

# 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, JUNE 20, 2022 AT 6:00 PM

"Live" Broadcast via City Website <a href="www.cnv.org/LiveStreaming">www.cnv.org/LiveStreaming</a> Complete Agenda Package available at <a href="www.cnv.org/CouncilMeetings">www.cnv.org/CouncilMeetings</a>

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, June 20, 2022

# **ADOPTION OF MINUTES**

- 2. Special Regular Council Meeting Minutes, June 8, 2022
- 3. Regular Council Meeting Minutes, June 13, 2022

#### **PROCLAMATION**

National Indigenous Peoples Day – June 21, 2022

# **PUBLIC INPUT PERIOD**

### **CONSENT AGENDA**

Items \*4, \*5, \*6 and \*7 are listed in the Consent Agenda and may be considered separately or in one motion.

#### **BYLAWS – ADOPTION**

- \*4. "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8873" (Farid Sayari / Royal Palace Construction and Design, 322 West 14<sup>th</sup> Street, CD-739)
- \*5. "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8928" (Update to Development Permit Guidelines to harmonize language with "Tree Bylaw, 2022, No. 8888")
- \*6. "Security Alarm Systems Bylaw, 2022, No. 8931"
- \*7. "Fees and Charges Bylaw, 1993, No. 6383, Amendment Bylaw, 2022, No. 8933" (Security Alarm Systems)

Document Number: 2190489 V1

PUBLIC HEARING / PUBLIC MEETING – 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, 231 East 15<sup>th</sup> Street, and 1337 St. Andrews Avenue Recessed from June 13, 2022

# **BYLAW – THIRD READING**

8. "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)

Deferred from June 13, 2022

# **MOTION**

9. Development Variance Permit No. PLN2021-00016 (231 East 15<sup>th</sup> Street and 1337 St. Andrews Avenue)

Deferred from June 13, 2022

# BYLAW - FIRST, SECOND AND THIRD READINGS

10. "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8912" (Mehrdad Rahbar / Vernacular Studio Inc., 1357 Jones Avenue, RS-2)

Application considered by Council on May 30, 2022; notice published on June 8 and June 15, 2022.

No Public Hearing held.

#### **MOTION**

11. Development Variance Permit No. PLN2021-00005 (1357 Jones Avenue)

# BYLAW - ADOPTION

12. "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8884" (Ardeshir Behmerdi / 2357 Western Holdings Ltd., 2357 Western Avenue, CD-742)

#### **PRESENTATION**

Dog Friendly City: Phase 1 Actions – Parks Planner 1

#### **REPORT**

13. Dog Friendly City: Phase 1 Actions

# **PUBLIC MEETING** – 2021 Annual Municipal Report

# <u>REPORTS</u>

- 14. 2021 Annual Municipal Report
- 15. 2022 Appropriations #2

# BYLAWS - FIRST, SECOND AND THIRD READINGS

- "Development Cost Charge (Parks) Reserve Fund Bylaw, 2022, No. 8941"
   (2022 Capital Plan Funding)
- 17. "Development Cost Charge (Transportation) Reserve Fund Bylaw, 2022, No. 8942" (2022 Capital Plan Funding)

#### **REPORTS**

- 18. 2022-2031 Capital Plan Projects Over \$500,000: Funding Appropriation and Contract Award for Harry Jerome Community Recreation Centre and Silver Harbour Seniors' Activity Centre
- 19. Lonsdale Energy Corp. 2022 Annual General Meeting
- 20. North Vancouver Cemetery Bylaw Update

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

21. "North Vancouver Cemetery Bylaw, 2011, No. 8109, Amendment Bylaw, 2022, No. 8920" (Fee Schedule and Memorial Regulations)

#### REPORT

22. General Local Election 2022 – Bylaw Amendments

# BYLAWS - FIRST, SECOND AND THIRD READINGS

- 23. "General Local Election Bylaw, 2022, No. 8943"
- 24. "Election Sign Bylaw, 2018, No. 8643, Amendment Bylaw, 2022, No. 8944" (Schedule A)
- 25. "Automated Vote Counting System Authorization and Procedure Bylaw, 2022, No. 8946"

# **REPORTS**

- 26. Development Variance Permit Application: 520 East 1<sup>st</sup> Street (Wall North Vancouver Townhome Ltd.)
- 27. Rezoning and Heritage Designation Application 328 West 14<sup>th</sup> Street (Scott Mitchell / METRIC Architecture)

# BYLAWS - FIRST AND SECOND READINGS

- 28. "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8935" (Scott Mitchell / METRIC Architecture, 328 West 14<sup>th</sup> Street, CD-756)
- 29. "Heritage Designation Bylaw, 2022, No. 8932" (Scott Mitchell / METRIC Architecture, 328 West 14<sup>th</sup> Street)

### **REPORT**

30. Zoning Bylaw Amendment for 144 West 21<sup>st</sup> Street (Confide Enterprises / Ankenman Marchand Architects)

# **NOTICES OF MOTION**

- 31. Pet-friendly Communities and Homes
- 32. Culturally Accessible Cemeteries in the City of North Vancouver

# **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, June 20, 2022

# **ADOPTION OF MINUTES**

- Special Regular Council Meeting Minutes, June 8, 2022
- 3. Regular Council Meeting Minutes, June 13, 2022

# **PROCLAMATION**

National Indigenous Peoples Day – June 21, 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, 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 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**

Items \*4, \*5, \*6 and \*7 are listed in the Consent Agenda and may be considered separately or in one motion.

#### RECOMMENDATION:

THAT the recommendations listed within the "Consent Agenda" be approved.

#### START OF CONSENT AGENDA

# BYLAWS - ADOPTION

\*4. "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8873" (Farid Sayari / Royal Palace Construction and Design, 322 West 14<sup>th</sup> Street, CD-739)

#### **RECOMMENDATION:**

THAT "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8873" (Farid Sayari / Royal Palace Construction and Design, 322 West 14<sup>th</sup> Street, CD-739) be adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

\*5. "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8928" (Update to Development Permit Guidelines to harmonize language with "Tree Bylaw, 2022, No. 8888")

#### RECOMMENDATION:

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 adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

\*6. "Security Alarm Systems Bylaw, 2022, No. 8931"

# **RECOMMENDATION:**

THAT "Security Alarm Systems Bylaw, 2022, No. 8931" be adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

\*7. "Fees and Charges Bylaw, 1993, No. 6383, Amendment Bylaw, 2022, No. 8933" (Security Alarm Systems)

#### **RECOMMENDATION:**

THAT "Fees and Charges Bylaw, 1993, No. 6383, Amendment Bylaw, 2022, No. 8933" (Security Alarm Systems) be adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

### **END OF CONSENT AGENDA**

<u>PUBLIC HEARING / PUBLIC MEETING</u> – 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, 231 East 15<sup>th</sup> Street and 1337 St. Andrews Avenue *Recessed from June 13, 2022* 

"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) and the DVP No. PLN2021-00016 would support a variance for the Acute Care Facility at Lions Gate Hospital related to site coverage and bicycle parking requirements and an associated zoning amendment to permit vehicle parking off-site.

Bylaw No. 8930 and DVP No. PLN2021-00016 to be considered under Items 8 and 9.

#### **AGENDA**

Staff presentation – presented on June 13, 2022
Applicant presentation – presented on June 13, 2022
Representations from the public – received and concluded on June 13, 2022
Additional information presented by applicant – June 20, 2022
Questions of Council – to be continued from June 13, 2022
Motion to conclude the Public Hearing

# BYLAW - THIRD READING

8. "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)

# **RECOMMENDATION:**

THAT "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) be given third reading.

Deferred from June 13, 2022

### **MOTION**

9. Development Variance Permit No. PLN2021-00016 (231 East 15<sup>th</sup> Street and 1337 St. Andrews Avenue) – File: 08-3400-20-0061/1

#### RECOMMENDATION:

THAT Development Variance Permit No. PLN2021-00016 (231 East 15<sup>th</sup> Street and 1337 St. Andrews Avenue) be issued to Vancouver Coastal Health Authority, in accordance with Section 490 of the *Local Government Act*:

AND THAT the Mayor and Corporate Officer be authorized to sign Development Variance Permit No. PLN2021-00016, following adoption of "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).

Deferred from June 13, 2022

# BYLAW - FIRST, SECOND AND THIRD READINGS

10. "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8912" (Mehrdad Rahbar / Vernacular Studio Inc., 1357 Jones Avenue, RS-2)

#### **RECOMMENDATION:**

THAT "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8912" (Mehrdad Rahbar / Vernacular Studio Inc., 1357 Jones Avenue, RS-2) be given first, second and third readings.

Application considered by Council on May 30, 2022; notice published on June 8 and June 15, 2022.

No Public Hearing held.

#### **MOTION**

11. Development Variance Permit No. PLN2021-00005 (1357 Jones Avenue) – File: 08-3400-20-0049/1

#### **RECOMMENDATION:**

THAT Development Variance Permit No. PLN2021-00005 (1357 Jones Avenue) be issued to 2376495 Alberta Inc., Inc. No. 2023764950), in accordance with Section 490 of the *Local Government Act*:

AND THAT the Mayor and Corporate Officer be authorized to sign Development Variance Permit No. PLN2021-00005, following adoption of "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8912" (Mehrdad Rahbar / Vernacular Studio Inc., 1357 Jones Avenue, RS-2).

### **BYLAW - ADOPTION**

12. "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8884" (Ardeshir Behmerdi / 2357 Western Holdings Ltd., 2357 Western Avenue, CD-742)

#### RECOMMENDATION:

THAT "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8884" (Ardeshir Behmerdi / 2357 Western Holdings Ltd., 2357 Western Avenue, CD-742) be adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

# **PRESENTATION**

Dog Friendly City: Phase 1 Actions – Parks Planner 1

Item 13 refers.

# **REPORTS**

13. Dog Friendly City: Phase 1 Actions – File: 12-6120-01-0001/2022

Report: Parks Planner 1, June 8, 2022

#### **RECOMMENDATION:**

PURSUANT to the report of the Parks Planner 1, dated June 8, 2022, entitled "Dog Friendly City: Phase 1 Actions":

THAT the Dog Friendly City: Phase 1 Actions be endorsed;

AND THAT a scope of work and funding request for Phase 2 be included for consideration as part of the 2023-2032 Capital Plan.

# **PUBLIC MEETING** – 2021 Annual Municipal Report

Chair: Mayor Linda Buchanan

Purpose: To provide an opportunity for Council and the public to make comments

on the 2021 Annual Municipal Report.

#### **AGENDA**

Verbal presentation by staff

Public comments – 5 minutes per speaker Questions and comments from Council Motion to conclude the Public Meeting

# **REPORTS**

14. 2021 Annual Municipal Report – File: 01-0640-20-0001/2021

Report: Chief Financial Officer, June 8, 2022

#### RECOMMENDATION:

PURSUANT to the report of the Chief Financial Officer, dated June 8, 2022, entitled "2021 Annual Municipal Report":

THAT the 2021 Annual Municipal Report be approved.

15. 2022 Appropriations #2 – File: 05-1705-30-0019/2022

Report: Chief Financial Officer, June 10, 2022

#### **RECOMMENDATION:**

PURSUANT to the report of the Chief Financial Officer, dated June 8, 2022, entitled "2022 Appropriations #2":

THAT (Funding Appropriation #2213) an amount of \$3,584,453 be appropriated from the General Capital Reserve for the purpose of funding the 2022 Capital Plan;

THAT (Funding Appropriation #2214) an amount of \$1,361,600 be appropriated from the Civic Amenity Reserve for the purpose of funding the 2022 Capital Plan;

THAT (Funding Appropriation #2215) an amount of \$2,396,000 be appropriated from the Carbon Reserve for the purpose of funding the 2022 Capital Plan;

Continued...

# **REPORTS** – Continued

15. 2022 Appropriations #2 – File: 05-1705-30-0019/2022 – Continued

THAT (Funding Appropriation #2216) an amount of \$135,507 be appropriated from the Sustainable Transportation Reserve for the purpose of funding the 2022 Capital Plan;

THAT (Funding Appropriation #2217) an amount of \$85,000 be appropriated from the Public Art Reserve for the purpose of funding the 2022 Capital Plan;

THAT (Funding Appropriation #2218) an amount of \$507,915 be appropriated from the Parking Reserve for the purpose of funding the 2022 Capital Plan;

THAT (Funding Appropriation #2219) an amount of \$150,163,125 be appropriated from the Civic Amenity Reserve-HJ for the purpose of funding the 2022 Capital Plan;

THAT (Funding Appropriation #2220) an amount of \$300,000 be appropriated from the Cemetery Reserve for the purpose of funding the 2022 Capital Plan;

THAT "Development Cost Charge (Parks) Reserve Fund Bylaw, 2022, No. 8941" (2022 Capital Plan Funding), a bylaw to appropriate an amount of \$123,750 from DCC (Parks) Reserve Fund to fund the 2022 Capital Plan, be considered;

THAT "Development Cost Charge (Transportation) Reserve Fund Bylaw, 2022, No. 8942" (2022 Capital Plan Funding), a bylaw to appropriate an amount of \$34,650 from DCC (Transportation) Reserve Fund to fund the 2022 Capital Plan, be considered;

AND THAT should any of the amounts remain unexpended as at December 31, 2025, the unexpended balances shall be returned to the credit of the respective fund.

Items 16 and 17 refer.

# BYLAWS - FIRST, SECOND AND THIRD READINGS

"Development Cost Charge (Parks) Reserve Fund Bylaw, 2022, No. 8941"
 (2022 Capital Plan Funding)

#### RECOMMENDATION:

THAT "Development Cost Charge (Parks) Reserve Fund Bylaw, 2022, No. 8941" (2022 Capital Plan Funding) be given first, second and third readings.

# BYLAWS - FIRST, SECOND AND THIRD READINGS - Continued

"Development Cost Charge (Transportation) Reserve Fund Bylaw, 2022, No. 8942"
 (2022 Capital Plan Funding)

#### RECOMMENDATION:

THAT "Development Cost Charge (Transportation) Reserve Fund Bylaw, 2022, No. 8942" (2022 Capital Plan Funding) be given first, second and third readings.

# **REPORTS**

18. 2022-2031 Capital Plan – Projects Over \$500,000: Funding Appropriation and Contract Award for Harry Jerome Community Recreation Centre and Silver Harbour Seniors' Activity Centre – File: 02-0800-30-0028/1

Report: Senior Project Manager, Strategic Initiatives, June 3, 2022

#### **RECOMMENDATION:**

PURSUANT to the report of the Senior Project Manager, Strategic Initiatives, dated June 3, 2022, entitled "2022-2031 Capital Plan – Projects Over \$500,000: Funding Appropriation and Contract Award for Harry Jerome Community Recreation Centre and Silver Harbour Seniors' Activity Centre":

THAT the necessary contracts be awarded to proceed with the Harry Jerome Community Recreation Centre construction within the \$205M approved budget.

19. Lonsdale Energy Corp. – 2022 Annual General Meeting – File: 11-5500-06-0001/1

Report: Chief Executive Officer, Lonsdale Energy Corp., May 25, 2022

#### RECOMMENDATION:

PURSUANT to the report of the Chief Executive Officer, Lonsdale Energy Corp., dated May 25, 2022, entitled "2022 Annual General Meeting":

THAT the 2021 Financial Statements be received and filed;

THAT the proposed Unanimous Consent Resolutions of the Shareholder of Lonsdale Energy Corp. be endorsed;

AND THAT the Mayor and Corporate Officer be authorized to execute the necessary documents to give effect to his motion.

# **REPORTS** – Continued

20. North Vancouver Cemetery Bylaw Update – File: 09-4100-01-0001/2022

Report: Section Manager, Park Operations, June 8, 2022

#### **RECOMMENDATION:**

PURSUANT to the report of the Section Manager, Park Operations, dated June 8, 2022, entitled "North Vancouver Cemetery Bylaw Update":

THAT "North Vancouver Cemetery Bylaw, 2011, No. 8109, Amendment Bylaw, 2022, No. 8920" (Fee Schedule and Memorial Regulations) be considered.

Item 21 refers.

# BYLAW - FIRST, SECOND AND THIRD READINGS

21. "North Vancouver Cemetery Bylaw, 2011, No. 8109, Amendment Bylaw, 2022, No. 8920" (Fee Schedule and Memorial Regulations)

#### **RECOMMENDATION:**

THAT "North Vancouver Cemetery Bylaw, 2011, No. 8109, Amendment Bylaw, 2022, No. 8920" (Fee Schedule and Memorial Regulations) be given first, second and third readings.

#### **REPORT**

22. General Local Election 2022 – Bylaw Amendments – File: 09-4200-20-0065/1

Report: Deputy Corporate Officer / Deputy Chief Election Officer, June 8, 2022

# **RECOMMENDATION:**

PURSUANT to the report of the Deputy Corporate Officer / Deputy Chief Election Officer, dated June 8, 2022, entitled "General Local Election 2022 – Bylaw Amendments":

THAT the following bylaws be considered:

- "General Local Election Bylaw, 2022, No. 8943";
- "Election Sign Bylaw, 2018, No. 8643, Amendment Bylaw, 2022, No. 8944" (Schedule A); and
- "Automated Vote Counting System Authorization and Procedure Bylaw, 2022, No. 8946".

Items 23, 24 and 25 refer.

# BYLAWS - FIRST, SECOND AND THIRD READINGS

23. "General Local Election Bylaw, 2022, No. 8943"

#### RECOMMENDATION:

THAT "General Local Election Bylaw, 2022, No. 8943" be given first, second and third readings.

24. "Election Sign Bylaw, 2018, No. 8643, Amendment Bylaw, 2022, No. 8944" (Schedule A)

### **RECOMMENDATION:**

THAT "Election Sign Bylaw, 2018, No. 8643, Amendment Bylaw, 2022, No. 8944" (Schedule A) be given first, second and third readings.

25. "Automated Vote Counting System Authorization and Procedure Bylaw, 2022, No. 8946"

#### RECOMMENDATION:

THAT "Automated Vote Counting System Authorization and Procedure Bylaw, 2022, No. 8946" be given first, second and third readings.

