCSLA).

- 9) Maximize daylight penetration by locating windows high on walls or by using clerestories and light shelves. To limit solar gain in summer months, external solar shading (e.g. recessed balconies, overhangs, and louvers), should be considered, especially on the south and west elevations of buildings. Balance the benefits of reducing solar gains in summer with the benefit of increasing solar gains in the winter by taking advantage of the different seasonal sun angles which can be evaluated through energy modeling.
- 10) Provide enhanced building control systems such as the installation of smart automation technologies such as timers or occupancy sensors, and programmable thermostats.
- 11) Use Energy Star appliances.
- 12) Use high efficiency exterior private realm lighting, such as LEDs, and direct and shade lighting to minimize light pollution and maximize energy service. Energy efficient motion or photo-sensitive technologies should be considered, along with safety and security considerations.
- 13) Provide energy conservation, operation and maintenance information to tenants and residents.
- 14) Reduce water usage with water efficient fixtures and fittings.
- 15) Consider providing energy and water monitoring and metering systems.
- 16) Improve occupant health by reducing or eliminating indoor air pollutants through the choice of healthy building materials.
- 17) Commit to diversion of construction waste per prevailing City policy.
- 18) Establish and implement an appropriate recycling and composting framework to ensure minimum waste production from the community.

### 2.3 Water Conservation

Developments are required to construct—and to report on—stormwater management works treating water from roads and laneways. This infrastructure must be designed to include allowances for climate change in accordance with the City's Subdivision and Development Control Bylaw.

- 1) Reduce stress on existing stormwater infrastructure and protect aquatic ecosystems in order to keep urban watersheds clean, by designing the landscape with sufficient permeable surfaces and native species that will reduce or eliminate runoff.
- 2) On-site stormwater infrastructure (detention ponds, bioswales) on site and located on private (leased) land outside of dedicated public space proves impractical to achieve, maintenance of such infrastructure will be required from the developer and future strata corporation.
- 3) Reduce or eliminate the need for irrigation by designing the landscape with drought-resistant native species.
- 4) ~~Retain as many existing healthy trees as practical on the site.~~

Replace 2.3, 4) with the following:  
Retain existing healthy trees on the site wherever possible. A Tree Removal Permit must first be issued for any protected tree removal, and removal must comply with the City's "Tree Bylaw, 2022, No. 8888".

- Guideline 3.2.9

~~Retain as many existing, healthy trees as practical across the entire site. Where mature existing trees are required to be removed, indicate where replanting will occur, providing space within the development for new significant trees. Retain all healthy trees on the west side of the site. Provide a tree retention plan, identifying trees that will be retained.~~
- Guideline 3.2.10

~~Refer to the City's arborist's report on recommendations for removal of large trees. Trees shall be replaced at a replacement ratio of 3:1. New tree planting regime should be of sufficient standard to ensure that new trees will grow. This includes minimum standards for caliper size, soil volume, etc.~~

3.3 Building Envelope

- Guideline 3.3.1

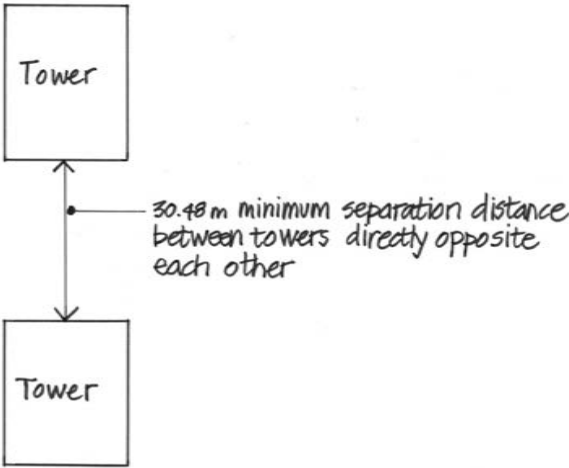
Building siting and orientation shall be consistent with the Harry Jerome Community Recreation Center and the HJCRC and the new park.
- Guideline 3.3.2

A maximum of two towers (any height) shall be located on the site: with the northernmost tower being the lower, to differentiate the towers.
- Guideline 3.3.3

The towers shall be located towards the east side of the site, decreasing across the site towards the west side.
- Guideline 3.3.4

Figure 5

A minimum separation distance of 30.48 m (100 ft.) should be maintained between the extreme corners of towers that are directly opposite one another. A minimum separation distance of 24.38m (80 ft.) will be considered provided the towers are sufficiently offset to minimize overlook and direct views into each other. Refer to Fig. 5 below.



Replace Guideline 3.2.10 with the following: Refer to the City's arborist report on recommendations for removal of large trees. Trees shall be replaced at a minimum replacement ratio of 3:1, and will require the payment of an ecological compensation fee as per the "Tree Bylaw, 2022, No. 8888". New tree planting regime should be of sufficient standard to ensure that replacement trees will grow and have healthy establishment. This includes minimum standards for caliper, size, soil, volume, etc. that can be referred to in the ANSI A300 Standard Guidelines and in the City's "Tree Bylaw, 2022, No. 8888".

Figure 5. Minimum separation distances between towers

# THE CORPORATION OF THE CITY OF NORTH VANCOUVER

## BYLAW NO. 8928

### A Bylaw to amend “Zoning Bylaw, 1995, No. 6700”

The Council of The Corporation of the City of North Vancouver, in open meeting assembled, enacts as follows:

1. This Bylaw shall be known and cited for all purposes as **“Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8928” (Update to Development Permit Guidelines to harmonize language with “Tree Bylaw, 2022, No. 8888”)**.
2. “Zoning Bylaw, 1995, No. 6700” is amended as follows:
  - A. In Division VII – Development Permit Guidelines, by amending the “Streamside Protection and Enhancement Development Permit Area Guidelines”, “Harbourside Waterfront Development Permit Area Guidelines”, “Moodyville Development Permit Area Guidelines” and “Harry Jerome Neighbourhood Lands Development Permit Area Guidelines” as follows:
    - (1) Streamside Protection & Enhancement Development Permit Guidelines:
      - (a) In Section 3.0 Exemptions, by deleting:
        - v. Emergency works, including tree cutting, necessary to remove an immediate danger or hazard;
 and replacing with the following:
        - v. Emergency works, including tree cutting, necessary to remove an immediate danger or hazard, but will still need to follow reporting requirements in accordance with the hazardous removal process outlined in the City's “Tree Bylaw, 2022, No. 8888”.
      - (b) In Section 3.0 Exemptions, by deleting:
        - viii. The alteration or removal of high to extreme risk trees assessed by a Certified Tree Risk Assessor who provides the risk rating, and replanting plan consistent with the current Ministry of Environment Tree Replacement Criteria;
 and replacing with the following:
        - viii. The alteration or removal of high to extreme risk trees assessed by a Qualified Tree Risk Assessor who provides the risk rating, and replanting plan consistent with the Ministry of Environment Tree Replacement Criteria or consistent with the City's “Tree Bylaw, 2022, No. 8888”, whichever has a greater replacement ratio.

- (c) In Section 4.0 Definitions, by deleting:

“tree” means a woody perennial plant usually having a single stem which has a diameter of at least 5 centimeters when measured from a height of 15 centimeters above the natural grade of the land;

and replacing with the following:

“tree” means a woody perennial plant having one or more stems, with at least one stem having a diameter of 10 centimetres or more, measured at 1.3 metres above the natural grade on the uphill side of the tree, and includes the Critical Root Zone.

- (d) In Section 5.0 Basic Information Requirements, 5.1, by deleting:

- g. All trees within 15 metres of the top of the watercourse bank or edge of wetland OR within 10 metres of top of ravine bank, highlighting those that will be affected/removed by proposed development;

and replacing with the following:

- g. An arborist report written by a certified arborist showcasing all trees within 15 metres of the top of the watercourse bank or edge of wetland OR within 10 metres of top of ravine bank, highlighting those that will be affected/removed by proposed development.

- (e) In Section 5.0 Basic Information Requirements, by deleting:

- 5.5 Provide a written assessment by a Certified Tree Risk Assessor, confirming the condition of any trees proposed for removal, including recommended replacement species and size in compliance with the current Ministry of Environment's Tree Replacement Criteria;

and replacing with the following:

- 5.5. Provide written assessment by a Qualified Tree Risk Assessor, confirming the condition of any trees proposed for removal, including recommended replacement species and size in compliance with current Ministry of Environment's Tree Replacement Criteria or the City's Tree Bylaw, whichever has a greater replacement ratio.

- (f) In Section 7.0 Development Permit Process, Exemptions, by deleting:

- v. Emergency works, including tree cutting, necessary to remove an immediate danger or hazard;

and replacing with the following:

- v. Emergency works, including tree cutting, necessary to remove an immediate danger or hazard, but will still need to follow reporting requirements in accordance with the hazardous removal process outlined in the City's "Tree Bylaw, 2022, No. 8888".



(g) In Section 7.0 Development Permit Process, Exemptions, by deleting:

- viii. The alteration or removal of high to extreme risk trees assessed by a Certified Tree Risk Assessor who provides the risk rating, and replanting plan consistent with the current Ministry of Environment Tree Replacement Criteria;

and replacing with the following:

- viii. The alteration or removal of high to extreme risk trees assessed by a Qualified Tree Risk Assessor who provides the risk rating, and replanting plan consistent with the Ministry of Environment Tree Replacement Criteria or consistent with the City's "Tree Bylaw, 2022, No. 8888", whichever has a greater replacement ratio.

(2) Harbourside Waterfront Development Permit Area Guidelines:

(a) In Section 1.1 Introduction 1), by deleting:

- c. The extent and nature of existing and proposed landscaping, including details of trees to be maintained or proposed to be planted;

and replacing with the following:

- c. The extent and nature of existing and proposed landscaping.

(b) In Section 1.1 Introduction 1), by adding the following:

- f. A certified arborist report if any protected trees are planned to be removed detailing, trees retained, proposed to be planted, and reasons for removal to comply with the City's "Tree Bylaw, 2022, No. 8888".

(3) Moodyville Development Permit Area Guidelines:

(a) In Section 2.3 Submission Requirements 1), by deleting:

Landscaping and the extent and nature of existing landscaping, including details of trees to be maintained or proposed to be planted;

and replacing with the following:

Landscaping and the extent and nature of existing landscaping.

(b) In Section 2.3 Submission Requirements 1), by adding the following as a bullet point:

A certified arborist report if any protected trees are planned to be removed, detailing trees retained, proposed to be planted, and reasons for removal to comply with the City's "Tree Bylaw, 2022, No. 8888".

(c) In Section 9.3 Landscaping, Guideline 9.3.1, by deleting:

- (a) conflict with utilities and services;
- (b) inability to be reasonably accommodated within the building envelope; or
- (c) confirmation of disease provided by a certified arborist;

and, if trees must be removed, designs should include landscaping that will replace the urban forest over time;

and replacing with the following:

- (a) Located within the Permitted Building Envelope;
- (b) Located such that the retention of the tree would place unreasonable constraints on development of the parcel to its permitted density, in accordance with any approved site plans;
- (c) Within an area required to provide access during the construction of a proposed building or structure;
- (d) Dead, dying, or hazardous, as confirmed in writing by a Certified Arborist;
- (e) Directly interfering with utility wires, and not amenable to pruning to address the interference without compromising the health of the tree, as confirmed in writing by a Certified arborist;
- or,
- (f) Directly blocking or interfering with sewer or drainage systems, as certified by an accredited plumber or civil engineer;

and, if trees must be removed, designs should include landscaping that will replace the urban forest over time with replacement ratios consistent with or exceeding the "Tree Bylaw, 2022, No. 8888".

(4) Harry Jerome Neighbourhood Lands Development Permit Area Guidelines:

(a) In Section 1.2 Submission Requirements 1), by deleting:

- c. The extent and nature of existing and proposed landscaping, including details of trees to be maintained or proposed to be planted;

and replacing with the following:

- c. The extent and nature of existing and proposed landscaping;

(b) In Section 1.2 Submission Requirements 1), by adding the following:

- h. A certified arborist report if any protected trees are planned to be removed, detailing trees retained, proposed to be planted, and reasons for removal to comply with the City's "Tree Bylaw, 2022, No. 8888".

- (c) In Section 2.3 Water Conservation 4), by deleting:

Retain as many existing healthy trees as practical on site;

and replacing with the following:

Retain existing healthy trees on the site wherever possible. A Tree Removal Permit must first be issued for any protected tree removal, and removal must comply with the City's "Tree Bylaw, 2022, No. 8888".

- (d) In Section 3.2 Site Planning, Guideline 3.2.9, by deleting:

Retain as many existing, healthy trees as practical across the entire site. Where mature existing trees are required to be removed, indicate where replanting will occur, providing space within the development for new significant trees. Retain all healthy trees on the west side of the site. Provide a tree retention plan, identifying trees that will be retained.

and replacing with the following:

Retain existing healthy trees on the site wherever possible and retain all healthy trees on the west side of the site. Where mature, protected trees are required to be removed as per permitted reasons under the City's Tree Bylaw, provide a certified arborist report detailing the trees to be removed, indicate where planting will occur, providing space within the development for new replacement trees. Provide a tree protection plan to identify trees that will be retained and a tree replacement plan.

- (e) In Section 3.2 Site Planning, Guideline 3.2.10, by deleting:

Refer to the City's arborist's report on recommendations for removal of large trees. Trees shall be replaced at a replacement ratio of 3:1. New tree planting regime should be of sufficient standard to ensure that new trees will grow. This includes minimum standards for caliper size, soil volume, etc.

and replacing with the following:

Refer to the City's arborist report on recommendations for removal of large trees. Trees shall be replaced at a minimum replacement ratio of 3:1, and will require the payment of an ecological compensation fee as per the "Tree Bylaw, 2022, No. 8888". New tree planting regime should be of sufficient standard to ensure that replacement trees will grow and have healthy establishment. This includes minimum standards for caliper, size, soil, volume, etc. that can be referred to in the ANSI A300 Standard Guidelines and in the City's "Tree Bylaw, 2022, No. 8888".

- C. This bylaw comes into force and effect upon final adoption by Council, except that the provisions in this bylaw will not apply to any complete development applications submitted to and received by the City prior to final adoption of this bylaw.

READ a first time on the <> day of <>, 2022.

READ a second time on the <> day of <>, 2022.

READ a third time on the <> day of <>, 2022.

ADOPTED on the <> day of <>, 2022.

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MAYOR

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CORPORATE OFFICER

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 Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**  
**PLANNING & DEVELOPMENT DEPARTMENT**

**REPORT**

To: Mayor Linda Buchanan and Members of Council

From: Huy Dang, Planner 1

Subject: REZONING APPLICATION: 407 WEST 16<sup>TH</sup> STREET (BILL CURTIS / KUNTJORO ARCHITECT INC.)

Date: May 4, 2022 File No: 08-3400-20-0044/1

*The following is a suggested recommendation only. Refer to Council Minutes for adopted resolution.*

**RECOMMENDATION**

PURSUANT to the report of the Planner 1, dated May 4, 2022, entitled "Rezoning Application: 407 West 16<sup>th</sup> Street (Bill Curtis / Kuntjoro Architect Inc.)":

THAT Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8929 (Bill Curtis / Kuntjoro Architect Inc., 407 West 16<sup>th</sup> Street, CD-754) 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*;

THAT the community benefits outlined in the report be secured at the applicant's expense;

AND THAT the Mayor and Corporate Officer be authorized to sign the necessary documentation to give effect to this motion.

**ATTACHMENTS**

1. Context Map (CityDocs [#2133857](#))
2. Architectural and Landscape Plans, dated May 2022 (CityDocs [#2175649](#))
3. Public Consultation Summary (CityDocs [#2174920](#))
4. "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8929" (CityDocs [#2133886](#))

## SUMMARY

The purpose of this report is to present, for Council's consideration, a rezoning application for 407 West 16<sup>th</sup> Street to amend the Zoning Bylaw to permit a two-storey triplex contained in one building, with a three-car detached garage and two outdoor parking stalls accessed off the rear lane. The proposal would replace an existing single-detached dwelling that was built in the late 1940s.

## DISCUSSION

### Site Context

The subject site, which is 18.3 metres (60.0 feet) by 42.7 metres (140.1 feet), is located in the Mahon area of the City, along the south side of West 16<sup>th</sup> Street, across from Mahon Park. The area is predominately lower density, but has seen some recent increases in the number of dwelling units while maintaining the lower density scale of the neighbourhood.

The buildings and uses immediately surrounding the subject site are described in Table 1 below.

**Table 1. Surrounding Uses**

Direction	Address	Description	Zoning
North (across W 16 <sup>th</sup> Street)	Mahon Park	Park and recreation space	P-1
South (across rear lane)	410 West 15 <sup>th</sup> Street	2-storey single family Home	RS-2
East	401 West 16 <sup>th</sup> Street and 1551 Jones Avenue	2-storey duplex building	RT-1
West	413-417 West 16 <sup>th</sup> Street	2-storey triplex townhouse	CD-600

### Project Description

The development proposal is for a two-storey triplex with a detached garage at the rear of the subject site. The triplex is contained within a single building. All three units front West 16<sup>th</sup> Street, with the centre unit projecting closest to the street, and the remaining two units set beside and in-behind. All three units are proposing a basement, but no suites or additional units are being considered in this proposal and no exterior access is provided to the basements.

### Planning Analysis

#### Land Use

The subject site is designated Residential Level 2 (R2) in the Official Community Plan (OCP). The R2 designation supports a range of ground-orientated housing, which includes triplexes.

### Density

The proposed Gross Floor Area of 0.5 FSR complies with the maximum permitted density of 0.5 FSR for the R2 designation.

### Proposed Zoning Variances

Proposal would require a rezoning from the existing RS-1 (One-Unit Residential 1) zoning to a Comprehensive Development zone (CD-754) in order to permit the three principal dwelling units within a triplex form and the three-car detached garage, as outlined in Table 2 below.

**Table 2. Requested Changes to the Zoning Bylaw**

	Current Designation/Regulation	Proposed Designation/Regulation
<b>Buildings</b>	One Principal Building	One Principal Building
<b>Use</b>	One-Unit Residential Use	Townhouse Residential Use
<b>Gross Floor Area</b>	Lesser of 0.3 FSR + 93.0 sq. m (1000 sq. ft) or 0.5 FSR For this site, this equates to 327.3 sq. m (3,522.7 sq. ft)	0.5 FSR  For this site, this equates to 390.6 sq. m (4,204.5 sq. ft)
<b>Accessory Building Size (i.e. garage)</b>	Lesser of 0.1 FSR or 55.7 sq. m (600 sq. ft) For this site, this equates to 55.7 sq. m (600 sq. ft)	0.1 FSR  For this site, this equates to 78.1 sq. m (840.9 sq. ft)

No changes are proposed to parking, setbacks, height and other regulations applicable in lower density areas.

### **ADVISORY BODY INPUT**

#### Advisory Design Panel

At their April 21<sup>st</sup>, 2021 meeting, the Advisory Design Panel reviewed and supported the proposal subject to further conditions regarding minor improvements to the exterior layout and functionality of the site, as well as access to the individual units themselves.

Staff are satisfied that the Panel's comments have been addressed, including:

- Revision of the landscaping plan to improve the interface of the units with the front entry and rear yard spaces;
- Better definition of the individual unit entrances off West 16<sup>th</sup> Street;
- Improved privacy between the rear outdoor spaces;
- Relocation of storm water tanks.



## COMMUNITY CONSULTATION

The applicant held their virtual Developer Information Session on December 16, 2020 with three attendees. Two comment forms were received in general support of the project. One of the comment forms expressed concern with the potential energy performance of the building, and the other with the proposed ceiling heights and the building's dark colour pallet.

Given the conformity of the proposal with the Official Community Plan and existing character of the area, staff is recommending that no Public Hearing be held. Should Council wish to refer the application to a Public Hearing, the first active clause in the resolution should be amended to read:

THAT "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8929" (Bill Curtis / Kuntjoro Architect Inc., 407 West 16<sup>th</sup> Street, CD-754) be considered and referred to a Public Hearing;

## COMMUNITY BENEFITS

Standard servicing and stormwater management requirements will apply.

Should Council approve the proposal, the following legal documents would be required for completion prior to final adoption of the Bylaw:

- Servicing Agreement
- Good Neighbour Agreement
- Flooding Covenant

## CONCLUSION

This proposed form and density is consistent with the Official Community Plan, and aligns with the overall character of the surrounding neighbourhood in respect to the design and massing. The subject site's proximity to existing amenities, public transit and active transportation facilities makes it an overall appropriate site for the proposal.

RESPECTFULLY SUBMITTED:



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Huy Dang  
Planner 1

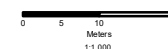


City of North Vancouver

407 W 16th St.

## Legend

-  Subject Site
-  Legal\_Parcels



## DISCLAIMER

This map was produced on the City of North Vancouver's Geographic Information System. Data provided herein is derived from sources with varying levels of accuracy and detail. The City of North Vancouver disclaims all responsibility for the accuracy or completeness of information contained herein.

GIS Division, Information Technology,  
City of North Vancouver

**city**  
of north  
vancouver



# 407 WEST 16th STREET

## Design Rationale

### Background

This application is in support of a rezoning application located at 407 West 16th Street, currently zoned R8-1, to a Comprehensive Development Designation to allow for the construction of a new three unit residential building. The site is a rectangular shape, approximately 8,403.4 square feet (780.68 square metres) in area. It is 60' wide and 140' deep with a gradual grade fall from the north east to south west lot corner. The lot topography is consistent through the entire neighborhood. The lot currently accommodates a single family residence. This proposal is consistent with The City of North Vancouver's housing strategy and the current OCP designation of the site is R-2 allowing for a range of ground oriented housing, located in areas between detached and more intense residential or mixed use areas in the form of duplexes with suites, triplexes and row houses, the adjacent property to the east is zoned RT-1 with a built duplex and to the west is zoned CD with a built triplex. The site is within walking distance to schools, shops and services on Lonsdale and a wide range of recreational facilities. The site is located on the southern edge of the newly renovated Hahn Park and track, Pickle Ball Courts, open park and trails. It is a short walk to the Police Station and Lions Gate Hospital and major transportation services making the entire lower mainland accessible without the need of a car.

### Development Strategy

The owner of the property envisions the development of a Triplex built on a basement and a detached garage. Building three units as opposed to one creates a more affordable building form for young families by distributing the highest building cost, land, between three units. This proposal is a Contemporary design intended to add to the character of an already diverse streetscape.

The building design is a direct response to existing site conditions and orientation. The building shape and massing are intended to reduce the exterior envelope area and building energy intensity while allowing for daylight and ventilation needs. Each unit features livable floor plans and private outdoor living spaces. All units have robust main entrances that are visible from the street. All unit identification and ownership are well defined while providing ample opportunity for social interaction between units at the front and back yards. A three car garage and three additional on grade parking stalls provide ample parking for residents and guests and accessible from the lane.

### Open Space

Open space is perhaps the greatest challenge in site development, providing a clear definition between public and private spaces. Unit 409 has its dedicated open space off of West 16th Street. We have that private space with fencing and landscaping. The front yard dedication is maximized by capturing an optimal area while retaining an open space for access to the two rear units 407 and 411. Unit access is complicated on the north east corner by the need to access parking by both units 407 and 409, in an effort to reduce the volume of hard surfaces, access from the 16th Street sidewalk is offset from the driveway crossing to allow for the space to be broken up with landscaping.

### Crime Prevention

OPTED issues are addressed by a clearly defined delineation between private and public spaces. Landscaping is low and there are no concealed corners in our building design that could otherwise offer spaces for intruders. Landscape lighting and open spaces facilitate easy monitoring of areas surrounding the building.

### Sustainable Building Strategy

The overall sustainable strategy that will be integrated in the design process and decisions are as follows

#### Sustainable Site

Sedimentation control environmental strategies will be employed during construction  
Implementation of alternative transportation strategy by being adjacent to major transportation and cycling routes. Garages have ample area for bicycle storage.  
Use of permeable surfaces in parking area.  
Landscaping and civil designs optimize storm water management

#### Water Efficiency

High performance/efficient plumbing features including low-flow toilets, showers and faucets.  
Drought tolerant landscaping

#### Energy Efficiency

Bolar heated water potential is provided  
Abundance of natural light with large windows  
Energy star appliances  
Energy efficient LED lighting throughout the project  
Energy modelling to assess and verify energy performance and to meet Step Code standards  
Heat recovery ventilation system  
In floor radiant floor heating

#### Material and Resource & Durable Construction

Rain screen envelope design with environmentally friendly materials that provide more sustainable development will be used such as fiber cement panels (durable, not resistant with recycled content and fly ash concrete) and locally sourced Engineered Edge Glued Solid Wood Panels (ex. Silver Panels)

#### Passive Design Strategy

High performance windows (Argon filled with low-e film)  
Maximizing window area on the south elevation to increase solar gain in the winter while reducing solar gain in summer due to generous roof overhangs  
Minimizing window area on the east and west building facades to reduce unnecessary SHG in the summer and to reduce heat loss in the winter.  
Air and moisture tight building envelope design  
Mixed mode ventilation using HRV during the winter only and passive ventilation using operable windows to allow control over indoor thermal comfort and cross ventilation



## 407 WEST 16th STREET Drawing Index

Sheet	Drawing Title
1	Title Sheet
2	Context
3	Site Plan
4	Main Floor Plan
5	Lower Floor Plan
6	Upper Floor Plan
7	Garage Plans
8	Elevations
9	Elevations
10	Colour Elevations
11	Colour Elevations
12	Sections
13	Sections
14	Renderings
15	Shadows
16	Reflected Windows
17	Civil, Erosion and Sediment Control
18	Civil, Grades
19	Civil, Services
20	Civil, Storm Water Management
21	Landscape Plan
22	Survey

SITE DEVELOPMENT DATA	
LEGAL DESCRIPTION	
LOT	4
BLOCK	41
DISTRICT LOT 541	
PLAN	1061
EXISTING ZONE : R81	
PROPOSED ZONING: CD	
LOT AREA : 8,409.0 SQUARE FEET	
SITE COVERAGE :	
PERMITTED : 2,943.15 SQUARE FEET (35%)	
PROPOSED : 2,889.07 SQUARE FEET (34.4%)	
FLOOR SPACE RATIO :	
PERMITTED : 4204.5 SQUARE FEET (50%)	
PROPOSED : 4,198.00 SQUARE FEET (50%)	
GARAGE:	
AREA ALLOWED : 840 SQUARE FEET	
AREA PROPOSED : 704.9 SQUARE FEET	
PARKING:	
REQUIRED : 5 STALLS	
PROVIDED : 6 STALLS	
ELEVATIONS:	
ROOF RIDGE.....	240.32'
*409 TOP OF UPPER FL. WALL.....	238.66'
*407 & 411 TOP OF UPPER WALL.....	236.82'
*409 UPPER FLOOR.....	228.66'
*407 & 411 UPPER FLOOR.....	227.14'
MAIN FLOOR.....	211.93'
LOWER FLOOR.....	207.32'
GARAGE:	
ROOF RIDGE.....	219.11'
TOP OF WALL.....	219.11'
TOP OF SLAB.....	210.1'

#### NOTE

THE GENERAL CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND CONDITIONS PRIOR TO COMMENCING ANY WORK AND REPORT ANY DISCREPANCIES TO THE DESIGNER. THE DESIGNER SHALL NOT BE RESPONSIBLE FOR COSTS INCURRED BY THE OWNER OR CONTRACTOR FOR ANY REASON. THE DESIGNER SHALL NOT BE RESPONSIBLE FOR COSTS INCURRED BY THE OWNER OR CONTRACTOR FOR ANY REASON. THE DESIGNER SHALL NOT BE RESPONSIBLE FOR COSTS INCURRED BY THE OWNER OR CONTRACTOR FOR ANY REASON. THE DESIGNER SHALL NOT BE RESPONSIBLE FOR COSTS INCURRED BY THE OWNER OR CONTRACTOR FOR ANY REASON.

## consultants



## INSPIRATION DESIGN

October 27, 2020 Issued for Rezoning Application

Submissions



Revisions



TITLE SHEET

Drawing

Drawn By B.C. Date MARCH 2020

Scale

Project

407 WEST 16th STREET  
NORTH VANCOUVER

124  
of



WEST 16th looking EAST



SOUTH SIDE OF WEST 16th



NORTH SIDE OF WEST 16th



WEST 16th looking WEST



LANE looking EAST



NORTH SIDE OF LANE



SOUTH SIDE OF LANE



LANE looking WEST



BIRDS EYE VIEW LOOKING SOUTH



CONTEXT PLAN

**NOTE:**  
THE GENERAL CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND LOCATIONS PRIOR TO COMMENCING ANY WORK AND REPORT ANY DISCREPANCIES TO THE DESIGNER.  
THE DESIGNER SHALL BE RESPONSIBLE FOR COSTS INCURRED BY THE OWNER OR CONTRACTOR IN CONNECTION WITH THE REVIEW OF PLANS OR SPECIFICATIONS AFTER THE BUILDING PERMIT HAS BEEN HANDLED BY THE CONTRACTOR. THERE SHALL BE NO LIABILITY ON THE PART OF THE DESIGNER FOR ANY DISCREPANCIES OR ERRORS IN THE PLANS OR SPECIFICATIONS OR FOR ANY OTHER PROJECT WITHOUT THE WRITTEN CONSENT OF THE DESIGNER. FINAL CONTRACT AND THESE DRAWINGS SHALL CONSTITUTE SCHEDULED EVIDENCE OF ACCEPTANCE OF THESE RESTRICTIONS.



## consultants



## INSPIRATION DESIGN



## CONTEXT

Drawing

Drawn By B.C. Date MARCH 2020

Scale 1/4" = 1'-0"

Project

22 401 WEST 16th STREET  
of NORTH VANCOUVER



WEST 16th looking EAST



SOUTH SIDE OF WEST 16th



NORTH SIDE OF WEST 16th



WEST 16th looking WEST



LANE looking EAST



NORTH SIDE OF LANE



SOUTH SIDE OF LANE



LANE looking WEST

consultants



INSPIRATION  
DESIGN



NOTE

THE GENERAL CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND SPECIFICATIONS PRIOR TO COMMENCING ANY WORK AND REPORT ANY DISCREPANCIES TO THE DESIGNER.  
THE DESIGNER SHALL NOT BE RESPONSIBLE FOR COSTS INCURRED TO THE OWNER OR CONTRACTOR THROUGH BORROWS OR OVERRIDES OR PLANS OR SPECIFICATIONS AFTER THE DESIGNER HAS BEEN ISSUED THESE PLANS AND CONCEPTS ARE PROTECTED BY COPYRIGHT AND MAY NOT BE REPRODUCED IN WHOLE OR IN PART WITHOUT THE WRITTEN CONSENT OF THE DESIGNER. THESE PLANS ARE THE PROPERTY OF THE DESIGNER AND NO PART OR PART THEREOF SHALL BE COPIED OR DISCLOSED TO OTHERS OR USED FOR ANY OTHER PROJECT WITHOUT THE WRITTEN CONSENT OF THE DESIGNER. VERBAL CONTACT WITH THESE DRAWINGS SHALL CONSTITUTE CONCLUSIVE EVIDENCE OF ACCEPTANCE OF THESE SPECIFICATIONS.

CONTEXT  
PHOTOS

Drawn By B.C. Date MARCH 2020

Scale 1/4" = 1'-0"

Project

407 WEST 16th STREET  
NORTH VANCOUVER

324  
of



# WEST 16th STREET

consultants



INSPIRATION  
DESIGN

604-365-9191

JONES AVENUE

MAY, 2022 Elevations and Renderings  
Corrected  
JAN, 2022 Team Review Revisions submitted  
June, 2021 ADP Revisions submitted  
November, 2020 Issued for Reasoning Application  
Submissions

Revisions



Drawing SITE PLAN

Drawn By B.C. Date MARCH 2020

Scale: 1/8" = 1'-0"  
Project

401 WEST 16th STREET  
NORTH VANCOUVER

## SITE DEVELOPMENT DATA

### LEGAL DESCRIPTION

LOT 4  
BLOCK 41  
DISTRICT LOT 541  
PLAN 1061

EXISTING ZONE : R81  
PROPOSED ZONING: CD

LOT AREA : 8,409.0 SQUARE FEET

### SITE COVERAGE :

PERMITTED : 2,943.15 SQUARE FEET (35%)  
PROPOSED : 2,551.03 SQUARE FEET (30.4%)

### FLOOR SPACE RATIO :

PERMITTED : 4,204.5 SQUARE FEET (50%)  
PROPOSED : 4,203.63 SQUARE FEET (50%)

### GROSS FLOOR AREA:

6,415.31 SQUARE FEET

### GARAGE:

AREA ALLOWED : 840 SQUARE FEET  
AREA PROPOSED : 104.3 SQUARE FEET

### PARKING:

REQUIRED : 1.05 x 3 + (3.15) 3 STALLS  
PROVIDED : 5 STALLS

### BICYCLE PARKING:

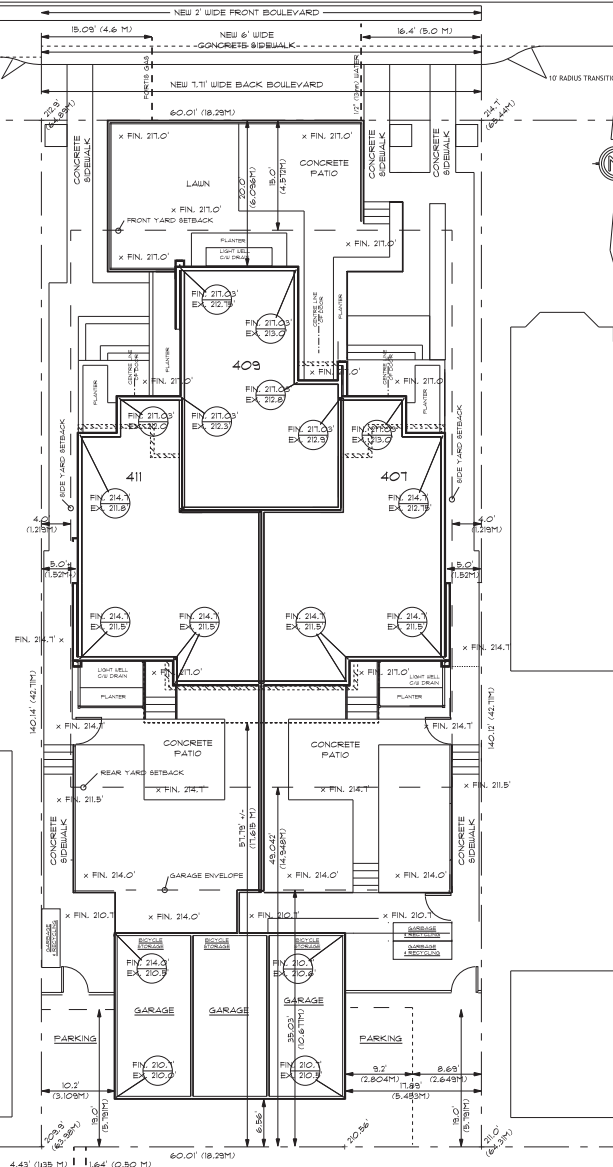
0 to 9 UNIT REQUIRED : 0 STALLS  
PARKING PROVIDED : 2 PER UNIT + 6 STALLS

### ELEVATIONS:

ROOF RIDGE.....240.3'  
\*403 TOP OF UPPER FL. WALL.....238.66'  
\*401 & 411 TOP OF UPPER WALL.....236.82'  
\*403 UPPER FLOOR.....228.66'  
\*401 & 411 UPPER FLOOR.....221.14'  
MAIN FLOOR.....217.53'  
LOWER FLOOR.....201.32'

### GARAGE:

ROOF RIDGE.....220.1'  
TOP OF WALL.....219.1'  
TOP OF SLAB.....210.1'

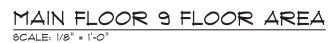


LANE

### NOTE

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4.24  
of







407 & 411	771.45 SF
409	668.8 SF

**NOTE**

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VERBAL CONTACT WITH THESE DRAWINGS SHALL CONSTITUTE CONCLUSIVE AGREEMENT.



**Bill Curtis  
& Associates  
Design Ltd.**

(604) 604-9855  
Phone 604-986-4550  
Fax 604-986-4555  
[billcurtisdesign@gmail.com](mailto:billcurtisdesign@gmail.com)

Harbourfront Business Centre  
5th Floor, 224 West Esplanade  
North Vancouver, BC V7M 3M6

604-365-9191

MAY , 2022	Elevations and Renderings Corrected
JAN. , 2022	Team Review Revisions submitted
June, 2021	ADP Revisions submitted
November, 2020	Issued for Rezoning Application Submissions



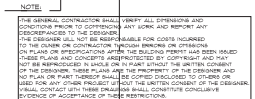
### Revisions



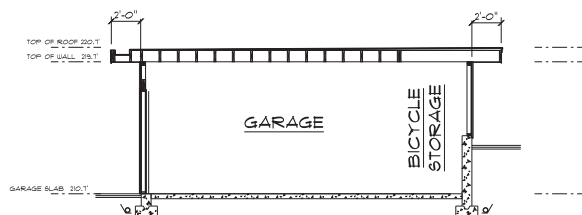
**KUNTJORO**  
ARCHITECTURE INC.  
7557 10<sup>TH</sup> AVENUE, BURNABY, BC - V3N 2S1  
(778)999-0098 | KUNTJORO.ARCH@GMAIL.COM

Drawn By B.C. Date MARCH 2020  
Scale 1/4" = 1'-0" OR AS NOTED

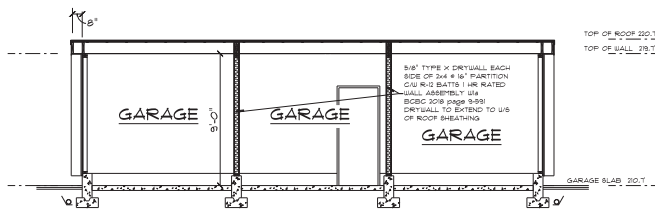
Project  
407 WEST 16th STREET  
NORTH VANCOUVER



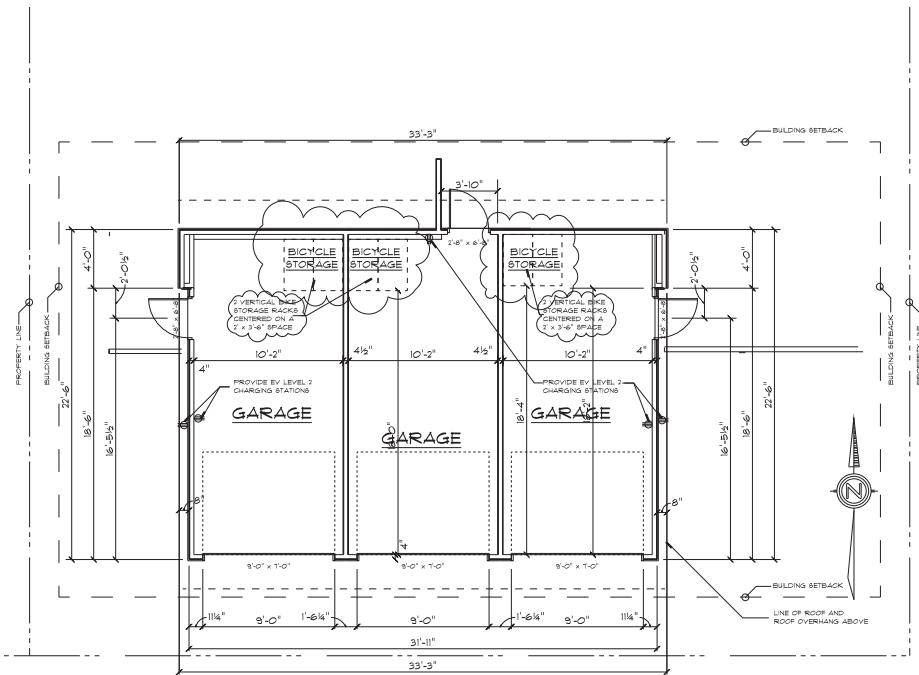
Project  
407 WEST 16th STREET  
NORTH VANCOUVER



SECTION F

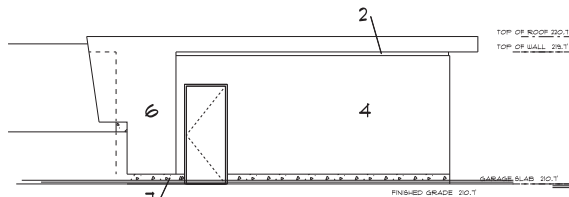


SECTION G

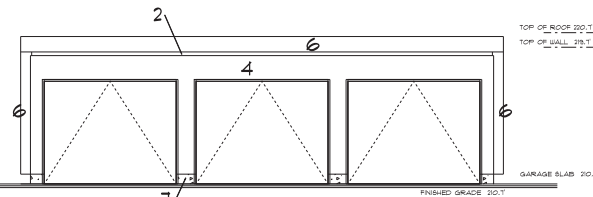


GARAGE PLAN

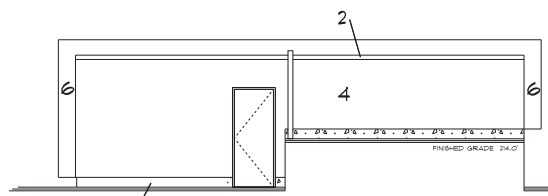
106.99 SQUARE FEET



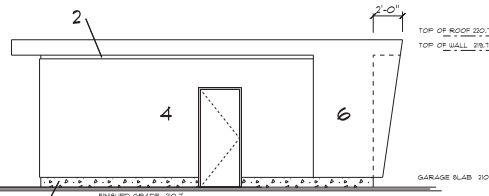
GARAGE WEST ELEVATION



GARAGE SOUTH ELEVATION



GARAGE NORTH ELEVATION



GARAGE EAST ELEVATION

### MATERIAL LEGEND

1	Glass	Light gray tint Windows, Glass Doors, Deck and Safety guard panels
2	Reveal	Painted Sherwin Williams SW6256/ Tricorn Black
3	Fiber Cement Panel	TuftBlock Steel Colour (finishes finished to match)
4	Fiber Cement Panel	Metallic Series combination of Ribbed / Non Ribbed, Ivory
5	Fiber Cement Panel	Arch Black Series, Grey (finishes finished to match)
6	Cross Laminated Edge-Guard Engineered Solid Panel	Include all soffits
7	Concrete	
8	Window Mullion and Door Colour to match 3	TuftBlock Steel Colour

### NOTE

THE GENERAL CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND ELEVATIONS PRIOR TO COMMENCING ANY WORK AND REPORT ANY DISCREPANCIES TO THE DESIGNER. THE DESIGNER SHALL NOT BE RESPONSIBLE FOR COSTS INCURRED TO THE OWNER OR CONTRACTOR THROUGH ERRORS OR OMISSIONS TO THE OWNER OR CONTRACTOR AFTER THE RELEASED PARTY HAS BEEN ISSUED. CHANGING OR AMENDMENTS AFTER THE RELEASED PARTY HAS BEEN ISSUED SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR AND NOT THE DESIGNER. THE DESIGNER SHALL BE RESPONSIBLE FOR CHECKING AND VERIFYING ALL PLANS AND ELEVATIONS SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR AND NOT THE DESIGNER. THE DESIGNER SHALL BE RESPONSIBLE FOR CHECKING AND VERIFYING ALL PLANS AND ELEVATIONS SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR AND NOT THE DESIGNER. THE DESIGNER SHALL BE RESPONSIBLE FOR CHECKING AND VERIFYING ALL PLANS AND ELEVATIONS SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR AND NOT THE DESIGNER.

### consultants



### INSPIRATION DESIGN

604-365-9191

MAY, 2022	Elevations and Renderings
JAN., 2022	Corrected
June, 2021	Team Review Revisions submitted
November, 2020	ADP Revisions submitted
	Issued for Rezoning Application
	Submissions

Revisions



### GARAGE PLANS

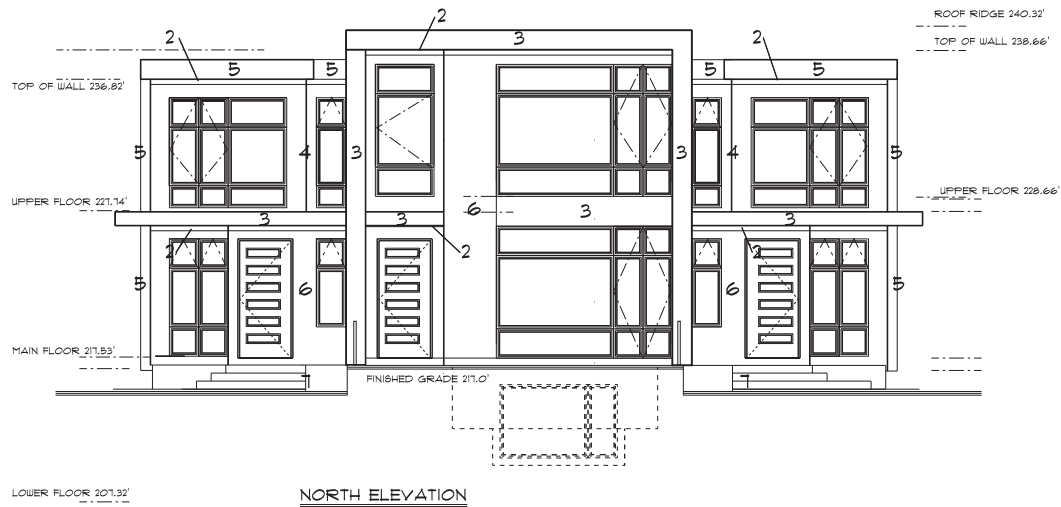
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Scale 1/4" = 1'-0"

Project

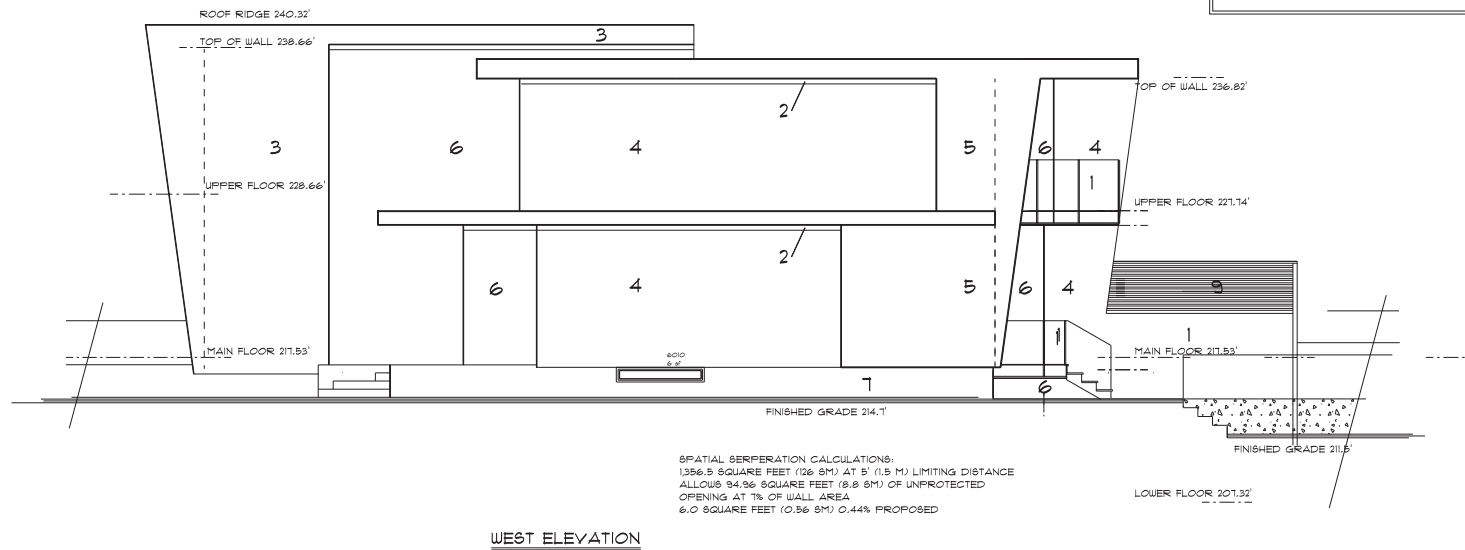
401 WEST 16th STREET  
NORTH VANCOUVER

824  
of



**MATERIAL LEGEND:**

- Glass, light grey tint (All windows, glass doors, and deck / balcony guard panels)
- Reveal, Painted finish Sherwin Williams SW 6258 TRICORN BLACK
- Fiber Cement Panel, TuffBlock Steel colour (metal flashing painted to match)
- Fiber Cement Panel, Metallic Series combination of Ribbed / Non-Ribbed, Ivory
- Fiber Cement Panel, Arch Block Series, Gray (metal flashing painted to match)
- Cross Laminated Edge-Glued Engineered Solid Wood Panel (incl. AB soffit)
- Concrete
- Window mullion and door colour to match 3. TuffBlock Steel colour



**NOTE:**  
 THE GENERAL CONTRACTOR SHALL VERIFY ALL CONDITIONS AND CONDITIONS PRIOR TO COMMENCING ANY WORK AND REPORT ANY DISCREPANCIES TO THE DESIGNER.  
 THE DESIGNER SHALL NOT BE RESPONSIBLE FOR COSTS INCURRED TO THE OWNER OR CONTRACTOR VARIOUS DRAWINGS OR CROSSINGS TO THE GENERAL CONTRACTOR AFTER THE BUILDING PERMIT HAS BEEN ISSUED. THESE PLANS AND CONCEPTS ARE PREPARED BY CONTRACT AND NOT BE APPROVED IN WHOLE OR IN PART SUBJECT TO THE WRITTEN CONSENT OF THE DESIGNER. THESE PLANS ARE THE PROPERTY OF THE DESIGNER AND NO PART THEREOF SHALL BE COPIED, REPRODUCED, OR OTHERWISE USED FOR ANY OTHER PROJECT WITHOUT THE WRITTEN CONSENT OF THE DESIGNER. VISUAL CONTACT WITH THESE DRAWINGS SHALL CONSTITUTE CONCLUSIVE EVIDENCE OF ACCEPTANCE OF THESE RESTRICTIONS.

## consultants



## INSPIRATION DESIGN

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Revisions



## NORTH & WEST ELEVATIONS

Drawing By B.C. Date MARCH 2020

Scale 1/4" = 1'-0"

Project

401 WEST 16th STREET  
 NORTH VANCOUVER

9 of 24



1. Glass, light grey tint (All windows, glass doors, and deck / balcony guard panels)
2. Reveal, Painted finish Sherwin Williams SW 6258 TRICORN BLACK
3. Fiber Cement Panel; TuffBlock Steel colour (metal flashing painted to match)
4. Fiber Cement Panel; Metallic Series combination of Ribbed / Non-Ribbed, Ivory
5. Fiber Cement Panel; Arch Block Series, Gray (metal flashing painted to match)
6. Cross Laminated Edge-Glued Engineered Solid Wood Panel (include all soffits)
7. Concrete
8. Window mullion and door colour to match 3. TuffBlock Steel colour

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Revisions



Drawn By B.C. Date MARCH 2020

Project

Project  
407 WEST 16th STREET  
NORTH VANCOUVER



**MATERIAL LEGEND:**

1. Glass, light grey tint (All windows, glass doors, and deck / balcony guard panels)

2. Reveal, Painted finish Sherwin Williams SW 6258 TRICORN BLACK

3. Fiber Cement Panel; TuffBlock Steel colour (metal flashing painted to match)

4. Fiber Cement Panel; Metallic Series combination of Ribbed / Non-Ribbed, Ivory

5. Fiber Cement Panel; Arch Block Series, Gray (metal flashing painted to match)

6. Cross Laminated Edge-Glued Engineered Solid Wood Panel (incl. All soffit)

7. Concrete

8. Window mullion and door colour to match 3. TuffBlock Steel colour



NORTH ELEVATION



EAST ELEVATION

NOTES

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THESE PLANS AND SPECIFICATIONS ARE PROTECTED BY COPYRIGHT AND MAY NOT BE REPRODUCED IN WHOLE OR IN PART WITHOUT THE WRITTEN CONSENT OF THE DESIGNER. THESE PLANS ARE THE PROPERTY OF THE DESIGNER AND NO PART OR PART THEREOF SHALL BE COPIED, DISCLOSED TO OTHERS OR USED FOR ANY OTHER PROJECT WITHOUT THE WRITTEN CONSENT OF THE DESIGNER. FURTHER CONTACT WITH THESE DRAWINGS SHALL CONSTITUTE CONCLUSIVE NOTICE OF ACCEPTANCE OF THESE RESTRICTIONS.

consultants

**Bill Curtis & Associates Design Ltd.**  
 Phone 604-966-4550  
 Fax 604-966-4555  
 billcurtisdesign@gmail.com  
 Harbourfront Business Centre  
 5th Floor, 224 West Esplanade  
 North Vancouver, BC V7M 3M6

INSPIRATION DESIGN

604-365-9191

MAY, 2022	Elevations and Renderings Corrected
JAN., 2022	Team Review Revisions submitted
June, 2021	ADP Revisions submitted
November, 2020	Issued for Rezoning Application
Submissions	



Revisions

**KUNTJORO ARCHITECTURE INC.**  
 7557 107 Avenue, Burnaby, BC V3N 2S1  
 (778) 899-0288 | info@kuntjoro.com

NORTH & EAST ELEVATIONS

Drawn By B.C. Date MARCH 2020

Scale 1/4" = 1'-0"

Project

11 of 24

401 WEST 16th STREET  
NORTH VANCOUVER



WEST ELEVATION



BUILDING & GARAGE  
SOUTH ELEVATION

NOTE:  
THE GENERAL CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND  
CONSTRUCTIONS PRIOR TO COMMENCING ANY WORK AND REPORT ANY  
DISCREPANCIES TO THE DESIGNER.  
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TO THE OWNER OR CONSTRUCTION DELAYS ARISING OR OTHERWISE  
ON PLANS OR SPECIFICATIONS AFTER THE BUILDING PERMIT HAS BEEN ISSUED.  
THREE PLANS AND CONCEPTS ARE PREPARED BY CONTRACT AND MAY  
NOT BE REPRODUCED IN WHOLE OR IN PART WITHOUT THE WRITTEN CONSENT  
OF THE DESIGNER. THESE PLANS ARE THE PROPERTY OF THE DESIGNER AND  
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LEGAL CONTACT WITH THESE PLANS SHALL CONSTITUTE CONVICTION  
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INSPIRATION  
DESIGN

604-365-9191

MAY, 2022 Elevations and Renderings  
Corrected  
JAN., 2022 Team Review Revisions submitted  
June, 2021 ADP Revisions submitted  
November, 2020 Issued for Rezoning Application  
Submissions

Revisions



SOUTH & WEST  
ELEVATIONS

Drawing

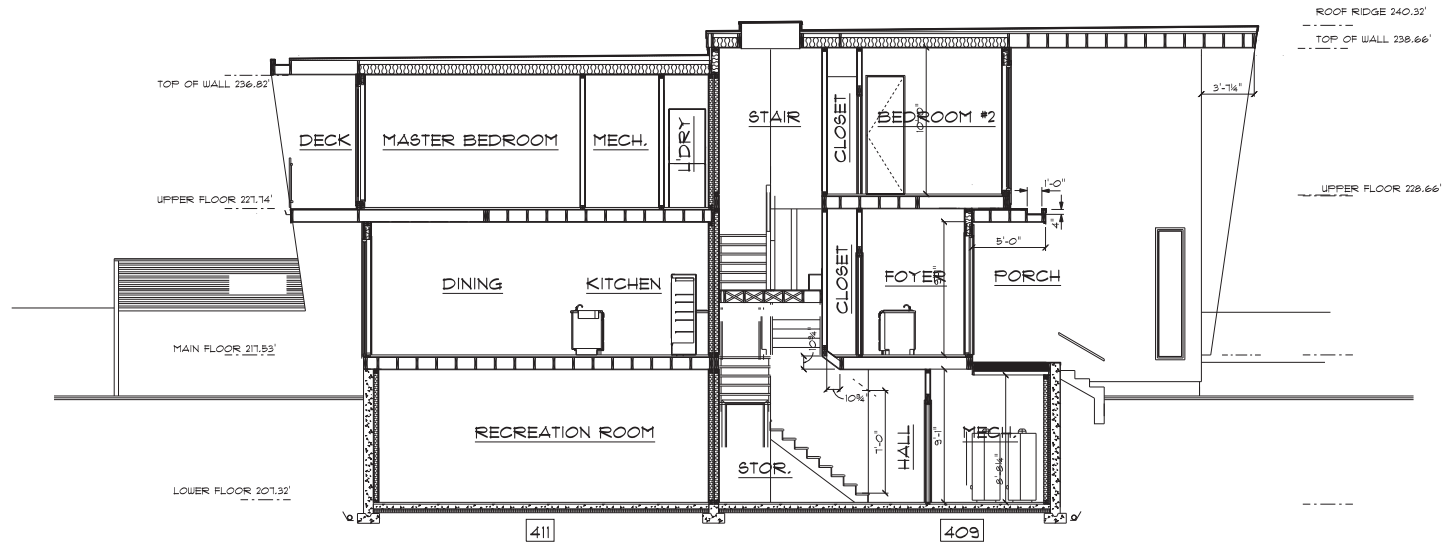
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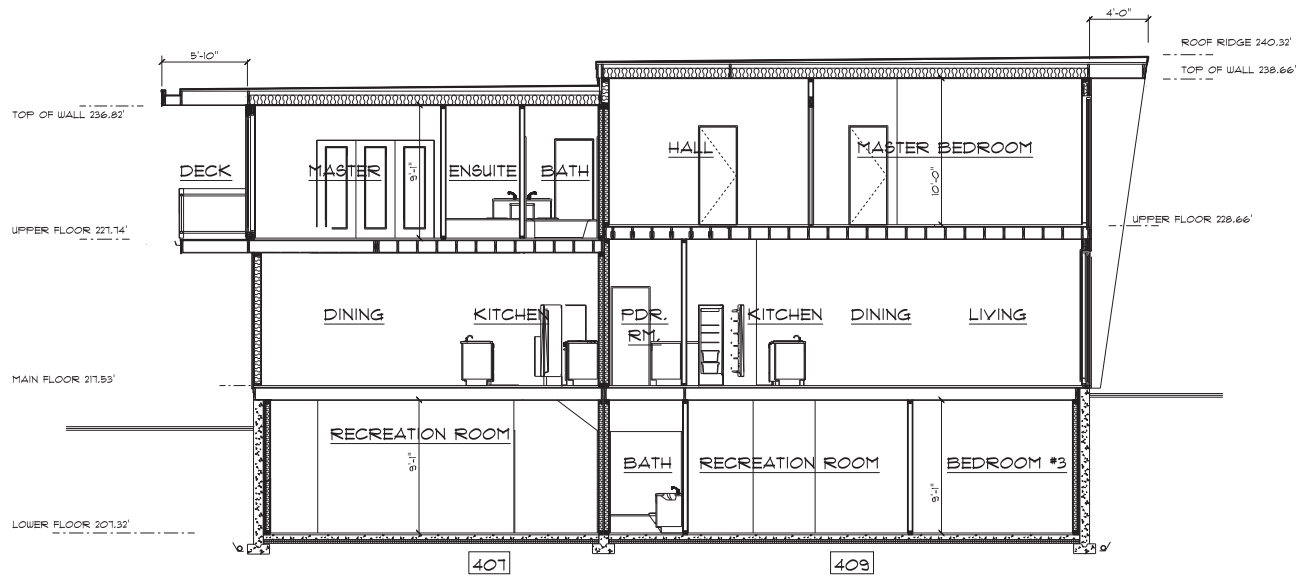
Project

401 WEST 16th STREET  
NORTH VANCOUVER

12 24  
of



SECTION A



SECTION B

NOTE

THE GENERAL CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND CONDITIONS PRIOR TO COMMENCING ANY WORK AND REPORT ANY DISCREPANCIES TO THE DESIGNER.  
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INSPIRATION DESIGN

604-365-9191

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JAN., 2022 Team Review Revisions submitted  
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Revisions



SECTIONS

Drawing

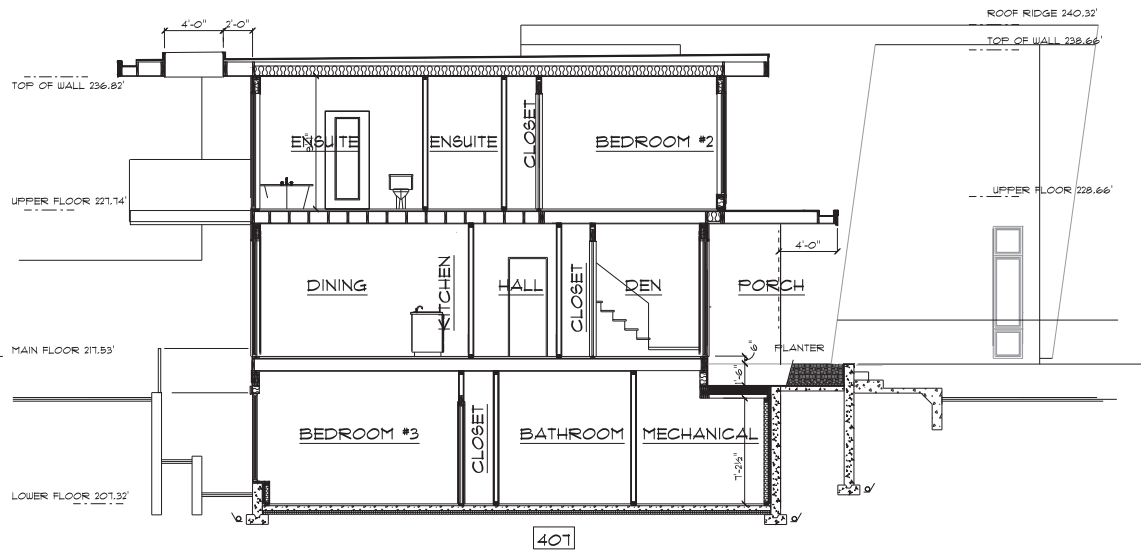
Drawn By B.C. Date MARCH 2020

Scale 1/4" = 1'-0"

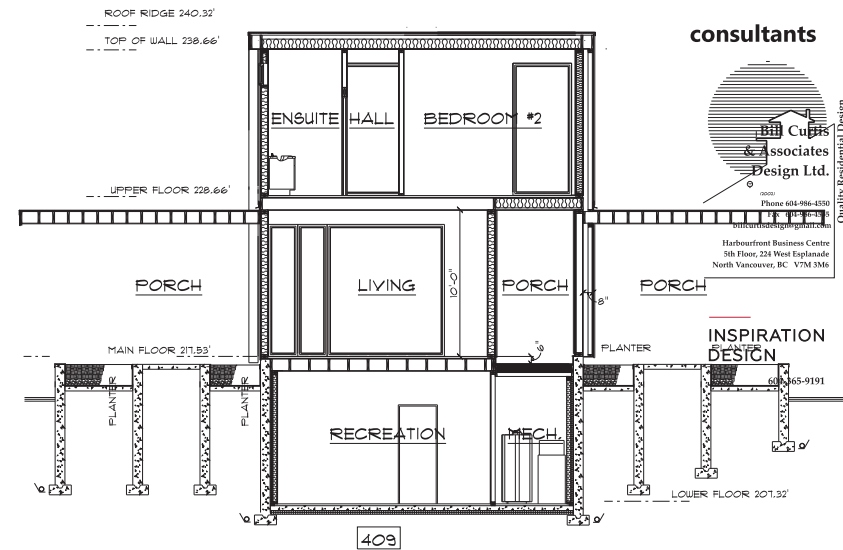
Project

401 WEST 16th STREET  
NORTH VANCOUVER

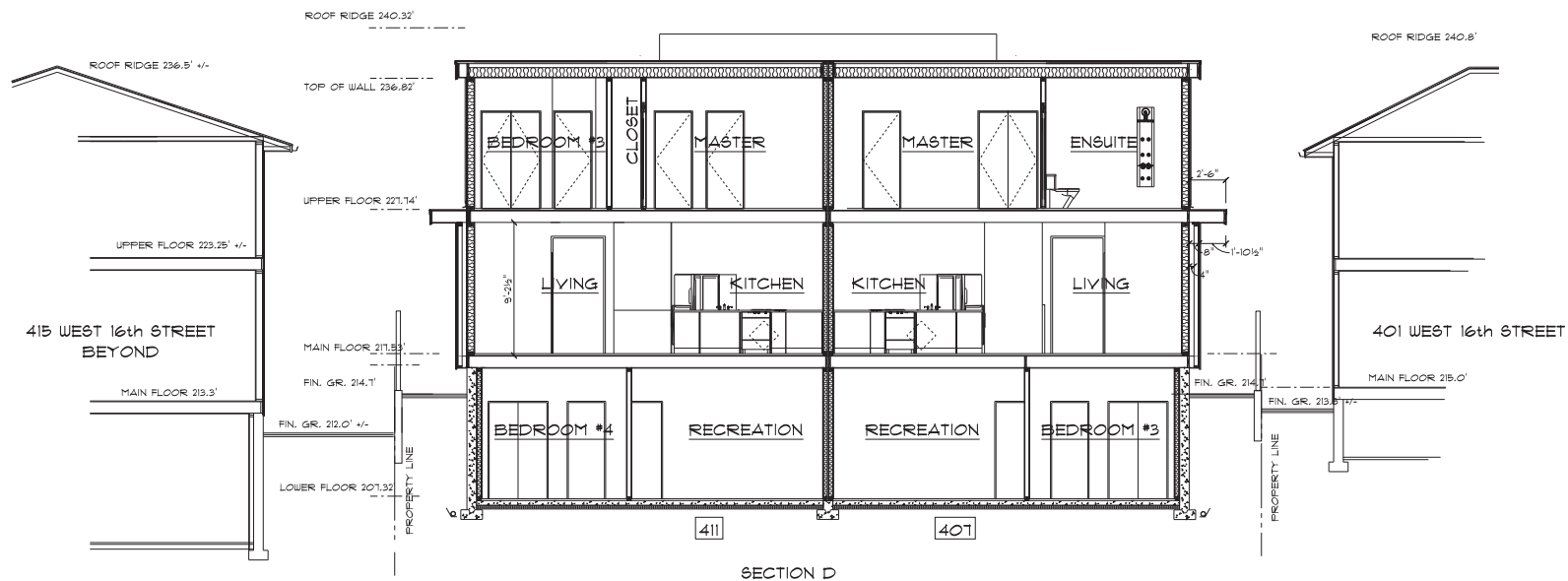
13 24  
of



SECTION C

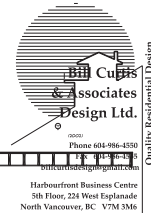


SECTION E



SECTION D

consultants



INSPIRATION DESIGN

MAY, 2022 Elevations and Renderings Corrected  
 JAN., 2022 Team Review Revisions submitted  
 June, 2021 ADP Revisions submitted  
 November, 2020 Issued for Rezoning Application Submissions

Revisions



SECTIONS

Drawing  
 Drawn By B.C. Date MARCH 2020  
 Scale 1/4" = 1'-0"  
 Project

401 WEST 16th STREET  
 NORTH VANCOUVER

NOTE

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1424  
 of





NORTH EAST  
CORNER



NORTH FACE



NORTH WEST  
CORNER



ENTRY TO #401



#409 FRONT YARD



SOUTH EAST BUILDING  
CORNER



SOUTH WEST BUILDING  
CORNER



REAR YARDS



SOUTH WEST SITE  
CORNER



SOUTH EAST  
GARAGE

NOTE:  
THE GENERAL CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND LOCATIONS PRIOR TO COMMENCING ANY WORK AND REPORT ANY DISCREPANCIES TO THE DESIGNER.  
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15 of 24

consultants



INSPIRATION  
DESIGN

604-365-9191

MAY, 2022 Elevations and Renderings  
JAN., 2022 Team Review Revisions submitted  
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Revisions



RENDERINGS

Drawn By B.C. Date MARCH 2020

Scale NOT TO A SCALE

Project

401 WEST 16th STREET  
NORTH VANCOUVER





DECEMBER 21 @ 10 am



DECEMBER 21 @ 12 pm



DECEMBER 21 @ 2 pm



JUNE 21 @ 10 am



JUNE 21 @ 12 pm



JUNE 21 @ 2 pm



MARCH 21 @ 10 am



MARCH 21 @ 12 pm



MARCH 21 @ 2 pm

**NOTE:**  
THE GENERAL CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND CONDITIONS PRIOR TO COMMENCING ANY WORK AND REPORT ANY DISCREPANCIES TO THE DESIGNER.  
THE DESIGNER SHALL NOT BE RESPONSIBLE FOR COSTS INCURRED TO THE OWNER OR CONTRACTOR FOR ANY DISCREPANCIES OR FOR ANY PLANS OR SPECIFICATIONS OR FOR THE BUILDING FORM HAS BEEN ISSUED THESE PLANS AND CONCEPTS ARE PROTECTED BY COPYRIGHT AND MAY NOT BE REPRODUCED IN WHOLE OR IN PART WITHOUT THE WRITTEN CONSENT OF THE DESIGNER. THESE PLANS ARE THE PROPERTY OF THE DESIGNER AND WILL BE FURNISHED TO THE OWNER FOR THE DESIGNER'S USE ONLY. THE DESIGNER SHALL BE CONTACTED TO OBTAIN THE DESIGNER'S PERMISSION TO REPRODUCE OR MODIFY THESE PLANS OR CONCEPTS WITHOUT THE DESIGNER'S PERMISSION, CONTACT WITH THESE ORIGINATOR SHALL CONSTITUTE CONCLUSIVE EVIDENCE OF ACCEPTANCE OF THESE REVISIONS.