### **REPORTS**

26. Development Variance Permit Application: 520 East 1<sup>st</sup> Street (Wall North Vancouver Townhome Ltd.) – File: 08-3400-20-0085/1

Report: Planner 1, June 8, 2022

#### RECOMMENDATION:

PURSUANT to the report of the Planner 1, dated June 8, 2022, entitled "Development Variance Permit Application: 520 East 1st Street (Wall North Vancouver Townhome Ltd.)":

THAT Development Variance Permit No. PLN2022-00013 (Wall North Vancouver Townhome Ltd., Inc. No. BC1138119) be considered for issuance under Section 498 of the *Local Government Act* and the Public Meeting be waived;

THAT notification be circulated in accordance with the Local Government Act:

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

### **REPORTS** – Continued

27. Rezoning and Heritage Designation Application – 328 West 14<sup>th</sup> Street (Scott Mitchell / METRIC Architecture) – File: 08-3400-20-0067/1

Report: Planner 1, June 8, 2022

#### RECOMMENDATION:

PURSUANT to the report of the Planner 1, dated June 8, 2022, entitled "Rezoning and Heritage Designation Application – 328 West 14<sup>th</sup> Street (Scott Mitchell / METRIC Architecture)":

THAT "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8935" (Scott Mitchell / METRIC Architecture, 328 West 14<sup>th</sup> Street, CD-756) be considered and referred to a Public Hearing;

THAT "Heritage Designation Bylaw, 2022, No. 8932" (Scott Mitchell / METRIC Architecture, 328 West 14<sup>th</sup> Street) be considered and referred to the same Public Hearing;

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

AND 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.

Items 28 and 29 refer.

# **BYLAWS - FIRST AND SECOND READINGS**

28. "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8935" (Scott Mitchell / METRIC Architecture, 328 West 14th Street, CD-756)

#### **RECOMMENDATION:**

THAT "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8935" (Scott Mitchell / METRIC Architecture, 328 West 14<sup>th</sup> Street, CD-756) be given first and second readings.

29. "Heritage Designation Bylaw, 2022, No. 8932" (Scott Mitchell / METRIC Architecture, 328 West 14<sup>th</sup> Street)

#### **RECOMMENDATION:**

THAT "Heritage Designation Bylaw, 2022, No. 8932" (Scott Mitchell / METRIC Architecture, 328 West 14<sup>th</sup> Street) be given first and second readings.

### **REPORT**

30. Zoning Bylaw Amendment for 144 West 21st Street (Confide Enterprises / Ankenman Marchand Architects) – File: 08-3400-20-0079/1

Report: Planner 2, June 8, 2022

#### RECOMMENDATION:

PURSUANT to the report of the Planner 2, dated June 8, 2022, entitled "Zoning Bylaw Amendment for 144 West 21st Street (Confide Enterprises / Ankenman Marchand Architects)":

THAT the application submitted by Confide Enterprises / Ankenman Marchand Architects, to rezone the property located at 144 West 21<sup>st</sup> Street from an Apartment Residential (RM-1) Zone to a Comprehensive Development 758 (CD-758) 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;

AND THAT the community benefits outlined in the report be secured through agreements at the applicant's expense and to the satisfaction of staff.

### **NOTICES OF MOTION**

31. Pet-friendly Communities and Homes – File: 08-3400-01-0001/2022

Submitted by Mayor Buchanan

#### RECOMMENDATION:

WHEREAS the City of North Vancouver Council vision is to be the healthiest small city with five key priorities, including a City for People;

WHEREAS a City for People is welcoming and inclusive of all families;

WHEREAS pets are considered family by their owners, and provide great companionship to people of all ages, abilities and backgrounds;

WHEREAS engagement on the City's forthcoming Dog Friendly City: Phase 1 Actions has received record-breaking levels of feedback from the community;

WHEREAS, over the course of the pandemic, pet ownership has spiked dramatically;

AND WHEREAS approximately 80% of City residents live in multi-family buildings and about 50% of residents are renters;

Continued...

### NOTICES OF MOTION – Continued

31. Pet-friendly Communities and Homes – File: 08-3400-01-0001/2022 – Continued

THEREFORE BE IT RESOLVED THAT staff be directed to report to Council on the tools available to work with applicants early in the redevelopment process to ensure the homes being delivered will be pet-friendly;

BE IT FURTHER RESOLVED THAT staff be directed to consult with community-based pet advocacy groups, such as the BC SPCA, on how cities can adopt more pet-friendly housing policies;

AND BE IT FINALLY RESOLVED THAT Mayor Buchanan, on behalf of Council, write to the Honourable David Eby, BC Government Minister of Housing, advocating for changes to the *Residential Tenancy Act* to end pet restriction in purpose-built rental buildings.

32. Culturally Accessible Cemeteries in the City of North Vancouver – File: 09-4100-01-0001/2022

Submitted by Mayor Buchanan

#### RECOMMENDATION:

WHEREAS the City of North Vancouver is committed to being a peopleoriented community that is safe, welcoming, accessible, inclusive and equitable;

WHEREAS the City of North Vancouver is an ethnically diverse community and home to people from many faiths and cultures;

WHEREAS many faiths and cultures adhere to specific burial practices upon the passing of a loved one;

WHEREAS the City of North Vancouver maintains a public cemetery;

AND WHEREAS the BC Human Rights Code protects against discrimination in access to services, facilities and accommodations in BC;

THEREFORE BE IT RESOLVED THAT staff be directed to report to Council on the feasibility for faith-based communities to have a dedicated section within the City cemetery based on religious and cultural practice, so that this public space be more accessible to the people within our community.

# 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)(e) [land matter], 90(1)(i) [legal advice] and 90(1)(k) [contract negotiations].

# 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.

<u>To provide written input</u>: 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 <a href="mailto:input@cnv.org">input@cnv.org</a> 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:

<u>In person at City Hall</u>: On the day of the meeting, a sign-up sheet will be available in the lobby, outside the Council Chamber, from 5:30pm. Enter City Hall through the doors at the southwest corner of the building (off 13<sup>th</sup> Street) after 5:30pm.

<u>Via Webex/phone</u>: Pre-register by completing the online form at 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**.

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.

Continued...

Document Number: 1914910 v3



#### 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.

Document Number: 1914910 v3



# **MINUTES** OF THE SPECIAL REGULAR MEETING OF COUNCIL HELD ELECTRONICALLY FROM CITY HALL, 141 WEST 14<sup>TH</sup> STREET, NORTH VANCOUVER, BC, ON **WEDNESDAY**, **JUNE 8**, **2022**

# **PRESENT**

# **COUNCIL MEMBERS**

Mayor L. Buchanan Councillor H. Back Councillor D. Bell Councillor A. Girard (joined at 5:01 pm) Councillor T. Hu (joined at 4:36 pm) Councillor J. McIlroy Councillor T. Valente

# **STAFF MEMBERS**

- L. McCarthy, CAO
- K. Graham, Corporate Officer
- B. Pearce, Deputy CAO / Director, Strategic and Corporate Services
- D. Foldi, Senior Project Manager
- M. Friesen, Manager, Strategic Initiatives
- L. Sawrenko, Chief Financial Officer

#### **GUESTS**

- A. Nicholson, Principal, MAKE Projects Ltd.
- G. Scott, Project Director, MAKE Projects Ltd.

The meeting was called to order at 4:32 pm.

# **APPROVAL OF AGENDA**

Moved by Councillor Bell, seconded by Councillor Back

1. Special Regular Council Meeting Agenda, June 8, 2022

#### **CARRIED UNANIMOUSLY**

### RECESS TO CLOSED SESSION

Moved by Councillor Bell, seconded by Councillor Back

THAT Council recess to the Special Committee of the Whole, Closed Session, pursuant to the *Community Charter*, Section 90(1)(k) [contract negotiations].

#### **CARRIED UNANIMOUSLY**

The meeting recessed to the Special Committee of the Whole, Closed Session, at 4:33 pm and reconvened at 5:13 pm.

Document Number: 2179273 V1

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

2. Contract Negotiations Matter – File: 02-0800-30-0028/1

Report: Deputy CAO, June 6, 2022

Moved by Councillor Back, seconded by Councillor McIlroy

PURSUANT to the report of the Deputy CAO, dated June 6, 2022, regarding contract negotiations:

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 Deputy CAO, dated June 6, 2022, remain in the Closed session.

**CARRIED UNANIMOUSLY** 

# **ADJOURN**

Moved by Councillor Back, seconded by Councillor Bell

THAT the meeting adjourn.

**CARRIED UNANIMOUSLY** 

The meeting adjourned at 5:14 pm.

"Certified Correct by the Corporate Officer"

CORPORATE OFFICER



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, JUNE 13, 2022

# **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
- J. Peters, Assistant City Clerk
- H. Granger, City Solicitor
- L. Sawrenko, Chief Financial Officer
- M. Epp, Director, Planning and Development
- J. Draper, Deputy Director, Planning and Development
- R. Basi, Manager, Development Planning
- T. Ryce. Chief Building Official
- D. Johnson, Development Planner
- M. Menzel, Planner
- E. Chow, Planner
- L. Maultsaid-Blair, Planner
- K. Magnusson, Acting Director, Engineering, Parks and Environment
- M. Hunter, Deputy Director, Engineering, Parks and Environment
- R. Skene, Director, Community and Partner Engagement
- G. Schalk, Public Safety Director and Fire Chief
- W. Yee, Superintendent, RCMP
- K. Hennigar, Manager, Police Support Services, RCMP
- D. Hutchison Koep, Chief Librarian, North Vancouver City Library

# **GUEST**

B. Harvey, Board Chair, North Vancouver City Library

The meeting was called to order at 6:00 pm.

# **APPROVAL OF AGENDA**

Moved by Mayor Buchanan, seconded by Councillor McIlroy

1. THAT the Regular Agenda of June 13, 2022 be amended by removing the "Draft Climate and Environment Strategy" presentation and Item 10 – Draft Climate and Environment Strategy Report;

AND THAT the Agenda, as amended, be approved.

CARRIED UNANIMOUSLY

Document Number: 2189582

# **ADOPTION OF MINUTES**

Moved by Councillor Back, seconded by Councillor McIlroy

2. Regular Council Meeting Minutes, May 30, 2022

# **CARRIED UNANIMOUSLY**

# **PROCLAMATIONS**

Mayor Buchanan declared the following proclamations:

World Elder Abuse Prevention Day – June 15, 2022 – read by Councillor Bell

# **PUBLIC INPUT PERIOD**

- Laurie Parkinson, 634 East 4<sup>th</sup> Street, North Vancouver, spoke regarding Item 13 Rezoning Application: 646 East 4<sup>th</sup> Street and the Draft Climate and Environment Strategy.
- Anna Hardy, 1805 Westview Drive, North Vancouver, spoke regarding Item 14 Zoning Bylaw Amendment for 800 Marine Drive.
- Judith Brook, 2000 block Lauralynn Drive, North Vancouver, spoke regarding Item 13 – Rezoning Application: 646 East 4<sup>th</sup> Street.

# **CONSENT AGENDA**

Moved by Councillor Bell, seconded by Councillor Girard

THAT the recommendations listed within the "Consent Agenda" be approved.

### **CARRIED UNANIMOUSLY**

# START OF CONSENT AGENDA

### **BYLAWS – ADOPTION**

\*3. "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8903" (Polygon 229 Development Ltd. / Yamamoto Architecture, 1712 Lonsdale Avenue, CD-749), 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 Bell, seconded by Councillor Girard

THAT "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8903" (Polygon 229 Development Ltd. / Yamamoto Architecture, 1712 Lonsdale Avenue, CD-749), 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 adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

# **CONSENT AGENDA** – Continued

# **BYLAWS – ADOPTION – Continued**

\*4. "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8917" (Krzysztof Szuk / Shenpai Ha, 639 East 4<sup>th</sup> Street, CD-751)

Moved by Councillor Bell, seconded by Councillor Girard

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 adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

# (CARRIED UNANIMOUSLY)

# CORRESPONDENCE

\*5. Board in Brief, Metro Vancouver Regional District, May 27, 2022

– File: 01-0400-60-0006/2022

Re: Metro Vancouver – Board in Brief

Moved by Councillor Bell, seconded by Councillor Girard

THAT the correspondence from Metro Vancouver, dated May 27, 2022, regarding the "Metro Vancouver – Board in Brief", be received and filed.

# (CARRIED UNANIMOUSLY)

# **END OF CONSENT AGENDA**

<u>PUBLIC HEARING / PUBLIC MEETING</u> – 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, 231 East 15<sup>th</sup> Street and 1337 St. Andrews Avenue

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. 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) and the Public Meeting regarding Development Variance Permit No. PLN2021-00016 (231 East 15<sup>th</sup> Street and 1337 St. Andrews Avenue).

#### CARRIED UNANIMOUSLY

The meeting recessed to the Public Hearing / Public Meeting at 6:10 pm and reconvened at 8:05 pm. The Public Hearing was then recessed and will reconvene on Monday, June 20, 2022 at 6:00 pm.

THAT Item 6 and Item 7 be removed from the agenda.

# **CARRIED UNANIMOUSLY**

### BYLAW – THIRD READING

 "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)

Item 6 was removed from the agenda.

#### **MOTION**

7. Development Variance Permit No. PLN2021-00016 (231 East 15<sup>th</sup> Street and 1337 St. Andrews Avenue) – File: 08-3400-20-0061/1

Item 7 was removed from the agenda.

# BYLAWS - FIRST, SECOND AND THIRD READINGS

 "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8929" (Bill Curtis / Kuntjoro Architect Inc., 407 West 16<sup>th</sup> Street, CD-754)

Moved by Councillor Valente, seconded by Councillor Back

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 given first and second readings.

#### CARRIED UNANIMOUSLY

Moved by Councillor Valente, seconded by Councillor Back

THAT "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8929" (Bill Curtis / Kuntjoro Architect Inc., 407 West 16th Street, CD-754) be given third reading.

### **CARRIED UNANIMOUSLY**

9. "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8928" (Update to Development Permit Guidelines to harmonize language with "Tree Bylaw, 2022, No. 8888")

Moved by Councillor Bell, seconded by Councillor McIlroy

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 given first and second readings.

# BYLAWS - FIRST, SECOND AND THIRD READINGS - Continued

9. "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8928" (Update to Development Permit Guidelines to harmonize language with "Tree Bylaw, 2022, No. 8888") – Continued

Moved by Councillor Bell, seconded by Councillor McIlroy

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 given third reading.

# **CARRIED UNANIMOUSLY**

# **PRESENTATION**

Report to Our Community - Chair, Library Board, and Chief Librarian

The Board Chair, North Vancouver City Library and the Chief Librarian provided a PowerPoint presentation regarding the "Report to Our Community" and responded to questions of Council.

# **PRESENTATION**

Draft Climate and Environment Strategy – Deputy Director, Planning and Development, and Planner 2, Environmental Sustainability

The "Draft Climate and Environment Strategy" presentation was removed from the agenda.

# **REPORTS**

10. Draft Climate and Environment Strategy – File: 11-5280-20-0008/1

Report: Planner 2, June 1, 2022

Item 10 was removed from the agenda.

11. Termination of Land Use Contracts – File: 06-2210-10-0004/1

Report: Planner 2, June 1, 2022

Moved by Councillor Bell, seconded by Councillor Back

PURSUANT to the report of the Planner 2, dated June 1, 2022, entitled "Termination of Land Use Contracts":

THAT staff be directed to bring forward a zoning amendment bylaw to rezone the lands identified in Table 1 of the report to existing zones that are most similar to the provisions of the respective Land Use Contracts.

#### **REPORTS – Continued**

12. Stratification Application for 837 West 3<sup>rd</sup> Street and 160 Donaghy Avenue – File: 08-3300-20-0014/1

Report: Planner 1, June 1, 2022

Moved by Councillor Girard, seconded by Councillor Valente

PURSUANT to the report of the Planner 1, dated June 1, 2022, entitled "Stratification Application for 837 West 3<sup>rd</sup> Street and 160 Donaghy Avenue":

THAT, pursuant to Section 242(3)(a) of the *Strata Property Act*, the proposed strata plan for the conversion of previously occupied industrial and commercial buildings at 837 West 3<sup>rd</sup> Street and 160 Donaghy Avenue be approved, subject to issuance of the building permit and completion of the work contemplated therein;

AND THAT the Mayor and Corporate Officer be authorized to approve the plan, subject to fulfillment of the conditions of building permit issuance and completion of the work contemplated therein, and sign the necessary documentation to give effect to this motion.

# **CARRIED UNANIMOUSLY**

13. Rezoning Application: 646 East 4<sup>th</sup> Street (Mehrdad Rahbar / Vernacular Development Corp.) – File: 08-3400-20-0069/1

Report: Planner 1, June 1, 2022

Moved by Councillor Bell, seconded by Councillor McIlroy

PURSUANT to the report of the Planner 1, dated June 1, 2022, entitled "Rezoning Application: 646 East 4<sup>th</sup> Street (Mehrdad Rahbar / Vernacular Development Corp.)":

THAT the application submitted by Mehrdad Rahbar / Vernacular Development Corp., to rezone the property located at 646 East 4<sup>th</sup> Street from a One-Unit Residential 1 (RS-1) Zone to a One-Unit Residential 2 (RS-2) 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:

AND THAT the community benefits outlined in the report be secured, through agreements at the applicant's expense and to the satisfaction of staff.

#### **REPORTS – Continued**

14. Zoning Bylaw Amendment for 800 Marine Drive (Cascadia Green Development)File: 08-3400-20-0065/1

Report: Planner 2, June 1, 2022

Moved by Councillor Valente, seconded by Councillor McIlroy

PURSUANT to the report of the Planner 2, dated June 1, 2022, entitled "Zoning Bylaw Amendment for 800 Marine Drive (Cascadia Green Development)":

THAT the application submitted by Cascadia Green Development Company / WA Architects Ltd., to rezone the property located at 800 Marine Drive from Special Commercial (CS-3) Zone to Comprehensive Development (CD-755) 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:

AND 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.

# **CARRIED UNANIMOUSLY**

15. Rezoning Application: 124 West 20<sup>th</sup> Street (124 20<sup>th</sup> Street Holdings Ltd. Inc. No. BC1081725 / RLA Architects) – File: 08-3400-20-0048/1

Report: Development Planner, June 1, 2022

Moved by Councillor McIlroy, seconded by Councillor Valente

PURSUANT to the report of the Development Planner, dated June 1, 2022, entitled "Rezoning Application: 124 West 20<sup>th</sup> Street (124 20<sup>th</sup> Street Holdings Ltd. Inc. No. BC1081725 / RLA Architects)":

THAT "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8898" (124 20<sup>th</sup> Street Holdings Ltd. Inc. No. BC1081725 / RLA Architects, 124 West 20<sup>th</sup> Street, CD-746) and "Housing Agreement Bylaw, 2022, No. 8899" (124 20<sup>th</sup> Street Holdings Ltd. Inc. No. BC1081725 / RLA Architects, 124 West 20<sup>th</sup> Street, CD-746, Rental Housing Commitments) be considered and referred to a 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 the motion.