## consultants



## INSPIRATION DESIGN

October 27, 2020 Issued for Rezoning Application Submissions



## SUN SHADOWS

Drawing

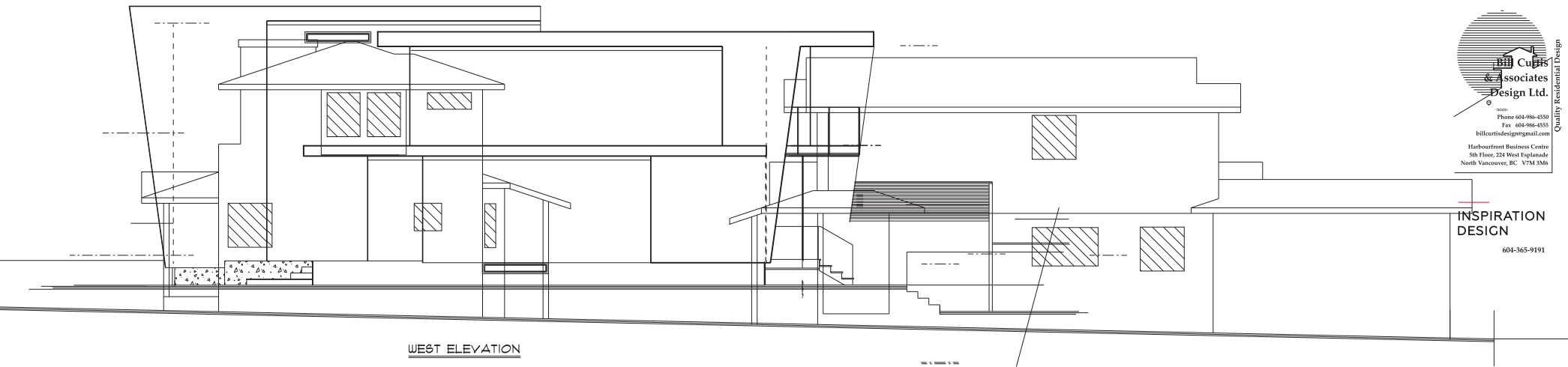
Drawn By B.C. Date MARCH 2020

Scale

Project

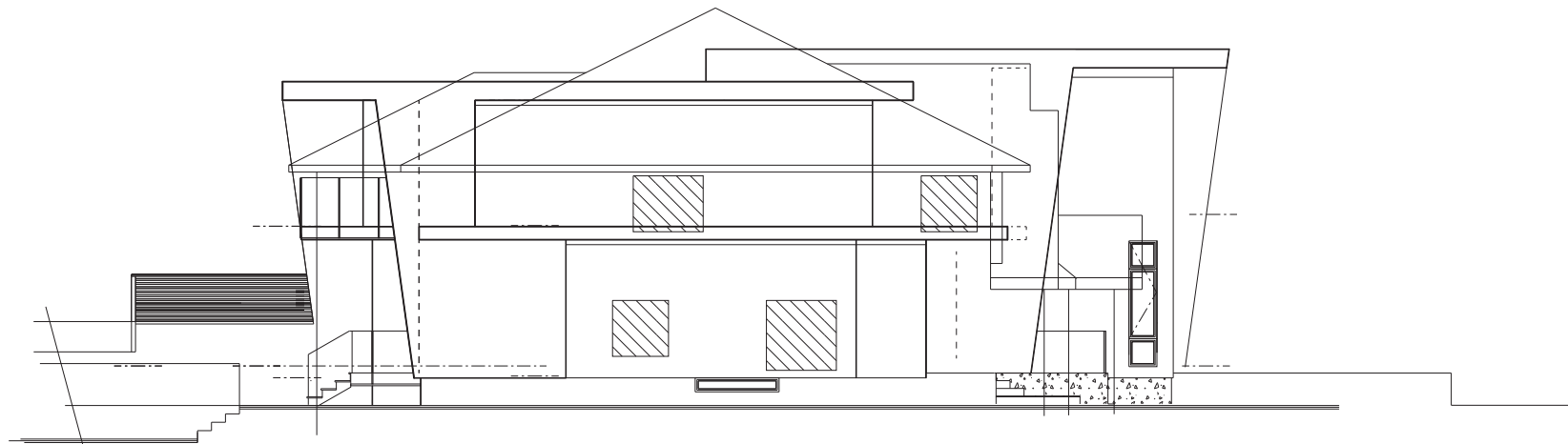
401 WEST 16th STREET  
NORTH VANCOUVER

16 21  
of



WEST ELEVATION

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



EAST ELEVATION

**NOTE:**

THE ORIGINAL CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND LOCATIONS PRIOR TO COMMENCING ANY WORK AND REPORT ANY DISCREPANCIES TO THE DESIGNER. THE DESIGNER SHALL NOT BE RESPONSIBLE FOR COSTS INCURRED TO THE OWNER OR CONTRACTOR THEREAFTER ARISING OR OTHERWISE ON PLANS OR SPECIFICATIONS AFTER THE BUILDING PERMIT HAS BEEN ISSUED. THESE PLANS AND SPECIFICATIONS ARE PROVIDED AS INFORMATION AND NOT TO BE REPRODUCED IN WHOLE OR IN PART WITHOUT THE WRITTEN CONSENT OF THE DESIGNER. THESE PLANS ARE THE PROPERTY OF THE DESIGNER AND NOT TO BE REPRODUCED OR USED FOR ANY OTHER PROJECT WITHOUT THE WRITTEN CONSENT OF THE DESIGNER. FINAL CONSULT WITH THESE DRAWINGS SHALL CONSTITUTE CONCLUSIVE EVIDENCE OF ACCEPTANCE OF THESE REVISIONS.

**consultants**



**INSPIRATION DESIGN**

604-365-9191

MAY, 2022 Elevations and Renderings Corrected  
JAN., 2022 Team Review Revisions submitted  
June, 2021 ADP Revisions submitted  
November, 2020 Issued for Rezoning Application Submissions

Revisions



**REFLECTED WINDOWS**

Drawing B.C. Date MARCH 2020

Scale 1/4" = 1'-0"

Project

401 WEST 16th STREET  
NORTH VANCOUVER

17.24  
of

  
**Bill Curtis  
& Associates  
Design Ltd.**  
Phone 604-986-4550  
Fax 604-986-4555  
billcurtisdesign@gmail.com  
Harbourfront Business Centre  
5th Floor, 224 West Esplanade  
North Vancouver, BC V7M 3M6

WEST ELEVATION

## Revisions



EAST ELEVATION

Drawn By B.C. Date MARCH 2020

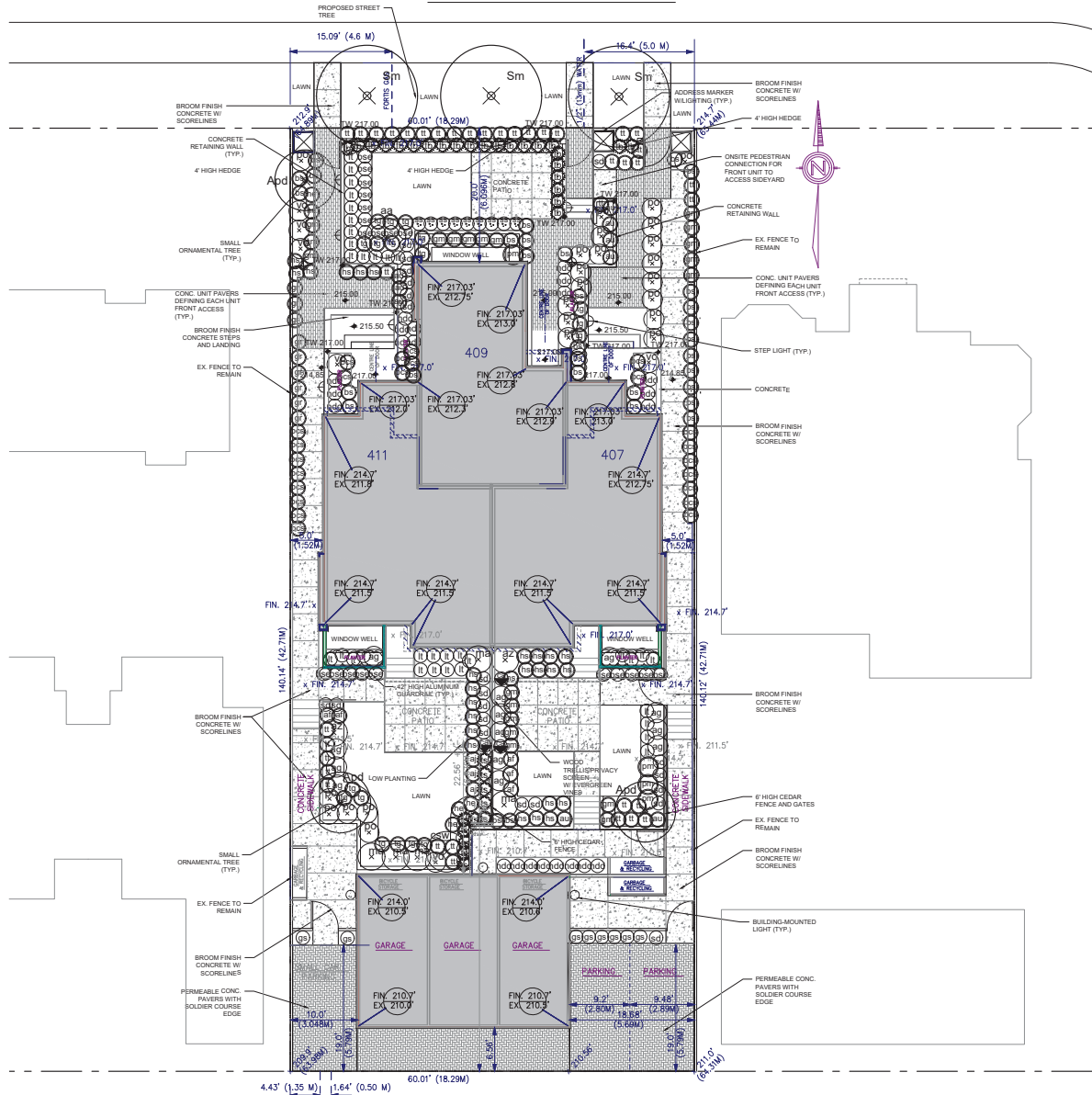
Project

17 24  
of

**NOTE:**

THE GENERAL CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND CONDITIONS PRIOR TO COMMENCING ANY WORK AND REPORT ANY DISCREPANCIES TO THE OWNER IMMEDIATELY. THE GENERAL CONTRACTOR SHALL NOT BE RESPONSIBLE FOR COSTS INCURRED TO THE OWNER OR CONTRACTOR THROUGH BREAKS OR OMISSIONS ON PLANS OR SPECIFICATIONS AFTER THE BUILDING PERMIT HAS BEEN ISSUED. PLANS AND CONCEPTS ARE PROTECTED BY COPYRIGHT AND MAY NOT BE REPRODUCED IN WHOLE OR IN PART WITHOUT THE WRITTEN CONSENT OF THE DESIGNER. THESE PLANS ARE THE PROPERTY OF THE DESIGNER AND WILL BE PART THEREOF. THEY SHALL BE COPIED, DISCLOSED TO OTHERS OR FOR ANY OTHER PURPOSE WITHOUT THE WRITTEN CONSENT OF THE DESIGNER. WRITTEN CONTACT WITH THESE OWNERSHIP SHALL CONSTITUTE CONCLUSIVE EVIDENCE OF ACCEPTANCE OF THESE RESERVOIRATIONS.

# WEST 16th STREET



## LEGEND

- Proposed Tree Planting
- Mixed Plantings of Shrubs, Perennials and Groundcovers
- Evergreen Hedge
- Holland 65mm concrete pavers with soldier course edge by Abbotsford Concrete Products (Natural colour)
- 80mm thick "Aquaave" permeable conc. pavers with soldier course edge by Abbotsford Conc. - Holland pavers (Charcoal colour)
- Broom-finish concrete with scorelines
- Pathway light
- Step light
- Building-mounted light

## NOTES

- All landscape work shall be carried out in accordance with the current edition of the Canadian Landscape Standard published by CSA/CNTA and the contract specification.
- Growing medium in accordance with the current edition of the Canadian Landscape Standard shall be provided to the following minimum depths/dimensions:
  - Grass Areas - 150 mm (6")
  - Shrubs, Groundcovers, Vines & Perennials - 450 mm (18")
  - Trees (Onsite) - Minimum 300 mm (1') of topsoil around the rootball compacted to 85% Std. Proctor Density.
  - Street trees (Offsite) - Min. 100cm. topsoil per tree as per CNV details
- Ensure excavation or fill adjacent to existing trees does not exceed 6" (15cm) depth.
- A low-flow, high efficiency irrigation scheme shall be installed.

407 W16th St. Plant List									
CODE	QTY	BOTANICAL	COMMON	SIZE	SPACING	TYPE	NATIVE		
Ado 3		Acer palmatum 'Dissectum atropurpureum'	Purple Japanese maple	6' #25 pot	as shown	tree	nonnative		
Sm 3		Stewartia monodaphna	Orangebank Stewartia	8m Cal	as shown	tree	nonnative		
ea 1		Amelanchier alnifolia	Serviceberry	#5 pot	as shown	shrub	native		
az 2		Azalea 'Golden Light'	Golden Light Azalea	#3 pot	as shown	shrub	nonnative		
aj 13		Azalea japonica 'Glossum'	Japanese azalea	#2 pot	as shown	shrub	nonnative		
tree 20		Banksia integrifolia 'Sagittalisima'	Variegated Banksia	#2 pot	as shown	shrub	nonnative		
ca 3		Clematis armandi	Clematis armandi	#3 pot	as shown	shrub	nonnative		
cow 1		Cornus sericea 'Winter Gold'	Variegated red osier dogwood	#3 pot	as shown	shrub	native		
l 34		Lavandula angustifolia 'Hedge Purple'	English Lavender	#2 pot	as shown	shrub	nonnative		
ma 5		Mahonia aquifolium	Oregon grape	#3 pot	as shown	shrub	native		
nat 22		Nandina domestica 'Honeydew dwarf'	Honeydew Nandina	#2 pot	as shown	shrub	nonnative		
po 24		Prunus laurocerasus 'Otto Luyken'	Otto Luyken Laurel	#3 pot	as shown	shrub	nonnative		
sd 21		Spiraea densiflora	Mountain Spiraea	#2 pot	as shown	shrub	native		
b 24		Teucrium baccata	Teucrium baccata	#2 pot	as shown	shrub	nonnative		
ts 11		Thuja occidentalis 'Smaragd'	Emerald cedar	1.8 m	as shown	shrub	nonnative		
vd 6		Viburnum davidii	David's viburnum	#3 pot	as shown	shrub	nonnative		
af 5		Aspidistra formosa	Western Columbine	#1 pot	as shown	perennial	native		
aj 3		Astilbe japonica	Astilbe	#1 pot	as shown	perennial	nonnative		
bs 23		Bergenia crotolaria 'Silver Light'	Bergenia	#1 pot	as shown	perennial	nonnative		
gn 20		Geranium macrorrhizum	Hardy geranium	#1 pot	as shown	perennial	nonnative		
gr 9		Geranium 'Russet Picturatum'	Hardy geranium	#1 pot	as shown	perennial	nonnative		
ts 26		Hemerocallis 'Stella d'Oro'	Daylily	#1 pot	as shown	perennial	native		
ho 5		Holcus subulatus 'Hesperis'	Plantain lily	#1 pot	as shown	perennial	native		
l 18		Teucrium grandiflorum	Fringecup	#1 pot	as shown	perennial	native		
l 38		Taraxacum officinale	Groundsel	#1 pot	as shown	perennial	native		
au 9		Arctostaphylos uva-ursi 'Massachusetts'	Sage	#1 pot	as shown	ground cover	native		
gs 8		Gaillardia xanthifolia	Sage	#1 pot	as shown	ground cover	native		
ls 9		Scilla maritima	Blue bell	#2 pot	as shown	perennial	native		
bs 31		Baccharis spicata	Deer fern	#2 pot	as shown	fern	native		
pm 4		Polystichum munitum	Western sword fern	#1 pot	as shown	fern	native		

REVISIONS	
No.	DESCRIPTION
1	08/10/20 PLANTING AND MATERIALS ADDED
2	11/13/20 BIRD-FRIENDLY PLANTING ADDED
3	20/05/21 DRAFT REVIS. PER ADP COMMENT
4	21/05/21 PLANTING REVIS.
5	28/04/22 STREET TREE ADDED PER CNV



PD Group  
Landscape Architecture Ltd.

310, 510, 10000 Road  
Richmond, B.C., Canada V6V 2G9  
P: 604 904 7000

CLIENT  
A-1 Group of Companies Dev (77)  
5615 121A St.  
SURREY, BC

CONSULTANTS  
Bill Curtis & Associates  
Inspiration Design  
Landscape Architect

PROJECT  
Triplex Project  
407 West 16th St.

NORTH VANCOUVER, B.C.

DWG TITLE  
Landscape Plan

DESIGNED	DR	
DRAWN	SK	
CHECKED	DR	
SCALE	1/8" = 1'-0"	
DATE	11 Sept 2020	
PROJECT No.	DWG No.	REV
2007	L - 1	5



December 18, 2020

City of North Vancouver  
141 West 14<sup>th</sup> Street  
North Vancouver, BC V76M 1H0  
Planning Department, Attention Mr. David Johnson

Regarding the DIS held December 16, 2020 from 6:00 until 8:30 PM

Due to the Covid restrictions, this Developer Information Session (DIS) was a virtual presentation enabled by the Zoom Chat Application. The event was advertised by a sign posted on the site, two consecutive newspaper notifications in the North Shore News and be flyers delivered to neighboring residents on Saturday December 12<sup>th</sup>, 2020. More flyers were delivered than required by the City. For similar projects, twenty five to thirty flyers have been delivered and for this project, sixty two were delivered.

There was interest in the project, with little opposition.

Residents who attended included Judith Brooks, Laurie Parkinson, and Andrew Huang. The applicant team attended, including the project Architect, Iwan Kuntjoro, Parastoo Jafari and Bill Curtis. The project developer was unable to attend due to being infected with Covid. He was represented by Darshan Kailla, Raymond Kailla, and Kevin Kaler.

Judith Brooks and Laurie Parkinson are both very concerned with global environmental issues. Because of that they were critical of this project being heated by proposed gas fired appliances and took some time to rationalize there use of heat pumps and to describe the range of heat pumps now available. Andrew Huang attended the meeting and left without giving output. I had mistakenly thought he had been "dropped" from the conference and followed up the next day with an apology and offer to host his own session. He replied Saturday December 19<sup>th</sup> thanking me for the follow up, and expressed no concerns.

The following day I received a phone call from another resident who was unable to attend the DIS. I gave him a verbal description of the project. He supports the project He is Craig Marvin, living at 362 West 15<sup>th</sup> Street.

The neighbors at 401 West 16<sup>th</sup> was unable to attend either but did submit a letter with comments. They support the project but requested the ceiling heights be lowered.

Thank you for your consideration,

Bill Curtis



# THE CORPORATION OF THE CITY OF NORTH VANCOUVER

## BYLAW NO. 8929

### A Bylaw to amend “Zoning Bylaw, 1995, No. 6700”

The Council of The Corporation of the City of North Vancouver, in open meeting assembled, enacts as follows:

1. This Bylaw shall be known and cited for all purposes as “**Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8929**” (Bill Curtis / Kuntjoro Architect Inc., 407 West 16<sup>th</sup> Street, CD-754).
2. Division VI: Zoning Map of Document “A” of “Zoning Bylaw, 1995, No. 6700” is hereby amended by reclassifying the following lots as henceforth being transferred, added to and forming part of CD-754 (Comprehensive Development 754 Zone):

Lots	Block	D.L.	Plan	
4	41	547	1061	from RS-1

3. Part 11 of Division V: Comprehensive Development Regulations of Document “A” of “Zoning Bylaw, 1995, No. 6700” is hereby amended by:

- A. Adding the following section to Section 1100, thereof, after the designation “CD-753 Comprehensive Development 753 Zone”:

“CD-754 Comprehensive Development 754 Zone”

- B. Adding the following to Section 1101, thereof, after the “CD-753 Comprehensive Development 753 Zone”:

“CD-754 Comprehensive Development 754 Zone”

In the CD-754 Zone, permitted Uses, regulations for permitted Uses, regulations for the size, shape and siting of Buildings and Structures and required Off-Street Parking shall be as in the RT-1 Zone, except that:

- (1) One Principal Building containing a maximum of three dwelling units shall be permitted on one Lot;
- (2) The permitted Principal Use on the Lot shall be limited to:
  - (a) One-Unit Residential Use, subject to Section 506(2) of this Bylaw;
  - (b) Two-Unit Residential Use, subject to Section 506(2) of this Bylaw;
  - (c) Townhouse Residential Use subject to Section 506(2) of this Bylaw;
  - (d) Accessory Home Occupation Use, subject to Section 507(6), (7) and (8) of this Bylaw;
  - (e) Accessory Home Office Use; and
  - (f) Accessory Off-Street Parking Use;
- (3) The Principal Building Gross Floor Area shall be limited to 0.5 times the Lot Area;

- (4) Section 514(1) shall be varied to limit the total floor area for all Accessory Buildings on the Lot to no larger than 0.1 times the Lot Area.

READ a first time on the <> day of <>, 2022.

READ a second time on the <> day of <>, 2022.

READ a third time on the <> day of <>, 2022.

ADOPTED on the <> day of <>, 2022.

---




MAYOR

---

CORPORATE OFFICER

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 Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**  
**PLANNING & DEVELOPMENT DEPARTMENT**

**REPORT**

To: Mayor Linda Buchanan and Members of Council

From: David Johnson, Development Planner

Subject: DEVELOPMENT VARIANCE PERMIT APPLICATION FOR 231 EAST 15<sup>TH</sup> ST. AND ZONING TEXT AMENDMENT FOR 319-333 EAST 14<sup>TH</sup> ST., 318-332 EAST 13<sup>TH</sup> ST., 313 EAST 14<sup>TH</sup> ST., 1304-1324 ST. ANDREWS AVENUE (VANCOUVER COASTAL HEALTH / PCL CONSTRUCTORS WESTCOAST INC.)

Date: May 4, 2022 File No: 08-3400-20-0061/1

*The following is a suggested recommendation only. Refer to Council Minutes for adopted resolution.*

**RECOMMENDATION**

PURSUANT to the report of the Development Planner, dated May 4, 2022, entitled "Development Variance Permit Application for 231 East 15<sup>th</sup> St. and Zoning Text Amendment for 319-333 East 14<sup>th</sup> St., 318-332 East 13<sup>th</sup> St., 313 East 14<sup>th</sup> St., 1304-1324 St. Andrews Avenue (Vancouver Coastal Health / PCL Constructors Westcoast Inc.)":

THAT Development Variance Permit PLN2021-00016 be considered for issuance under Section 498 of the *Local Government Act* and no Public Meeting be held;

THAT "Zoning Bylaw, 1995, No 6700, Text Amendment Bylaw, 2022, No. 8930 (Vancouver Coastal Health / PCL Constructors Westcoast Inc., 319-333 East 14<sup>th</sup> Street, 318-332 East 13<sup>th</sup> Street, 313 East 14<sup>th</sup> Street, 1304-1324 St. Andrews Avenue, Amendment to CD-551) be considered under Section 498 of the *Local Government Act* and no Public Hearing be held;

THAT the Mayor and City Clerk be authorized to secure the relevant covenants for off-site parking, secure bicycle parking and short-term bicycle parking for the property at 231 East 15<sup>th</sup> Street at the applicant's expense and as described in this report;

AND THAT notification be circulated in accordance with the *Local Government Act*.

## ATTACHMENTS

1. Context Map (CityDocs [2173346](#))
2. Architectural and Landscape Plans, dated June 14, 2021 (CityDocs [#2175071](#))
3. "Development Variance Permit PLN2021-00016" (CityDocs [2158508](#))
4. "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8930" (CityDocs [2174993](#))

## SUMMARY

Vancouver Coastal Health is seeking amendments to parking and lot coverage to facilitate a new six-storey Acute Care Facility (ACF) at the Lions Gate Hospital campus. The City has received a Development Variance Permit application to vary zoning requirements for lot coverage, secure and short-term bicycle storage and a Zoning Text Amendment application to fulfill a portion of required vehicle parking spaces off-site. The new ACF would accommodate 108 patient rooms, eight universal operating rooms, a mixture of amenities, including an outdoor courtyard on the fourth level, as well as multi-purpose hall and retail services.

This new facility has long been contemplated as part of the hospital's vision of the campus, serving residents of the Vancouver region's north shore and beyond.

## PROJECT DESCRIPTION

### Site Context and Surrounding Use

The proposed development is located at the southern end of the hospital campus, which is surrounded by East 15<sup>th</sup> Street to the north, East 13<sup>th</sup> Street to the south, St. Andrews Avenue to the east and St. Georges Avenue to the west. The subject site is located fronting East 13<sup>th</sup> Street, between the HOpe Centre to the east, and the Paul Myers Tower to the west. The portion of East 13<sup>th</sup> Street fronting the subject site is considered a major pedestrian corridor and has good connections to public transit.

The subject site consists of two separate properties, both owned by Vancouver Coastal Health Authority (Attachment #1). Property lines divide the campus into two, separate parcels located in the south east quadrant of the campus. A "single site" covenant is registered on both titles that prohibits the sale or disposal of one property without the other and without the consent of the City. This covenant allows the City to treat the properties as one for the purposes of zoning and other regulations. A single, comprehensive development zone (CD-551) establishes regulatory requirements for the campus.

The buildings and uses immediately surrounding the subject site are described in Table 1 below.



**Table 1. Acute Care Facility Surrounding Uses**

Direction	Address	Description	Zoning
North	Lions Gate Hospital campus	3 storey Evergreen House	P-1
South (across East 13 <sup>th</sup> Street)	Various	Three storey residential apartment buildings.	RM-1
East	Lions Gate Hospital campus	4 storey HOpe Centre	P-1
West	Lions Gate Hospital campus	7 storey Paul Myers Tower	P-1

The new ACF is proposed on the site of the hospital's first building (the Activation Building) constructed in 1929 and demolished in 2017. Many of the original materials were retained with the intent they be integrated into the ACF project.

### **Project Description**

The new 108 room Acute Care facility is the next stage in the expansion of the Lionsgate Hospital campus to provide critical services for the growing region. The Lionsgate Hospital is the fourth busiest in the Vancouver region. The facility is proposed within a six-storey building with the main entrance off East 13<sup>th</sup> Street and a secondary entrance off East 15<sup>th</sup> Street, adjacent to the main entrance to the Paul Myers Tower and expansion building.

A new entrance and drive-aisle from East 13<sup>th</sup> Street, that features a drop-off and pick up and short-term parking area, fronts the building and provides the main access point. This drive-aisle extends to the west fronting the existing Paul Myers Tower where the existing short term parking area will be reconfigured to provide additional drop-off and pick-up spaces fronting the tower before exiting back onto East 13<sup>th</sup> Street.

Upon entering the new facility, a check-in area, food service and gift shop services are on the main level with elevators to the upper floors of the facility accessing the new patient and operating rooms. For the benefit of patients, the fourth floor includes outdoor space with paths, gardens and some covered elements.

A portion of the required parking is proposed off-site on properties owned by VCH at the north east corner of St. Andrews Avenue and East 13<sup>th</sup> Street. A Covenant as well as a minor text amendment to the CD-551 Zone, would allow and secure off-site parking (Attachment #2).

## **POLICY CONTEXT**

This application seeks to vary lot coverage, secure bicycle parking and short-term bicycle parking from the permitted amount regulated through the Zoning Bylaw. A portion of parking is proposed off-site. The following section describes the policy context and planning implications of the proposed variances and regulatory changes and provides background on previous lot coverage variances on the campus.

### **Official Community Plan**

The subject site is located in the School and Institutional land use designation of the OCP where the purpose is to provide for a range of services to the community, including public care facilities. Schedule A land use designation within the OCP does not stipulate a maximum building height. The project fully conforms with the Official Community Plan.

### **Zoning Bylaw**

The subject site is zoned Public Use and Assembly 1 (P-1) where Civic Use is listed as a primary use and includes public hospitals as one of the allowable uses. The requested variance to the permitted lot coverage of 40% in the P-1 Zone includes all buildings and structures on the Lions Gate Hospital campus.

The Acute Care Facility would increase lot coverage by 8%; however, the HOpe Centre development resulted in an increase of lot coverage by 12%. Combined, the campus would have a total lot coverage of 60%, prompting a variance to be considered by Council. The total lot coverage after the construction of the new facility is not substantially different from the lot coverage prior to the demolition of the Activation Building. The proposed lot coverage variance primarily harmonizes the requirements with development on the site - the intensity of the site's development and lot coverage would not materially change. Stormwater management measures are required as part of the new development.

### **Planning Analysis**

Off-street vehicle parking requirements are calculated at the campus level. The new Acute Care Facility, when added to the existing gross floor area for existing buildings, triggers a requirement of 702 off-street parking stalls for the campus structures as a whole. Once construction of the ACF is complete, 641 stalls will be available on campus. The remainder of the parking will be secured through a covenant to be registered on sites owned by VCH in the 300 block of 13<sup>th</sup> Street East. Should VCH contemplate future plans on the surface parking sites, Staff would review parking requirements at that time and work with VCH to determine replacement locations, if required.

The bicycle storage being proposed for the new facility will fall short of the minimum requirements by 112 short-term stalls and 71 secure stalls. Staff understand that future



phases of development on the LGH campus are envisioning vehicle and secure bicycle parking to address current shortfalls. As an interim measure, VCH has committed to two measures that will help mitigate the shortfall in secure bicycle parking. The first is provision of 10 'lids' to short-term bicycle parking stalls that enable safer locking and longer term storage, and sized to accommodate e-bikes, that is convenient to staff at the ACF. The second is a renovation of the HOpe Centre secure bicycle parking area currently housing 56 secure spaces. Occupancies have been low due to the inaccessibility of the wall-mounted infrastructure for hanging bicycles. Replacement racks that meet current VCH accessibility guidelines are to be provided prior to occupancy of the ACF. Both of these bicycle parking measures will be secured through covenants.

A review of bicycle parking requirements, particularly for larger institutional sites is forthcoming as the current requirements may generate excessive short term parking for this use class. This effort will be completed as part of a broader review of off-street parking requirements for all transportation modes, including vehicles, bicycles, and other devices, as outlined in the Mobility Strategy (adopted by Council in April 2022).

Vancouver Coastal Health has a strategic campus plan dependant on priority and available financing for implementation. Any further redevelopment on the campus would be reviewed by City staff and will be brought to Council should any amendments to Bylaws or Policies be required.

## **Tree Bylaw**

With the reconfiguration of the drop-off / pick-up and short-term parking area fronting East 13<sup>th</sup> Street, some existing trees have been removed to facilitate the new access point adjacent to the existing ramp for ambulances that park underneath the HOpe Centre. This location is required to service the new drop-off and pick-up area to ensure it is large enough to meet the needs of the hospital.

Staff are continuing to work with the applicant on modifications to this area with the intent of retaining as many existing trees as possible. This application was advanced in its review prior the introduction of the current tree bylaw and any changes to meet the bylaw would require substantive changes to the project at this stage. Staff is working with the applicant to find locations for replacement trees on both the subject site and frontage along East 13<sup>th</sup> Street as compensation to the trees that have already been removed. The recently approved tree bylaw grants a one year exemption for in-process applications, and it is projected that a full Building Permit will be made within that period to meet the exemption criteria.

## **ADVISORY BODY INPUT**

### **Integrated Transportation Committee**

The application was received by the Integrated Transportation Committee on September 1, 2021.

The Committee unanimously endorsed the following resolution:

THAT the Integrated Transportation Committee has reviewed the Development Variance Permit application for the Lions gate Hospital site at 231 East 15<sup>th</sup> Street and supports the project. The Committee makes the following additional comments:

- The Committee likes that the proposed main entrance drive-aisle configuration along East 13<sup>th</sup> Street provides for one-way traffic flow only; and
- Suggests having no left-turns when exiting the driveway onto East 13<sup>th</sup> Street.

The applicant has stated that no left turns was the initial intent of the exit and would adjust the plans accordingly.

### **Advisory Design Panel**

The application was received by the Advisory Design Panel on August 11, 2021.

The Panel unanimously endorsed the following resolution:

THAT the Advisory Design Panel has reviewed the Development Permit for 231 East 15<sup>th</sup> Street and recommends approval of the project subject to addressing the following issues to the satisfaction of the Development Planner:

- Further design development of the scale of the massing, materiality and proportion of glazing that faces East 13<sup>th</sup> Street;
- Encouraged to explore additional covered space and potential for heating at the fourth-floor garden amenity; and
- Encouraged to provide additional covered bike parking.

Staff has been working with the applicant on the panel's resolution and is satisfied with the massing fronting East 13<sup>th</sup> Street. The applicant is looking at opportunities to provide some cover to allow for additional heating to the fourth-floor outdoor amenity area as well as investigating more covered areas for short term bike parking, which can be resolved at the campus level.

### **Heritage Advisory Commission**

The application was received by the Heritage Advisory Commission on October 21, 2021.

The Committee unanimously endorsed the following resolution:

THAT the Heritage Advisory Commission, having reviewed the presentation from PCL Construction on behalf of Vancouver Coastal Health for the commemoration of the Original 1929 North Vancouver General Hospital (more recently known as the Lions Gate Hospital Activation Building) through the integration of salvaged building elements



within the construction of a new Acute Care Facility on the Lions gate Hospital Campus, supports the project subject to the resolution of the following items to the satisfaction of City Staff:

- Presentation and location of documentation explaining the commemorative significance of the preserved elements;
- That the elements of both the eyebrow and granite blocks be revisited to determine if there is a more prominent presentation available on site;
- And that the possibility of an overall site information board close to the 13<sup>th</sup> Street entrance be investigated to commemorate the entire site.

In response to the resolution, Staff has been working on a commemoration location for the preserved components of the Activation Building.. The eyebrow and granite blocks are currently located on the fourth-floor outdoor area and Staff is working with the applicant on a more prominent location. Staff are encouraging VCH to consult with local First Nations on the interpretive elements of site commemoration to ensure pre-colonial history is respectfully and accurately acknowledged.

## COMMUNITY CONSULTATION

The applicant held their Virtual Developer Information Session on December 14, 2021 where twelve members of the public attended. Most favored the project and the variance request, where others had concerns over the number of existing on-site trees that would need to be removed to accommodate the building and the new entrance that features a new short term parking arrangement and accompanying drive aisle. Staff have been working with the applicant on the design of the drive aisle and short term parking area to retain as many of existing trees as possible.

As the requested variance is limited to permitting a building permit similar to what has been on the site historically, staff are recommending Council consider approval of the lot coverage variance and that staff continue to work with the applicant on tree retention and final drive aisle configuration.

Should Council wish to hold a Public Hearing, the following active clauses of the resolution should be substituted:

THAT Development Variance Permit PLN2021-00016 be considered for issuance under Section 498 of the *Local Government Act* and the Public Meeting be scheduled;

THAT "Zoning Bylaw, 1995, No 6700, Text Amendment Bylaw, 2022, No. 8930 (Vancouver Coastal Health / PCL Constructors Westcoast Inc., 319-333 East 14<sup>th</sup> Street, 318-332 East 13<sup>th</sup> Street, 313 East 14<sup>th</sup> Street, 1304-1324 St. Andrews Avenue, Amendment to CD-551) be considered under Section 498 of the *Local Government Act* and the Public Hearing be held;



## CONCLUSION

The approval of the development variance permit and accompanying minor text amendment to CD-551 would bring into compliance lot coverage, off-street vehicle parking, secure and short-term bicycle parking variances for the Acute Care Facility.

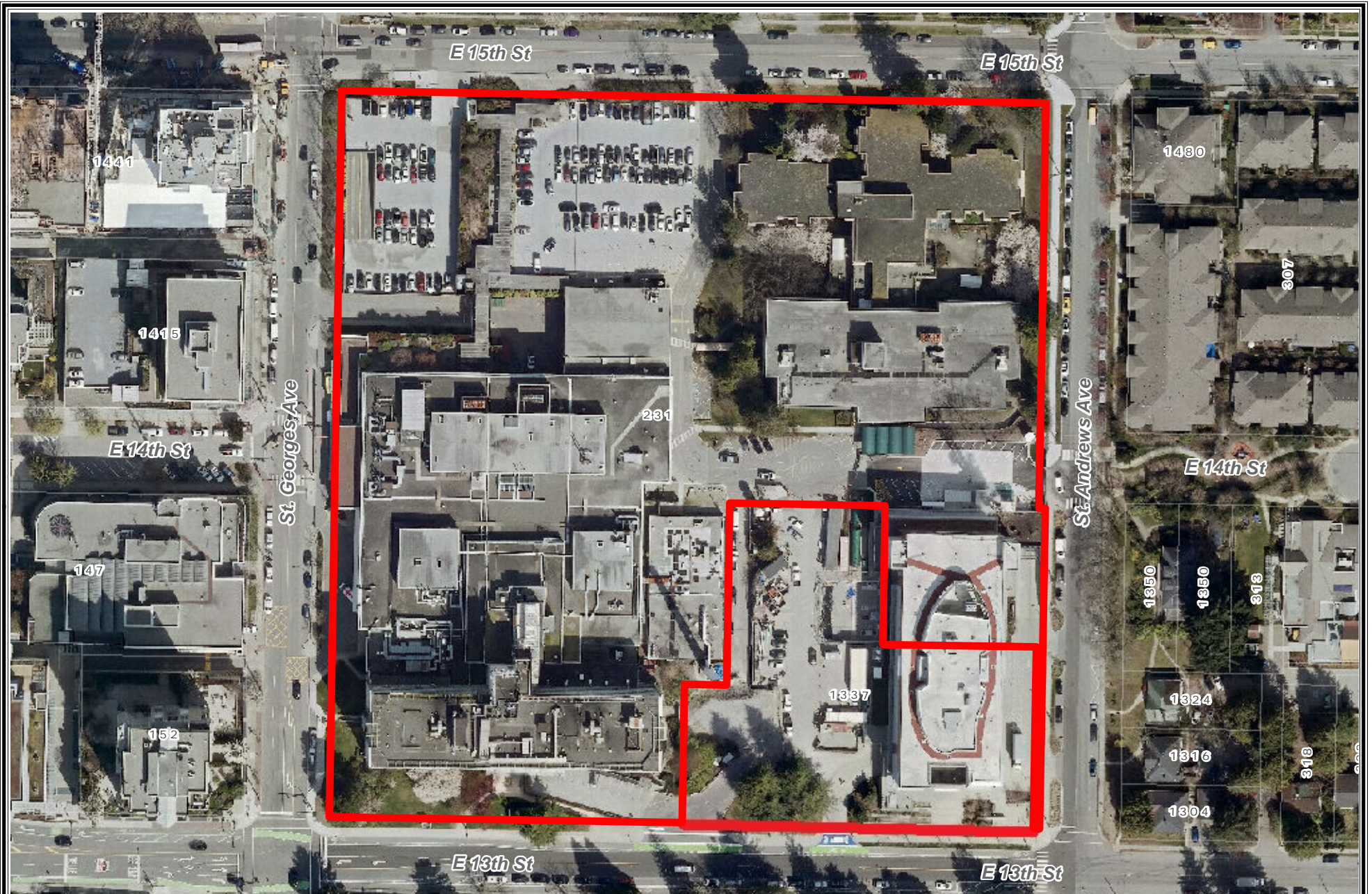
RESPECTFULLY SUBMITTED:



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David Johnson  
Development Planner

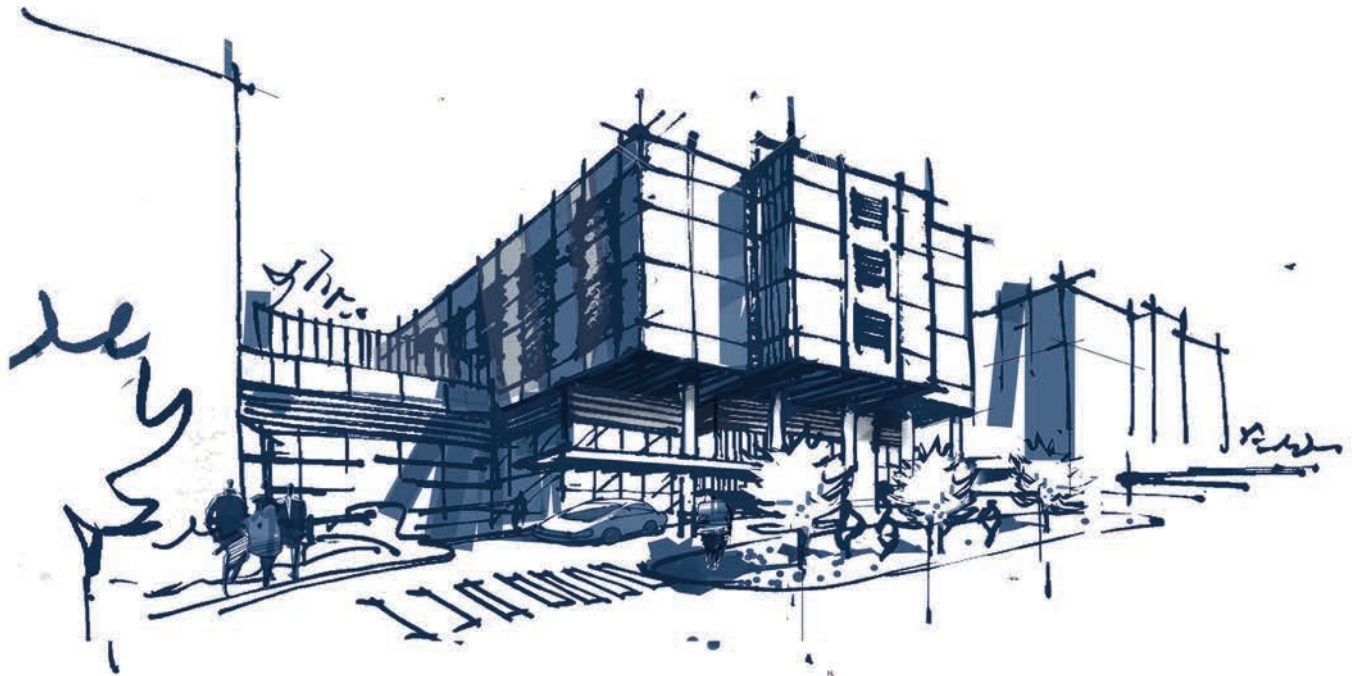






# **LIONS GATE HOSPITAL**

## Phase 03 | Acute Care Facility



## PURPOSE OF REPORT

HDR Architecture Associates, Inc., in collaboration with PCL Constructors Westcoast Inc., is applying to the City of North Vancouver for a development variance permit for Lions Gate Hospital at 231 15th Street East, North Vancouver.

Lions Gate Hospital provides a full range of general and many specialized acute care services. A recognized trauma centre, the hospital has 268 beds, seven operating rooms, and various diagnostic services and equipment. It is the fourth busiest hospital in Vancouver and one of only five neurosurgery centres in British Columbia.

The hospital is part of Vancouver Coastal Health (VCH), the governing authority for several coastal communities, including Vancouver and North and West Vancouver. VCH is responsible for delivering \$4.1 billion in community, hospital and long-term care services to more than one million people in communities including Richmond, Vancouver, the North Shore, Sunshine Coast, Sea to Sky corridor, Powell River, Bella Bella and Bella Coola. VCH also provides specialized care and services for people throughout BC and is the province's healthcare education and research hub. They serve over 1.25 million people --nearly 25% of BC's population. VCH provides a full range of health care services ranging from hospital treatment to community-based residential, home health, mental health and public health services. The proposal for this new build will maintain and enhance the current environment for Lions Gate Hospital through architecture.



**PROJECT TEAM**

At PCL, we have our clients covered, from small renovations to complex billion-dollar projects. PCL redefines full-service and brings expertise across all project types, at all scales and under all procurement models. As innovative solution providers and construction specialists, we have leveraged our expertise to customize the right approach for your project to exceed your expectations. Collaborative, driven and creative, PCL focuses on finding the best way forward and elevating your vision of success. As industry leaders, we model the highest corporate social responsibility standards with an uncompromising commitment to diversity, inclusion, sustainability, and innovation. We collaborate with our clients, partners and communities to build a better future together.



We believe that the way we work can add meaning and value to the world. Ideas inspire positive change. Colouring outside the lines can illuminate fresh perspectives. Small details yield important realizations. Above all, we believe that collaboration is the best way forward. While we are most well-known for adding beauty and structure to communities through high-performance buildings and innovative infrastructure, we provide much more than that. We create an unshakable foundation for progress because our multidisciplinary teams also include scientists, economists, builders, analysts and artists. Our values are embracing our network, listening first, holding ourselves accountable, pushing boundaries, and designing smart.



Hapa Collaborative is a landscape architecture and urban design practice established with placemaking, attentiveness and collaboration in mind. We see each project as an opportunity to partner, dream big and synthesize ideas wrought from many often opposing influences. Hapa's goal is to evoke the poetry of the place and reveal something delightful but perhaps previously unseen. Our experiences in designing vibrant and accessible outdoor spaces for projects such as Hamilton Senior's Housing and the gardens at Holy Family Hospital amplify our understanding of the work's scope to create a welcoming and engaging landscape for the project. We explore new methods and materials, forge new relationships and ultimately create places that people remember.







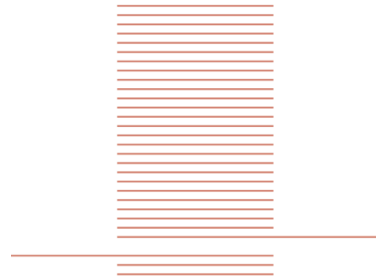
## DESIGN INTENTION

Our design intention is to create a facility that will form an integral part of the community by connecting to the Lions Gate Hospital Campus and surrounding urban context. The quality of the massing, composition, elevations and image work together to contribute to the overall vision of a healthcare function integrated within an urban setting. The proposed design has a contemporary architectural expression. The materiality and form create ease in locating significant destinations, such as department entrances, along primary circulation paths. The landscape that surrounds the built structures takes on a restful, welcoming, hopeful, and refreshing ambiance. An oasis of healing and calm, this design creates a destination public space, providing a social hub for the community. The use of transparency in the façade breaks down the scale of the building, utilizing components such as glazing, canopies, shading systems, and exposed structural elements. The use of natural daylighting, views, fenestration, courtyards, terraces and rooftop gardens expresses a beautiful and strategic articulation. Through these design moves, the architecture creates a cohesive relationship between inside and outside.

We've used warm, inviting, durable, and well-ageing materials on both the interior and exterior. The wood from the trees on-site will be used in the architecture, reflecting the project team's commitment to inclusiveness, equity and accessibility for a multicultural and diverse patient population and their families. Reinforcing these values, accessible and intuitive wayfinding was a crucial indicator in the design process. The proposed architecture connects to the existing buildings at a critical hinge point, informing the primary circulation path—the main concourse functions to aid wayfinding by providing a visual connection between the two main entrances. Simple and straightforward signage and design strategies, including colour, artwork and lighting, all create this intuitive wayfinding. A variety of lighting –soft ambient lighting, accent lighting mixed with the basic lighting for functions and operational tasks- enhances the interior spaces' visual experience. The chosen material palette provides warmth and conveys a non-institutional atmosphere. Each design decision made reinforces the idea of a building that serves the community.

**CONCEPTUAL DRIVERS****INTERSECTION BETWEEN  
TECHNOLOGY & MEDICINE**

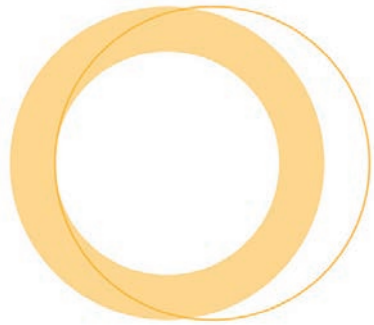
The proposed design has a contemporary architectural expression. The materiality and form create ease in locating significant destinations. The mixing of contemporary design elements with medically functional integrations cultivates a healing space. Materiality form and spatial organization all workplace this design at the intersection of modern technological and medical practices.

**INTENTIONAL MATERIALITY**

On both the interior and exterior, warm, inviting, durable, and well-ageing materials are used. The wood from the trees on-site will be used in the architecture, reflecting the project team's commitment to inclusiveness, equity and accessibility for a multicultural and diverse patient population and their families. Reinforcing these values, clear, accessible and intuitive wayfinding was an essential indicator in the design process.

**CONTEXTUAL COLLABORATION**

Our design intention is to create a facility that will form an integral part of the community by connecting to the Lions Gate Hospital Campus and surrounding urban context. The quality of the massing, composition, elevations and image work together to contribute to the overall vision of a healthcare function integrated within an urban setting. Each design decision made reinforces the idea of a building that serves the community it is in.



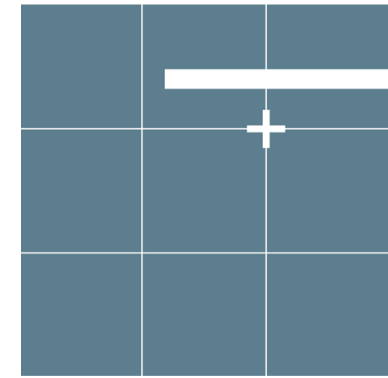
## BRIDGING PAST &amp; PRESENT

The Activation Building was the first healthcare building on the Lions Gate Hospital Campus. The design incorporates artifacts from this past building into the facility exterior and interior to commemorate the history of Lions Gate Hospital and foster the connection of the hospital to the community, such that they become a purposeful part of the facility.



## NATURAL LIGHTING

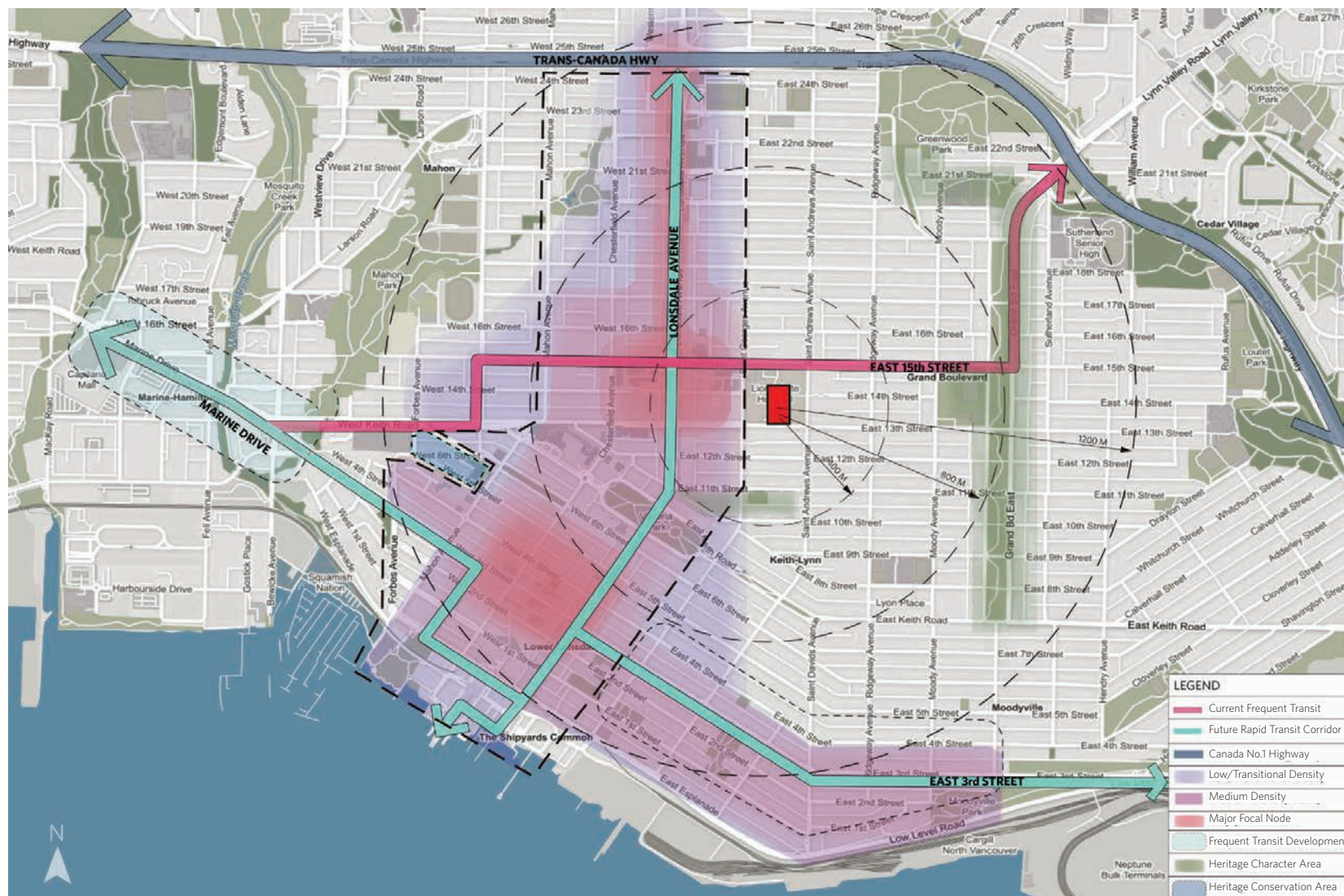
A variety of soft ambient lighting and accent lighting mixed with basic lighting for functions and operational tasks enhance the visual experience throughout the interior spaces. The chosen material palette provides warmth and conveys a non-institutional atmosphere. By recognizing the widely known evidence of the healing effects of ample natural light, the design offers access to direct quality daylight for all users of the facility.



## PUBLIC SPACE

The landscape that surrounds the built forms takes on a restful, welcoming, hopeful, and refreshing ambiance. An oasis of healing and calm, this design creates a destination public space, providing a social hub for the community. The use of transparency in the façade breaks down the scale of the building, utilizing components such as glazing, canopies, shading systems, and exposed structural elements.

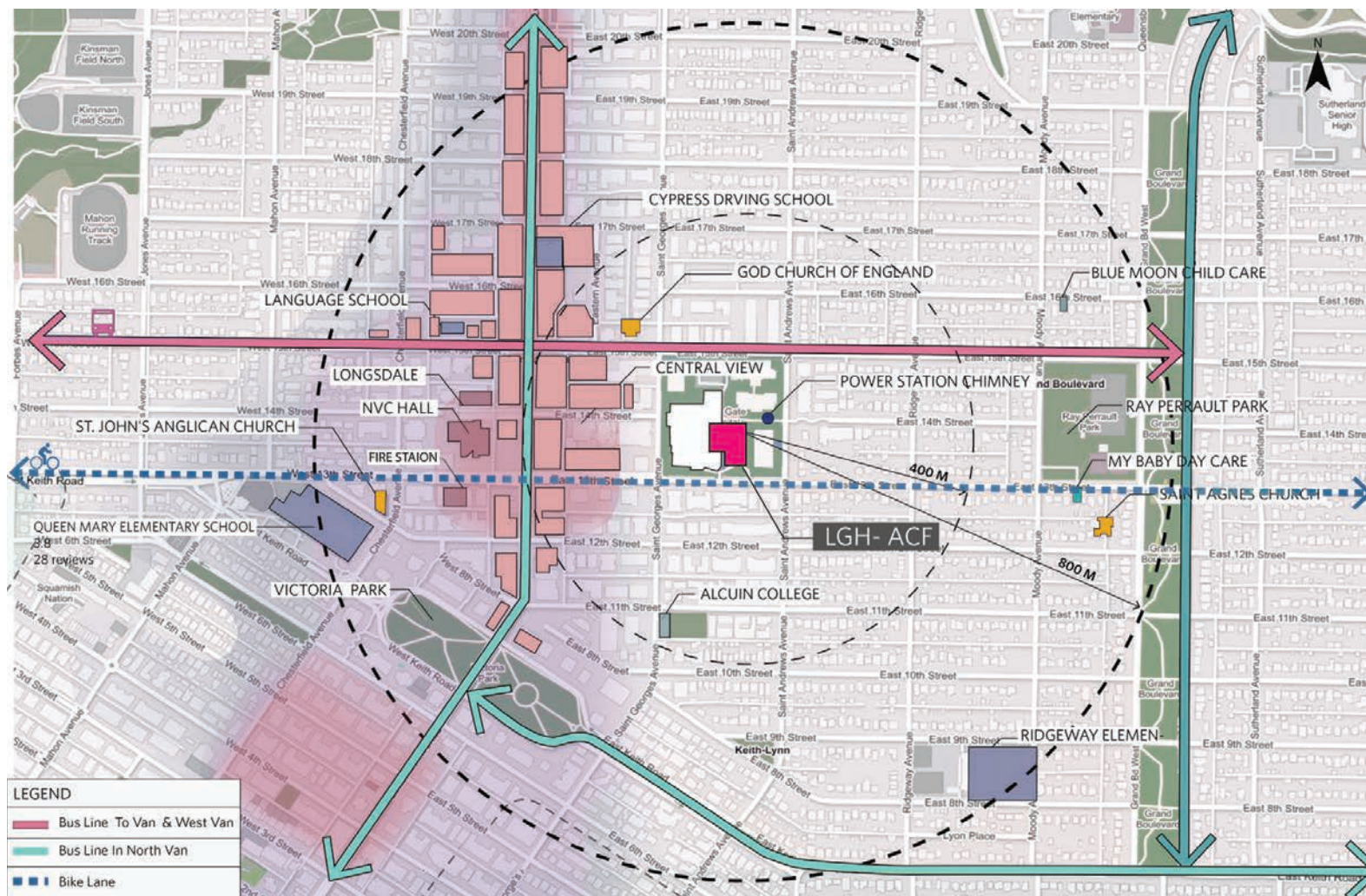






### 1.3 DESIGN ANALYSIS

## 800M CONTEXT



## LONSDALE KEY

The City of North Vancouver is home to more than 52,000 citizens. With many major development projects underway (including the Lions Gate Hospital) the population is expected to multiply as more people choose to reside within the city's unique neighbourhoods.

With a multitude of amenities, arts and entertainment, shopping, dining, and public open spaces, residents currently enjoy a unique lifestyle that balances a rich community history with cultural diversity and natural beauty. During this exciting time of growth, the city continues to evolve, delivering economic development to the community.

With our design, we'd like to partner with a support the growth of North Vancouver. Through studying the surrounding community, we have been able to create a design that will activate the pocket of Lonsdale that the building is sited on.



## 1.7 DESIGN ANALYSIS



1. Longsdale Community Park



2. RCMP SQAURE



3. Lions Gate Hospital Landscape



4. E. 14th St. Community Part



5. North Vancouver City Hall



6. City Library



7. Fire Station 1



8. HOpe Power Station Chimney



9. Whole Foods



10. Blue Shore Centre

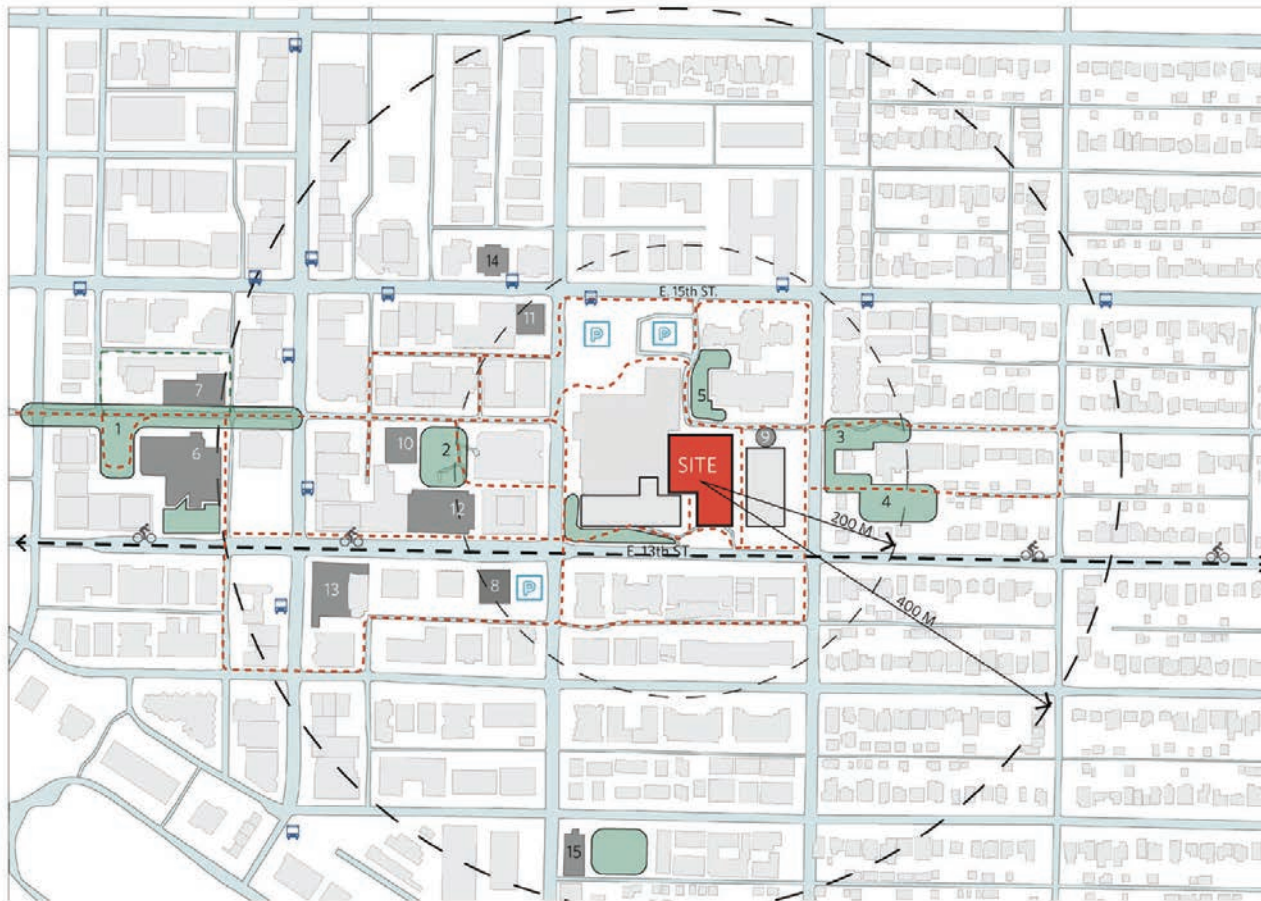


11. Highest Condo Tower



12. 161 15th Street East and Parking Corner for LGH

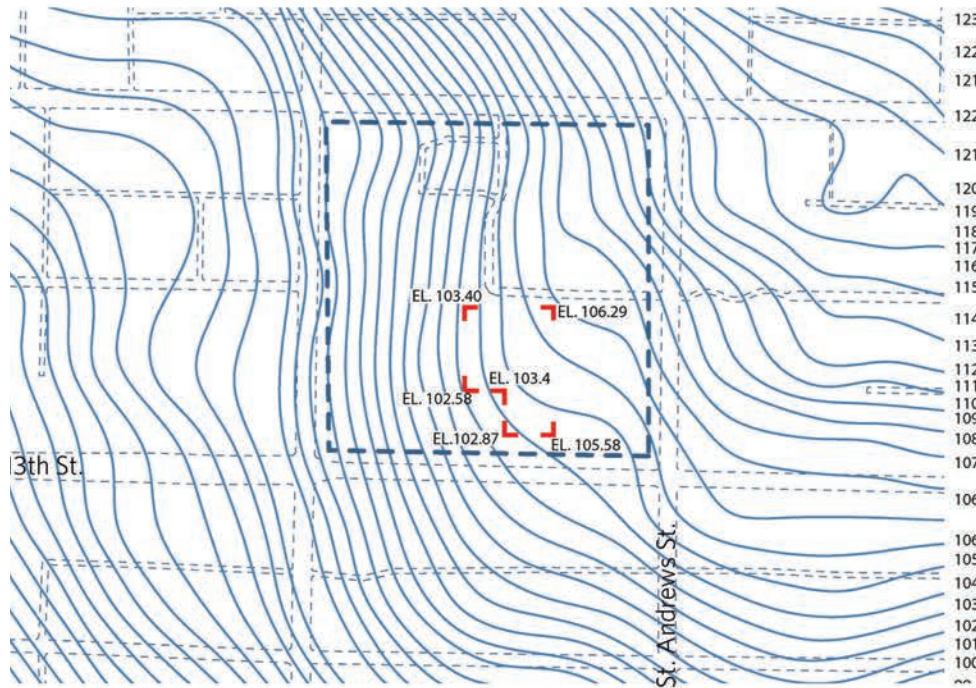
## CHARACTER, CONNECTIVITY & LANDMARKS



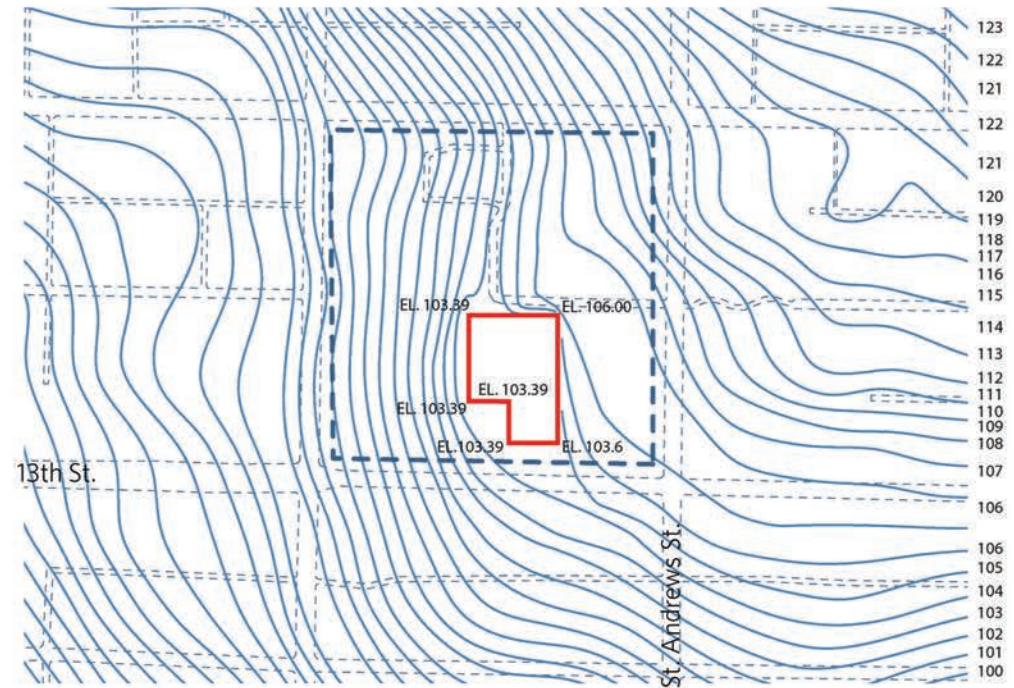
Public Green Space  
Pedestrian Path



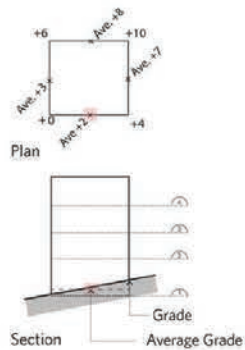
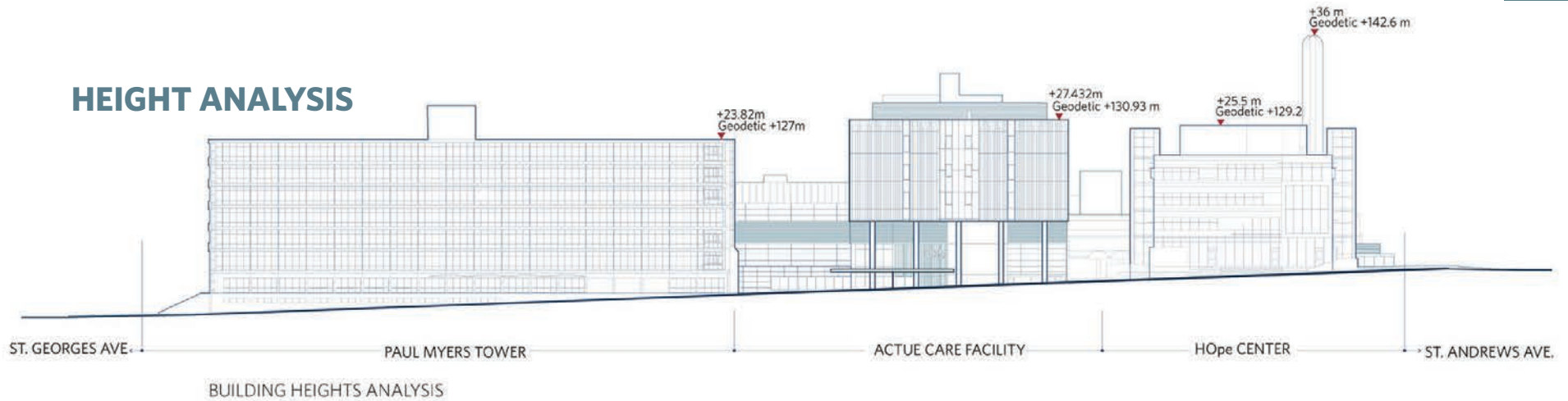
## EXISTING SITE TOPOGRAPHY



## PROPOSED SITE TOPOGRAPHY



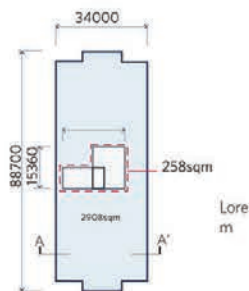
## HEIGHT ANALYSIS



VBL MATHOD DIAGRAM

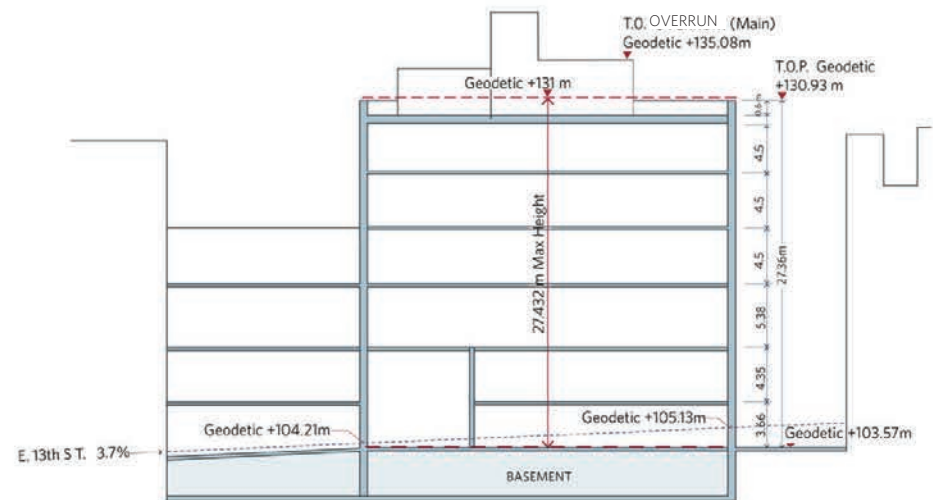
### CALCULATION

1. Follow by VBL diagram, the average finish grade is on the lowest side of the ACF building, that is 103.57  $[(103.39+103.50)/2]$ . Building height is 27.36m. Allow able building height per CNV Zoning Height: 27.432m. So the building is 0.072m less from the max height.