# BYLAWS – FIRST AND SECOND READINGS

16. "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8898" (124 20<sup>th</sup> Street Holdings Ltd. Inc. No. 1081725 / RLA Architects, 124 West 20<sup>th</sup> Street, CD-746)

Moved by Councillor McIlroy, seconded by Councillor Valente

THAT "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8898" (124 20<sup>th</sup> Street Holdings Ltd. Inc. No. 1081725 / RLA Architects, 124 West 20<sup>th</sup> Street, CD-746) be given first and second readings.

# **CARRIED UNANIMOUSLY**

17. "Housing Agreement Bylaw, 2022, No. 8899" (124 20<sup>th</sup> Street Holdings Ltd. Inc. No. BC1081725 / RLA Architects, 124 West 20<sup>th</sup> Street, CD-746, Rental Housing Commitments)

Moved by Councillor McIlroy, seconded by Councillor Valente

THAT "Housing Agreement Bylaw, 2022, No. 8899" (124 20<sup>th</sup> Street Holdings Ltd. Inc. No. BC1081725 / RLA Architects, 124 West 20<sup>th</sup> Street, CD-746, Rental Housing Commitments) be given first and second readings.

#### **CARRIED UNANIMOUSLY**

# <u>REPORT</u>

18. Security Alarm Systems Bylaw – File: 14-7400-01-0001/2022

Report: Manager, Police Support Services, RCMP, June 1, 2022

Moved by Councillor Bell, seconded by Councillor Back

PURSUANT to the report of the Manager, Police Support Services, RCMP, dated June 1, 2022, entitled "Security Alarm Systems Bylaw":

THAT the following bylaws be considered:

- "Security Alarm Systems Bylaw, 2022, No. 8931"; and
- "Fees and Charges Bylaw, 1993, No. 6383, Amendment Bylaw, 2022, No. 8933".

#### CARRIED UNANIMOUSLY

#### BYLAWS – FIRST, SECOND AND THIRD READINGS

19. "Security Alarm Systems Bylaw, 2022, No. 8931"

Moved by Councillor Bell, seconded by Councillor Back

THAT "Security Alarm Systems Bylaw, 2022, No. 8931" be given first and second readings.

# BYLAWS - FIRST, SECOND AND THIRD READINGS - Continued

19. "Security Alarm Systems Bylaw, 2022, No. 8931"

Moved by Councillor Bell, seconded by Councillor Back

THAT "Security Alarm Systems Bylaw, 2022, No. 8931" be given third reading.

### **CARRIED UNANIMOUSLY**

20. "Fees and Charges Bylaw, 1993, No. 6383, Amendment Bylaw, 2022, No. 8933" (Security Alarm Systems)

Moved by Councillor Bell, seconded by Councillor Back

THAT "Fees and Charges Bylaw, 1993, No. 6383, Amendment Bylaw, 2022, No. 8933" (Security Alarm Systems) be given first and second readings.

# **CARRIED UNANIMOUSLY**

Moved by Councillor Bell, seconded by Councillor Back

THAT "Fees and Charges Bylaw, 1993, No. 6383, Amendment Bylaw, 2022, No. 8933" (Security Alarm Systems) be given third reading.

**CARRIED UNANIMOUSLY** 

# **PUBLIC CLARIFICATION PERIOD**

Nil.

# **COUNCIL INQUIRIES / REPORTS**

Nil.

# **NEW ITEMS OF BUSINESS**

Nil.

#### **NOTICES OF MOTION**

Nil.

# **ADJOURN**

Moved by Councillor Back, seconded by Councillor Valente

THAT the meeting adjourn.

The meeting adjourned at 9:10 pm.

"Certified Correct by the Corporate Officer"

CORPORATE OFFICER



# Proclamation

# NATIONAL INDIGENOUS PEOPLES DAY

Whereas
Whereas the City of North Vancouver recognizes that it is located on the

traditional lands of the Squamish and Tsleil-Waututh First Nations;

and

the City of North Vancouver is grateful to have the opportunity to live,

work and play on these lands and is committed to learning about the unique heritage, diverse cultures and immeasurable contributions of

Indigenous peoples; and

First Nations, Inuit, and Metis people across Canada continue to

demonstrate remarkable leadership and resilience; and

Whereas every year the Government of Canada commemorates National

Indigenous History Month and National Indigenous Peoples Day in

June; and

the City of North Vancouver on its path towards Truth and

Reconciliation is committed to building reflexive, equitable and

reciprocal relationships and partnerships with Indigenous peoples;

Now Therefore I, Linda Buchanan, Mayor of the City of North Vancouver, do hereby

proclaim June 21, 2022 as National Indigenous Peoples Day in the City of North Vancouver, the traditional territories of the Squamish

and Tsleil-Waututh Nations.

So proclaimed on Monday, June 20, 2022

Mayor Linda Buchanan



#### THE CORPORATION OF THE CITY OF NORTH VANCOUVER

#### **BYLAW NO. 8873**

# 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. 8873" (Farid Sayari / Royal Palace Construction and Design, 322 West 14<sup>th</sup> Street, CD-739).
- 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-739 (Comprehensive Development 739 Zone):

Lots	Block	D.L.	Plan	
18	47	271 and 548	1658	from RT-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-738 Comprehensive Development 738 Zone":
    - "CD-739 Comprehensive Development 739 Zone"
  - B. Adding the following to Section 1101, thereof, after the "CD-738 Comprehensive Development 738 Zone":
    - "CD-739 Comprehensive Development 739 Zone"
    - In the CD-739 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) Two Principal Buildings shall be permitted on one Lot;
    - (2) The permitted Principal Use on the Lot shall be limited to:
      - (a) Two Principal Dwelling Units in the southernmost duplex building;
      - (b) One Principal Dwelling Unit in the northernmost infill building;
    - (3) Gross Floor Area (One-Unit and Two-Unit Residential) combined and in total, shall not exceed 0.5 FSR:
      - (a) Attached parking garage and carport shall be excluded;
    - (4) Lot Coverage shall not exceed 41%, which shall include the parking garage and carport;

- (5) Siting shall be as in the RT-1 Zone, except that:
  - (a) The northernmost Principal Building shall be sited not less than:
    - i. 1.22 metres (4.0 feet) from the Rear Lot Line;
    - ii. 0.91 metres (3.0 feet) from the west Interior Side Lot Line;
  - (b) Siting of the Accessory Building bike storage use shall be in front of, and not less than 1 metre (3.3 feet) from, the northernmost Principal Building;
- (6) The garbage and recycling Accessory Structure shall be screened and may be covered by a trellis without a waterproof roof up to 2.44 metres (8 feet) in height.

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.

READ a third time on the 15<sup>th</sup> day of November, 2021.

ADOPTED on the <> day of <>, 2021.

MAYOR

CORPORATE OFFICER

Document: 2093806-v1

#### 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 measures 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 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 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 planted, and reasons for removal to comply with the City's "Tree Bylaw, 2022, No. 8888".

The Corporation of the City of North Vancouver Bylaw, 2022, No. 8928

#### (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 13 <sup>th</sup> day of June, 2022.		
	READ a second time on the 13 <sup>th</sup> day of June, 2022.		
	READ a third time on the 13 <sup>th</sup> day of June, 2022.		
	ADOPTED on the <> day of <>, 2022.		
	MAYOR		
	CORPORATE OFFICER		

#### THE CORPORATION OF THE CITY OF NORTH VANCOUVER

#### **BYLAW NO. 8931**

#### A Bylaw to regulate the use of security alarm systems

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 "Security Alarm Systems Bylaw, 2022, No. 8931".

#### **DEFINITIONS**

- 2. In this Bylaw:
  - "Alarm Coordinator" means the person appointed by the RCMP to administer the provisions of this bylaw;
  - "Alarm Incident" means the activation of an Alarm System;
  - "Alarm Monitoring Service" means a person, partnership, company or other legal entity engaged in the business of monitoring the Alarm System installed at a Property and reporting Alarm Incidents to the RCMP;
  - "Alarm System" means any assembly of mechanical, electrical or electronic devices, including but not limited to, systems interconnected with a radio frequency method such as cellular or private radio signals, which emit or transmit a remote or local audible, visual or electronic signal, including a Hold Up Alarm, indicating an alarm condition and intended to summon a response from the Alarm Monitoring Service, but does not include:
  - (a) an alarm that is installed in a "motor vehicle" or "motor home" as those terms are defined in the *Motor Vehicle Act*, R.S.B.C 1996, c. 318;
  - (b) an alarm provided by the RCMP to a domestic violence victim for personal use; and
  - (c) a fire alarm as the term defined in the "Fire Bylaw, 2021, No. 8852";
  - "City" means The Corporation of the City of North Vancouver;
  - "Contact Person" means a person designated by the Owner or Occupier of a Property at which an Alarm System has been installed who is available to attend the Property when an Alarm Incident occurs;
  - "False Alarm" means an Alarm Incident resulting in the attendance of the RCMP at the Property where there is no apparent or actual evidence that an unauthorized entry or unlawful act has been attempted or made into, on or respecting the Property. False Alarms include but are not limited to Alarm Incidents arising from:
  - (a) installation, maintenance, testing or removal of an Alarm System;
  - (b) user error, atmospheric conditions, excessive vibrations or power failure;
  - (c) mechanical or electrical failure of an Alarm System; or
  - (d) misuse or improper operation of an Alarm System;

Document: 2179634-v1

"False Alarm Fee" means the fee payable pursuant to section 12 of this Bylaw, as set out in the "Fees and Charges Bylaw, 1993, No. 6383", as amended;

"Hold Up Alarm" means a silent alarm signal received from the Alarm System that is manually activated from the Property that signals a robbery is in progress;

"Occupier" means any person who has the right of access to, and responsibility for, a Property, including, without limitation, an Owner, tenant, or licensee of such Property;

"Owner" has the meaning defined in the Community Charter, SBC 2003, c. 26;

"Property" means any real property as defined in the *Community Charter*, SBC 2003, c. 26, including, without limitation, residential, commercial, agricultural and industrial property; and

"RCMP" means the North Vancouver detachment of the Royal Canadian Mounted Police.

#### **RESPONSIBILITIES OF OWNERS AND OCCUPIERS**

- 3. The Owner and all other Occupiers of a Property shall each be responsible for the proper use, installation, maintenance and operation of an Alarm System installed on or in the Property in order to prevent a False Alarm, and each shall be responsible for any False Alarm.
- 4. The Owner or Occupier of the Property at which an Alarm System is installed shall notify the Alarm Monitoring Service at least 30 minutes before testing or repairing the Alarm System.
- 5. The Owner or Occupier of a Property at which an Alarm System is installed shall provide to the Alarm Monitoring Service, in writing, the names, addresses and telephone numbers of at least three Contact Persons.
- 6. The Contact Persons whose names are provided pursuant to Section 5 of this Bylaw, must be persons who are:
  - (a) available to receive telephone calls from the Alarm Monitoring Service or the RCMP in the event of an Alarm Incident;
  - (b) able to attend the Property at which the Alarm Incident occurred within 30 minutes upon the request of the Alarm Monitoring Service;
  - (c) capable of providing the RCMP with access to the Property where the Alarm Incident occurred;
  - (d) capable of operating the Alarm System; and
  - (e) able to safeguard the Property.
- 7. The Owner or Occupier of the Property or a Contact Person shall attend the Property within 30 minutes upon the request of the Alarm Monitoring Service or the RCMP.
- 8. No person shall operate or use an Alarm System that, when activated, generates an audible continuous or intermittent sound for a period greater than five minutes after activation.

9. No person shall continue to operate or use an Alarm System that activates three or more False Alarms unless the Alarm System is repaired, altered or replaced and the RCMP is satisfied that the Alarm System is repaired and is in good working order.

#### **ALARM MONITORING SERVICES**

- 10. Prior to reporting an Alarm Incident received from an Alarm System monitored by the Alarm Monitoring Service to the RCMP, the Alarm Monitoring Service shall first attempt to verify that the Alarm Incident is not a False Alarm by attempting to contact the Owner or Occupier of the Property by telephone or other electronic means. If verification cannot be made with the Owner or Occupier, the Alarm Monitoring Service shall attempt to contact two additional Contact Persons. The Alarm Monitoring Service shall advise the RCMP of the person they have made contact with, or that they were not successful in reaching the Owner, Occupier or Contact Person.
- 11. Section 10 of this Bylaw does not apply to a Hold Up Alarm signal of an Alarm System.

#### **FALSE ALARMS FEES**

12. If the RCMP responds to a False Alarm, the Owner or Occupier of the Property on which the False Alarm occurred shall pay to the City the applicable fee prescribed in the "Fees and Charges Bylaw, 1993, No. 6383":

#### **INVOICING**

- 13. If a False Alarm Fee is payable by the Owner or Occupier of the Property, the City shall deliver an invoice to the Owner or Occupier of the Property within 60 days following the False Alarm. The Owner or Occupier of the Property shall pay the False Alarm Fee within 30 days of the date of the invoice.
- 14. The City may deliver an invoice personally, by registered mail, or by regular mail to a person's home address or, in the case of the Owner, to the Owner's address as recorded on the City's property assessment roll.

#### **COST RECOVERY**

15. Fees may be collected as property taxes as per section 258(1) of the *Community Charter*. If the Owner does not pay the False Alarm Fee on or before December 31<sup>st</sup> in the year in which the False Alarm Fee was incurred, the cost shall be added to, and form part of, the taxes payable on the parcel as taxes in arrears.

#### **SEVERABILITY**

16. If any section, subsection, or phrase of this Bylaw is for any reason declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of this Bylaw as a whole or any part thereof other than the section, subsection, or phrase so declared to be invalid and it is hereby declared to be the intention of the Council of the Corporation of the City of North Vancouver that all remaining sections, subsection, or phrase of this Bylaw shall remain in full force and effect until repealed, notwithstanding that one or more provisions thereof may have been declared invalid.

## **REPEAL**

17. "Security Alarm Systems Bylaw, 2005, No. 7639" and all amendments shall be repealed, effective as of the 1<sup>st</sup> day of July, 2022.

# **EFFECTIVE DATE**

18. This bylaw shall be effective as of the 1st day of July, 2022.

READ a first time on the 13 <sup>th</sup> day of June, 2022.
READ a second time on the 13 <sup>th</sup> day of June, 2022.
READ a third time on the 13 <sup>th</sup> day of June, 2022.
ADOPTED on the <> day of <>, 2022.
MAYOR
CORPORATE OFFICER

Document: 2179634-v1

#### THE CORPORATION OF THE CITY OF NORTH VANCOUVER

#### **BYLAW NO. 8933**

#### A Bylaw to amend "Fees and Charges Bylaw, 1993, No. 6383"

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 "Fees and Charges Bylaw, 1993, No. 6383, Amendment Bylaw, 2022, No. 8933" (Security Alarm Systems).
- 2. "Fees and Charges Bylaw, 1993, No. 6383" is amended as follows:
  - A. By deleting the following on page 2:

"A Bylaw to impose fees for providing information pursuant to sections 71, 235, 244, 433, 447, 689 of the *Municipal Act* (RSBC 1979, C290)

WHEREAS Council may, pursuant to Sections 71, 235, 244, 433, 447, and 689 of the *Municipal Act* (R.S.BC 1979, c-290) provide for the establishment of fees to be collected for the provision of copies of list of electors, minutes, bylaws, tax demand notices, certificate of tax status and for the fee per seat at an exhibition to raise money for an athletic commission:"

and replacing it with the following:

"A bylaw to impose fees for providing information pursuant to Section 194 of the Community Charter [SBC 2003] Chapter 26

WHEREAS section 194 of the *Community Charter* authorizes municipalities, by bylaw, to impose fees in respect of services or for the provision of information;

AND WHEREAS Council deems it necessary and desirable to exercise the authority provided by the *Community Charter* to cover costs of providing services and information where appropriate;"

B. By adding the following fees at the end of "Schedule B – Schedule of Fees for Police Services":

SECURITY SYSTEMS FALSE ALARMS	FEE BASED ON CALENDAR YEAR
First False Alarm	\$0.00
Second False Alarm	\$150.00
Third False Alarm	\$250.00
Fourth False Alarm	\$400.00
Fifth False Alarm	\$600.00
Subsequent to Fifth False Alarms	\$900.00

This bylaw shall be effective as of the	e 1 <sup>st</sup> day of July, 2022.
	READ a first time on the 13 <sup>th</sup> day of June, 2022.
	READ a second time on the 13 <sup>th</sup> day of June, 2022.
	READ a third time on the 13 <sup>th</sup> day of June, 2022.
	ADOPTED on the <> day of <>, 2022.
	MAYOR
	OODDODATE OFFICED
	CORPORATE OFFICER

3.

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 16, 2022

# **REPORT**

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

Moved by Councillor Girard, seconded by Councillor Valente

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 a 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 and referred to a Public Hearing;

THAT notification be circulated 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;

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

# **CARRIED UNANIMOUSLY**

# BYLAW - FIRST AND SECOND READINGS

"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)

Moved by Councillor Girard, seconded by Councillor Valente

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 given first and second readings.











# 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 15th St. and Zoning Text Amendment for 319-333 East 14th St., 318-332 East 13th St., 313 East 14th 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 14th Street, 318-332 East 13th Street, 313 East 14th 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 15th Street at the applicant's expense and as described in this report;

Document Number: 2158513 V3

Date: May 4, 2022

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)
- "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8930" (CityDocs <u>2174993</u>)

#### 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.

Date: May 4, 2022

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).

Date: May 4, 2022

#### 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

Date: May 4, 2022

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 Polices 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.