ROOF TOP KEY PLAN

2. Elevator housings are noted as additional structures separate from top of roof and highest point of building. It is cover less than 10% of the roof area on which they are locate(CNV.P.B.L.10.18.1) Roof Area : 2908sqm, Structure cover 258sqm  $258/2908 = 8.87\%$



SECTION - A





13TH STREET EAST



13TH STREET & ST ANDREWS AVENUE



15TH STREET & ST ANDREWS AVENUE



15TH STREET & ST GEORGES AVENUE

## STREET ELEVATIONS



St. George Avenue

PMT

ACF Project Site

HOpe Centre

St. Andrews Ave.

E. 13th Street Elevation



St. Andrews Ave.

Evergreen House

ACF Project Site

Parking

St. George Avenue

E. 15th Street Elevation



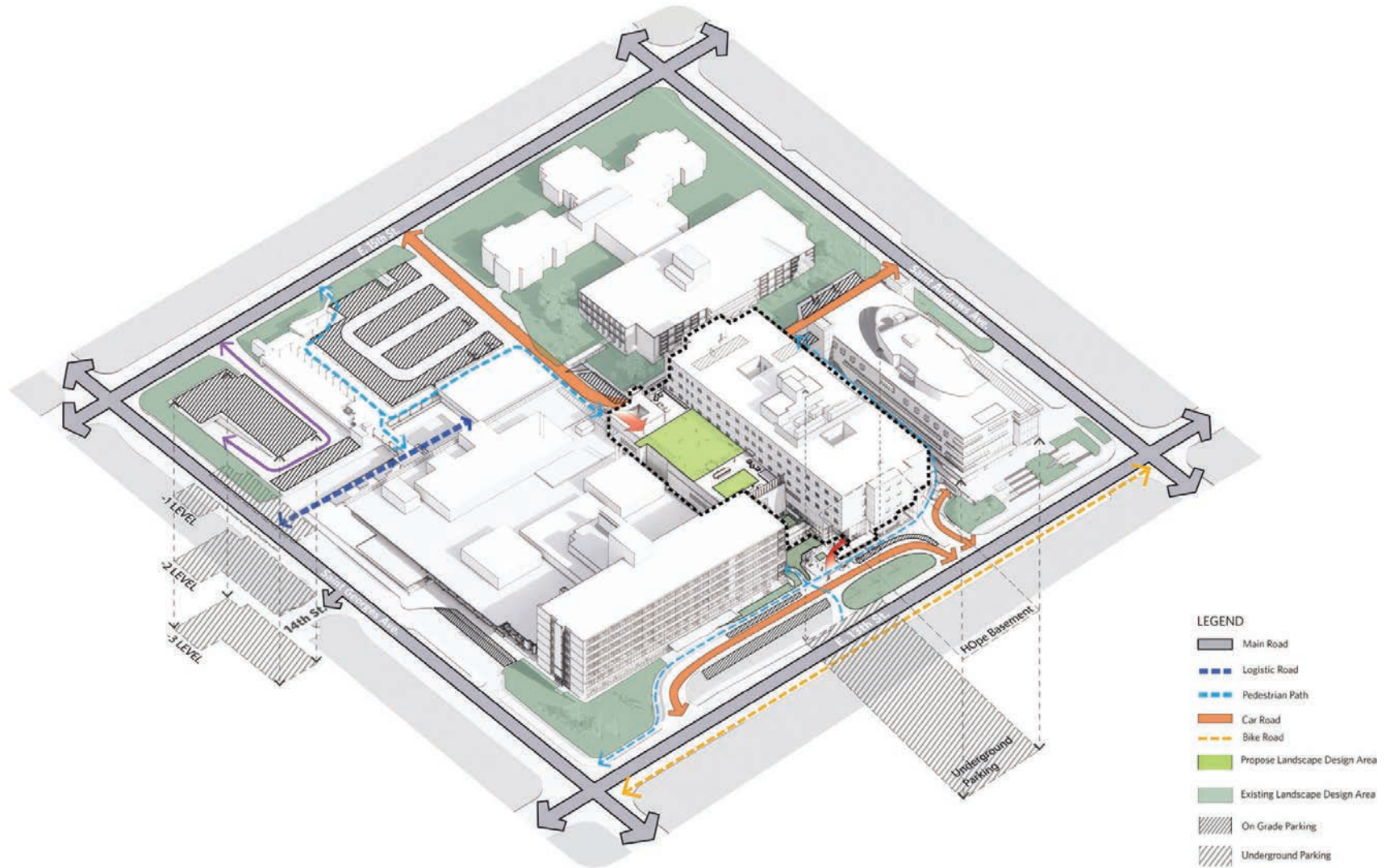


St. Andrews Ave. Elevation

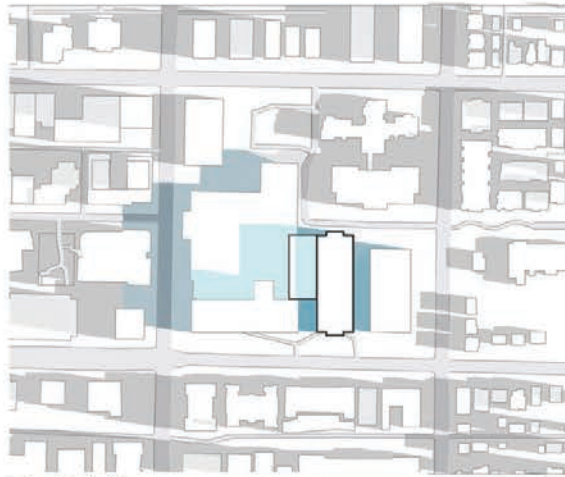


St. Georges Ave. Elevation

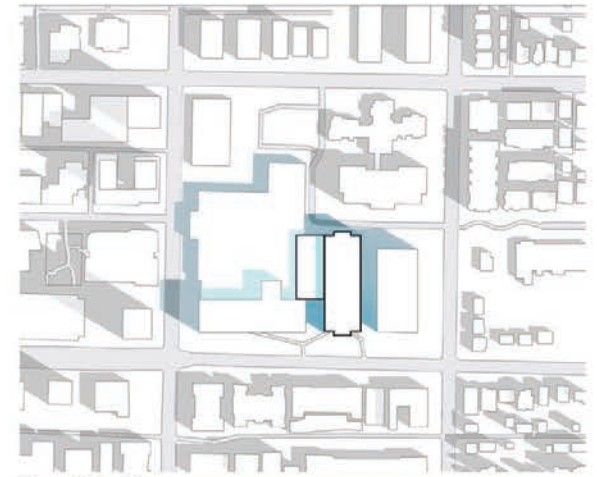
## MASTER PLAN DIAGRAM



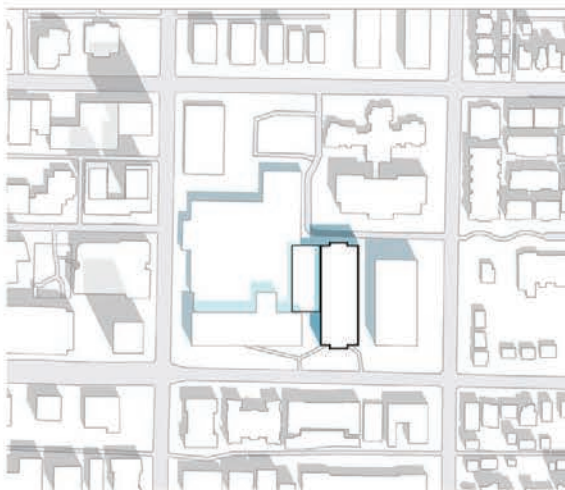
## MARCH 21 SUN STUDY



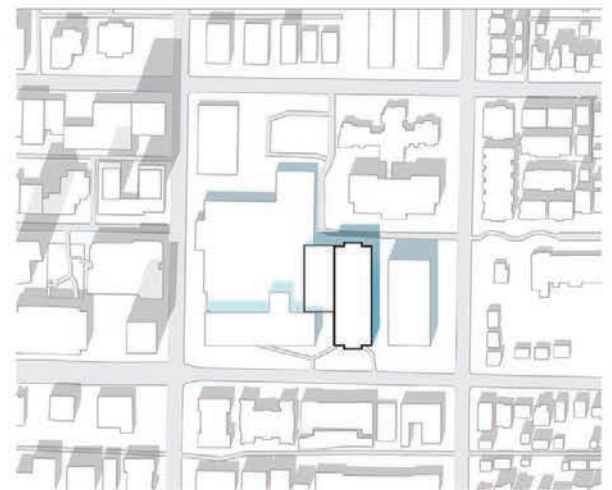
Mar. 21th, 10 am



Mar. 21th, 12 am



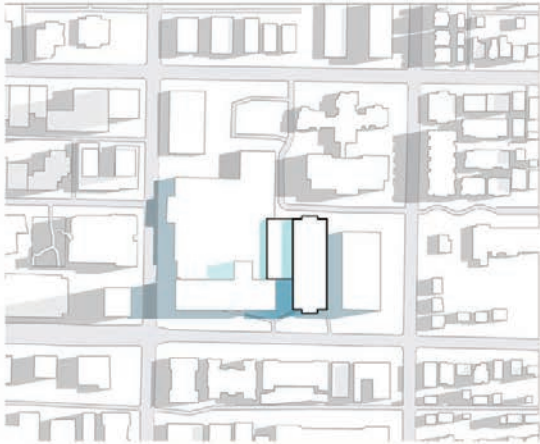
Mar. 21th, 02 pm



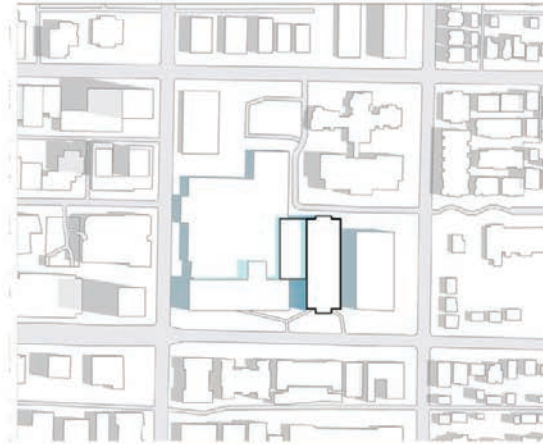
Mar. 21th, 04 pm



## JUNE 21 SUN STUDY



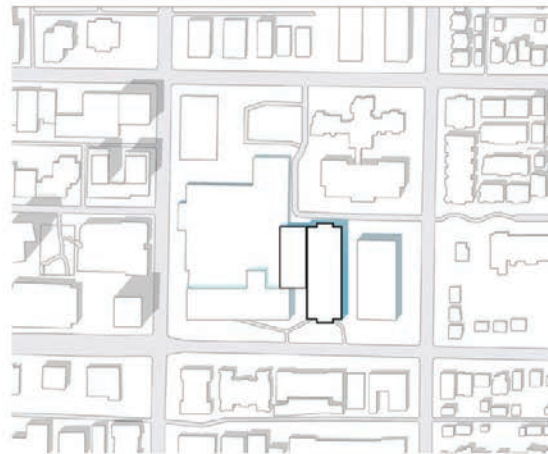
Jun 21th, 10 am



Jun 21th, 12 am

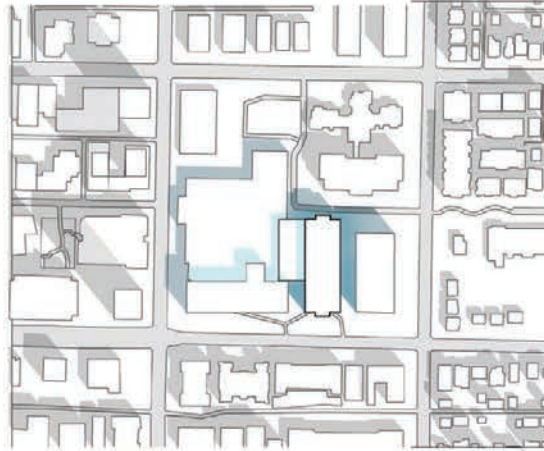


Jun. 21th, 02 pm

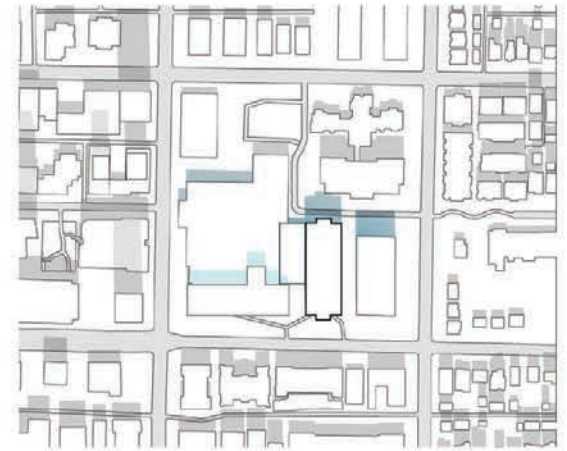


Jun. 21th, 04 pm

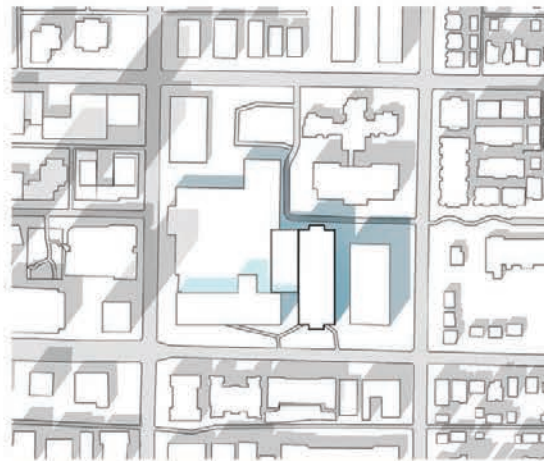
## SEPTEMBER 21 SUN STUDY



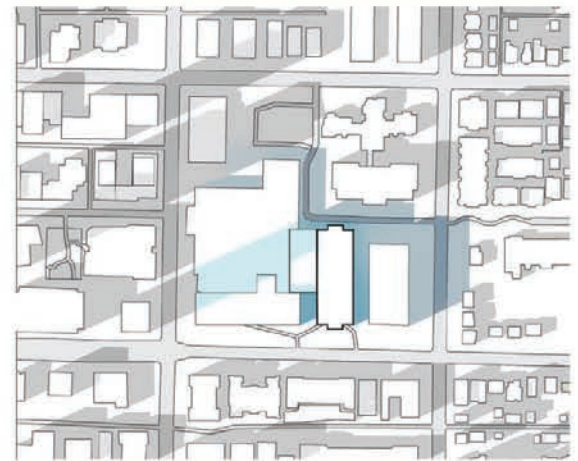
Sept. 21th, 10 am



Sept. 21th, 12 am

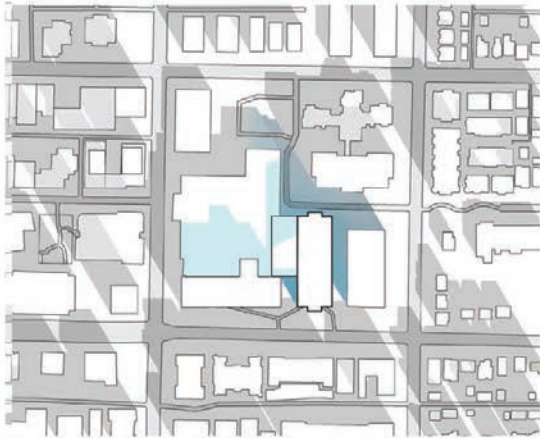


Sept. 21th, 02 pm

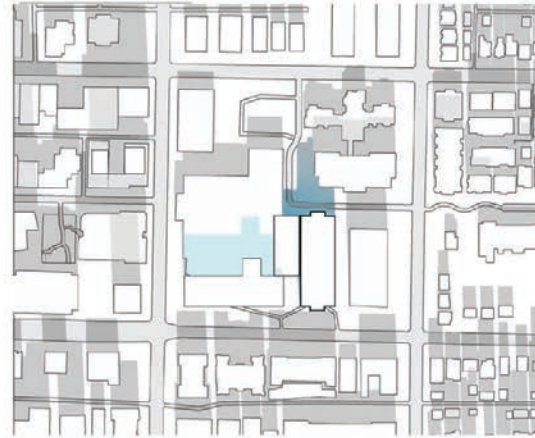


Sept. 21th, 04 pm

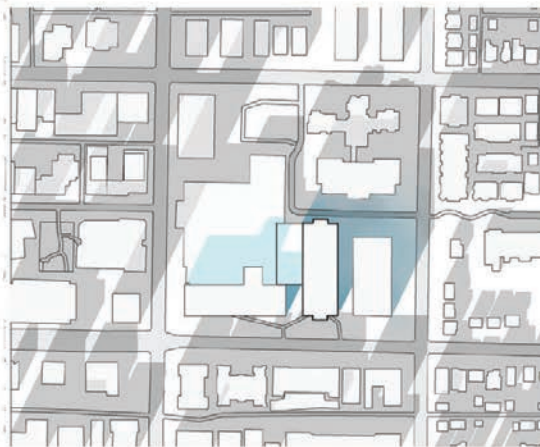
## DECEMBER 21 SUN STUDY



Dec. 21th , 10 am



Dec. 21th , 12 am



Dec. 21th , 02 pm



Dec. 21th, 04 pm

**BUILDING PROGRAM**

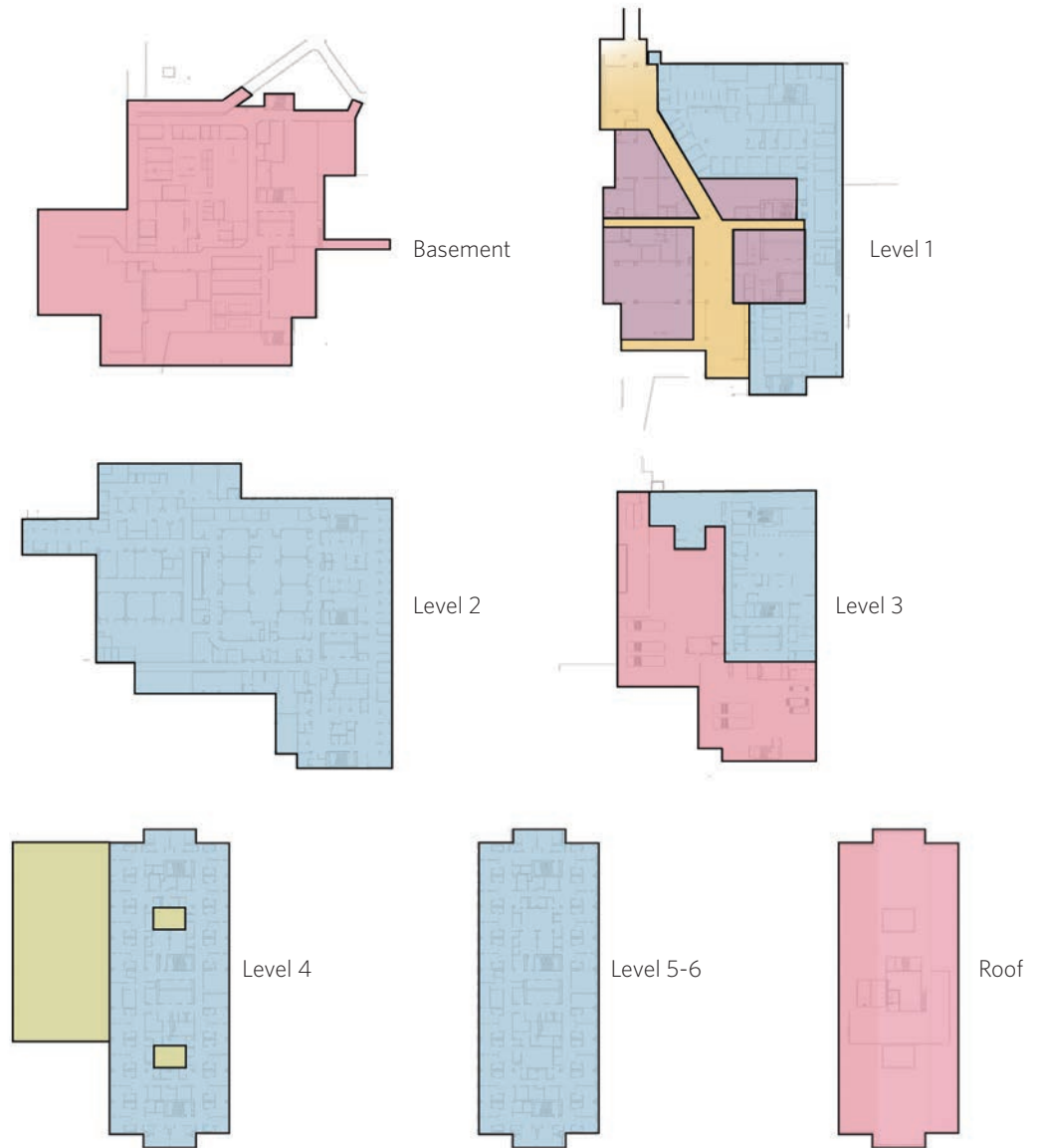
Clinical Program

Back of House

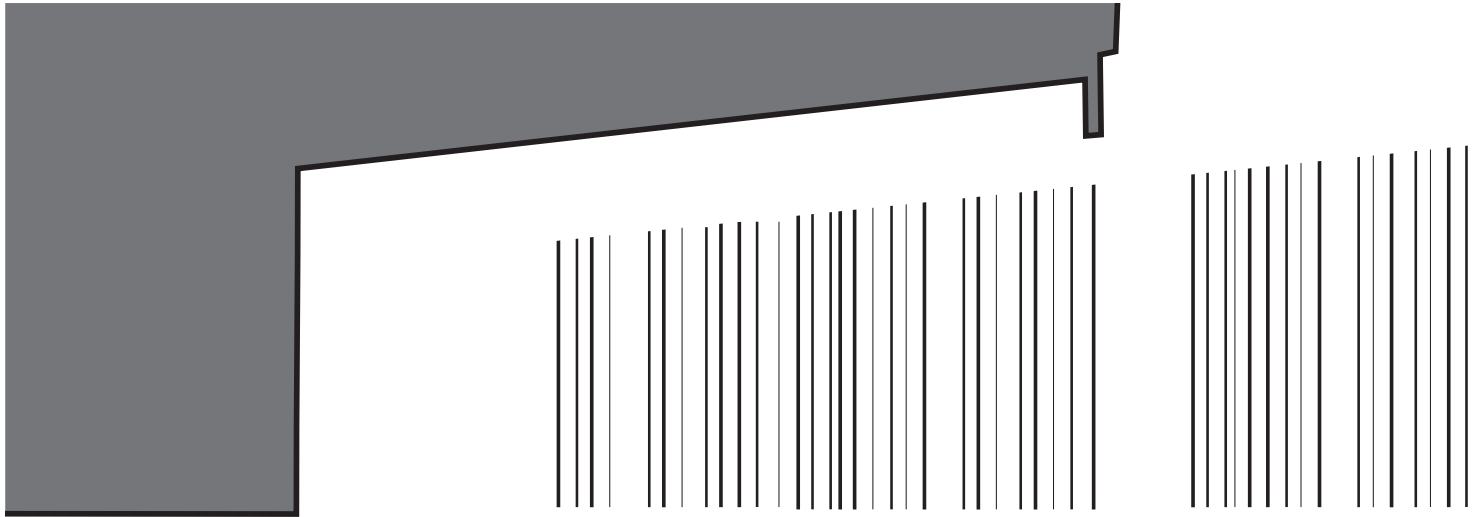
Public Services

Primary Circulation

Rooftop Garden





**WOOD FIRST STRATEGY**

The design shall reflect the Owner's commitment to inclusiveness and accessibility for a multicultural and diverse patient population and their families, and to equity for all patients and staff.



EXISTING TREES

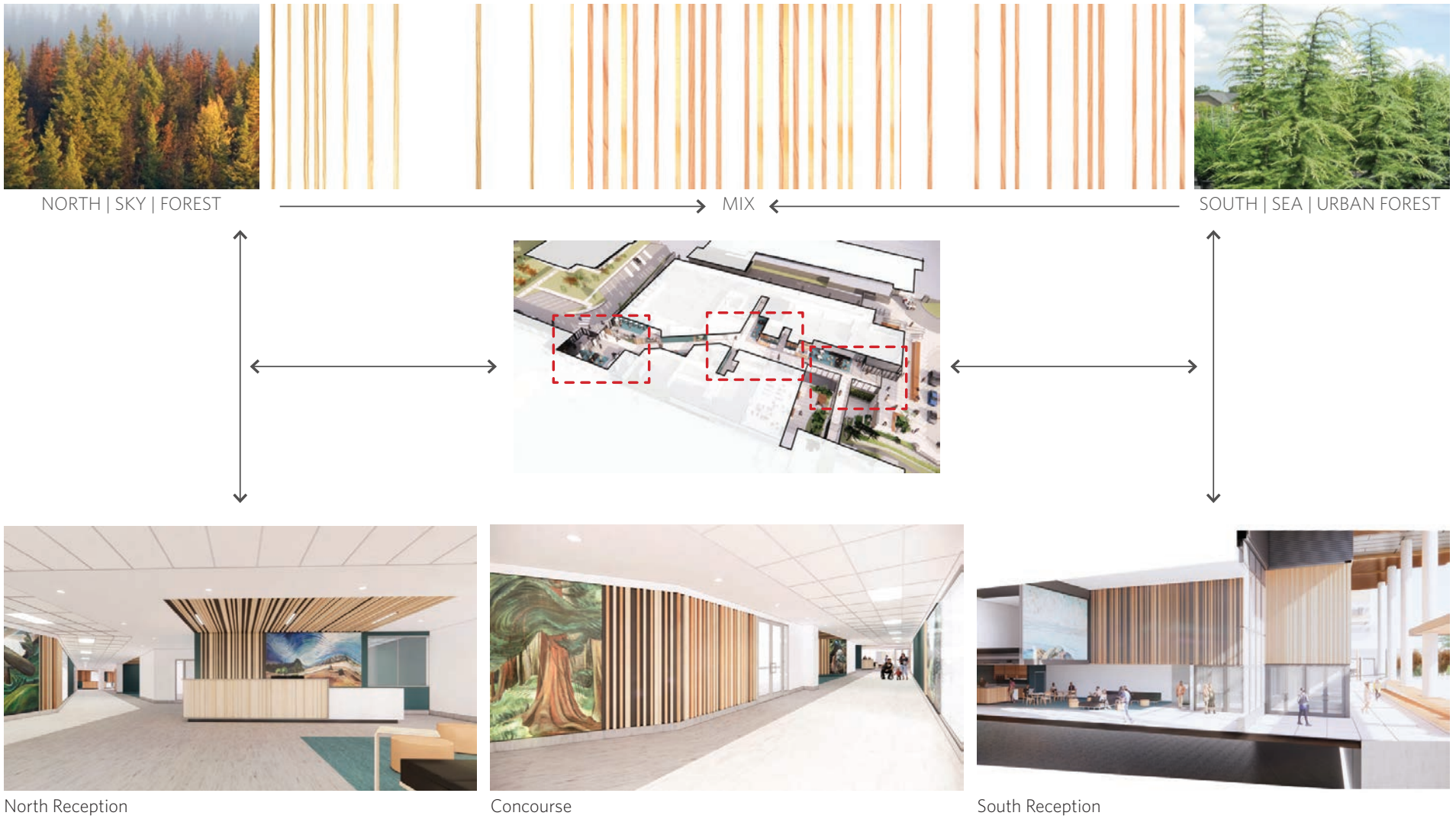


MILLED TIMBER



PLANKS AND BATTENS





## 2.5 PROJECT DESCRIPTION

Donor recognition will be an important element of the Main Lobbies. The donor recognition shall be well integrated into the overall design of the entry lobbies and well executed in tasteful way with high quality materials.

The Facility shall address the needs of seniors and First Nations communities as patients and as visitors to the Facility, ensuring that architectural composition and Design addresses their unique needs and aspirations for a welcoming, culturally safe and positive healing environment.

Entrances and outside spaces shall be respectful to the First Nations culture and support elderly or vulnerable patients and visitors by providing seating, warming, cooling, water stations, and appropriate signage, and public art.



**CONCOURSE ARTWORK**

The Healing Power of Art program will inspire, and will enrich the contemporary architecture of the Facility to deepen the comforting experience of this state-of-the-art Facility, to create a sense of awe and wonder, and to create moments of stillness and reflection.

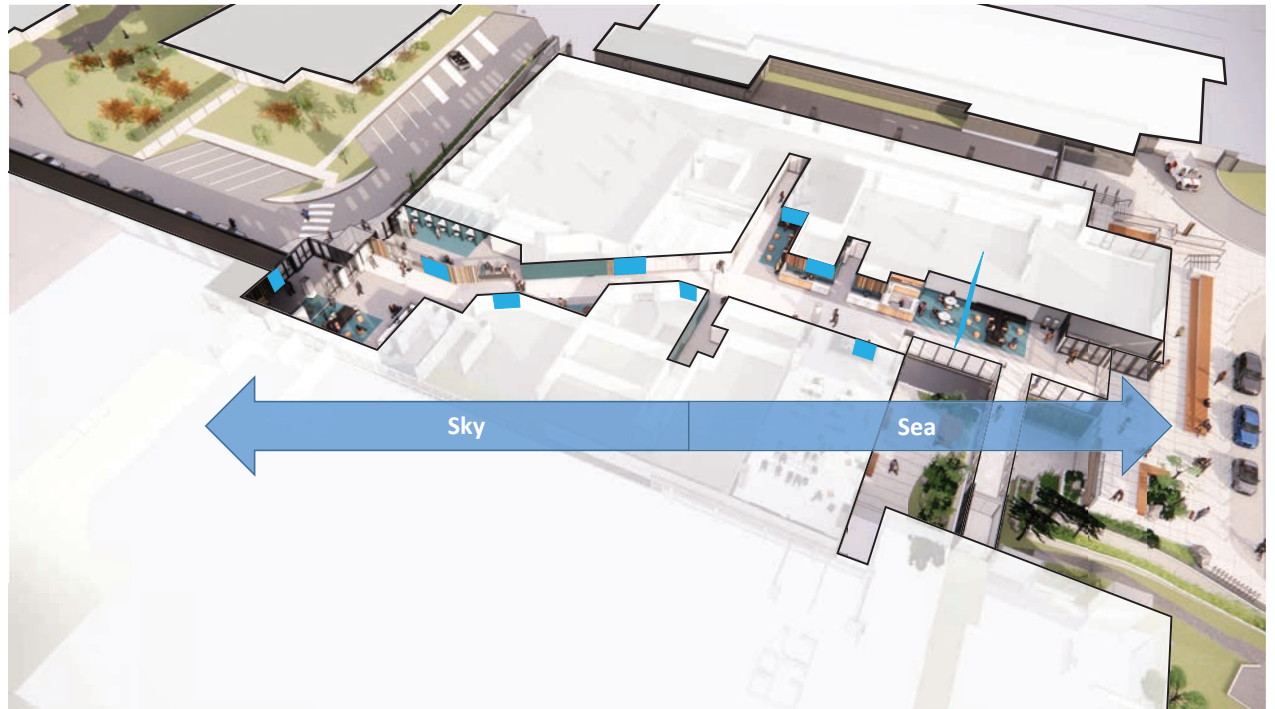




## 2.6 PROJECT DESCRIPTION

### LEVEL 1 - PUBLIC CONCOURSE | HEALING POWER OF ART PROGRAM

The corridor Design should incorporate small and informal seating spaces to encourage for respite and spontaneous meetings between patients and staff.