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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 13th 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

Date: May 4, 2022

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 precolonial 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;

Date: May 4, 2022

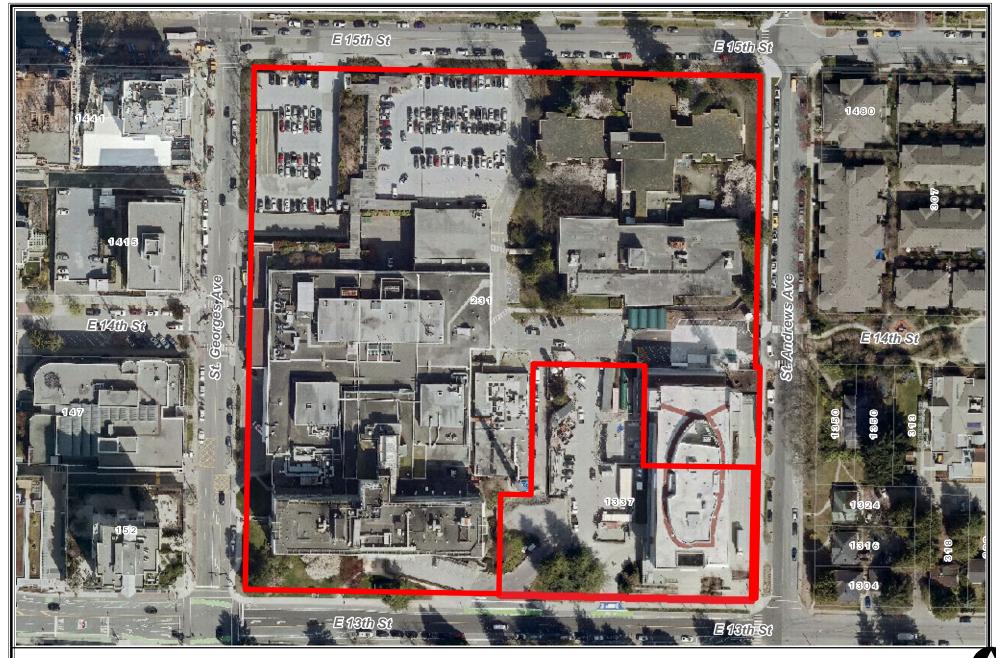
# CONCLUSION

The approval of the development variance permit and accompanying minor text amendment to CD-551would bring into compliance lot coverage, off-street vehicle parking, secure and short-term bicycle parking variances for the Acute Care Facility.

RESPECTFULLY SUBMITTED:

David Johnson

**Development Planner** 

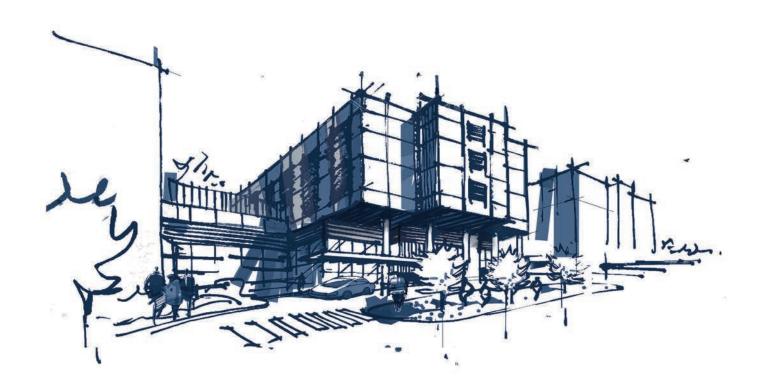






# **LIONS GATE HOSPITAL**

# Phase 03 I 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.

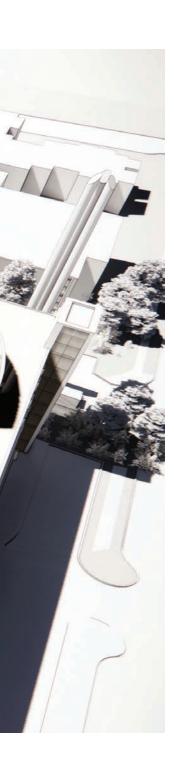


We believe that the way we work can add meaning and value to the world. Ideas inspire positive change. Colouring outside the lines can illuminate fresh perspectives. Small details yield important realizations. Above all, we believe that collaboration is the best way forward. While we are most well-known 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

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.

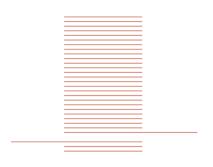
We've used warm, inviting, durable, and well-ageing materials on both the interior and exterior. The wood from the trees on-site will be used in the architecture, reflecting the project team's commitment to inclusiveness, equity and accessibility for a multicultural and diverse patient population and 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**



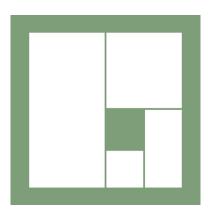
# INTERSECTION BETWEEN TECHNOLOGY & MEDICINE

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 onsite 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.



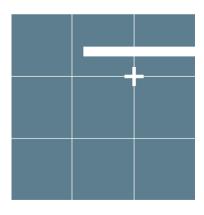
#### BRIDGING PAST & PRESENT

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.

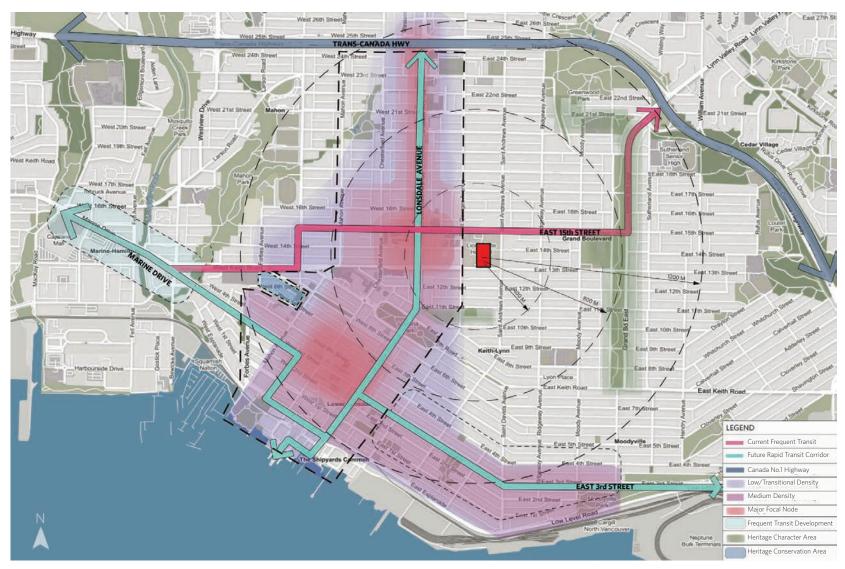


PUBLIC SPACE

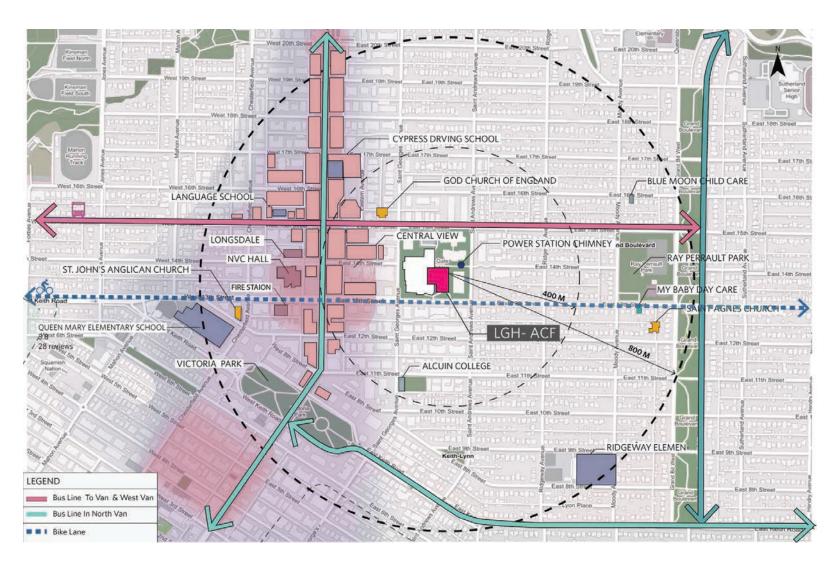
The landscape that surrounds the built forms takes on a restful, welcoming, hopeful, and refreshing ambiance. An oasis of healing and calm, this design creates a destination public space, providing a social hub for the community. The use of transparency in the façade breaks down the scale of the building, utilizing components such as glazing, canopies, shading systems, and exposed structural elements.

# DESIGN ANALYSIS 1.1

# **SITE CONTEXT**



# **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. 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







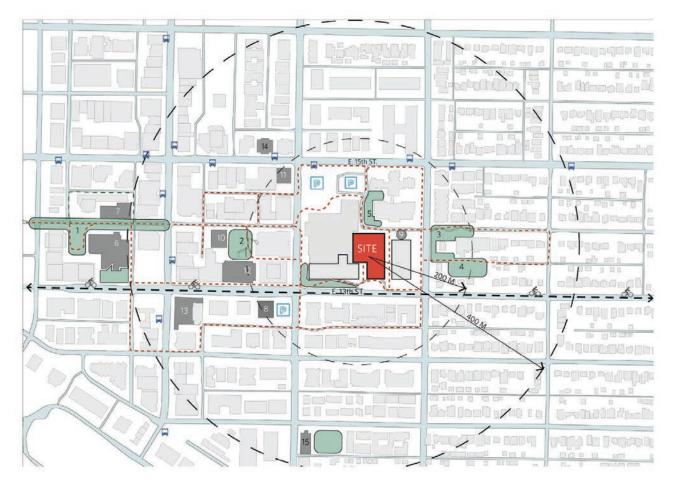


10. Blue Shore Centre

11. Highest Condo Tower

12. 161 15th Street East and Parking Corner for LGH

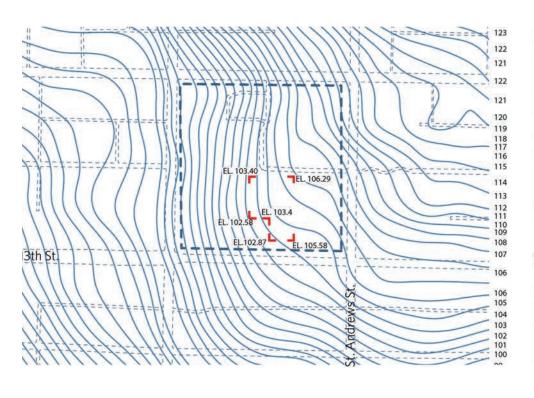
# **CHARACTER, CONNECTIVITY** & LANDMARKS



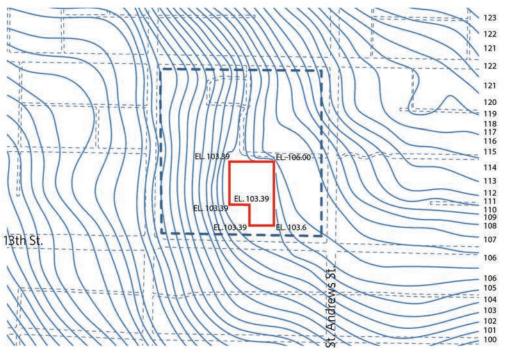
Publjic Green Space

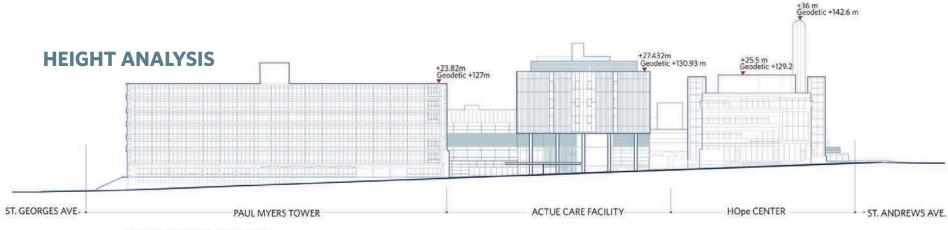
- - Pedestrian Path

# **EXISTING SITE TOPOGRAPHY**

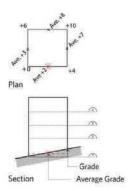


# **PROPOSED SITE TOPOGRAPHY**





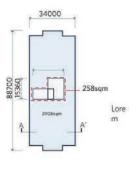
**BUILDING HEIGHTS ANALYSIS** 



#### VBBL MATHOD DIAGRAM

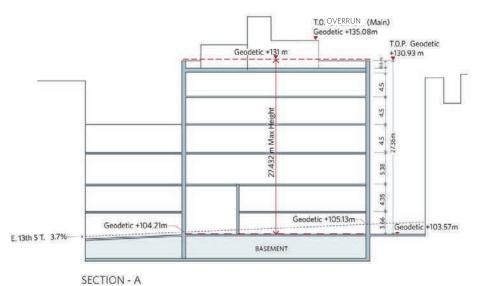
#### CALCULATION

1. Follow by VBBL diagram, the average finish grade is on the lowest side of the ACF building. that is 103.57 [ (103.39+103.50)/2]. Building hight 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 struc tures 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 cover258sqm 258/2908 = 8.87%



DEVELOPMENT VARIANCE PERMIT APPLICATION





13TH STREET EAST

13TH STREET & ST ANDREWS AVENUE

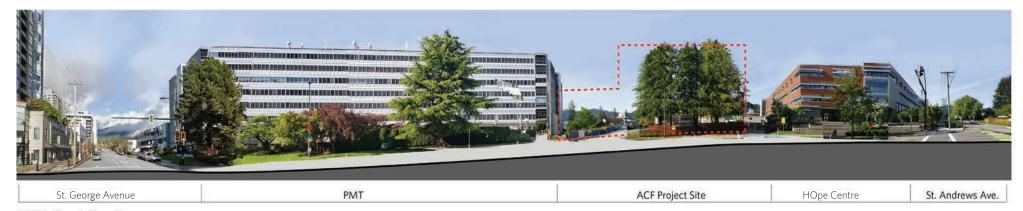


15TH STREET & ST ANDREWS AVENUE

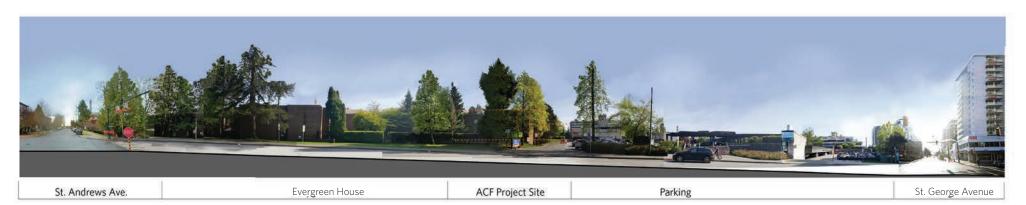


15TH STREET & ST GEORGES AVENUE

### **1.9** DESIGN ANALYSIS **STREET ELEVATIONS**



E. 13th Street Elevation



#### E. 15th Street Elevation

21

LIONS GATE HOSPITAL REDEVELOPMENT | PHASE 3 | ACUTE FACILITY

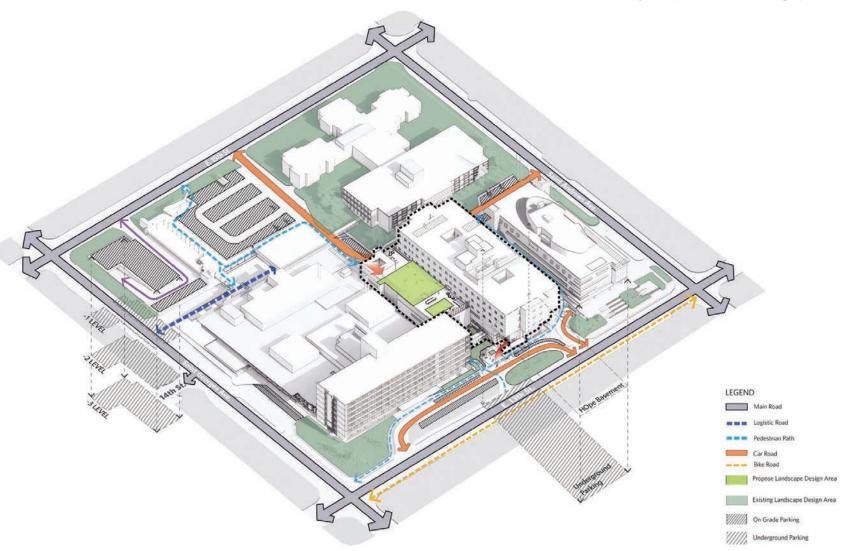


St. Andrews Ave. Elevation

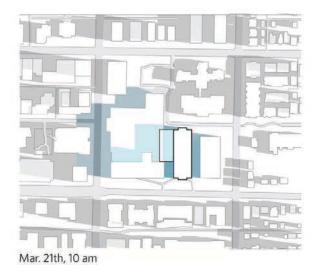


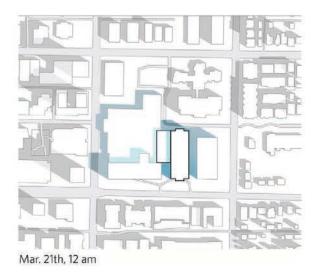
St. Georges Ave. Elevation

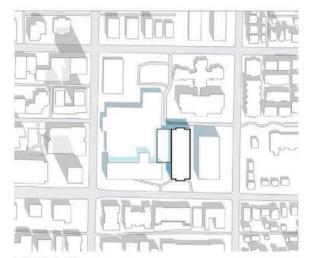
## **MASTER PLAN DIAGRAM**



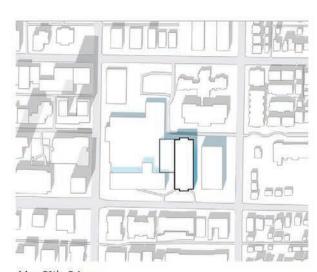
## **MARCH 21 SUN STUDY**





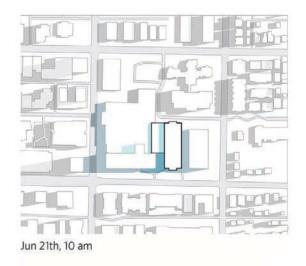


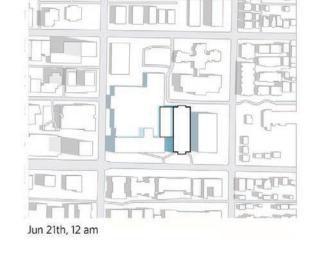


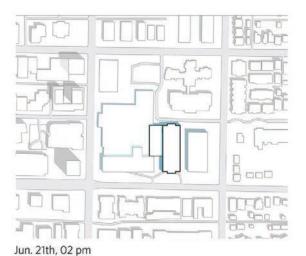


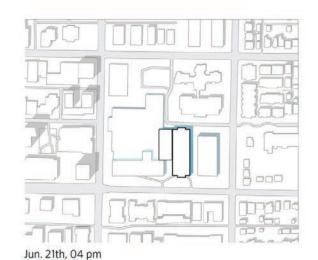
Mar. 21th, 04 pm

# **JUNE 21 SUN STUDY**

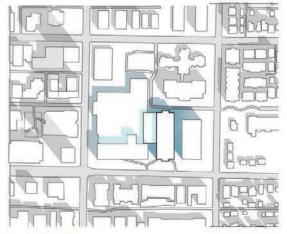




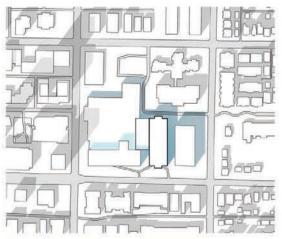




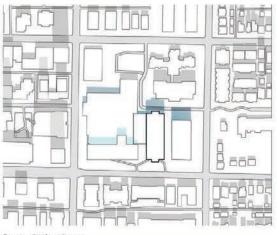
### **SEPTEMBER 21 SUN STUDY**



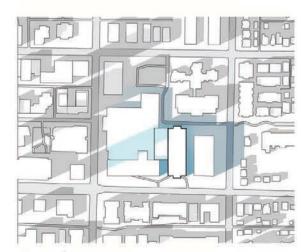
Sept. 21th, 10 am



Sept. 21th, 02 pm

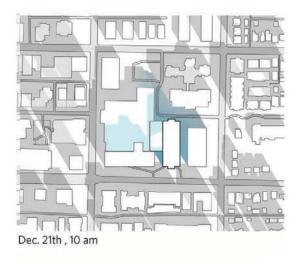


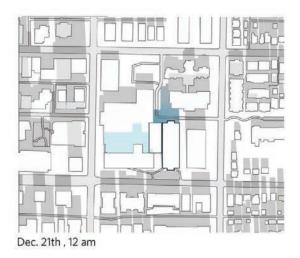
Sept. 21th, 12 am

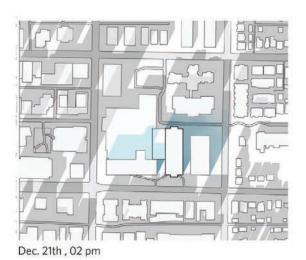


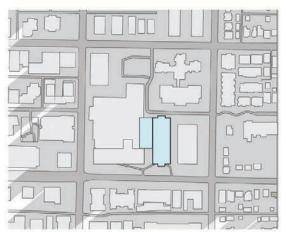
Sept. 21th, 04 pm

### **DECEMBER 21 SUN STUDY**







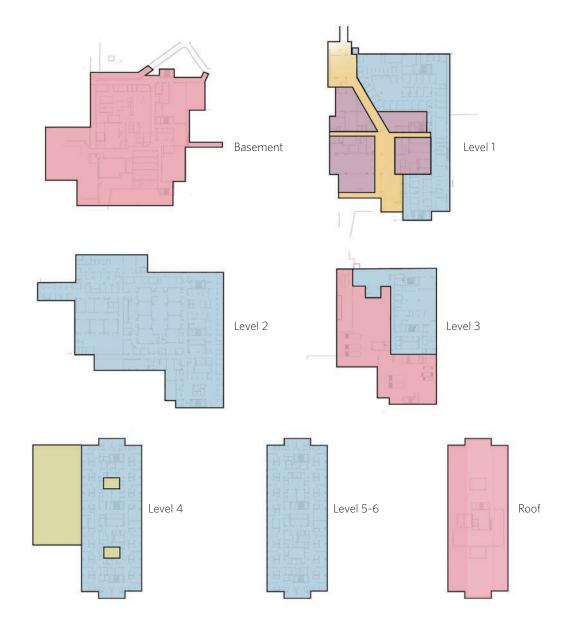


Dec. 21th, 04 pm

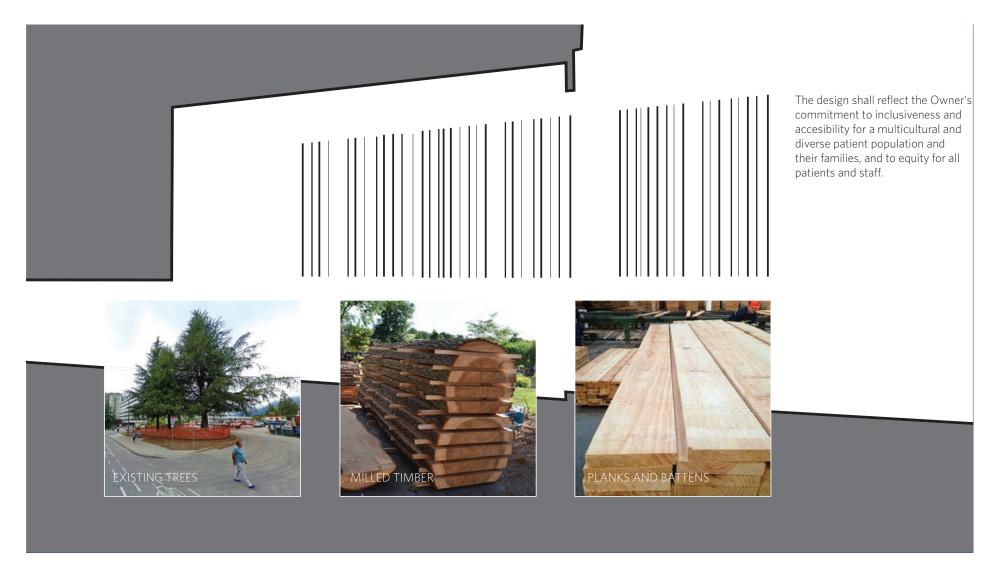
## 2.3 PROJECT DESCRIPTION

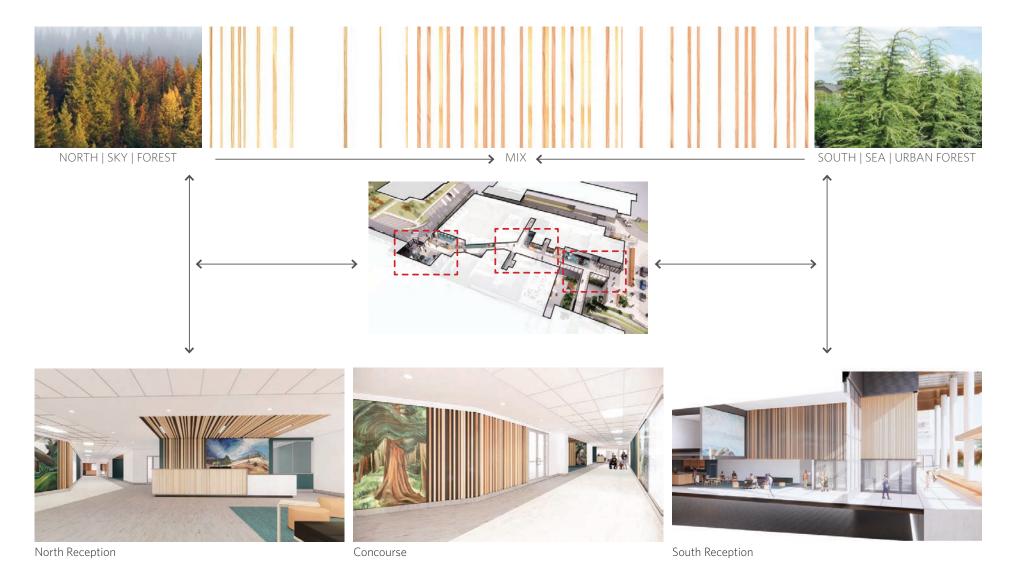
# **BUILDING PROGRAM**

Clinical Program
Back of House
Public Services
Primary Circulation
Rooftop Garden



## **WOOD FIRST STRATEGY**





Donor recognition will be an important element of the Main Lobbies. The donor recognition and shall be well integrated into the overall design of the entry lobbies and well executed in tasteful way with high quality materials.

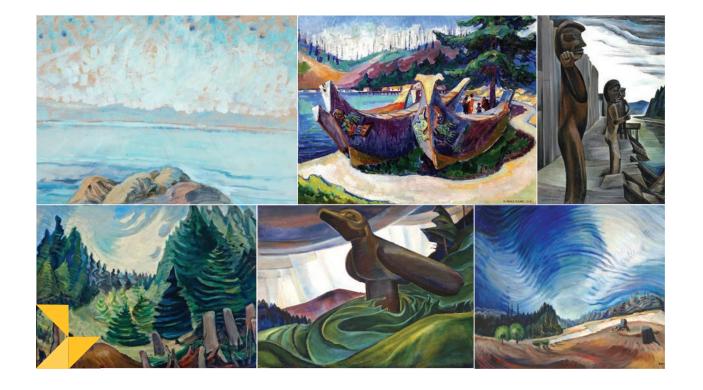
The Facility shall address the needs of seniors and First Nations communities as patients and as visitors to the Facility, ensuring that architectural composition and Design addresses their unique needs and aspirations for a welcoming, culturally safe and positive healing environment.

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.



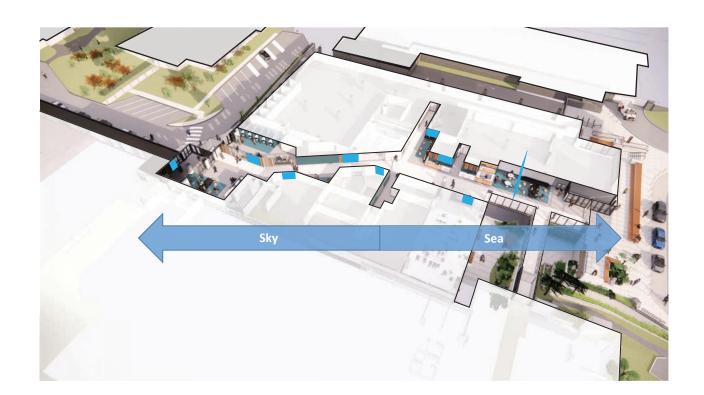
## **CONCOURSE ARTWORK**

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.



#### 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.



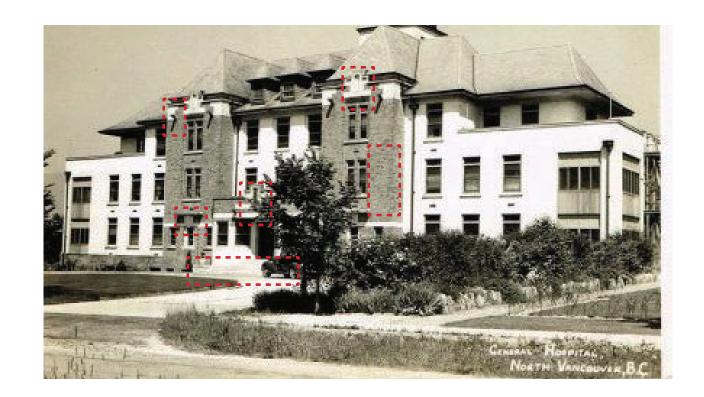
#### LEVEL 1 - NORTH ENTRANCE - INFORMATION

Wood Design features and elements where appropriate in the wall and ceiling design



## THE ACTIVATION BUIDING 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.



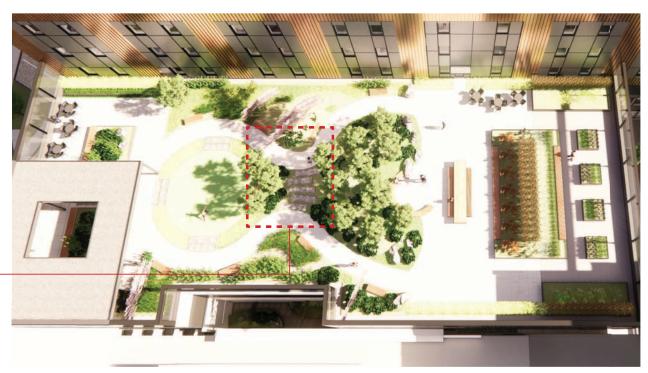
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Granite Steps



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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**



# PROJECT IMAGES 3.1 SOUTH ENTRANCE



## **SOUTH ENTRANCE**



# **SOUTH ENTRANCE LANDSCAPE DETAILS**





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 t 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.





# **NORTH ENTRANCE RECEPTION**



# PROJECT IMAGES 3.1 NORTH ENTRANCE RECEPTION



# LEVEL 1 PUBLIC CONCOURSE | SEATING ALCOVE



# PROJECT IMAGES LEVEL 5 PATIENT UNIT



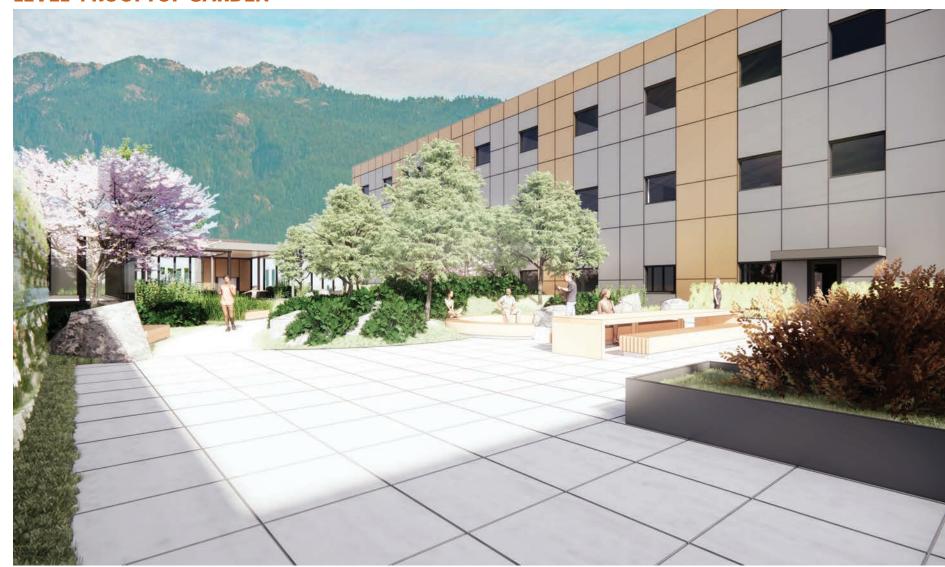








# **LEVEL 4 ROOFTOP GARDEN**



## **ARIEL VIEW FROM NORTHWEST**



## **ARIEL VIEW FROM SOUTHWEST**



## **ARIEL VIEW FROM WEST**







### **LANDSCAPE PLANS**





# LIONS GATE HOSPITAL REDEVELOPMENT PHASE 3 | ACUTE CARE FACILITY



TECHNICAL SUBMISSION - PACKAGE 2 OCTOBER 15, 2020



LANDSCAPE			
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704	ANDROFF MATERIALS FLAN - LEVEL 1	2 400	
-501	ANDSCAPE SECTIONS	7.400	
-401	ANDSCAPE DETAILS - PLANTING TYPICAL SECTIONS	3.403	



### 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

ACUTE CARE FACILITY

### MAINTENANCE ACCESS ONLY

#### 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

HOPE CENTER

8

LIONS GATE HOSPITAL REDEVELOPMENT | PHASE 3 | ACUTE FACILITY

COLLABORATIVE

### 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

- · 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

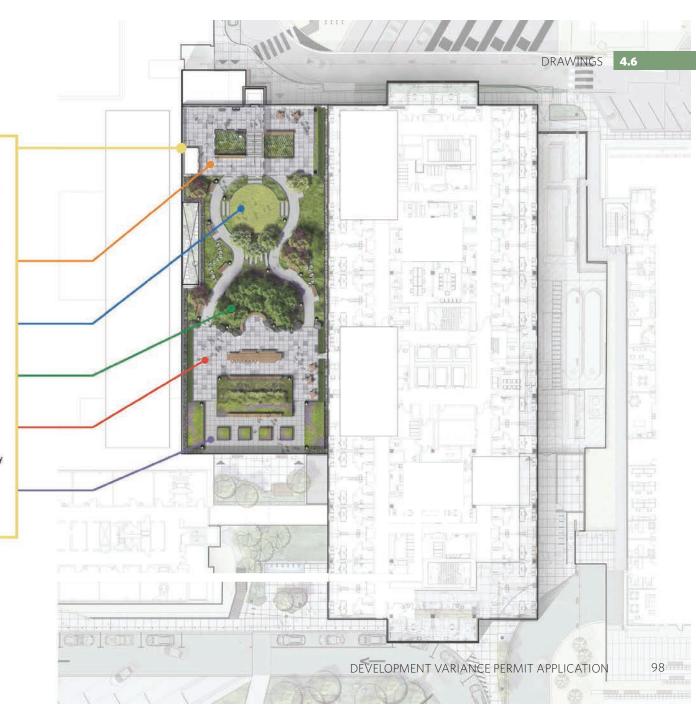
#### TREED GROVE

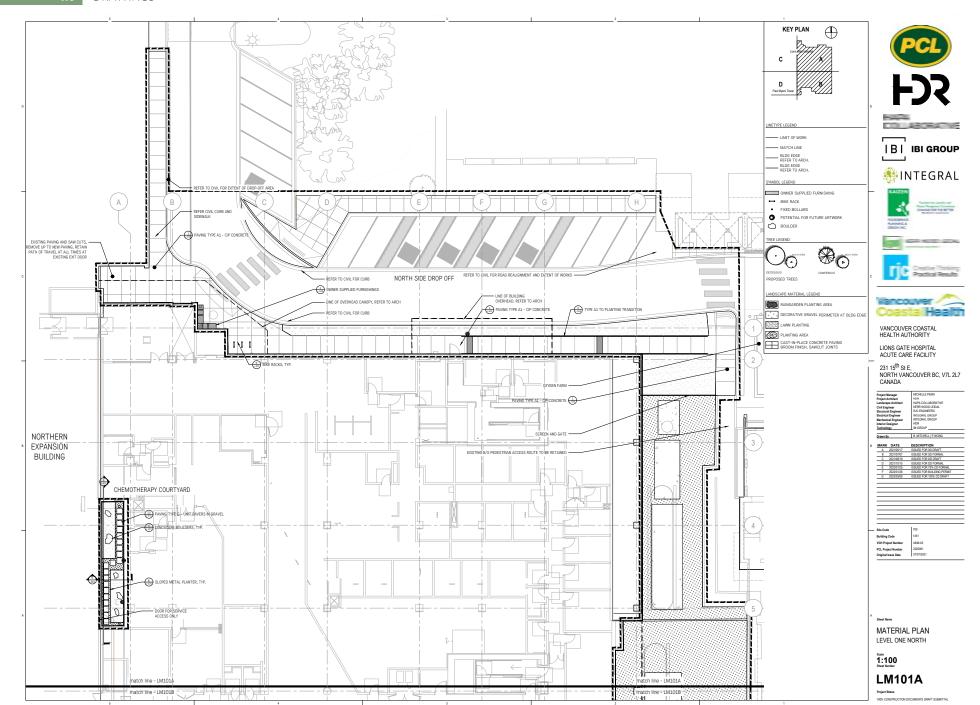
- · Mounded planting areas with trees signal a new zone
- · Shade tolerant understory planting
- · Looping pathway travels through this lush garden area