#### LEVEL 1 - PUBLIC CONCOURSE | HEALING POWER OF ART PROGRAM

The corridor Design should incorporate small and informal seating spaces to encourage for respite and spontaneous meetings between patients and staff. These spaces should preferably be located in areas with access to daylight and feature natural materials such as wood.





### LEVEL 1 - NORTH ENTRANCE

The atriums at the north and south entrances should be welcoming to the public, open and filled with daylight, in keeping with the image of a modern 'state of the art' healthcare facility.



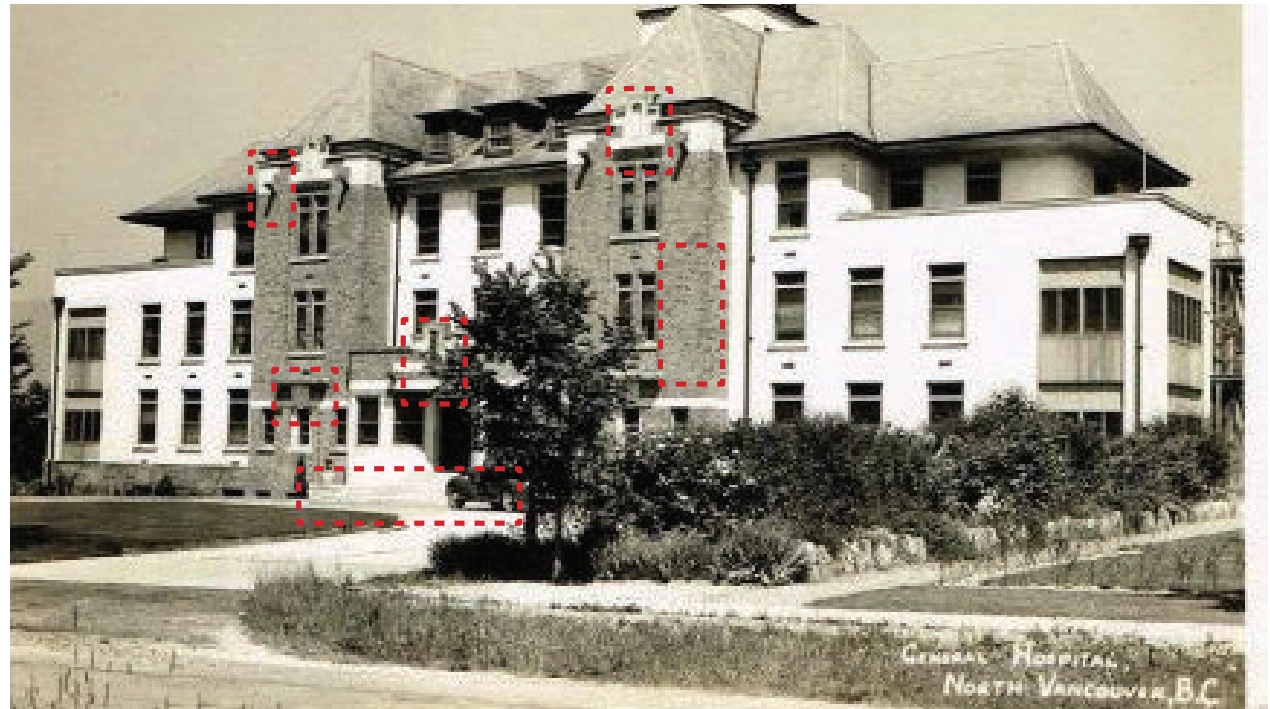
## LEVEL 1 - NORTH ENTRANCE - INFORMATION

Wood Design features and elements where appropriate in the wall and ceiling design



## THE ACTIVATION BUILDING ARTIFACTS

- The Activation Building was the first healthcare building on the LGH Campus built in 1929. The Owner has retained several artifacts from the Activation Building prior to its demolition to make way for the Facility.
- The Design shall incorporate these artifacts into the Facility, exterior or interior, with the intent to commemorate the history of Lions Gate Hospital and to foster the connection of the Facility to the community.
- It is preferred to integrate these artifacts at the main Facility entries and main circulation routes of the entry level in a functional way, such that they become a purposeful part of the Facility and not an unrelated object of display
- The locations for the incorporation of the artifacts shall be well planned and executed in way that allows visitor to contemplate the displays without Blocking circulation routes.



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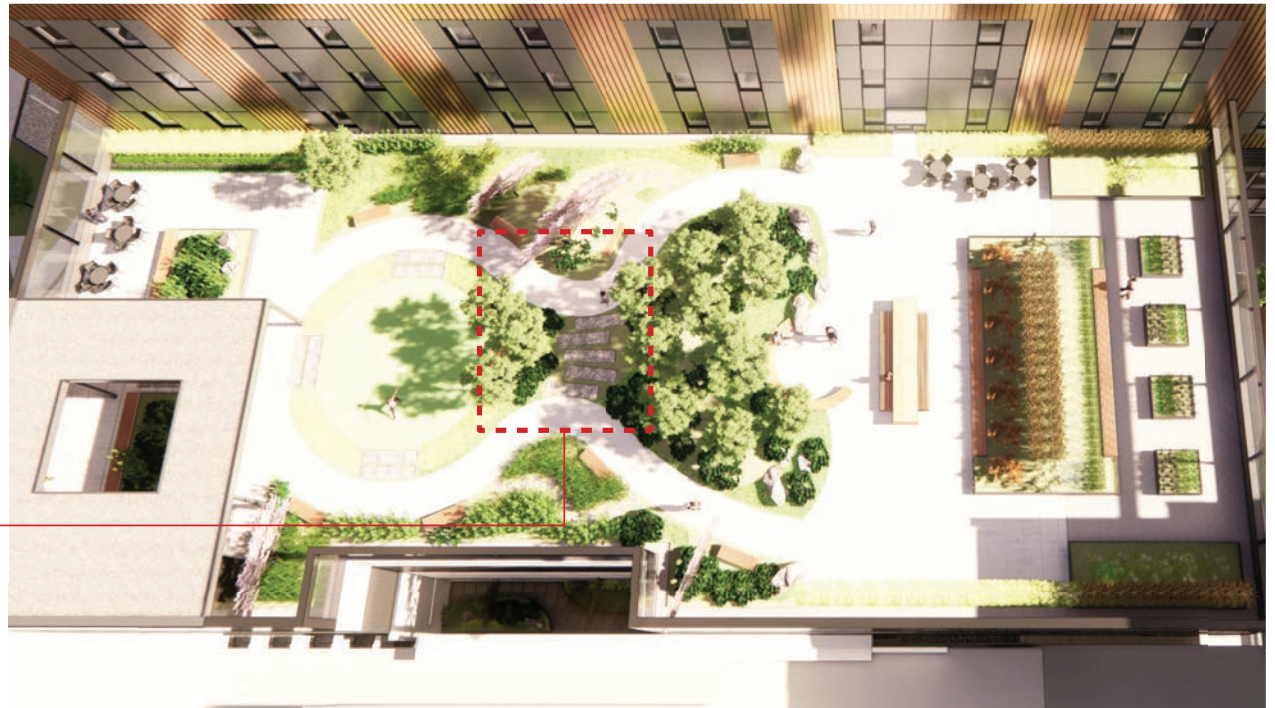


## 2.7 PROJECT DESCRIPTION

- The Activation Building was the first healthcare building on the LGH Campus built in 1929. The Owner has retained several artifacts from the Activation Building prior to its demolition to make way for the Facility.
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Granite Steps

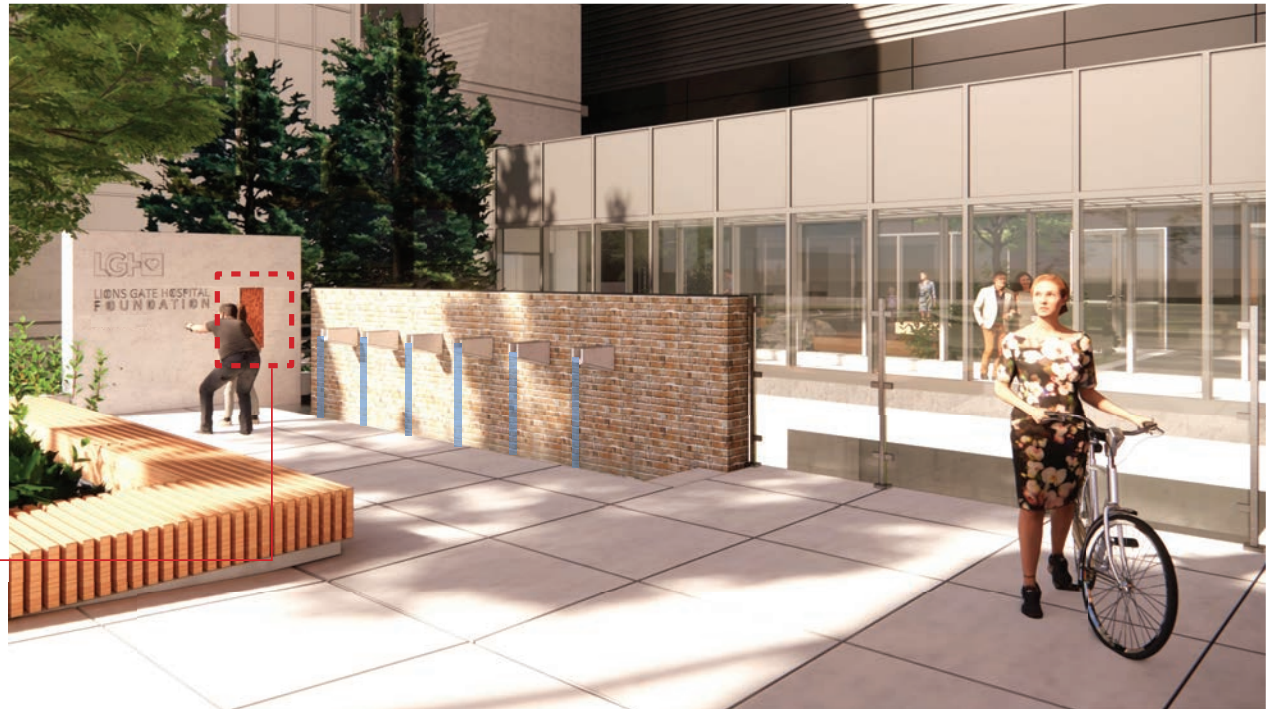




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Cartouche



## CONNECTIVITY TO SURROUNDINGS

The architecture created opportunities for staff, patients, and visitors to have increased connection to natural environments to foster improved physical activity and socialization and promote better physical and mental health. We have achieved this connectivity through intentionality in allowing for beautiful view cones throughout the design.

The building form will be massed and composed to maximize the penetration of daylight and sunlight into the facility's interior. Adjacent buildings and programmatic needs were core drivers of the massing strategy in the proposed design.





## NORTH ENTRANCE FROM 15TH AVENUE



**NORTH ENTRANCE**





**SOUTH ENTRANCE**



**SOUTH ENTRANCE LANDSCAPE DETAILS**

## INTERIOR MATERIALITY

Incorporated into the interior design is local artwork and woods from the North Shore. These materials are warm, inviting, durable, and well-ageing. The wood from the trees on-site will be used in the architecture, reflecting the project team's commitment to inclusiveness, equity and accessibility for a multicultural and diverse patient population and their families. The design elements are not only beautiful but function as wayfinding elements. Clear, accessible and intuitive wayfinding was a paramount indicator in the design process.





**MAIN LOBBY SECTION**



**NORTH ENTRANCE RECEPTION**



**NORTH ENTRANCE RECEPTION**

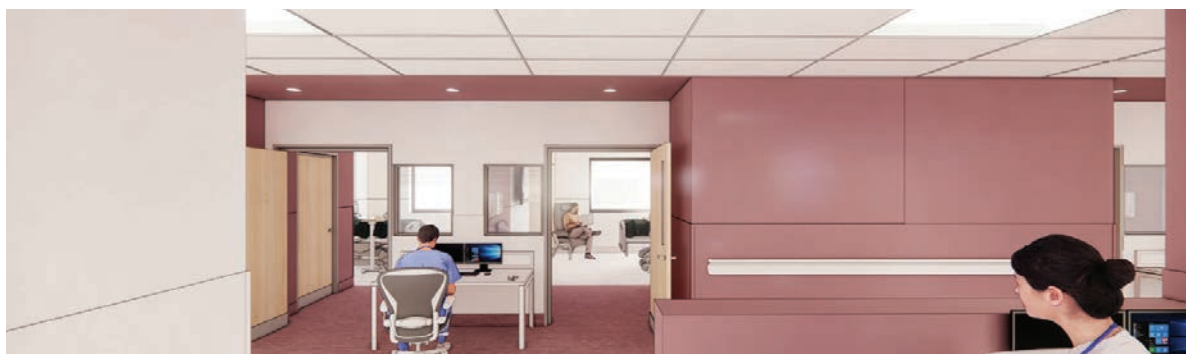
**LEVEL 1 PUBLIC CONCOURSE | SEATING ALCOVE**



PROJECT IMAGES

**LEVEL 5 PATIENT UNIT**

3.1









## LEVEL 4 ROOFTOP GARDEN





**LEVEL 4 ROOFTOP GARDEN**



**ARIEL VIEW FROM NORTHWEST**



**ARIEL VIEW FROM SOUTHWEST**

## ARIEL VIEW FROM WEST









## LEVEL 1 COURTYARD OFF MULTIPURPOSE ROOM





## LANDSCAPE PLANS



# LIONS GATE HOSPITAL REDEVELOPMENT PHASE 3 | ACUTE CARE FACILITY

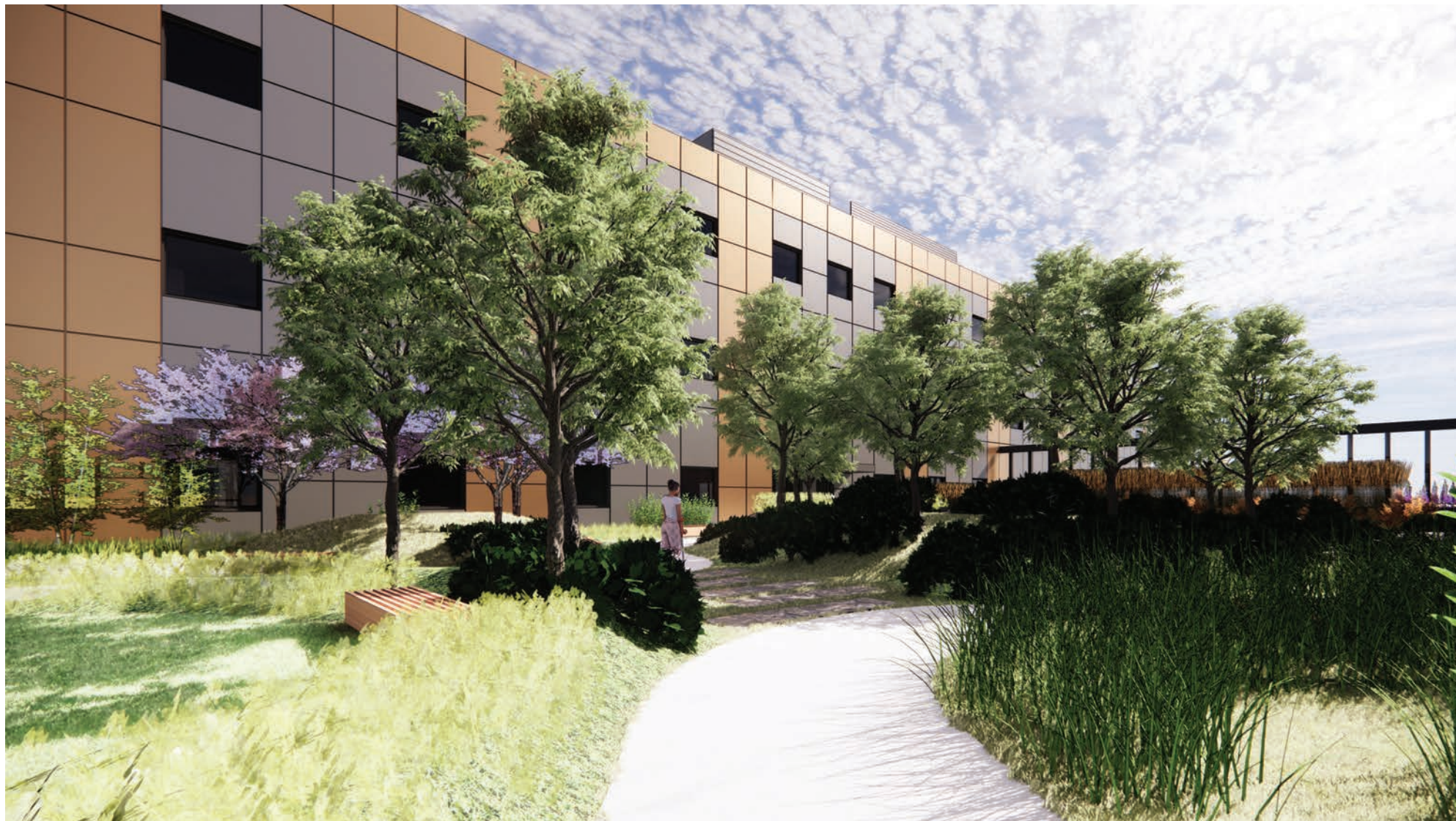
## LANDSCAPE

TECHNICAL SUBMISSION - PACKAGE 2  
OCTOBER 15, 2020

LANDSCAPE		
Sheet Number	Sheet Name	WSP Appendix B Reference
000	GENERAL NOTES	
010	LANDSCAPE MATERIALS & FINISHES - LEGEND	010
014	LANDSCAPE MATERIALS & FINISHES - LEGEND	014
020	LANDSCAPE MATERIALS & FINISHES - LEGEND	020
025	LANDSCAPE MATERIALS & FINISHES - LEGEND	025









## Level 1

## CHEMOTHERAPY COURTYARD

- Upgrades to the existing outdoor garden area
- Direct sightlines from the outpatient area to the garden are provided.
- Accessible by maintenance staff only
- Diverse and shade tolerant planting with seasonal interest and a variety of colours, textures, and scales.
- Landscape lighting to feature planting

## LEVEL 1 COURTYARD

- Access from the multi-use hall and with windows on three sides for views from the inside.
- Evergreen native planting with feature plants for seasonal interest
- Mobility aide accessible furnishings
- CIP concrete surfacing
- Mechanical vent lowered to reduce visibility and maintain sightlines to planting and people using the space
- Lighting to feature planting and provide safe access

## SOUTH DROP-OFF EXTENSION

## BOULEVARD

- Continuation of planting and street trees as established to the east

## NORTH ENTRY AND DROP-OFF

- Covered and lit drop-off and loading space with a direct path to the entry doors
- Mobility aide accessible furnishings
- Low, robust, and shade tolerant planting
- CIP concrete surfacing
- Bicycle parking

## SOUTH EAST PLAZA

- CIP concrete surfacing
- Bicycle parking
- Mobility aide accessible furnishings
- North-South access around ACF provided at East side of building
- Podium for potential public artwork provided

## SOUTH ENTRANCE PLAZA

- Lit and accessible pathway from the street to the primary facility entrance
- Covered and lit drop-off and loading stalls
- Mobility aide accessible furnishings at regular intervals
- CIP concrete surfacing
- Bicycle parking
- Stormwater management feature with a variety of water-tolerant species
- Welcoming planting areas with a focus on North Shore native plant species that provide seasonal interest
- Lit water fountain featuring scuppers and bricks from the historic former North Vancouver General Hospital
- Direct sightlines from primary entry to a new Donor Wall
- Lions Gate Hospital Foundation garden space prominently featured adjacent to fountain and donor wall

ACUTE CARE FACILITY

MAINTENANCE ACCESS ONLY

HOPE CENTER



## Level 4

## LEVEL 4 ROOF GARDEN

- Therapeutic gardens for light recreation, physical therapies, gathering, and rest
- Mobility aide accessible CIP concrete paths and unit paver surfacing
- Mobility aide accessible furnishings at regular intervals
- Seasonally variable, and bird and butterfly attracting plants with a North Shore focus will be highlighted.
- Five distinct garden areas with connecting pathways provide interest, a sense of movement and destination, and seasonal variety

## COVERED ARRIVAL

- Views to the North Shore mountains are a focus
- Lit canopy cover and looping pathway
- Variety of seating
- Enclosed maintenance storage area

## GROUP EXERCISE AREA

- Open flat area for group exercise or classes with synthetic lawn
- Looping pathway encircles the gathering lawn
- Low planting with sun tolerant species

## TREED GROVE

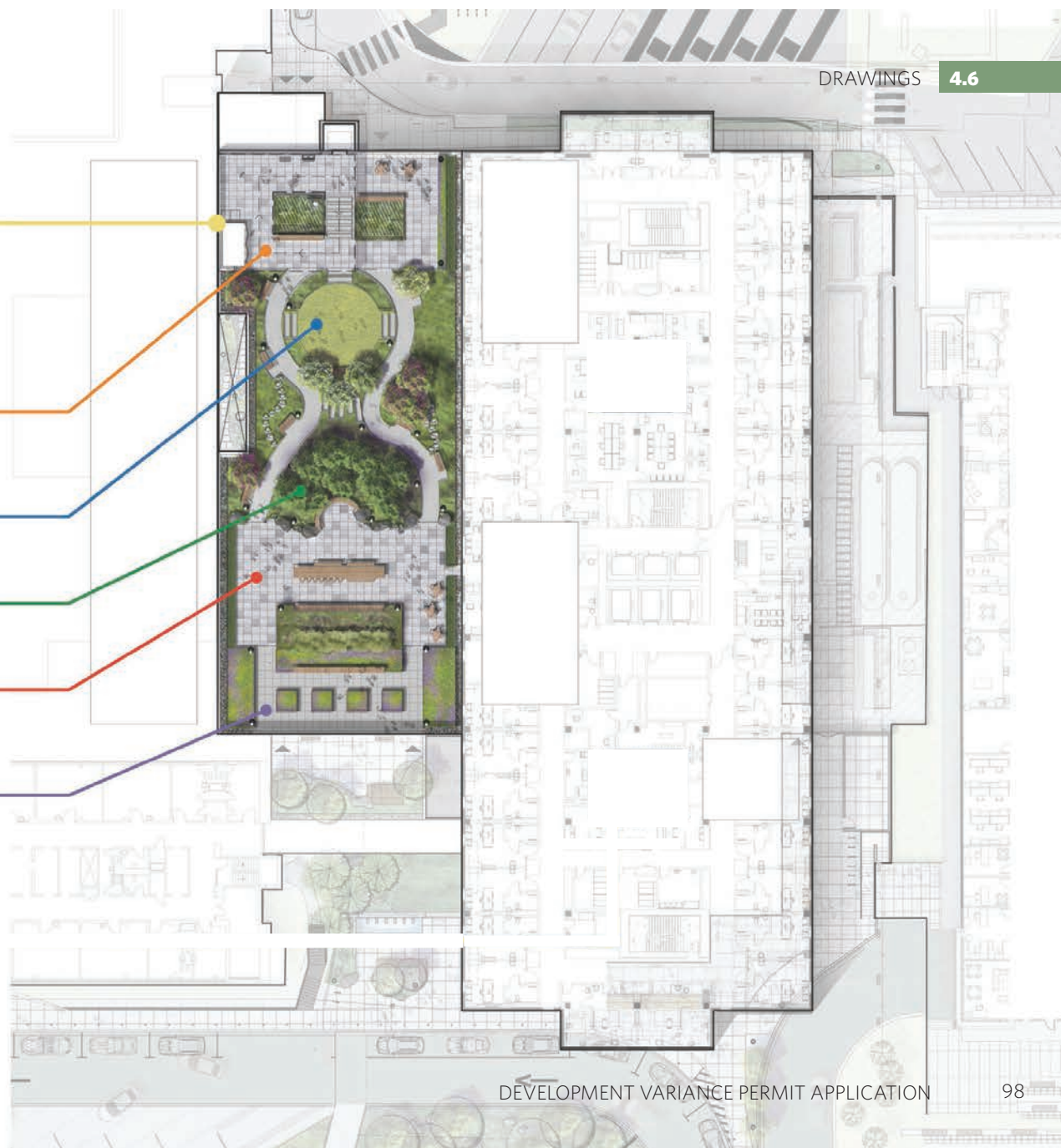
- Mounded planting areas with trees signal a new zone
- Shade tolerant understory planting
- Looping pathway travels through this lush garden area

## GATHERING AREA

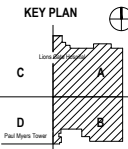
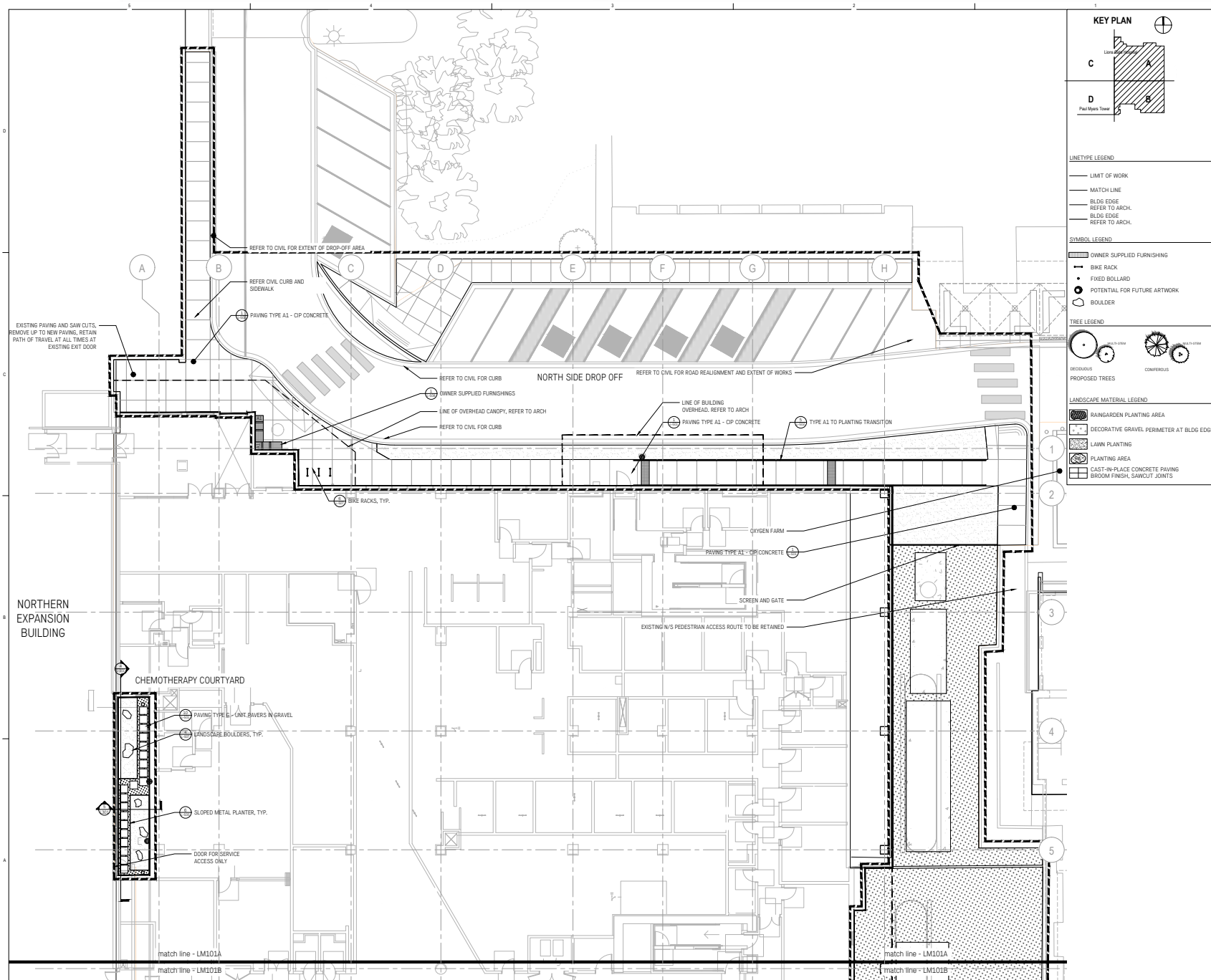
- Harvest table with a variety of seating options sits at center
- Perimeter seating and movable tables and chairs
- Open space with unit pavers allow flexibility and a space for a variety of programming

## SENSORY GARDEN

- Planting to delight the senses and opportunities for interaction
- Pathways right to the guardrail allow for views towards the waterfront and Vancouver



## 4.6 DRAWINGS



**LINE TYPE LEGEND**

- LIMIT OF WORK
- - - MATCH LINE
- BLDG EDGE
- - - REFER TO ARCH.
- BLDG EDGE
- - - REFER TO ARCH.

**SYMBOL LEGEND**

- OWNER SUPPLIED FURNISHING
- BIKE RACK
- FIXED BOLLARD
- POTENTIAL FOR FUTURE ARTWORK
- BOULDER

**TREE LEGEND**

- DECIDUOUS
- CONIFERUS

**LANDSCAPE MATERIAL LEGEND**

- RAINGARDEN PLANTING AREA
- DECORATIVE GRAVEL PERIMETER AT BLDG EDGE
- LAWN PLANTING
- PLANTING AREA
- CAST-IN-PLACE CONCRETE PAVING
- BROOM FINISH, SAWCUT JOINTS



**VANCOUVER COASTAL HEALTH AUTHORITY**  
**LIONS GATE HOSPITAL ACUTE CARE FACILITY**  
 231 15<sup>th</sup> ST E  
 NORTH VANCOUVER BC, V7L 2L7  
 CANADA

**Project Manager** MICHELLE PENN  
**Project Architect** HCN  
**Landscape Architect** HCN COLLABORATIVE  
**Civil Engineer** KEVIN WOODS/LENN  
**Structural Engineer** RUC ENGINEERS  
**Electrical Engineer** INTEGRAL GROUP  
**Mechanical Engineer** INTEGRAL GROUP  
**Interior Designer** HCN  
**Technology** IBI GROUP

MARK	DATE	DESCRIPTION
A	20220117	ISSUED FOR 30 DRAFT
B	20220117	ISSUED FOR 30 DRAFT
C	20220119	ISSUED FOR 30 DRAFT
D	20220120	ISSUED FOR 30 DRAFT
E	20220120	ISSUED FOR 30 DRAFT
F	20220120	ISSUED FOR 30 DRAFT
G	20220120	ISSUED FOR 30 DRAFT
H	20220120	ISSUED FOR 30 DRAFT

**Site Code** 700  
**Building Code** 1401  
**VCH Project Number** A440-03  
**PCL Project Number** 220081  
**Original Issue Date** 07/07/2021

**Sheet Name**  
**MATERIAL PLAN**  
**LEVEL ONE NORTH**

**Scale**  
**1:100**  
**Sheet Number**  
**LM101A**

**Project Status**  
 100% CONSTRUCTION DOCUMENTS DRAFT SUBMITTAL







**THE CORPORATION OF THE CITY OF NORTH VANCOUVER**  
**DEVELOPMENT VARIANCE PERMIT**

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Permit No. PLN2021-00016

File: 08-3400-20-0061/1

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Issued to owner(s): **Vancouver Coastal Health Authority**

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Respecting the lands located at **231 East 15<sup>th</sup> Street and 1337 St. Andrews Avenue**, North Vancouver, BC, legally described as:

**LOT 1 BLOCK 60 DL 549 PLAN EPP19487 PID: 028-878-094**  
**LOT REM 2 BLOCK 60 DL 549 PLAN 10091 PID: 009-507-167**

(the “Lands”)

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**List of Attachments:**

Schedule “A”: List of Plans

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**Authority to Issue:**

1. This Development Variance Permit is issued pursuant to Section 498 of the *Local Government Act*.
- 

**Bylaws Supplemented or Varied:**

2. The provisions of the City of North Vancouver “Zoning Bylaw, 1995, No. 6700” are hereby varied as follows:
    - A. Section 804(2)(a) to increase the overall Lot Coverage for the Lions Gate Hospital campus to 60%.
    - B. Section 10A06(4) to decrease the number of bike parking requirements for short term to 18 stalls and the number of secure stalls to 16.
-



### **Special Terms and Conditions of Use:**

3. The Buildings and Structures shall be developed in accordance with the plans dated and listed on the attached Schedule A “List of Plans” and filed in the offices of the City and approved by Council.
  4. No variances other than those specifically set out in this permit are implied or to be construed.
  5. All plans attached to this Permit and specifications referred to above are subject to any changes required by the Building Inspector or other officials of the City where such plans and specifications do not comply with any bylaw or statute, and such non-compliance is not specifically permitted by this Development Variance Permit. The Lands may be subject to additional regulations, restrictive covenants and agreements which may affect their use, development and amenities, if any section or lesser portion of this Development Variance Permit is held invalid for any reason the invalid portion shall be severed from this Development Variance Permit and the validity of the remainder of the Development Variance Permit shall not be affected.
- 

### **General Terms and Conditions:**

6. Pursuant to Section 504 of the *Local Government Act*, this Permit lapses if the work authorized herein is not commenced within 24 months following issuance of this Development Variance Permit. In the event the Owner is delayed or interrupted or prevented from commencing or continuing the construction on or about the subdivision by reason of any Act of God, labour unrest (including strike and lockouts), weather conditions or any similar cause reasonably beyond the control of the Owner, the time for the completion of the works shall be extended for a period equal to the duration of the contingency that occasioned the delay, interruption or prevention, provided that the commercial or financial circumstances of the Owner shall not be viewed as a cause beyond the control of the Owner.
7. This Development Variance Permit shall not vary the permitted uses or densities of land use in the applicable zoning bylaw nor a flood plain specification designated under Section 524(3) of the *Local Government Act*.
8. Nothing in this Permit shall in any way relieve Land Owner/Developers obligation to ensure that the development proposal complies in every way with the statutes, regulations, requirements, covenants and licences applicable to the undertaking.