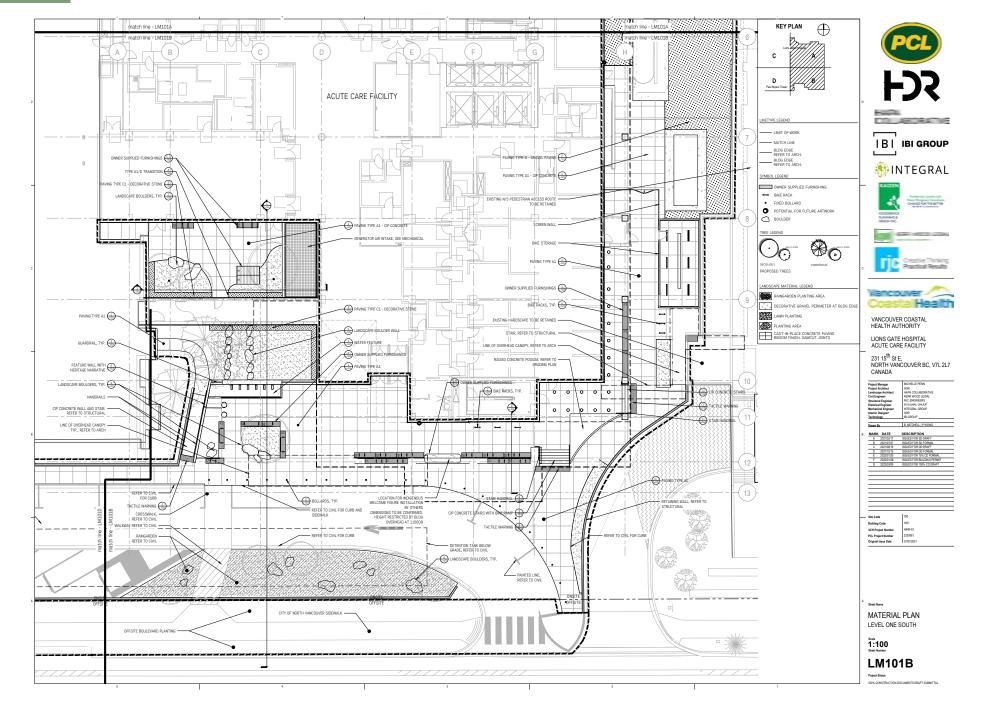
- Harvest table with a variety of seating options sits at center
- Perimeter seating and movable tables and chairs
- Open space with unit pavers allow flexibility and a space for a variety of programming

#### SENSORY GARDEN

- Planting to delight the senses and opportunities for interaction
- Pathways right to the guardrail allow for views towards the waterfront and Vancouver











## Introduction

- Development Variance Permit and Zoning text amendment to support:
  - 6 storey, 108 bed Acute Care Facility on LGH campus.
  - 8 universal operating rooms.
  - Roof-top outdoor space on the fourth floor.
  - Multi-purpose hall, food and retail.
  - Materials retained from Activation Building being used.





## **Location and Context**



<u>Development Variance Permit</u> <u>Lions Gate Hospital</u> 231 East 15<sup>th</sup> Street; and 1337 St. Andrews Avenue

Zoning text amendment
Hospice Site
318-332 East 13<sup>th</sup> Street;
1337 St. Andrews Avenue; and
313, 319-333 East 14<sup>th</sup> Street



3

# Development Variance Permit and Rezoning

Lions Gate Hospital	Hospice Site
Development Variance Permit	CD-551 Zoning Text Amendment
- Site Coverage	- Allow parking to include both the Hospice site and Lions Gate Hospital campus.
- Number of Secure and Short-Term bicycle parking stalls	



## Land Use and Zoning

## Official Community Plan

- · School and Institutional
- LGH 56.0 metre max. height
- Hospice Six-storeys tall

## **Existing Zoning**

- LGH Public Use and Assembly 1 (P-1)
- Hospice Comprehensive Development 551 (CD-551)

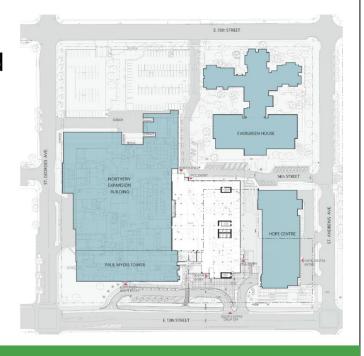




5

# **Project Description**

- Location is between the HOpe Centre and the current Paul Myers tower.
- Access is from East 13<sup>th</sup> Street and from East 15<sup>th</sup> Street.





# Lions Gate Hospital campus

- LGH campus consists of two separate properties.
  - Historical arrangement with the District of North Vancouver.
  - Single lot covenant that enables both lots to be considered as one property.





-

# Variances to Lions Gate Hospital site

- Use and density meets the OCP and the Zoning Bylaw → no rezoning is required.
- Addition of the ACF would result in:
  - The site coverage exceeding the maximum.
  - Shortfall in the number of both secure and short term bicycle parking stalls.
- A Development Variance Permit is required for these two items.



# Variances to Lions Gate Hospital site

- Site coverage
  - Increase from 40% to 60% with the inclusion of the ACF to all campus buildings.
  - Includes lot coverage
     DVP from 2006.





9

# Variances to Lions Gate Hospital site

- Bicycle parking
  - Shortfall of secure and short-term bicycle parking
  - Lids for short-term parking
  - Renovations to the HOpe Centre secured bike parking
  - Secured by covenant.





# Zoning text amendment for Hospice site

- Hospice site to the east of the LGH campus
  - Zoning text amendment needed for parking site.
  - ACF results in a shortfall of 61 stalls.
  - 100 being proposed that will cover both sites.
  - Secured by covenant.





11

# **Advisory Panels**

- Advisory Design Panel August 11, 2021
  - Scale and Massing along E 13<sup>th</sup>.
  - Proportion of glazing.
  - Additional cover and heating on the roof deck.
  - Short-term bike coverage.



## **Advisory Panels**

- Integrated Transportation Committee September 1<sup>st</sup>, 2021
  - Liked the planned one-way drive aisle fronting East 13<sup>th</sup> Street.
  - Suggested no left turns on exiting East 13<sup>th</sup>
     Street.



13

## **Advisory Panels**

- Heritage Advisory Commission
   October 21, 2021
  - Identify and explain the significance of the preserved material.
  - Some key elements to be in a more prominent location on the site.
  - Information board close to East 13<sup>th</sup> Street entrance to commemorate the Activation Building.



## **Community Consultation**

- DIS held on December 14, 2021.
- Attended by 12 people.
  - Most favored the project and the variance request.
  - Concerns raised onto the removal of trees for the new drive-aisle configuration off East 13<sup>th</sup> Street.



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## Conclusion

Development Variance Permit	CD-551 Zoning Text Amendment
Lions Gate Hospital	Hospice Site
- Site Coverage	- Allow parking to include both the Hospice site and Lions Gate Hospital campus.
- Secure and Short-Term bicycle parking	





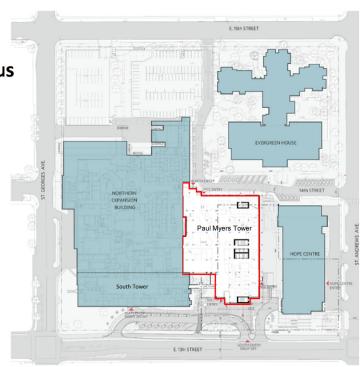




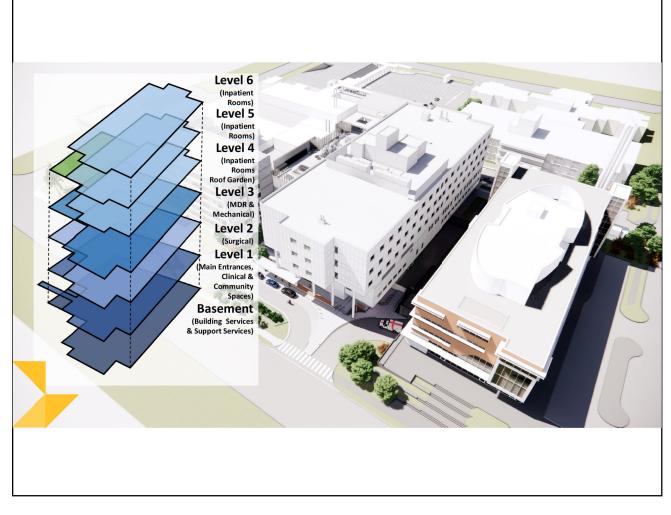


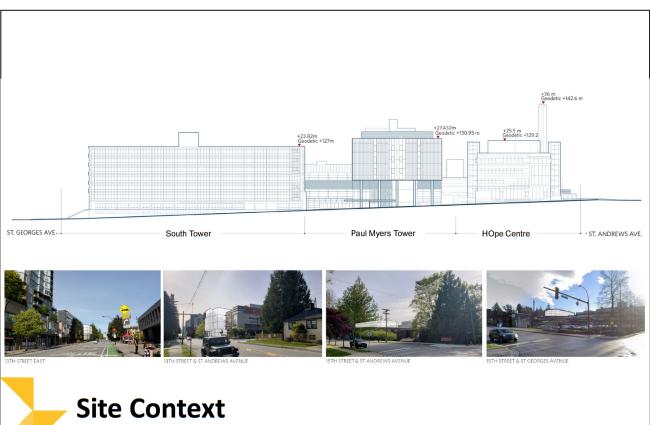


## **Lions Gate Hospital Campus**

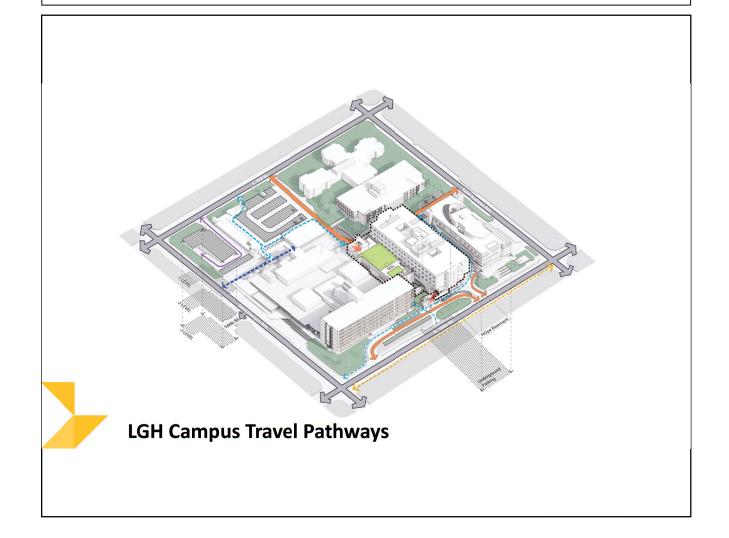




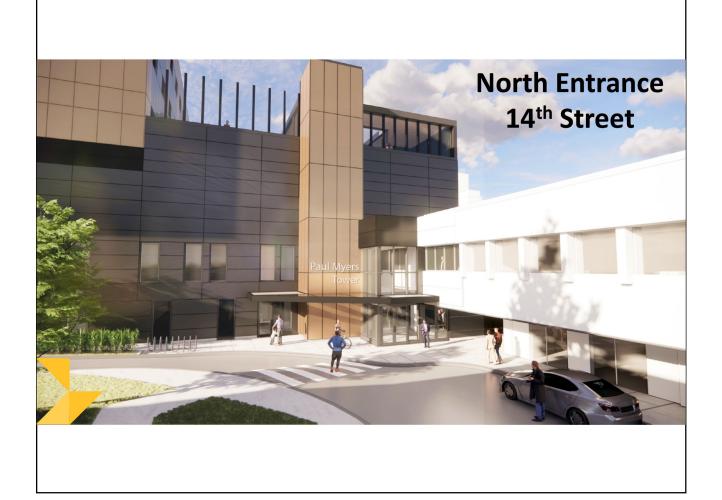
















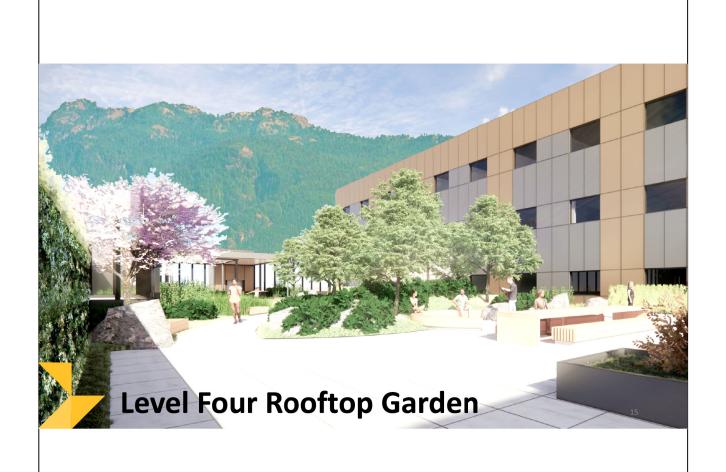


Level 1 - Grade

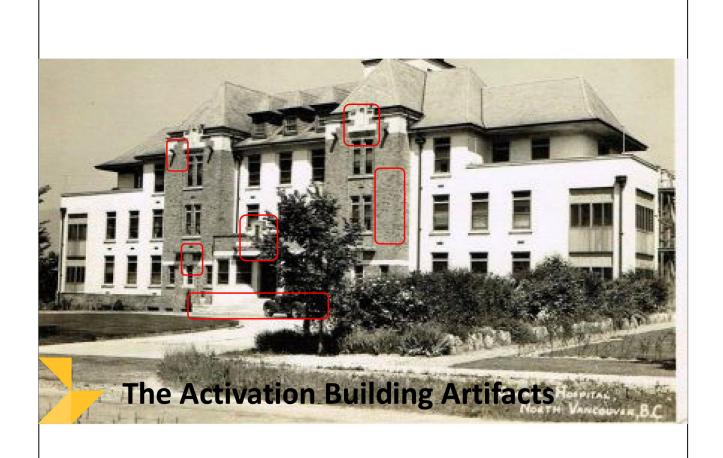






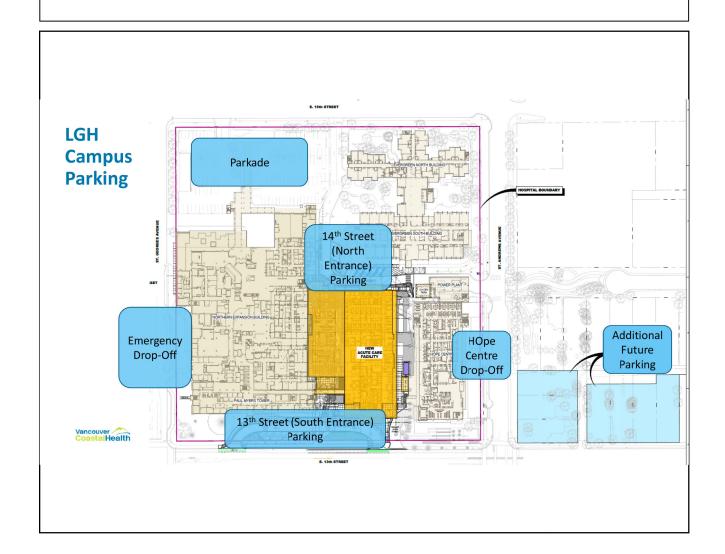


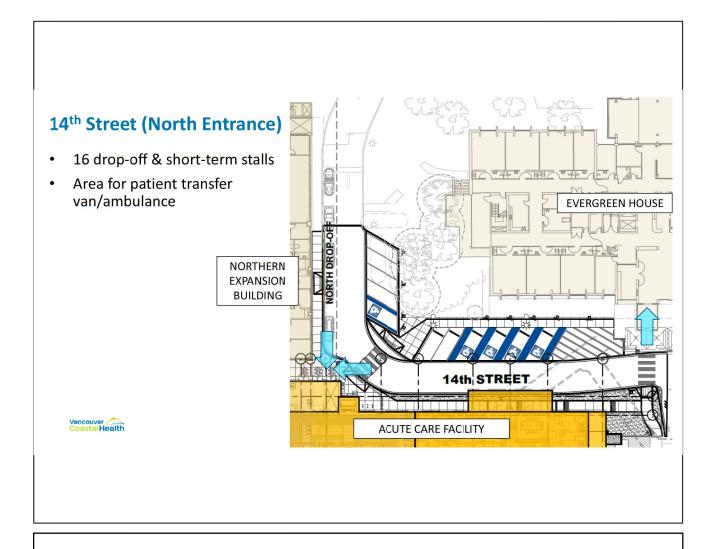






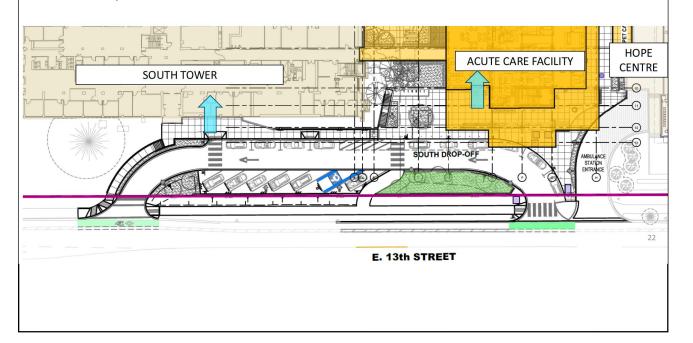






## 13th Street (South Entrance)

- 17 drop-off & short-term stalls
- Area for patient transfer van



## **HOpe Centre Secure Bike Cages**



**HOpe Secure Bike Cages** 















## **New Paul Myers Tower (Acute Care Facility)**

## City of North Vancouver Public Hearing

June 20, 2022





### **Clinical Services**

- 108 relocated medical and surgical beds all inpatient rooms single occupancy with own private washroom
- Enhanced Surgical Services 8 new state-of-the-art ORs, recovery room with 39 bays
- New Medical Device Reprocessing Department
- Outpatient Clinics

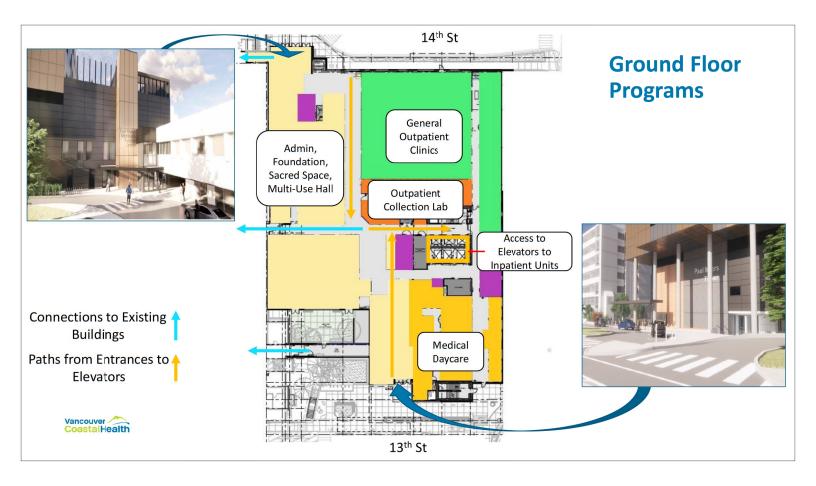
The new tower will be replacing existing services, programs, and facilities currently accommodated elsewhere on the campus

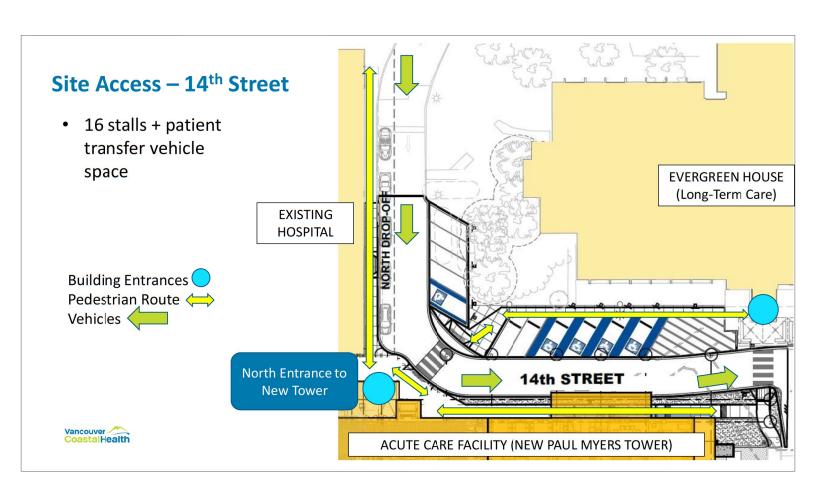


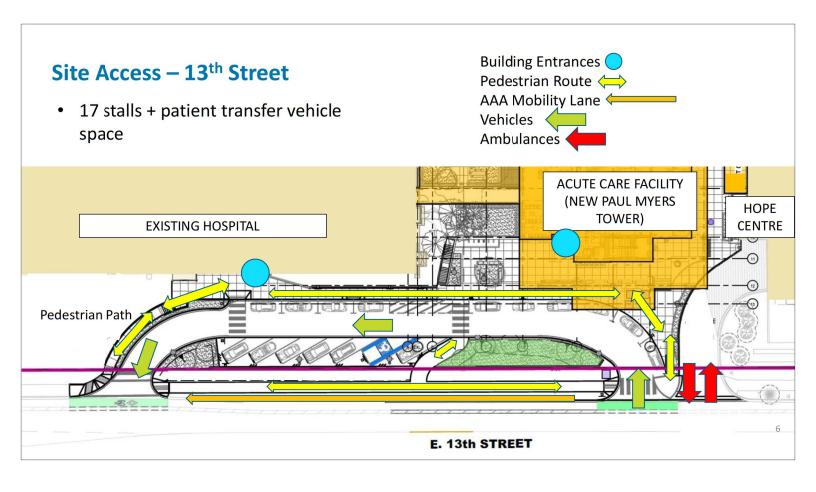
### **Benefits**

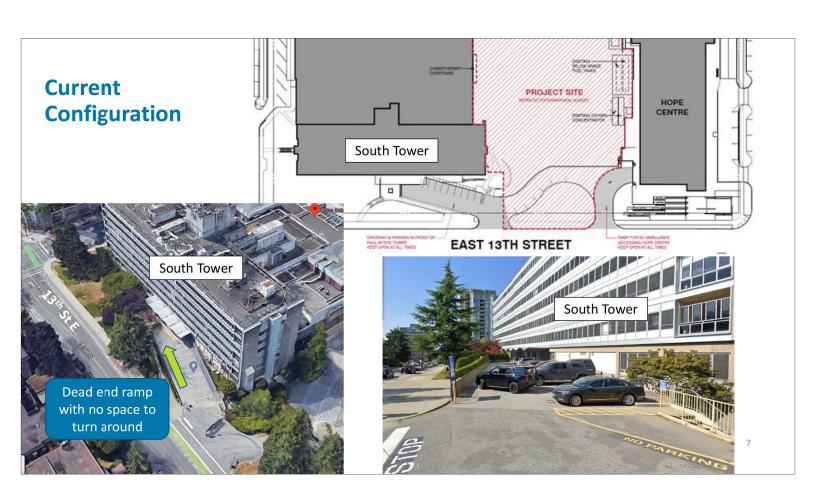
- Improved patient experience
- Improved infection control
- Improved privacy
- More efficient flow of patients and services
- Improved surgical services
- Staff recruitment & retention
- Replaces aging infrastructure and incorporates new innovations
- Restorative healing environment with space for patients, families, and clinicians to connect
- New technology integrated clinical information systems

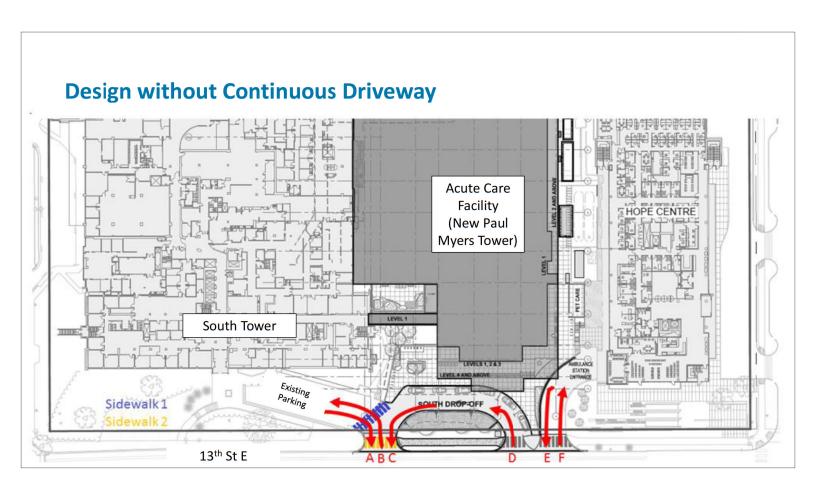


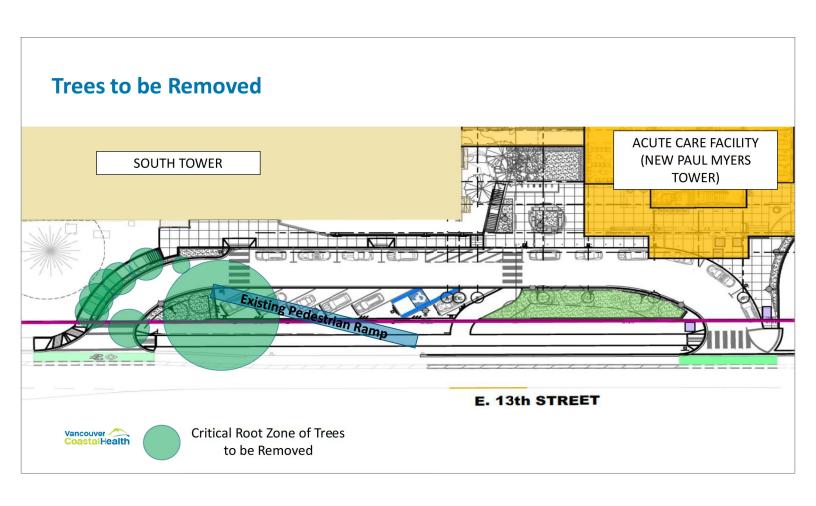


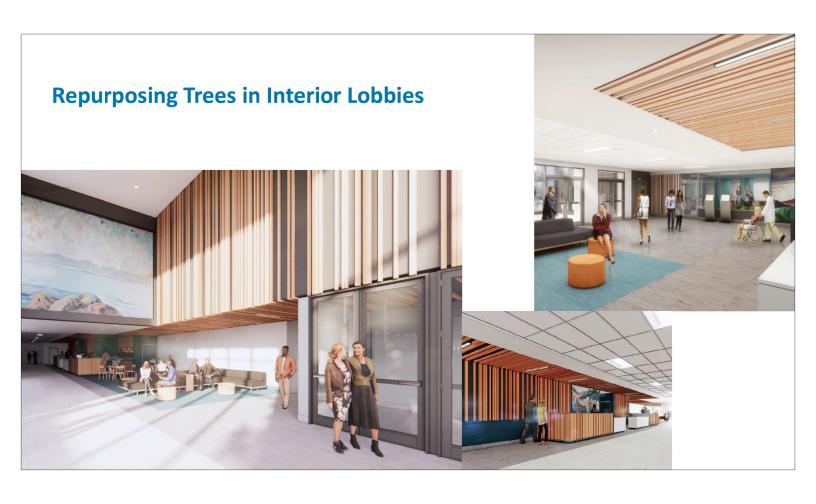












## **Activation Building Commemoration**

- Exterior signage adjacent to commemorative feature
- Outside south entrance



## **Activation Building Commemoration**

- Storyboards with photos and history of building, importance to community
- Significance of preserved elements







### **History of the Land**

- Interior signage to describe history of land in partnership with Tsleil-Waututh and Squamish Nations
- Interior historical signage to be separate from Activation Building commemorative elements
- Interior design theme for ground floor is Marine, highlighting work done by Tsleil-Waututh Nation on Maplewood Marine Restoration Project and celebrating salmon & eelgrass





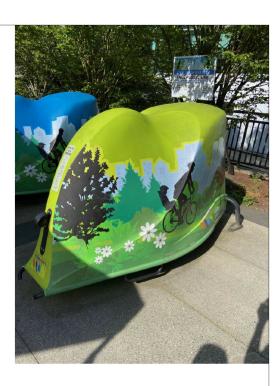


Squamish Lil'wat cultural centre

### **Bike Lids**

- Sized to hold E-bikes
- Fit 2 bikes with handlebars up to 26 inches wide





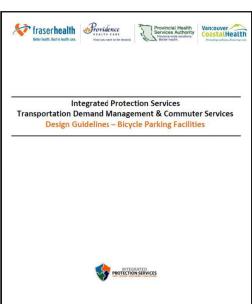
## **HOpe Centre Bike Storage**

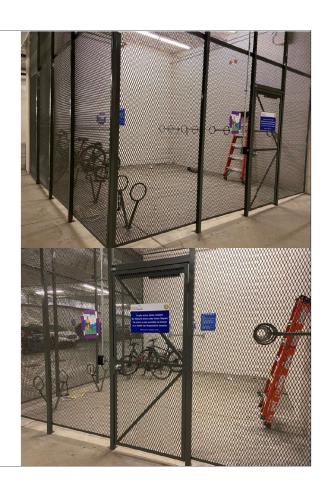
Secure bike cages (rooms) with card access only for staff

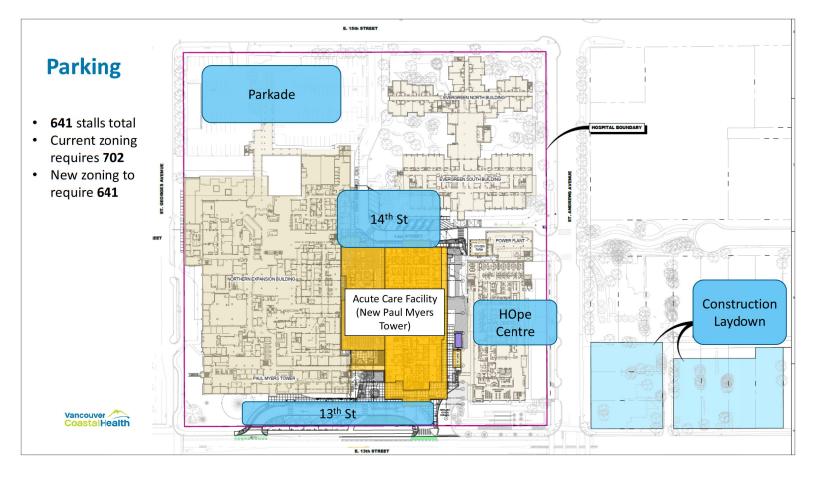
Upgraded with user-friendly racks that accommodate e-

bikes









From: Alex Jamieson
Sent: June-11-22 3:14 PM

To: Submissions

Cc: Linda Buchanan (Mayor); Holly Back (Councillor); Jessica McIlroy; Angela Girard (Councillor);

Tony Valente (Councillor); Tina Hu (Councillor); Don Bell (Councillor); Miles Megumi;

Therese Reinsch; Travis Prystai; Michael Epp; Justin Hall

**Subject:** Comments on Lions Gate Hospital Acute Care tower, Zoning Bylaw amendments, and

Development Variance Permits - Public Hearing and bylaw readings on June 13, 2022

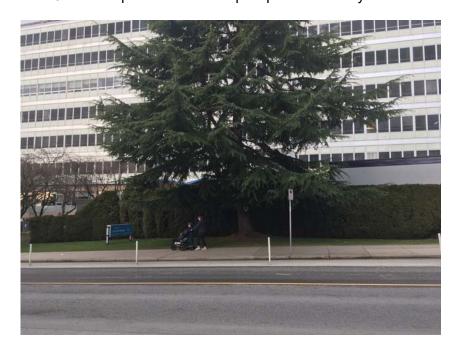
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Summary: I have no objection to the new acute care 6- story tower per se, in fact the footings for the building are well under way (?). However, I have a vision of our hospital as buildings surrounded by beautiful, healing trees and plants, whereas the Coastal Health Redevelopment team (VCHRT) have a vision of buildings surrounded by parking and access roads. All of the 4 street frontages are currently paved, except for this one.

This is our last chance to have a beautiful landscape in front of the existing Paul Meyers tower. There are 3 issues which I believe need to be addressed before the permits are issued. These are site planning, access, and tree preservation, which will affect all those who travel past the building or spend time in the Paul Meyers tower:

1. Access interfering with the Class AAA "mobility lane". Coastal Health (VCHRD) proposes to change the access to Paul Meyers tower by adding another vehicle exit ramp to East 13th Street in front of the existing building entrance and lengthening the current sloped ramp for more parking/ drop-off. This will require a very steep exit ramp, curving onto 13th Street, and interfering with the Class AAA "mobility lane". This issue is not even mentioned in the supporting material. This is both dangerous and unnecessary, because the present ramp is perfectly adequate, and in fact the current and future main entrance for admissions and ambulatory patients is on 15th Street. The ramp should be eliminated. In fact, I do not think the ramp will be physically possible because of the steep slope. Perhaps this issue should be referred to HUB for comment. See photo below.

Alex Jamieson photo. Note Steep slope and Mobility lane.



- 2. Existing mature Deodar Cedar in front of The Paul Meyers tower is about 7 storeys high, provides shade during "heat domes", is a huge carbon sink, and is visible from many of the hospital rooms; a source of healing energy. It could easily be retained, if item 1 is addressed by eliminating the changes to the ramp. Alternatively, The ramp could be narrowed and most of the parking could be eliminated, thus saving the tree. In fact, the proposed Zoning Bylaw amendment would allow for more parking offsite, so parking on the ramp is unnecessary. The staff refers to "working with the VCH to retain as many trees on the site as possible and to look for places to plant replacement trees...". This is not an acceptable solution; instead I recommend that Council request an actual plan showing the Cedar retained, and the replacement trees for the 6 large Cedars already removed without any public input from the front of the proposed Acute Care Facility. The 4th level landscaping does not add to the public amenity of our streets. Finally, I note that it is an offence under the BC Wildlife Act, Section 34, to interfere with a bird or its egg during the nesting season.
- 3. **Off-site parking lot:** The Zoning Bylaw amendment would allow off-site parking on 4 lots on the corner of 13th Street and St. Andrews Street. I have two concerns with that; there is no physical plan for how the parking will be laid out, accessed, paved and landscaped, and also it would be a better idea to change the parking requirements instead, because we need to start reducing vehicle use to offset global warming. This amendment seems to be new, after the adoption of the Tree Bylaw therefore I think the bylaw should apply. I am concerned that the existing large Cedar trees on the parking lot site will be cut down to, once again: "pave paradise to put up a parking lot"...

**Conclusions:** I recommend that Council instruct VCH to eliminate the new crossing of the "mobility lane" and/ or drastically reduce the parking in front of the Paul Meyers tower, and that VCH provide complete plans showing the parking lots, and all the trees being retained as described above.

**Alex jamieson**, B. Arch, MPIBC (retired), Member of The Force of Nature, North shore Community Action Team.
419 East 11<sup>th</sup> Street
North Vancouver

Alex jamieson photo. There are many people who will be sorry to see this tree gone. It cannot be replaced by any number of saplings. I remind Council that VCH is in charge of building hospitals, but COUNCIL is in charge of land use, form and character, and now, trees.