9. Nothing in this Permit shall in any way relieve the Land Owner/Developers obligation to comply with all setback regulations for construction of structures or provision of on-site services pursuant to the *Health Act*, the *Fire Services Act*, the *Electrical Energy Inspection Act*, and any other provincial statutes.
- 

Authorized by Council: \_\_\_\_\_  
Year / Month / Day

\_\_\_\_\_  
Linda C. Buchanan, Mayor

\_\_\_\_\_  
Karla Graham, City Clerk

Date Signed: \_\_\_\_\_  
Year / Month / Day

---

Note: As required by Section 503 of the *Local Government Act*, the City of North Vancouver shall file a notice of this permit in the Land Title Office stating that the land described in this Permit is subject to Development Variance Permit No. PLN2021-00016.

Notice filed the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**THIS IS NOT A BUILDING PERMIT**

**Schedule A**  
**List of Plans – 231 East 15<sup>th</sup> Street and 1337 St. Andrews Avenue**

<b>Designer</b>	<b>Project Name</b>	<b>Sheet Description</b>	<b>Sheet No.</b>	<b>Sheet Date</b>	<b>CityDocs File Number</b>
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Cover		June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Purpose		June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Project Team	1	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Rendering		June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Design Intention	4	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Conceptual Drivers	5	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Conceptual Drivers	6	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Site Context	10	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	800m Context	13	June 14, 2021	2175071

PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	800m Context	15	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Character Connectivity & Landmarks	16	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Existing and Proposed Topography	17	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Height Analysis	18	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Height Analysis	20	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Street Elevations	21	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Street Elevations	22	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Master Plan Diagram	26	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	March 21 Sun Study	27	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	June 21 Sun Study	28	June 14, 2021	2175071



PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	September 21 Sun Study	29	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	December 21 Sun Study	30	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Building Diagram	31	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Wood First Strategy	37	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Wood First Strategy	38	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Wood First Strategy	39	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Concourse Artwork	40	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Concourse Artwork	41	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Concourse Artwork	42	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Concourse Artwork	43	June 14, 2021	2175071

PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Concourse Artwork	44	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	The Activation Building Artifacts	45	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	The Activation Building Artifacts	46	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	The Activation Building Artifacts	47	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	The Activation Building Artifacts	48	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Connectivity to Surroundings	53	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	North Entrance From 15 <sup>th</sup> Avenue	54	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	North Entrance	55	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	South Entrance	56	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	South Entrance	57	June 14, 2021	2175071

PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	South Entrance Landscape Details	58	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Interior Materiality	59	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Main Lobby Section	60	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	North Entrance Reception	61	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	North entrance Reception	62	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Level 1 Public Concourse – Seating Alcove	63	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Level 5 Patient Unit	64	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Project Images	65	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Level 4 Rooftop Garden	66	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Level 4 Rooftop Garden	67	June 14, 2021	2175071

PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Ariel View From Northwest	68	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Ariel View From Southwest	69	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Ariel View From West	70	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Project Images	71	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Level 1 Courtyard Off Multipurpose Room	72	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Landscape Plans	95	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Drawings	96	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Level 1	97	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Level 4	98	June 14, 2021	2175071
PCLConstructors WestCoast Inc. HDR Architecture Associates Inc. HAPA Collective	Lions Gate Hospital Acute Care Facility	Landscape Materials Plan	99	June 14, 2021	2175071



# THE CORPORATION OF THE CITY OF NORTH VANCOUVER

## BYLAW NO. 8930

### A Bylaw to amend “Zoning Bylaw, 1995, No. 6700”

The Council of The Corporation of the City of North Vancouver, in open meeting assembled, enacts as follows:

1. This Bylaw shall be known and cited for all purposes as “**Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8930**” (**Vancouver Coastal Health / PCL Constructors Westcoast Inc., 319-333 East 14<sup>th</sup> Street, 318-332 East 13<sup>th</sup> Street, 313 East 14<sup>th</sup> Street, 1304-1324 St. Andrews Avenue, Amendment to CD-551**).
2. Division V: Comprehensive Development Regulations of Document “A” of “Zoning Bylaw, 1995, No. 6700” is hereby amended by the following changes to the CD-551 (Comprehensive Development 551 Zone):
  - A. Part “(2) The Principle Uses Shall be limited to:” is deleted and replaced with the following:
    - (2) The Principal Use shall be limited to:
 

On All Sites:

      - a) Accessory Off-Street Parking Use;
      - b) Accessory Off-Street Loading Use;

On Site 1:

      - a) Civic Use;

On Site 2:

      - a) One Unit Residential Use, subject to Section 506(1);
      - b) Civic Use;
      - c) Off-Site Parking Use;

READ a first time on the <> day of <>, 2022.

READ a second time on the <> day of <>, 2022.

READ a third time on the <> day of <>, 2022.

ADOPTED on the <> day of <>, 2022.

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MAYOR

---

CORPORATE OFFICER

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 Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**  
**COMMUNITY & PARTNER ENGAGEMENT DEPARTMENT**

**REPORT**

To: Mayor Linda Buchanan and Members of Council

From: Siobian Smith, Manager Economic Development

Subject: MOBILE FOOD SERVICES

Date: May 4, 2022 File No: 15-8100-20-0001/2022

*The following is a suggested recommendation only. Refer to Council Minutes for adopted resolution.*

**RECOMMENDATION**

PURSUANT to the report of the Manager, Economic Development, dated May 4, 2022, entitled "Mobile Food Services":

THAT Council adopt the Mobile Food Services Policy: Pilot Program (Attachment #2) to allow for the implementation of a Pilot Program to expand mobile food service opportunities in the City for 2022;

THAT the enforcement of provisions in the City's Zoning Bylaw, 1995, No. 6700, Street and Traffic Bylaw, 1991, No. 6234, Real Property Regulation Bylaw, 2006, No. 7831 and Parks Regulation Bylaw, 1996, No. 6611 which would prohibit mobile food services on City property, City street or private property be temporarily suspended to the extent necessary to permit a temporary Pilot Program to expand mobile food services until October 30, 2022 or until Council adopts a resolution to cancel such suspension of enforcement;

THAT staff be directed to develop and implement an application and permitting process for the Pilot Program that ensures the protection and appropriate use of public lands, including plazas, street and parks;

AND THAT staff be directed to report back to Council at the end of the Pilot Program with proposed amendments to relevant bylaws and policies to establish a permanent policy framework for mobile food services in the City following a more formal review of the commercial and community impacts including public and business input.

## ATTACHMENTS

1. Mobile Food Services: Background Information (CityDocs [2174185](#))
2. Proposed Policy for 2022 Pilot Program (CityDocs [2177311](#))
3. Summary and FAQ: MFS Pilot Program 2022 (CityDocs [2172049](#))
4. Mobile Food Vendors Policy, April 2016 (CityDocs [1350209](#))
5. Mobile Food Cart Policy, April 2017 (CityDocs [1451236](#))

## SUMMARY

Over the past 2 decades, the Mobile Food Service (MFS) sector has grown exponentially in large urban centres across North America. Food trucks and food carts add vibrancy and amenity to the public realm and build community through supporting the gathering of people. The MFS sector provides employment and supports entrepreneur-led micro business in the region. The offerings of MFS have proved to be extremely popular with North Shore residents as evidenced by the line-ups at the Shipyards Friday Night Market prior to the pandemic. MFS can offer a wide selection of multi-cultural ethnic food at a reasonable price point, enriching the City of North Vancouver's foodie scene.

This report presents for Council's consideration and approval, a MFS Pilot Program for the 2022 summer season. A new Pilot Program will allow for the immediate operation of Food Trucks and Food Carts in the City. Lessons learned and feedback from the business community and residents following the 2022 Pilot Program would inform bylaw amendments and be incorporated into revised longer-term policy. This report also addresses requests received from business owners/ operators in The Shipyards Brewery District to permit the operation of Food Trucks in support of their businesses, as well as from event organizers looking to place Food Trucks on private property for specific events. The proposed pilot would increase the number of locations where MFS can operate, allow for a seasonal slot allocation process to allow flexibility and diversity and permit both Food Trucks and Carts to apply for event activation on private property. The main differences between current policy and the proposed 2022 Pilot Program are listed below:

CURRENT PROGRAM		PROPOSED 2022 PILOT PROGRAM
Food Trucks permitted for events; only on City property	→	Food Trucks and Carts permitted for events; both City and private property
Food Trucks not permitted except for events	→	Food Trucks permitted seasonally at 8 locations; individual slot allocations
Food Carts permitted seasonally at 8 locations; term for 3 years	→	Food Carts permitted seasonally at 16 locations; individual slot allocations
Food Truck Fee structure: Single licence fee attached to single event	→	One annual Business Licence fee plus an individual fee for each slot up to a maximum threshold



## **Proposed 2022 Pilot Program Framework**

In the interim period until bylaws and policy can be revised and formally adopted, and public input can be solicited, a new Pilot Program would allow for immediate activation during the 2022 summer season. Policy guidance for a new Pilot Program (Attachment #2), incorporates existing policy guidance and good practice employed by the City, with the following modifications:

- Implement a streamlined, single-window process that allows most types of MFS to apply through the same application procedures;
- Increase the number of designated locations for MFS to operate to allow for a broad understanding of market demand;
- Allow a rolling intake process for submission of applications following the initial allocations;
- Separate the business licencing process from the slot allocation process;
- Accept applications for MFS to be permitted on private property for specific events, through the issuance of a Special Event Permit;
- Introduce a fee structure for MFS that aims to level the playing field with brick-and-mortar food operators and is accessible for MFS operators who may wish to operate on only a few occasions;
- City-led promotion of the Pilot Program through a public calendar and social media posts.

Given the depth of review and analysis required in any one application, a recommendation to allow for Food Trucks on private property on a regular ongoing basis is not included in this pilot. The operation of any new business on private property must be reviewed against the designated zoning. Where the requested use is not permitted, discussion and feedback from City staff is required on a preliminary proposal through a Pre-Consultation Application.

## **BACKGROUND**

### **Current Policy**

Current policy on the operation of Mobile Food Services (MFS) is quite restrictive; both Food Trucks and Carts are governed by City policies adopted in 2016 and 2017 respectively (Attachments #4 and #5). Under current policy, Food Trucks are only permitted on a case-by-case basis for singular events on City property. Food Carts are currently permitted in eight designated locations for a three-year term based on an annual application and lottery process. In addition to these policies, there are provisions in multiple bylaws relating to the designated areas (zoning), operations (business licencing), and use of City property and lands (streets, traffic, and parks) that restrict where and how MFS can operate.

### **Previous Pilot Programs**

In response to the pandemic, permitting of Food Trucks and Food Carts was adjusted in March 2020. Informal Pilot Programs were implemented in both 2020 and 2021 to allow

Food Trucks to operate seasonally. The 2020 and 2021 pilot programs supported Public Health Orders that limited public and private gathering and provided amenity to the residents that were encouraged to more time outside in the community. The Food Cart program was suspended during the pandemic. Details on past Pilot Programs can be found in Attachment #1.

## **ANALYSIS**

### **Food Truck Policy in Neighbouring Jurisdictions**

In some neighbouring jurisdictions, MFS are permitted to operate year-round under specific conditions, including in relation to times and proximity to permanent food establishments. As communities experience a gradual lifting of pandemic restrictions, many municipalities are investigating policy options to allow for the increased operation of Food Trucks. Concern has been raised by the public and businesses related to displacing business from existing food service providers occupying brick-and-mortar establishments and increased noise within residential neighbourhoods. Development of any longer-term City policy needs to take these concerns into account and aim to mitigate negative impacts in the community.

### **The Shipyards Brewery District**

Staff have recently engaged with MFS operators, event organizers and The Shipyards Brewery District operators to better understand concerns and suggestions related to a new policy. Input and feedback was mixed and without unanimous support for a singular approach. Concerns were raised about the placement of Food Trucks on private property on a regular basis, given that some locations may adversely impact local residents and businesses, impede already-limited parking options, and shift the intended zoning of a property without due process and consideration. Suggestions were also made regarding the rotation of Food Truck/Cart operators to increase opportunities at high-traffic locations and ensure a variety of food options throughout the City. Recommendations were divided with regard to the breadth of locations; one suggested option was to limit the locations to The City's Shipyards and the Shipyard Brewery District areas while other feedback supported increasing locations throughout the City. In addition to requests from The Shipyards Brewery District, the City has received requests for the operation of Food Trucks on private property to support outdoor festivals and events. The City's Shipyards division has indicated a desire for the option to include Food Trucks to animate the site and to support outdoor activations throughout the season, in addition to already planned events.

## **CONSIDERATIONS**

### **Next Steps**

Implementing a new 2022 Pilot Program will allow the City time to evaluate the merits and challenges of a new approach, provide baseline data and enable the development of longer term policy for Council's consideration. Informed decision-making regarding a longer-term approach would include analysis of the following elements:



- Market demand;
- Peak demand at various locations;
- Impact on other operators within the business community, specifically businesses in the surrounding area and brick-and-mortar food service establishments;
- Challenges to the safety, protection and prescribed use of our public spaces;
- Impact on residents;
- Capacity and capabilities of MFS operators;
- Efficiency and best practice in licencing and permitting processes; and
- Associated impacts on existing City regulations and policies.

Input from residents and the business community should also be incorporated into a modified approach, which would require many weeks to allow for surveying, analysis, reporting and recommendations to be brought forward to Council.

## **FINANCIAL IMPLICATIONS**

There would be no net loss of revenue to the City. Revenue obtained through slot allocation fees would offset the expenses of staff time to administer and oversee the Pilot Program and required signage in certain areas. Additional fees for The Shipyards slot allocation would cover staff time for the access and egress into the designated area as well as utility costs. Fees for slot allocations were also assessed against tax assessments for brick-and-mortar food service establishments in the City and pro-rated to establish a reasonable daily rate.

## **INTER-DEPARTMENTAL IMPLICATIONS**

This report and approach has been reviewed by staff in Strategic and Corporate Services, Engineering Parks and Environment and Community and Partner Engagement.

## **CONCLUSION**

The City is supportive of business growth that reinforces increased community engagement and use of public spaces, particularly for seasonal activation. Over the last two years of the pandemic, implementation of City policy regarding MFS operating in the City has been suspended with limited opportunities for outdoor food services. Implementing a new Pilot Program for the summer season of 2022 will provide an opportunity to better understand market demand, community engagement, resident and business feedback, and overall success of the program implementation.

RESPECTFULLY SUBMITTED:



---

Siobian Smith  
Manager, Economic Development

## **Background Information for Pilot Program 2022 Mobile Food Services**

### **Definitions**

“Business Licence Bylaw, 2018, 8640” currently provides the following definitions for various types of mobile food services:

“Food Truck, Mobile” means a vehicle with cooking equipment that produces smoke or grease laden vapours in a confined compartment.

“Mobile Cart” shall mean any wagon, cart, kiosk, table or vehicle other than a Food Truck located on private property at approved locations from which merchandise, food, confectionary or beverage is offered for sale.

“Mobile Food Carts – On Street” shall mean any wagon, cart, or kiosk, or vehicle other than a Food Truck from which merchandise, food, confectionary or beverage is offered for sale on City streets at approved locations as per City Policy.

“Zoning Bylaw, 1995, 6700” defines food trucks and other mobile food vehicles as “Mobile Carts”, which are a prohibited use in all zones as per Section 402(3)(c). There is, however, a provision for “Accessory Mobile Food Vending Use” that provides for the sale of prepared foods and beverages intended for immediate consumption as an “Accessory Use to a retail building supply establishment”.

### **Mobile Food Services in the City**

Under the Zoning Bylaw, MFS are significantly restricted within the City. Currently, “Mobile Carts” are prohibited in all properties and zones unless specified otherwise. As of today, “Mobile Carts” are permitted in the M-3 industrial zones only as an accessory use to a principal retail building supply store. They are also permitted within several designated CD zones, each having specific siting and conditions for use. These zones are primarily located around The Shipyards, Lonsdale Quay and Harbourside areas of the City. Currently there are no provisions for any MFS to operate on private properties outside of these specific zones.

Under the current Business Licencing Bylaw, five different types of MFS are defined. The primary differentiation between the various types of MFS is related to the ability to prepare and cook food within the vehicle and the permitted location where the vehicle may operate.

Over the last five years and through Council approved policies, the City has modified its approach to permitting MFS to operate within the City<sup>1</sup>. A Council Policy introduced in April 2016 authorized Mobile Food Vendors (Food Trucks) to operate on City-land on a case-by-case basis or at events organized by the City. In April 2017, a second policy was introduced to permit Food Carts to operate at eight designated locations in the City where the Food Cart operator would park curbside or on City property (revised June 2019).

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<sup>1</sup> Prior to 2016 the City operated under Street Vending Guidelines for Mobile Food Services.



Under this second policy, an annual Expression of Interest process was conducted to determine the selected vendor and location, allocated for three-year increments.

While MFS may be viewed as negative disruptors in the food service industry, they may also be viewed as critical to bolster local service capacity and to support activation of community spaces or neighbourhoods that have more limited food options. An updated policy framework would be able to moderate time and space for MFS to operate, possibly focusing on peak demand periods and in designated locations only.

Current challenges to operating MFS in the City include:

- No private property siting is permitted, limiting opportunities for potentially suitable locations such as parking lots and open areas to be utilized;
- The operation of a Food Truck is permitted only at specific events, thereby significantly restricting their operation;
- The operation of Food Carts is permitted only at a limited number of locations;
- Once allocated, Food Cart designated locations are for a three-year period thereby 'locking' a location for an extended period of time;
- The operating times and locations for Food Trucks to operate are approved on a case-by-case basis, creating ambiguity and uncertainty for business owners;
- The permitting of MFS in the City have differing application processes rather than offering a simple and efficient single-window process.

### **Pilot Programs: 2020/2021**

With the gradual lifting of COVID-19 restrictions, staff initiated a Pilot Summer Food Truck Program for the month of August in 2020 and again during July/August in 2021. The purpose of the programs was to support the continued safe use of outdoor spaces and to respond to the increased use of City parks, as well as to assess local market demand for outdoor dining options.

An invitation was sent out to all Food Truck owners that had received a City Business Licence in the previous two years. Designated locations where the Food Trucks could operate were selected based on a number of criteria including popularity of the area, availability of space for eating and access to safe parking.

**2020 Pilot:** For 2020, one curbside location on 300 E Esplanade (in The Shipyards Brewery District) was selected to be operational seven days a week for the month of August. Six Food Trucks registered for various dates throughout the month. Some did not return to their assigned dates on the Monday to Thursday and on Sunday as sales were limited; Saturday was reported to be the most profitable day. This August 2020 pilot indicated limited public demand on weekdays.

**2021 Pilot:** The approach expanded for 2021 with five locations available but only operating for three days a week. There was a total of six Food Trucks that signed up to take part in the 2021 pilot. The format was as follows:

- Days: Friday, Saturday & Sunday from July 1 to August 31

- Time: Friday 3pm – 9pm / Saturday and Sunday 11am – 9pm
- Curbside Locations:
  - Ray Perrault Park (Grand Boulevard West)
  - East Esplanade (300 Block East Esplanade)
  - Waterfront Park (South side of West Esplanade)
  - Mahon Park (18<sup>th</sup> & Jones)
  - The Shipyards

The program for 2021 was discouraging as there was inconsistent participation from Food Truck operators which made it challenging to promote the daily/weekly offerings for each location. Anecdotal feedback from the operators was that they experienced less than profitable numbers of customers.



## COUNCIL POLICY

XX Community and Partner Engagement

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<b>Policy Name</b>	Mobile Food Services Policy: Pilot Program
<b>Policy Number</b>	XXXX
<b>Effective Date</b>	May 17 2022
<b>Approved By</b>	Council

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## PURPOSE

This policy provides an interim framework for the approval of the operation of Mobile Food Service (MFS) operators (commonly referred to as Food Trucks and Food Carts) at designated sites within the City. This policy supersedes the previously issued policies: Mobile Food Vendors (2016) and the Mobile Food Carts (2017).

## POLICY

Administration of this Policy is delegated by Council to the Department Director, Community and Partner Engagement. The Director, Community and Partner Engagement has the authority to approve or deny any application received under this policy.

This policy regulates the permitting of two types of MFS operators – Food Trucks and Food Carts. Mobile Food Canteens and Ice-Cream Vendors are excluded from this policy.

This policy establishes a Pilot Program for 2022 that permits MFS operators to operate in approved locations and on select dates, referred to as slots, for seasonal activation. This policy also streamlines the application process for MFS operators at City of North Vancouver-approved events and at private functions where operators may be required to be sited on City or private land. For private events where operators are requested on private property that is not permissible under *Zoning Bylaw, 1995, No 6700*, an additional Special Event Permit will be required.

Outside of approved events, MFS operators may only operate at designated and approved slots through the application process noted below in Section 4. For events, applications are considered on a rolling basis throughout the year and permitted following approval by City staff and North Vancouver Recreation and Culture staff where relevant. Not all locations in the City indicated in Schedule A are accessible for all types of MFS operators; some designated sites will be permitted for Food Carts only.

For events that are utilizing MFS operators to feed their patrons/guests, a list of operators with valid City-issued Business Licences may be requested from City staff. MFS operators without valid City Business Licences will not be able to operate in the City.

## Policy Summary:

Type of MFS Operator	Permitted Operation	Process
Food Truck Or Food Cart	- At approved events; on City or private property	- Open to applications all year - Street Use permit may be required
	- Designated slots in seasonal pilot	- Applications before May 30, 2022; seasonal slots allocated June 6, 2022. Remaining slots with open intake until October 30.

## CURRENT DEFINITIONS

The definitions noted below are extracted from the *Business Licensing Bylaw, 2018, 8640*.

Food Truck, Mobile means a vehicle with cooking equipment that produces smoke or grease laden vapours in a confined compartment;

Mobile Food Cart shall mean any wagon, cart, kiosk, table or vehicle other than a Food Truck from which food, confectionary or beverage is offered for sale;

## REQUIREMENTS

### 1.0 Primary Jurisdiction

- 1.1 Event organizers for events on public (City-owned) and private property that wish to have MFS operators are to ensure that the operators conform to all municipal requirements.
- 1.2 Municipal approval is required for all events on City-owned property.

### 2.0 General Requirements for all Mobile Food Service operators

- 2.1 MFS that operate in the City of North Vancouver are required to have a valid City of North Vancouver business licence for each vehicle.
- 2.2 As a requirement to obtain a business licence, each MFS operator must carry Commercial General Liability Insurance coverage that names the City of North Vancouver as an additional insured to the policy. MFS owners are required to provide and maintain liability insurance coverage that meets the following minimum requirements. Should you have any questions regarding insurance requirements, please contact the Insurance and Risk Advisor at 604-983-7302.
  - Inclusive limit of \$5,000,000;
  - Cross Liability Clause;
  - \$2 million automobile liability insurance;
  - City of North Vancouver named as an Additional Insured; and



- 30 day written notice of any material change or cancellation of Policy.
- 2.3 The Business Licence must be displayed on the vehicle while in operation. The business licence does NOT give the MFS operator the right to vend food ad hoc on the City's streets as per the City's Street and Traffic Bylaw.
- 2.4 Any MFS operator carrying out business in the City of North Vancouver also has to have:
- City of North Vancouver Fire Department approval by meeting all the requirements contained within Section 705 (4) of the Fire Bylaw No. 7709;
  - BC Health Authority "Permit to Operate" (This can be issued by any Health Authority in BC and confirms the food handling practices meet provincial health standards);
  - Clearance letter and in good standing from WorkSafeBC (or exemption).
- 2.5 MFS operators must prevent the disposal of any materials, including rinse or wash waters, any spilled materials or any waste, into catch-basins, streets, gutters, storm drains, or creeks.
- 2.6 No MFS operator or other vehicle or equipment cleaning or maintenance is to be performed on site. Vehicles and equipment must be free of leaking fluids.
- 2.7 Operators must conduct daily cleanup of the location within a 10 metre radius of the vehicle location. Garbage and waste will be recycled or disposed of properly off-site by the operator. Use of City garbage/recycling receptacles is prohibited. Disposal of any liquid waste into adjacent bodies of water or City drains is prohibited.
- 2.8 MFS operators must provide their own independent sources of potable water and power except for operations at the Shipyards.
- 2.9 The vehicle or cart is restricted to the specific location that has been designated and approved by the City and is prohibited from remaining overnight. Vehicles and carts must not be left unattended.
- 2.10 Storage is limited to the vehicle. Free-standing storage units are prohibited.
- 2.11 Vehicle pick-up and drop-off must occur from the adjacent street or approved parking lots. Vehicles are prohibited from driving on sidewalks or pathways to access the designated locations. For loading and unloading, vehicles must obey all street and traffic bylaw provisions and obey all posted signs and restrictions.

- 2.12 Relocation of an MFS may be required on a temporary basis to accommodate City approved events or construction/repairs of City infrastructure in or close to the designated locations. Advance notice of such relocations will be given when possible.
- 2.13 Vehicles must be maintained in good operating condition as well as with a high standard of appearance.
- 2.14 Approval of the Business Licence Inspector is required before making any changes to the vehicle. Display boards are considered to be part of the vehicle and must be approved.
- 2.15 Failure to comply with one or more of the above conditions may result in enforcement action against the Business Licence.

### **3.0 Specific Requirements**

#### **3.1 Mobile Food Service operators at Events**

- 3.11 The business licence must be on display for the specific MFS operator at all events and must be provided to the event organizer on request.
- 3.12 MFS operators may park only in locations approved by the event organizer, in conjunction with City Staff, in order to ensure that they are located in a safe and accessible manner, do not block fire hydrants, sidewalks, or fire lanes, do not interfere with traffic or event/other activities; and are consistent with all City parking rules, regulations and other policies.
- 3.13 MFS operators must comply with all requests of City staff related to the safety of the venue or the proper functioning of a City event, including requests to leave the venue or relocate.

#### **3.2 Food Carts**

- 3.21 Each Food Cart is allowed two folding chairs for customers and a tent/canopy for weather protection; no additional furniture or objects are permitted.
- 3.22 Food carts will be designed to meet the following dimensions:
  - Maximum 1.5 metres (5') in overall length.
  - Maximum 1.2 metres (4') in overall width.
  - Maximum 1 metre (3' 3") solid bottom of kiosk with additional 1 metre (3' 3") of clear open structure above.

## **PROCESS**

### **4.0 Application Requirements**

#### **4.1 Slot Allocations**

- 4.1.1 Applicants must be the owner of the business.
- 4.1.2 Applicants must hold a valid Business Licence for the City of North Vancouver.
- 4.1.3 All requirements set out in Section 2 must be met prior to submitting an application.

#### **4.2 Event Applications**

- 4.2.1 Applications may be submitted through an event organizer on behalf of the MFS operator. A Special Event Permit is required.
- 4.2.2 Applicants must hold a valid Business Licence for the City of North Vancouver.
- 4.2.3 If a private event requires MFS operators to be located on City property that is curbside, the event organizer is required to apply for a Street Use Permit.

### **5.0 Application Process**

- 5.1 Submit an application for preferred slot(s) by May 30, 2022. Inquiries should be addressed to the Business Licence Inspector.
- 5.2 The following information must be included with the application for a slot(s):
  - A colour photo or detailed plan of the vehicle;
  - Dimensions of the vehicle;
  - Proposed signage;
  - A description of the proposed products to be sold and methods of preparation/storage;
  - Identification of preferred slot(s). See Map of Locations for approved locations.
- 5.3 Available slots that have more than one applicant who meet all the MFS operator requirements will be awarded by random draw. Applicants may be present to witness the draw and all applicants will be notified of the resulting status of their application by June 6, 2022.

- 5.4 No more than 16 slots will be issued per applicant. A second round of additional slots may be considered and approved if no other application(s) is/are received for the desired location after June 15, 2022.
- 5.5 MFS operators will be required to pay a fee for allocated slots at the time of confirmation. Each slot allocation will be charged at a rate indicated in Schedule C.
- 5.6 Applications for the slot allocation at the Shipyards must not prepare and serve food that is deemed to be in competition with the food services provided in the immediate vicinity.

#### DOCUMENT HISTORY

Date	Action	By



## **Schedule A**

(See Map)

### **Designated Locations for 2022 Mobile Food Services Pilot Program**

Address	Zone
<b>FOOD TRUCKS AND FOOD CARTS PERMITTED</b>	
1. Victoria Park (West side near washrooms)	P-1
2. Mahon Park (North side of 400 Block W 16th St)	P-1
3. 300 E Esplanade	M-4
4. Ray Perrault Park (at Grand Blvd W)	P-1
5. Kings Mill Walk Park (at Harbourside Pl)	P-1
6. Moodyville Park (Moody Ave at E 2nd St)	P-1
7. Mosquito Creek Park (East side of 1600 Block Fell Ave)	P-1
8. Heywood Park	P-1
<b>FOOD CARTS ONLY PERMITTED</b>	
9. Lonsdale Ave at 14th St, Civic Plaza (141 W 14th St) or Lonsdale Sidewalk frontage	Part of the plaza is zoned CD-505
10. Lonsdale Ave at 17th St, Southeast corner (1650 Lonsdale Ave)	CD-562
11. Lonsdale Ave at 19th St, Northwest corner (1905 Lonsdale Ave)	C-2
12. Lonsdale Ave at 21st St, Southeast corner (2032 Lonsdale Ave)	C-2
13. Waterfront Park near Goldsworthy Pier ( no vehicle access)	P-1
14. Jack Loucks Court	CD-450
15. Rogers Plaza	CD-430
16. Shipyards	CD-393

**Each application must clearly identify their preferred location(s).**

\*Shipyards operates with unique slots and fees

SOME LOCATIONS MAY PERMIT MULTIPLE VENDORS; TO BE DETERMINED BY STAFF



## **Schedule B**

### **Designated dates when Mobile Food Services may operate: 2022**

MONTH	DAYS OF THE WEEK	SPECIFIC DATES
June	Thursday, Friday, Saturday	2, 3, 4, 9, 10, 11, 16, 17, 18, 23, 24, 25, 30
July	Wednesday, Thursday, Friday, Saturday, Sunday	1, 2, 3, 6, 7, 8, 9, 10, 13, 14, 15, 16, 17, 20, 21, 22, 23, 24, 27, 28, 29, 30, 31
August	Wednesday, Thursday, Friday, Saturday, Sunday	3, 4, 5, 6, 7, 10, 11, 12, 13, 14, 17, 18, 19, 20, 21, 24, 25, 26, 27, 28, 31
September	Thursday, Friday, Saturday	1, 2, 3, 8, 9, 10, 15, 16, 17, 22, 23, 24, 29, 30
October	Thursday, Friday, Saturday	1, 6, 7, 8, 13, 14, 15, 20, 21, 22, 27, 28, 29

### **Designated hours of operation for Mobile Food Services: 2022**

MONTH	DAYS OF THE WEEK	SPECIFIC HOURS
June	Thursday, Friday, Saturday	11am – 9pm
July	Wednesday, Thursday, Friday, Saturday, Sunday	Wed, Thu, Sun: 11am – 9pm Fri – Sat: 11am – 10pm
August	Wednesday, Thursday, Friday, Saturday, Sunday	Wed, Thu, Sun: 11am – 9pm Fri – Sat: 11am – 10pm
September	Thursday, Friday, Saturday	11am – 9pm
October	Thursday, Friday, Saturday	11am – 9pm

### **Shipyards Location ONLY: 2022**

*Shipyards location will have regular festival and event programming outside of the Pilot Program*

MONTH	DAYS OF THE WEEK	SPECIFIC HOURS
July	Sunday	12pm-9pm
August	Sunday	12pm-9pm
September	Monday through Sunday	12pm-9pm
October	Monday through Sunday	12pm-9pm

## **Schedule C**

### **Designated Fees for Mobile Food Services Pilot Program: 2022**

Annual Food Truck Business Licence	\$200.00
Food Truck Slot Allocation per day	\$50.00
Food Truck Slot Allocation per day - Shipyards	\$125
Annual Food Cart Business Licence	\$105.00
Food Cart Slot Allocation per day	\$25.00
Special Event Permit	\$50
Street Use Permit	\$80 + \$4 GST

Maximum fees to be charged as part of the Pilot Program are as follows. Special event permits will be an additional fee as indicated in the table above:

- Food Truck: \$200 + \$650 = \$850 (Business Licence plus maximum slot fees to be charged)
- Food Cart: \$105 + \$325 = \$430 (Business Licence plus maximum slot fees to be charged)



## MOBILE FOOD SERVICES - PILOT PROGRAM 2022

### What is the Mobile Food Services Pilot Program for 2022?

The Pilot Program builds on existing City policy to permit Mobile Food Services. The Pilot Program will permit Food Trucks and Food Carts to operate at 16 designated approved locations through the City of North Vancouver (see attached Map). The Program also allows for Food Trucks and Food Carts to apply to locate on private property, in addition to public property, for special events.

### How does it work?

Licensed operators can apply to operate on certain dates and times (slots) at designated locations throughout the City. Food Trucks will be able to apply for up to 8 locations and Food Carts can apply to operate at all 16 locations. The City will post on social media and the City website to keep the public updated with locations and vendors.

For events, applications will continue as per usual practice with the City. A valid Business Licence is required and a Street Use Permit or a Special Event Permit may need to be issued upon review from City staff.

### Who can apply?

Any Food Truck or Food Cart operator with a valid City of North Vancouver Business Licence can apply. Operators do not need to be a resident business in the City to apply.

### How are the selections made for each slot allocation?

Food Truck/ Cart operators must submit a completed application form on or before May 30. Staff will assign slots and confirm allocations with the applicants directly. If more than one application is received for the same slot, staff will strive to ensure equity and transparency especially for anticipated high-traffic locations. In some locations, there may be opportunity to situate more than one vendor. Staff will make the appropriate recommendation based on considerations of safety and use of public property. All applicants will be notified of slot allocations by June 6; payments will be due within 7 days.

### When and where will the Pilot Program operate?

The Pilot Program will operate from May 17 to October 30, 2022. Locations where Food Trucks and Food Carts can apply to operate can be seen in the attached map.

May 17 - May 30	June 3-6	June 15	October 30
Applications accepted	Slot allocations confirmed	Open for rolling applications	Program closes

### How will the community know what Food Trucks and Carts will be operating?

The City will post updated information on social media and the City website to keep the public current with locations and vendors.

## **FAQs**

### **1. What is a Food Truck?**

- As defined in the Business Licencing Bylaw, a Food Truck means a vehicle with cooking equipment that produces smoke or grease laden vapours in a confined compartment.

### **2. What is a Food Cart?**

- As defined in the Business Licencing Bylaw, a Food Cart means any wagon, cart, kiosk, table or vehicle other than a Food Truck from which food, confectionary or beverage is offered for sale.

### **3. When and where can I operate my Food Truck?**

- For a singular event, you can apply at any time and request a specific date and time to operate. A minimum of two weeks advance notice is suggested. Typically event organizers will submit this request on behalf of the Food Truck operator(s). You may apply for any location on City or private property; each request is reviewed by staff for location-specific safety and community concerns.
- To participate in the 2022 Pilot Program, you can apply for a slot allocation for a specific location (16 locations) on a specific date (Pilot Program runs from May 17, 2022 – October 30, 2022). See the Map of Locations in the Policy.

### **4. How do I apply?**

- All Food Truck/ Cart operators require a valid City of North Vancouver Business Licence to apply. If you do not have a current Business Licence, you may submit an application for a Licence together with your Pilot Program submission.
- An application form for the Pilot Program must be submitted for each Food Truck/Cart. One application is required, whether you are requesting one slot or multiple slots. Application forms can be downloaded from the City of North Vancouver website, or emailing [gateway@cnv.org](mailto:gateway@cnv.org) or calling 604-985-7761.
- Applications for initial slot allocations will be accepted between May 17-30, 2022. Slot allocations will be issued the week of June 6, 2022. Each Food Truck/Cart may apply for an initial maximum of 16 slots. A second round of slot allocations will be made after June 15.

### **5. How do I get a City of North Vancouver business licence?**

- Apply through the City online: <https://www.cnv.org/Property-and-Development/Business-Licences/Applying-for-a-Business-Licence>
- Call Gateway at 604-985-7761 for assistance or email [gateway@cnv.org](mailto:gateway@cnv.org).

**6. Do I need to have a City of North Vancouver business address?**

- Food Truck/Cart operators do not need to be a business resident in the City of North Vancouver.

**7. When does the Pilot Program start and finish?**

- The Pilot Program will launch following approval from Council in May 2022.
- The Pilot Program will be in operation from May 17 – October 30, 2022.

**8. What is a slot?**

- A slot is a designated date, time and location for a Food Truck or Food Cart to operate during the Pilot Program.

**9. How much does a slot cost? When do I pay?**

- There are 3 different types of rates for individual slots:
  - i. Food Truck slot rate: \$50 to a maximum charge of \$650
  - ii. Food Cart slot rate: \$25 to a maximum charge of \$325
  - iii. Shipyards slot rate: \$125
- Once the maximum charge is reached, operators will not pay for additional slot allocations assigned during the Pilot Program.
- Payment for slots are due 7 days following confirmation from City staff regarding slot allocations.

**10. How do I cancel a slot?**

- If you have been approved for a slot and need to cancel the booking, email [licence@cnv.org](mailto:licence@cnv.org) or call 604-985-7761.
- Refunds will be provided if 72 hours of notice is provided.
- Slots that are cancelled will become immediately available to other Food Truck/Cart operators for booking.
- Operators that do not show up for their designated slots will forfeit their remaining slot allocations following two or more “no-shows”.

**11. How many slots can I apply for?**

- During the first round of applications (May 17 – 31, 2022) operators may apply for a maximum of 16 slots.
- Once staff have assigned slots through this initial application process, all remaining open slots will be made available to interested MFS operators through a second round of allocations.

**12. Why does it cost more for a slot at The Shipyards?**

- The Shipyards location provides utility hook-ups for Food Trucks to operate, and staff are required to be present to provide access and egress support as well as maintain public seating, waste management and cleaning of public washrooms.

**13. What happens if I paid for a slot but I can't use it?**

- If you are unable to utilize your slot, please let the City know as soon as possible. See FAQ #11 above.
- Refunds will be provided if 72 hours of notice is provided.
- Slots that are cancelled will become immediately available to other Food Truck/Cart operators for booking.
- Operators that do not show up for their designated slots may be required to forfeit their remaining slot allocations following two or more "no-shows".

**14. Why is the program only seasonal?**

- This Pilot Program will allow for the City to try out a more flexible, broad program to determine the opportunities and challenges with operating an annual Mobile Food Services program.
- Lessons learned during the pilot, together with input from residents and businesses in our community, will be incorporated into a fulsome report back to Council in fall 2022 in order to develop an annual program and make necessary regulatory and policy changes.





# COUNCIL POLICY

02 Business and Community Partnerships

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<b>Policy Name</b>	Mobile Food Vendor (Food Truck) Policy
<b>Policy Number</b>	C57D
<b>Effective Date</b>	April 4, 2016
<b>Approved By</b>	Council

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## PURPOSE

This policy is to provide the framework for the approval of Mobile Food Vendors (commonly referred to as Food Trucks) at City Approved Events on City Land and private events where Food Trucks are required to park on City land.

## POLICY

The purpose of this Policy Statement is to regulate the permitting of Mobile Food Vendors at City of North Vancouver approved events and at private functions where mobile food vendors may be required to be sited on City land.

For Events that are hosting mobile food vendors to feed their patrons/guests, a list of vendors with City Business Licences will be provided by City Staff. Mobile Food Vendors without City Licences will not be able to operate in the City.

With the exception of Mobile Food Canteens at Construction and Film Production sites, Mobile Food Vendors may only sell at times and locations approved by City staff (and North Vancouver Recreation and Culture staff for City of North Vancouver Parks).

Mobile Food Canteens which service construction sites and film productions are exempt from this policy and are governed by the Business Licence Bylaw. Food Carts are covered by pre-existing City of North Vancouver guidelines.

## DEFINITIONS

**Mobile Food Canteen** - prepares and/or serves food but does not cook and/or produce grease laden vapours.

**Mobile food vendor** - includes but is not limited to vehicles, trailers, and carts with cooking equipment that produce smoke or grease laden vapours in a confined compartment.

## PROCEDURE

### 1.0 Primary Jurisdiction

Event Organisers for events on public (City-owned) and private property that wish to have mobile food vendors that must be parked on public land are to ensure that the mobile food vendors conform to all municipal requirements.

Municipal approval is required for all events on City-owned property.

## **2.0 General Requirements for all Mobile Food Vendors**

1. Mobile Food Vendors that operate in the City of North Vancouver are required to have a valid City of North Vancouver business licence.
2. This business licence permit limits the operation of mobile food vendors to specifically named and permitted events.
3. The business licence does NOT give the Mobile Food Vendor Operator the right to vend food on the City's streets as per the City's Street and Traffic Bylaw.
4. Any mobile food vendor operating in the City of North Vancouver has to have:
  - City of North Vancouver Fire Department approval by meeting all the requirements contained within Section 705 (4) of the Fire Bylaw No. 7709.
  - BC Health Authority "Permit to Operate". (This can be issued by any Health Authority in BC and confirms the food handling practices meet provincial health standards.)
  - BC Safety Authority "Mobile Outdoor Food Service Certification".
5. The Mobile Food Vendor business licence must be on display for the specific vehicle at all events.
6. The mobile food vendor operator should be aware that they need approval from the event organiser to be there.
7. All mobile food vendors operating at events will need to show the event organizer the Business Licence from the City.
8. Mobile Food Vendors may park only in locations approved by the Event Organizer, in conjunction with City Staff, in order to ensure that they are located in a safe and accessible manner, do not block fire hydrants, sidewalks, or fire lanes, do not interfere with traffic or event/other activities; and are consistent with all City parking rules, regulations and other policies.
9. If a private event requires mobile food vendors to be located on Wallace Mews, the event organizer is required to pay for a Street Use Permit and signage to permit the mobile food vendor to park where metered parking is impacted. This permit is to be obtained from the office of the Manager, Business Services.
10. Mobile Food Vendors must comply with all requests of City officials/staff related to the safety of the venue or the proper functioning of the City event, including requests to leave the venue or relocate.
11. Each Mobile Food Vendor must carry Commercial General Liability Insurance coverage that names the City of North Vancouver as an additional insured to the policy, in an amount to be determined by the City of North Vancouver's Insurance and Risk Advisor.
12. Mobile Food Vendors must prevent the disposal of any materials, including rinse or wash waters, any spilled materials or any waste, into catch-basins, streets, gutters, storm drains, or creeks.

13. No mobile food vendor or other vehicle or equipment cleaning or maintenance is to be performed on site.
14. Vehicles and equipment must be free of leaking fluids.

### **3.0 Construction Site & Film Production Mobile Food Canteens**

Mobile Food Canteens serving construction sites and Film productions are only allowed within project boundaries and to specific productions and only by direct invitation of the construction site superintendent or the Film Location Manager. Therefore they are to be considered to be subcontractors or invitees of the construction contractor, and this policy does not apply to them.

#### **DOCUMENT HISTORY**

<b>Date</b>	<b>Action</b>	<b>By</b>
April 4, 2016	Approved	Council



# COUNCIL POLICY

## 02 Business and Community Partnerships

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<b>Policy Name</b>	Mobile Food Cart Policy
<b>Policy Number</b>	2017-002
<b>Effective Date</b>	April 3, 2017
<b>Approved By</b>	Council

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### PURPOSE

The purpose of this policy is to provide a standard for approving and regulating Mobile Food Carts in the City of North Vancouver with the goal to contribute to the animation of public spaces. A Mobile Food Cart is defined as any wagon, cart or kiosk from which food, confectionary or beverage is offered for sale on approved City streets, plazas, parks or other public locations.

### POLICY

Administration of this Policy is delegated by Council to the Director of Community and Partner Engagement Department. The Director, Community and Partner Engagement has the authority to deny any application received under this Policy.

### PROCEDURE

#### A. Application Requirements

1. Submit an Expression of Interest letter for preferred location(s) by Friday, of the first week in October (decision may be awarded by random draw process - see section A5 below). Letters to be addressed to the Business Licence Inspector.
2. Applicants must be the owner of the business.
3. The following information must be included with the Expression of Interest for a Mobile Food Cart location(s):
  - A colour photo or detailed plan of the proposed Mobile Food Cart;
  - Dimensions of the Food Cart;
  - Proposed signage;
  - A description of the proposed products to be sold and methods of preparation/storage;
  - Identification of preferred location(s) (see Schedule A for approved locations);
4. Once locations have been allocated a separate business licence application for each location must be submitted. The following are conditions of the Business Licence:
  - Valid BC Health Authority Mobile Food Permit to Operate (Section B3);
  - Inspection and confirmation that the "General Fire Safety Requirements" from the City of North Vancouver Fire Department have been met (Section B4);
  - Appropriate design dimensions (Section C2); and
  - Valid insurance policy as determined by the City of North Vancouver (Section E1).



5. Available locations that have more than one applicant who meet all the Mobile Food Cart Policy requirements will be awarded by random draw. Applicants may be present to witness the draw and all applicants will be notified of the resulting status of their application.
6. No more than two (2) locations will be issued per owner. Additional locations may be considered and approved if no other application(s) is/are received for the desired location.
7. Mobile Food Carts operating in The Shipyards and Foot of Lonsdale will be required to meet Sections B2, B3, B4 and E of this Policy.

B. Operational Requirements

1. Vendors must commit to operate at approved locations. Vendors must initiate operations from the location no later than 10 days after suitable weather begins in the spring/summer months and operate a minimum of 5 hours a day, 5 out of 7 days per week weather permitting. As the goal is to animate public spaces regular operating hours and days is essential.
2. Vendors must comply with the “Mobile Food Premises” Guidelines issued by Vancouver Coastal Health (VCH). For more information contact VCH Environmental Health at 604-983-6700 or [www.vch.ca](http://www.vch.ca).
3. Vendors must have a valid Mobile Food Permit issued by a B.C. Health Authority.
4. Vendors must comply with the “General Fire Safety Requirements” for Mobile Food Vendors issued by the North Vancouver City Fire Department. For more information contact the North Vancouver City Fire Department at 604-980-5021 or [www.cnv.org](http://www.cnv.org).
5. Garbage and waste will be recycled or disposed of properly off-site by the operator. Use of City garbage/recycling receptacles is prohibited. Disposal of any liquid waste into adjacent bodies of water or City drains is prohibited.
6. Mobile Food Carts must provide their own independent sources of potable water and power.
7. Vendors must conduct daily cleanup of the location within a 10 metre radius of the vending cart.
8. The Mobile Food Cart is restricted to the specific location that has been designated and approved by the City.
9. The Mobile Food Cart is prohibited from remaining overnight.
10. Storage is limited to the Mobile Food Cart. Free-standing storage units are prohibited.
11. The sale of popcorn, bird seed and any other loose confectionery seed product (e.g. sunflower seeds) is prohibited.
12. Mobile Food Carts licensed to operate at Waterfront locations must receive approval from the event organizer if the area is booked for an event.
13. Mobile Food Cart pick-up and drop-off must occur from the adjacent street or approved parking lots. Vehicles are prohibited from driving on sidewalks or pathways to access the designated locations.

14. Relocation of a Mobile Food Cart may be required on a temporary basis to accommodate City approved events or construction/repairs of City infrastructure in or close to the designated locations. Advance notice of such relocations will be given when possible.
15. Mobile Food Carts must be maintained in good operating condition as well as with a high standard of appearance.
16. Business Licence Inspector approval is required before making any changes to the Mobile Food Cart. Display boards are considered to be part of the food cart and must be approved.
17. Mobile Food Carts shall not be left unattended.
18. Each Mobile Food Cart is allowed two folding chairs and a tent/canopy for weather protection; no additional furniture or objects are permitted.
19. Deep frying is prohibited.

Failure to comply with one or more of the above conditions may result in enforcement action against the Business Licence.

#### C. Cart Design

1. Food carts must be constructed with the consultation and approval of the City of North Vancouver, Business Licence Inspector (604-983-7356) and a B.C. Health Authority For more information contact Vancouver Coastal Health at (604-983-6700).
2. Food carts will be designed to meet the following dimensions:
  - Maximum 1.5 metres (5') in overall length.
  - Maximum 1.2 metres (4') in overall width.
  - Maximum 1 metre (3' 3") solid bottom of kiosk with additional 1 metre (3' 3") of clear open structure above.

#### D. Business Licence

1. The Mobile Food Cart Business Licence is not transferable to another owner/operator.
2. The Business Licence must be displayed on the food cart while in operation.
3. Operators must submit an Expression of Interest letter annually by the deadline noted in A1 above. For operators that have held a business licence in the previous year, automatic renewals will be allowed for three additional consecutive years subject to compliance with this Policy. At the end of the three years locations will be available to all interested parties and decided as per Section A5 above.

Applications will be received at any time during the year for locations that have not been allocated as per Section A5.

#### E. Insurance

1. Mobile Food Cart owners are required to provide and maintain liability insurance coverage that meets the following minimum requirements:

- Inclusive limit of \$5,000,000;
- Cross Liability Clause;
- City of North Vancouver named as an Additional Insured; and
- 30 day written notice of any material change or cancellation of Policy.

2. A Business Licence will not be issued until proof of insurance has been received and approved by the Business Licence Inspector. Should you have any questions regarding insurance requirements, please contact the Insurance and Risk Advisor at 604-983-7302.

## AUTHORITY

Specify what body or legislation grants the rights to impose the policy (i.e. federal, provincial or local regulation) (e.g. Community Charter, SBC, 2003 or Local Government Act, RSBC, 1996)

## REFERENCES

List known documents linked to the policy document, such as corporate bylaws, reports, guides and the policy procedure.

## DOCUMENT HISTORY

Date	Action	By
April 3, 2017	Approved	Council
June 24, 2019	Revised	Council

# Schedule A

## Street Food Vending Locations

1. Lonsdale Avenue at 14<sup>th</sup> Street, Civic Plaza (141 West 14<sup>th</sup> Street) **or** Lonsdale Sidewalk frontage
2. Lonsdale Avenue at 17<sup>th</sup> Street, Southeast corner (1650 Lonsdale)
3. Lonsdale Avenue at 19<sup>th</sup> Street, Northwest corner (1905 Lonsdale)
4. Lonsdale Avenue at 21<sup>st</sup> Street, Southeast corner (2032 Lonsdale)
5. Waterfront Park near Goldsworthy Pier
6. Foot of Harbourside Place **or** Fell Avenue in Harbourside Business Park
7. Jack Loucks Court
8. Rogers Plaza

**Each application must clearly identify their preferred location(s).**







 Department Manager	 Director	 Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**  
**ENGINEERING, PARKS & ENVIRONMENT DEPARTMENT**  
**STRATEGIC & CORPORATE SERVICES DEPARTMENT**

**REPORT**

To: Mayor Linda Buchanan and Members of Council

From: Mike Hunter, Deputy Director, Engineering, Parks and Environment  
Dianna Foldi, Sr. Project Manager, Strategic Initiatives

Subject: MAHON PARK CHILDCARE AND WASHROOMS – CHANGE ROOM  
ADDITION

Date: May 4, 2022 File No: 02-0800-30-0027/1

*The following is a suggested recommendation only. Refer to Council Minutes for adopted resolution.*

**RECOMMENDATION**

PURSUANT to the report of the Deputy Director, Engineering, Parks and Environment and the Senior Project Manager, Strategic Initiatives, dated May 4, 2022, entitled "Mahon Park Childcare and Washrooms – Change Room Addition":

THAT the project scope be increased to include the provision of team change rooms with showers for community use;

THAT the transfer of \$95,000 from Project 50177 – Lower Lonsdale Off-Leash Areas, \$75,000 from Project 50169 – Grass Sports Field Renovations, \$57,920 from Project 50138 – Chafer Beetle Restoration, \$100,000 from Project 50199 – Waterfront Park Master Plan, and \$134,400 from Project 47180 – Parks Litter, be approved;

THAT should any of the amounts remain unexpended as at December 31, 2024, the unexpended balances shall be returned to the credit of the respective fund;

AND THAT the offer from the community sports groups to contribute \$125,000 to the project be accepted with thanks.

**ATTACHMENTS**

1. Mahon Park – Washrooms – Change Room Option (Citydocs 2175266)

## **SUMMARY**

The current field house at Fen Burdett Field includes a concession, public washrooms and team change rooms with showers. The building is planned for demolition in later 2022 to facilitate the construction of the City's new Mahon Park Childcare and Washrooms facility. Team change rooms were not initially contemplated as part of the new facility program. In response to Council's direction, staff have been exploring ways to integrate team change rooms with showers into the new proposed facility. This report provides options, associated costs, as well as proposed funding sources to include those additional amenities in the project.

## **BACKGROUND**

The new childcare building planned for construction in Mahon Park includes public washrooms on the upper level of the facility and are currently designed with larger contemporary stalls that have some additional space for changing. In addition, a covered open space for picnics and other park programming is being planned on this upper level, providing easy access to Fen Burdett track and field, the playground and spray-park. The public washroom program component does not include separate team change rooms with showers.

In February of this year, City staff and Council received correspondence from some adult soccer groups expressing concern about the loss of the team change rooms and showers with the planned demolition of the Fen Burdett field house. While most community sports groups do not use the existing change rooms, there is clearly a tradition and culture amongst some leagues that includes the use of that type of facility.

In response to the feedback received, at the March 7, 2022 Regular Meeting of Council, the following resolution was unanimously endorsed:

WHEREAS Council received an Information Report dated February 10, 2022, entitled "Fen Burdett Field Change Rooms";

AND WHEREAS Council was advised that team change rooms and showers would be removed from the new childcare and washroom facility;

THEREFORE BE IT RESOLVED THAT staff be directed to report back with options to include team change rooms and showers within the new facility.

As a bookable resource, the change rooms at Fen Burdett are currently secured with a coded locking system to ensure that they are clean and ready for field users. Since that system was installed in 2019, the use of the change rooms has been tracked, averaging approximately 28 times per year. While the last two seasons have been disrupted by COVID-19 restrictions, these low numbers would support the general observation that most teams no longer use those types of facilities.

Prior to the installation of the current lock system, access to the Fen Burdett change rooms was occurring on a less formal basis. Through recent conversations with representatives of adult soccer it is evident that the facility played an important role in the



history of adult sport. Before the former gravel field was replaced by artificial turf in 2017, the change rooms were a popular pre and post-game meeting place, even when games were played at other fields in the community.

## DISCUSSION

While not finalized, the current public washroom concept is based on contemporary design standards and includes four oversized gender-neutral toilet stalls along with two separate universal toilet rooms that would provide sufficient space for changing. The stalls would open to an indoor common area with sinks, for a total upper level footprint of approximately 1,065 sq ft.

Following Council's resolution of March 7, 2022, staff coordinated meetings with representatives from adult and youth soccer, North Vancouver Sports Council's representative for field sports and the Sports Field Capital Committee. The first meeting on March 14<sup>th</sup> was held to share overall project background, proposed program and construction timeline as well as to gain a better understanding of the requested change room functional needs and program. Based on the feedback, the architects prepared three options for subsequent review by the same group on March 17<sup>th</sup>. Of the three options explored, one was selected as the preferred for best overall design, orientation with surrounding context, and for meeting the needs of both the sports groups. The key requirement that emerged from the meetings was for the new program to generally match the size of the existing change rooms and to include at minimum:

- a. Two team-style dressing rooms;
- b. Capacity for twenty people to change in an open area with bench seating; and
- c. One sink, one toilet and three showers.

The below chart shows the existing program as compared with the newly proposed:

Program – Each Change Room	Existing (sf)	New (sf)
Entry Vestibule	52	110
Change Room for Thirty	300	280
4 Individual Change Stalls	0	106
Existing Shower – Combined with 3 fixtures New Shower – 3 individual stalls	60	156
Existing Washrooms – 1 toilet, 1 urinal, 1 sink New Washrooms – 1 universally accessible toilet room	54	55
Service / Mechanical Area	30	52
<b>Total</b>	<b>496 sf</b>	<b>759 sf</b>



The total additional area of the two change rooms is equal to approximately 1,518 sq. ft., and based on a Class C estimate increases the overall project costs by \$800,000 plus/minus 20%. The additional scope will also add an extra four months to the project timeline, extending the completion to early 2024.

One alternative option would be to construct only the change room building shell at this time, including all necessary infrastructure improvements, which would reduce the initial capital costs from \$800,000 to \$500,000. Interior finishing could then be completed in the future pending approval of additional funding. This option is not recommended given the current high construction cost escalation and further supply chain and labour uncertainties in the market. The reduced option would also require significant redesign and add delay to the project.

While most organized sports groups that currently use the field may not require access to team change rooms, their addition to the proposed public washroom on the upper level of the childcare facility would provide new programming opportunities for other community park users. Currently, access to the change rooms are linked exclusively to the booking of the sports field. As most field users do not use the change rooms, they are currently an under-utilized community amenity. However, given the other new outdoor recreation facilities that have been added to Mahon Park in recent years, including the enhanced running track, outdoor exercise equipment, pickleball, basketball and volleyball courts, off-leash area, and the future skateboard area, there are now many other user groups that could potentially make use of the facility for changing or temporarily securing their gear.

Given the expanded programming opportunities that the proposed change rooms would provide all park users, staff recommend that Council support their inclusion in the new Mahon Park facility. In order to fund that additional work, staff have identified a total of \$687,320 of existing capital project budgets that could be reallocated. The community sports groups have also agreed to contribute \$125,000, thereby providing a total of \$812,320 to the projects. Details on the proposed funding sources are provided in the Financial Implications section on this report.

Should Council support the addition of the team change rooms to the Mahon Childcare and Washrooms project, staff propose to make the new amenities a stand-alone bookable resource, available by request through North Vancouver Recreation and Culture. They could then be reserved by teams who have also booked the field, but could also be utilized to support other activities in the park.

The new Mahon Park Childcare and Washroom facility project has recently completed the design development stage and accompanying Class B estimate in February 2022, with a cost of approximately 15% to 20% over allowable budget. Staff and the project team have since implemented value engineering measures to reduce costs; however, the childcare component remains approximately \$315,000 over the approved budget of \$5,829,284, including contingencies.

In response to the funding shortfall, staff have reached out to the Ministry of Childcare and Family Services (MCFS) for additional funds, in order to offset recent spikes in construction cost escalation and market uncertainty, and hope to have a response from



MCFS in advance of the Council meeting. MCFS' current funding contribution is \$1.48 million based on 37 childcare spaces at \$40,000 per space.

## FINANCIAL IMPLICATIONS

In order to fund the proposed team change rooms, staff recommend repurposing a total \$687,320 in City project funds. This includes \$462,320 in already appropriated funds from the following parks capital projects:

- Project 50199 - Waterfront Park Master Plan: \$100,000 (\$270,000 would remain available in the 2022 project budget to advance planning, and \$10 million remains in the 2022-2026 Financial Plan to deliver the project in 2024-2025);
- Project 50177 - Lower Lonsdale Off-leash Areas: \$95,000 (project complete and funds are now surplus);
- Project 50169 - Grass Sports Field Renovations \$75,000 (2021 allocation remains unused);
- Project 47180 – Parks Litter: \$134,400 (balance of COVID Safe Re-start Grant now surplus as additional funding was secured through the 2022 Solid Waste Utility); and
- Project 50138 - Chafer Beetle: \$57,920 (damage from the infestation has significantly decreased and the funds are now surplus).

Staff also recommend repurposing \$225,000 from the following 2022 parks capital projects funding at the time of appropriation in June 2022:

- Project 50188 - School Playgrounds Grants \$150,000 (2022 allocation); and
- Project 50169 - Grass Sports Field Renovations \$75,000 (2022 allocation).

It should be noted that the School Playgrounds Grant project currently has its full annual funding allocation of \$150,000 from 2021. To date, Council has committed a \$75,000 contribution to the enhancement of Queen Mary Elementary School's playground in late 2021, leaving sufficient funding for a second grant for another school this year.

The City is in process of completing a multi-year program to renovate all of the grass sports fields, with one renovation planned for every two years. To date, two fields have been completed (Loutet #1 and #2), and renovation of the next field (Ray Perrault) can be postponed to 2023.

Additional funding for the Waterfront Park Master Plan, Grass Sports Field Renovations and the School Playgrounds Grants can be included in the 2023 Capital Plan for Council's consideration.

In addition to the identified City project funds of \$687,320, North Vancouver Sports Council's Sports Field Capital Committee have agreed to provide a \$125,000 contribution to the Mahon change room project. Those funds have been raised through a levy applied to all field sport player registrations in the City and District, and have previously contributed to other significant projects, such as the construction of the artificial turf fields at Sutherland and Fen Burdett. Together, the proposed City funds and contributions from the community sports groups would provide an additional \$812,320 to the project.

## INTER-DEPARTMENTAL IMPLICATIONS

This report has been reviewed by the Finance Department.

## STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

This report and recommendation supports Council's Strategic Plan priority to be "A City for People" that is welcoming, inclusive, safe, accessible and supports the health and well-being of all.

RESPECTFULLY SUBMITTED:



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Mike Hunter  
Deputy Director,  
Engineering, Parks and Environment

RESPECTFULLY SUBMITTED:

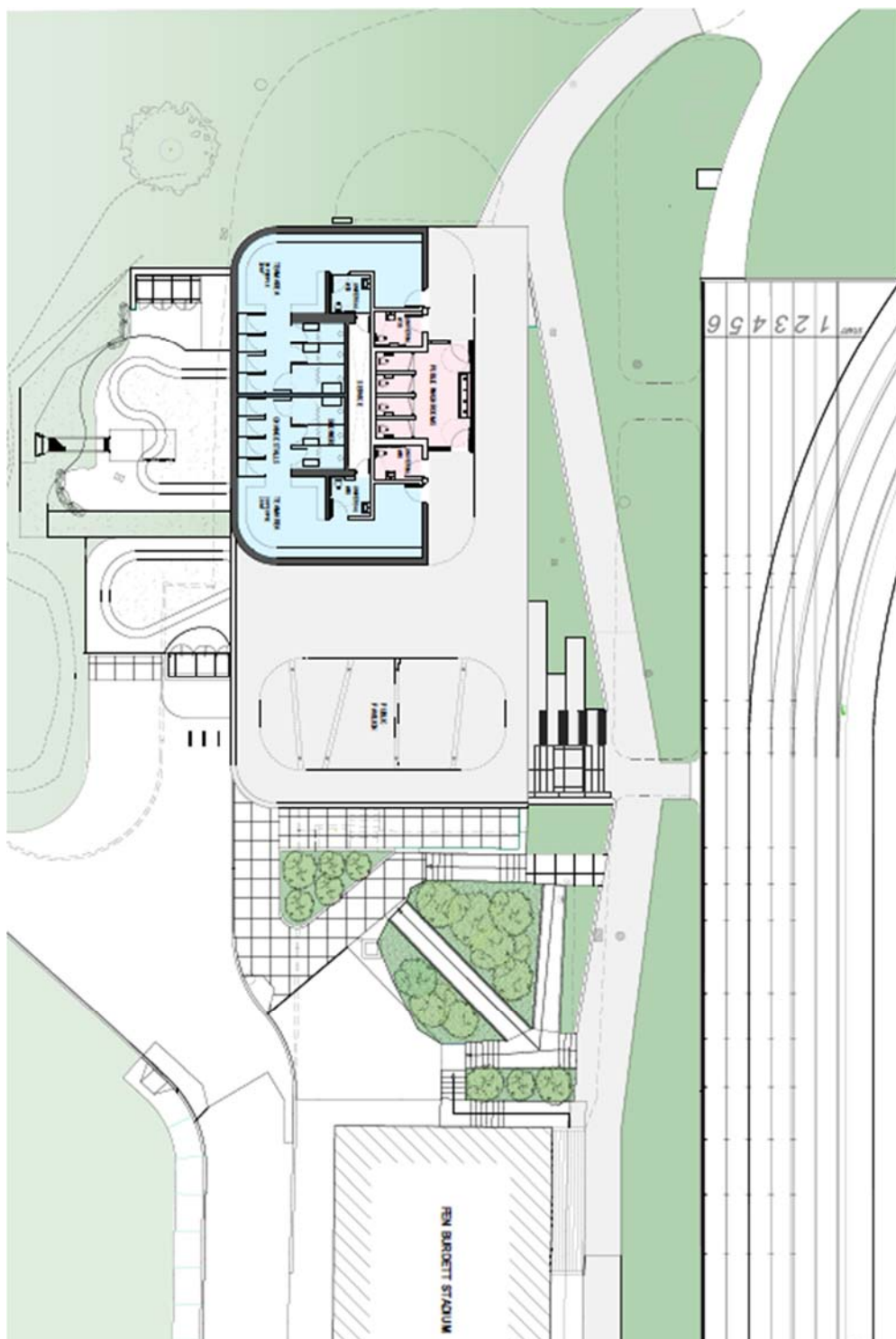


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Dianna Foldi  
Sr. Project Manager, Strategic Initiatives

# Attachment 1: New Proposed Team Change Rooms – Mahon Park Washrooms

## Site Context – Mahon Park:

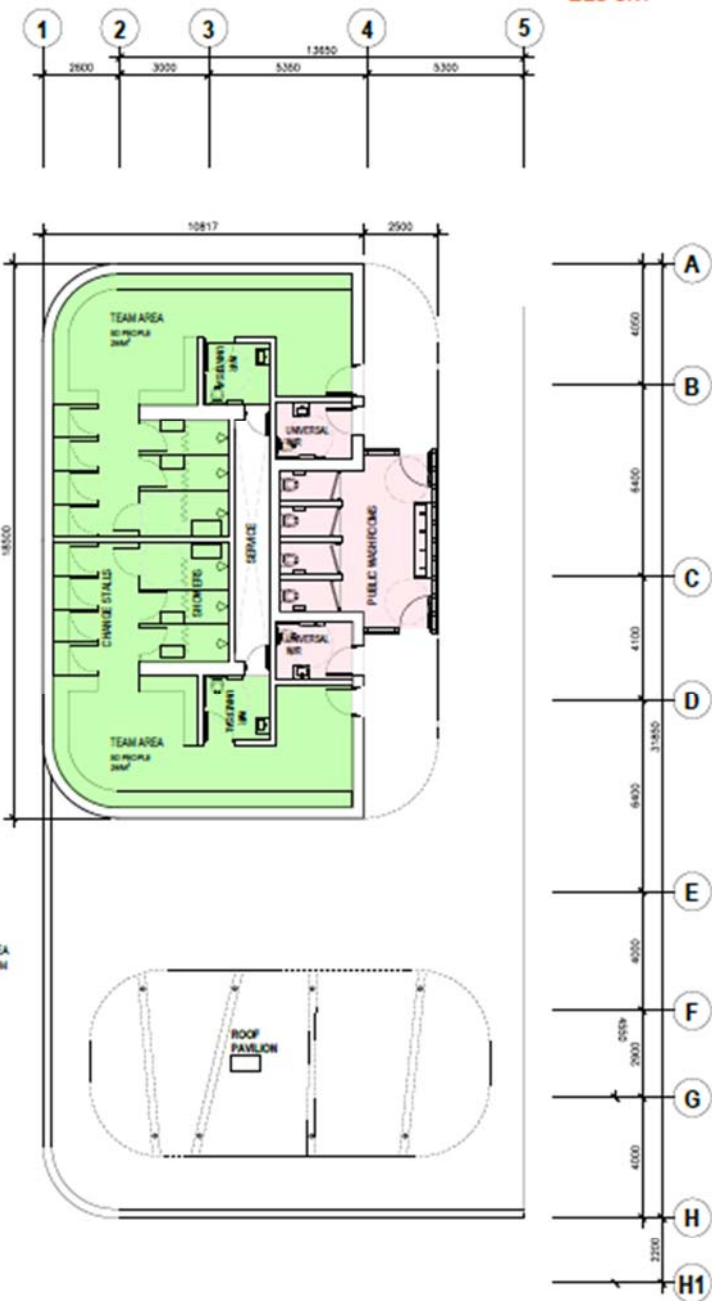


Proposed Change Rooms Floor Plan:

CHANGEROOM  
+ WASHROOM  
213 SM



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4 CHANGE STALLS  
3 SHOWERS  
20M² TEAM CHANGE AREA  
1 UNIVERSAL WASHROOM

1 - ISSUED FOR COORDINATION 6 FEB 2022

REVISIONS

PROJECT LOCATION

438 WEST 16TH STREET  
NORTH VANCOUVER BC

JOB TITLE

MAHONE PARK  
CHILDCARE &  
WASHROOM

SHEET TITLE

MAIN & ROOF LEVEL  
FLOOR PLAN

DESIGNER

HS / CCL

CHECKED

IRM

DATE

21.30

DATE

4/19/2022

SCALE

1:100

AREAS

22.00 X 34.00

COMMENTS

DATE

A2.1



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