From: Sam Cobden
Sent: June-12-22 5:41 PM

**To:** Submissions

Cc:Angela Girard (Councillor)Subject:Zoning Amendment Bylaw 8930

I object to the proposed zoning amendment as I believe living next to a surface public parking lot with degrade the value of my property. This is based on the following points which the council should address:

- 1. The lack of required parking should have been included in the proposal for the Acute Care facility and included in the original plan. This deficiency should not be rectified at the expense of the residents of the 300 block of 13<sup>th</sup> and 14<sup>th</sup> East streets.
- 2. The stated intention of North Van city council is to encourage employees working in north shore businesses to take public transportation to work or use alternative forms of transportation. Providing a zoning variance for a surface parking lot of VCH employees is counter to this intention and encourages employees to drive to work; therefore, adding to congestion and environmental pollution.
- 3. These lots are currently being used for surface parking for construction, yet they are not zoned for this. Rezoning these lots seems to be an attempt to rectify this zoning violation. Why are the lots currently permitted to be surface parking without a zoning amendment?
- 4. In the OCP, these lots are zoned for institutional/ school. The North Vancouver School District has stated it is looking for a location for a new elementary school in the Central Lonsdale area by 2025. As the elementary schools in this area are at capacity, why are you amending zoning to reduce the amount of school/institutional space?
- 5. Recent amendments to the OCP have sought density within the core areas of central Lonsdale. Rezoning these lots to surface parking is at odds with other zoning amendments. Moreover, objection to lack of surface parking in residential zoning amendment requests have been rejected by Council on the basis that residents should take transit. Why is VCH being treated differently?

As a result of the Hospice at 319 14<sup>th</sup> Street East, traffic in the lane between the 300 block of 13<sup>th</sup> and 14<sup>th</sup> East streets, we have experienced heightened vehicle traffic as cars seek to park at the Hospice (an ongoing issue). Lane traffic has increased exponentially since the lots were converted to surface parking as construction workers and VCH employees seek access to these parking lots, frequently at high speed. There are many children who play in this lane their safety should be important to the council. Making these lots permanent surface parking will increase the volume of speeding cars posing a greater risk to the children who are playing outside their house.

If Council approves the zoning variance, we request the following concessions:

- Speed bumps down the lane
- Explicit signage at the entrance to the lane
- Sound barriers at the end of the lane to reduce road noise to the residents, and landscaping to deter potential parkers from entering the lane to access the parking.

Regards, Sam Cobden 348 East 13<sup>th</sup> street North Vancouver From: Jay MacArthur Sent: June-14-22 5:25 PM

**To:** Alex Jamieson; Submissions

**Cc:** Linda Buchanan (Mayor); Holly Back (Councillor); Jessica McIlroy; Angela Girard (Councillor);

Tony Valente (Councillor); Tina Hu (Councillor); Don Bell (Councillor); Miles Megumi;

Therese Reinsch; Travis Prystai; Michael Epp; Justin Hall

Subject: Re: Comments on Lions Gate Hospital Acute Care tower, Zoning Bylaw amendments, and

Development Variance Permits - Public Hearing and bylaw readings on June 13, 2022

You might be interested in this:

https://www.nsnews.com/local-news/north-van-district-to-increase-tree-cutting-permit-fees-5467959

From: Alex Jamieson

Date: Saturday, June 11, 2022 at 3:13 PM

To: <input@cnv.org>

Cc: "Linda Buchanan (Councillor)", "Holly Back (Councillor)", Jessica McIlroy, "agirard@cnv.org", Tony Valente,

Tina Hu, "Don Bell (Councillor)", Miles Megumi, Therese Reinsch, Travis Prystai, "mepp@cnv.org",

<jhall@cnv.org>

**Subject:** Comments on Lions Gate Hospital Acute Care tower, Zoning Bylaw amendments, and Development Variance Permits - Public Hearing and bylaw readings on June 13, 2022

Comments re. Acute Care Hospital expansion, Zoning Amendments and Development Variance Permit, 231 - East E. 13th Street and adjacent lots, June 11, 2022.

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This is our last chance to have a beautiful landscape in front of the existing Paul Meyers tower. There are 3 issues which I believe need to be addressed before the permits are issued. These are site planning, access, and tree preservation, which will affect all those who travel past the building or spend time in the Paul Meyers tower:

1. Access interfering with the Class AAA "mobility lane". Coastal Health (VCHRD) proposes to change the access to Paul Meyers tower by adding another vehicle exit ramp to East 13th Street in front of the existing building entrance and lengthening the current sloped ramp for more parking/ drop-off. This will require a very steep exit ramp, curving onto 13th Street, and interfering with the Class AAA "mobility lane". This issue is not even mentioned in the supporting material. This is both dangerous and unnecessary, because the present ramp is perfectly adequate, and in fact the current and future main entrance for admissions and ambulatory patients is on 15th Street. The ramp should be eliminated. In fact, I do not think the ramp will be physically possible because of the steep slope. Perhaps this issue should be referred to HUB for comment. See photo below. Alex Jamieson photo. Note Steep slope and Mobility lane.



- 2. Existing mature Deodar Cedar in front of The Paul Meyers tower is about 7 storeys high, provides shade during "heat domes", is a huge carbon sink, and is visible from many of the hospital rooms; a source of healing energy. It could easily be retained, if item 1 is addressed by eliminating the changes to the ramp.

  Alternatively, The ramp could be narrowed and most of the parking could be eliminated, thus saving the tree. In fact, the proposed Zoning Bylaw amendment would allow for more parking offsite, so parking on the ramp is unnecessary. The staff refers to "working with the VCH to retain as many trees on the site as possible and to look for places to plant replacement trees...". This is not an acceptable solution; instead I recommend that Council request an actual plan showing the Cedar retained, and the replacement trees for the 6 large Cedars already removed without any public input from the front of the proposed Acute Care Facility. The 4th level landscaping does not add to the public amenity of our streets. Finally, I note that it is an offence under the BC Wildlife Act, Section 34, to interfere with a bird or its egg during the nesting season.
- 3. **Off-site parking lot:** The Zoning Bylaw amendment would allow off-site parking on 4 lots on the corner of 13th Street and St. Andrews Street. I have two concerns with that; there is no physical plan for how the parking will be laid out, accessed, paved and landscaped, and also it would be a better idea to change the parking requirements instead, because we need to start reducing vehicle use to offset global warming. This amendment seems to be new, after the adoption of the Tree Bylaw therefore I think the bylaw should apply. I am concerned that the existing large Cedar trees on the parking lot site will be cut down to, once again: "pave paradise to put up a parking lot"...

**Conclusions:** I recommend that Council instruct VCH to eliminate the new crossing of the "mobility lane" and/ or drastically reduce the parking in front of the Paul Meyers tower, and that VCH provide complete plans showing the parking lots, and all the trees being retained as described above.

**Alex jamieson**, B. Arch, MPIBC (retired), Member of The Force of Nature, North shore Community Action Team. 419 East 11th Street, North Vancouver

Alex jamieson photo. There are many people who will be sorry to see this tree gone. It cannot be replaced by any number of saplings. I remind Council that VCH is in charge of building hospitals, but COUNCIL is in charge of land use, form and character, and now, trees.



From: Alex Jamieson

Sent: June-15-22 3:48 PM

To: Linda Buchanan (Mayor)

**Cc:** Submissions; Holly Back (Councillor); Jessica McIlroy; Angela Girard (Councillor); Tony

Valente (Councillor); Tina Hu (Councillor); Don Bell (Councillor); Travis Prystai; Michael Epp;

Justin Hall

**Subject:** Adjourned public hearing on Lions Gate Hospital Acute Care tower, Zoning Bylaw

amendments, and Development Variance Permits - Public Hearing and bylaw readings on

June 13, 2022

#### Dear Mayor Buchanan:

I want to thank you for the way you handled the hospital expansion application, and I agree with your suggestions, namely to issue a variance for 61 parking spaces, and to expand the vehicle drop-off capacity on the north side of the building instead of the proposed new drop-off/ parking areas on 13th Street. I appreciate how you listened to the Councillors concerns and the public support for retaining trees. You did not allow the applicants to get away with incomplete plans and mumbo-jumbo excuses.

I have attached my original comments, because there are some ideas which might help. If anyone wants to meet me on-site I would be pleased to offer my expertise on how to achieve the hospital's objectives without compromising the trees and the Class AAA mobility lane. If Council can quickly resolve the issue with a variance (and NOT allowing a new access ramp,) it will save VCH money and delays in the short term.

In the long term, it seems obvious that VCH needs to do some comprehensive site planning for the "campus", and this should include environment and green space objectives.

Yours truly, Alex Jamieson 419 East 11<sup>th</sup> Street, North Vancouver

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<image002.jpg>



## **PUBLIC HEARING**

## Monday, June 13, 2022 at 6:00 pm

Zoning Amendment Bylaw No. 8930 for 319-333 E. 14th St., 318-332 E. 13th St., 313 E. 14th St., 1304-1324 St. Andrews Avenue

**Development Variance Permit No. PLN2021-00016 for** 231 E. 15th St. and 1337 St. Andrews Avenue

View the meeting online at cnv.org/LiveStreaming Or attend in person at City Hall, 141 West 14th Street

**Proposal:** To support a development variance permit for the Acute Care Facility at Lions Gate Hospital related to site coverage and bicycle parking requirements and an associated zoning amendment to permit vehicle parking off-site.

To provide written input: All persons who believe their interest in property may be affected by the proposed bylaw or permit 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, or by mail or delivered to City Hall, no later than 12:00 noon on Monday, June 13, 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 in person OR by Webex/phone:

In person at City Hall: On the day of the Public Hearing, a sign-up sheet will be available at City Hall reception (14th 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.

Via Webex/phone: Pre-register by completing the online form at 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, June 13, 2022.

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.

To view the documents: The proposed bylaw, permit, background material and presentations can be viewed online at cnv.org/PublicHearings and at City Hall.

Ouestions? David Johnson, Development Planner, djohnson@cnv.org / 604-990-4219

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









#### 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 16<sup>th</sup> day of May, 2022. READ a second time on the 16<sup>th</sup> day of May, 2022.

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

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

MAYOR

**CORPORATE OFFICER** 





# THE CORPORATION OF THE CITY OF NORTH VANCOUVER DEVELOPMENT VARIANCE PERMIT

Permit No. PLN2021-00016 File: 08-3400-20-0061/1

Issued to owner(s): Vancouver Coastal Health Authority

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")

#### **List of Attachments:**

Schedule "A": List of Plans

#### **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.

	provision of on-site services pu Electrical Energy Inspection Ad		•	•
Autho	rized by Council: Year / Mon	 th / Day		
Linda	C. Buchanan, Mayor	-		
	Graham, City Clerk Signed: Year / Month / Day	- 		
Note:	As required by Section 503 Vancouver shall file a notice of land described in this Permit PLN2021-00016.  Notice filed the	of the <i>Local</i> ( f this permit in is subject to	the Land Title ( Development	Office stating that the Variance Permit No.

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

THIS IS NOT A BUILDING PERMIT

Schedule A
List of Plans – 231 East 15<sup>th</sup> Street and 1337 St. Andrews Avenue

Designer	Project Name	Sheet Description	Sheet No.	Sheet Date	CityDocs File Number
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	Design Anaysis	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 Site 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	Design 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

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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

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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 PLANNING & DEVELOPMENT DEPARTMENT

REPORT

To:

Mayor Linda Buchanan and Members of Council

From:

Huy Dang, Planner 1

Subject:

REZONING APPLICATION: 1357 JONES AVENUE (MEHRDAD

RAHBAR / VERNACULAR STUDIO INC.)

Date:

May 18, 2022

File No: 08-3400-20-0056/1

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 18, 2022, entitled "Rezoning Application: 1357 Jones Avenue (Mehrdad Rahbar / Vernacular Studio Inc.)":

THAT the application submitted by Mehrdad Rahbar / Vernacular Studio Inc. to rezone the property located at 1357 Jones Avenue from a One-Unit Residential 1 (RS-1) Zone to a One-Unit Residential 2 (RS-2) Zone be considered and no Public Hearing be held, in accordance with the *Local Government Act*;

THAT Development Variance Permit No. PLN2021-00005 (Mehrdad Rahbar / Vernacular Studio Inc., 1357 Jones Avenue) be considered for issuance under Section 498 of the *Local Government Act* and the Public Meeting be waived;

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 the Corporate Officer be authorized to sign the necessary documentation to give effect to this motion.

#### **ATTACHMENTS**

- 1. Context Map (CityDocs 2142590)
- 2. Site Plan and Right-of-Way depiction (CityDocs 2180250)

Document Number: 2142548

Vernacular Studio Inc.) Date: May 18, 2022

- 3. Public Consultation Summary (CityDocs 2177540)
- 4. Development Variance Permit No. PLN2021-00005 (CityDocs 2179355)
- 5. Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8912 (Mehrdad Rahbar / Vernacular Studio Inc., 1357 Jones Avenue) (CityDocs 2177543)

#### SUMMARY

This report presents an application to rezone 1357 Jones Avenue from One-Unit Residential 1 (RS-1) Zone to a One-Unit Residential 2 (RS-2) Zone to allow for future subdivision of the existing one lot into two lots. The intent is to develop a single-family dwelling with a secondary suite and detached garage on each subdivided lot. A Development Variance Permit (DVP) is required to reduce the parking requirements from two to one space for the north lot, as well as to vary the siting and height requirements to the garage to support a rear right-of-way and garage decks.

#### BACKGROUND

On February 28, 2022, Council directed staff to continue to process privately initiated RS-2 (small lot) rezoning applications on a case-by-case basis. Council also approved a simplified process for these applications, where at rezoning stage there would be a focus review on zoning, subdivision and servicing requirements only. No design review would be conducted. This is to set clear expectation that under the *Local Government Act*, the City does not have design control over single-family homes.

#### DISCUSSION

#### **Site Context**

The site is located on the southwest corner of West 14<sup>th</sup> Street and Jones Avenue in the Mahon neighbourhood. Public transit and bike lanes are available along Jones Avenue and one block south along West Keith Road. The property is designated Residential Level 1 in the City's Official Community Plan which borders Residential Level 2 and 3 properties immediately to the blocks east and south.

The surrounding area consists of single-family homes on lots ranging in width from 11 metres (36 feet) to 18.3 metres (60 feet). The buildings immediately surrounding the subject site are described in Table 1 below.

Table 1. Surrounding uses

Direction	Address	Description	Zoning
North – across the street	408 West 14th Street	Single family home	RS-1
South	1339 Jones Avenue	Single family home	CD-663 (based off RS-2)
East	357 West 14th Street	Single family home	RS-1
West	417 West 14th Street	Single family home	RS-1

Vernacular Studio Inc.) Date: May 18, 2022

#### **Zoning Analysis & Proposed Variances**

The requested changes to the Zoning Bylaw to permit this development are identified in Table 2 below. The proposal would comply with all requirements of the One-Unit Residential 2 (RS-2) Zone with the exception of a parking variance for the north lot as well as siting and height variances on both lots for detached garages with decks.

Table 2. Requested Changes to the Zoning Bylaw

	Current RS-1 Zone	Proposed RS-2 Zone + DVP
Buildings	One Principal Building per lot	One Principal Building per lot
Use	One-Unit Residential Use	One-Unit Residential Use
Units	3 Units (One Principal Dwelling Unit, one Accessory Secondary Suite, one Coach House)	2 Units per lot (one Principal Dwelling Unit, one Accessory Secondary Suite)
GFA	Lesser of 0.3 FSR + 92.9 sq. m (1,000 sq. ft), or 0.5 FSR. For the subject site, the maximum GFA is 0.3 FSR + 92.9 sq. m (1,000 sq. ft) = 326.7 sq. m (3516.7 sq. ft)	Lesser of 0.3 FSR + 92.9 sq. m (1,000 sq. ft), or 0.5 FSR. For both proposed sites, combined maximum GFA is: - 0.5 FSR for the north lot = 200.1 sq. m (2154.0 sq. ft); and - 0.5 FSR for the south lot = 189.5 sq. m (2040.0 sq. ft)
Lot Coverage	30 % for Principal Building	30 % per Principal Building
Minimum Lot Frontage	10 m (32.8 ft)	7.5 m (24.6 ft)
Minimum on- site parking	2 parking stalls	1 parking stall for north lot, <i>per DVP</i> 2 parking stalls for south lot
Accessory Building (i.e. garage) Siting	To be sited in the rear 25% of the Lot depth	To be sited in the rear 35% of the Lot depth, <i>per DVP</i>
Accessory Building (i.e. garage) Height	Not to exceed 12 ft in height for a flat-pitched roof, or 15 ft in height for a roof slope exceeding a 4 in 12 pitch	Not to exceed 14 ft in height for a flat-pitched roof (which will be measured to the garage deck railings), per DVP

#### Density and Form

The policy framework supports the proposed single-family and suite uses, and the two developments remain within the OCP-maximum density permitted for the existing lot. The proposed development will result in a total of 4 residential units; a net increase of one additional residential unit compared with what is permitted in the current (RS-1) zoning.

Overall, the development aligns with the character and scale of the surrounding neighbourhood.

Vernacular Studio Inc.) Date: May 18, 2022

#### Parking and Accessory Building Variances

The proposal includes an extension of a rear right-of-way that begins on the adjacent properties immediately south at 1337 and 1339 Jones Avenue (refer to attachment #2) which were redeveloped in 2017. The right-of-way was envisioned to provide access to the subject property though a future extension. With this proposal, the right-of-way will continue along the west property lines for the subject sites. An existing mature city tree is required to be maintained at the northwest corner of the proposed north lot, which will limit the buildable area for that particular portion.

As such, a parking variance has been proposed for the north lot to remove the suite parking requirement. This will allow the north lot, which is more constrained due to the tree protection area and exterior setback requirements, to retain more rear yard space where it would otherwise be occupied by a second parking stall. This variance is supported by staff, given the close proximity to public transit and bike lanes along Jones Avenue and West Keith Road.

A variance to the Accessory Building siting requirements is proposed to allow for the detached garages to be sited deeper into the lot to accommodate the rear right-of-way. A variance to the Accessory Building height requirements will allow for roof decks on top of the garages. The particular garage deck configurations present a further reduced and refined version of the deck configuration on the properties to the south, and are also supported by staff to accommodate a more continuous outdoor amenity space given the lot constraints.

Proposed landscaping includes four new on-site trees in addition to the retention of the mature cedar located at the northwest corner. Landscaping and privacy screening will be provided on the garage decks to mitigate overlook and ensure adequate privacy.

#### **COMMUNITY CONSULTATION**

Following neighbourhood notification on December 20<sup>th</sup>, 2021, the City received no correspondence from neighbours.

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 for the rezoning application and no Public Meeting be held for the DVP application. Should Council wish to refer the application to a Public Hearing and include a Public Meeting, the first active clause in the resolution should be amended to read:

"THAT the application submitted by Mehrdad Rahbar / Vernacular Studio Inc. to rezone the property located at 1357 Jones Avenue from a One-Unit Residential 1 (RS-1) Zone to a One-Unit Residential 2 (RS-2) Zone be considered and referred to a Public Hearing, in accordance with the *Local Government Act*;

Vernacular Studio Inc.) Date: May 18, 2022

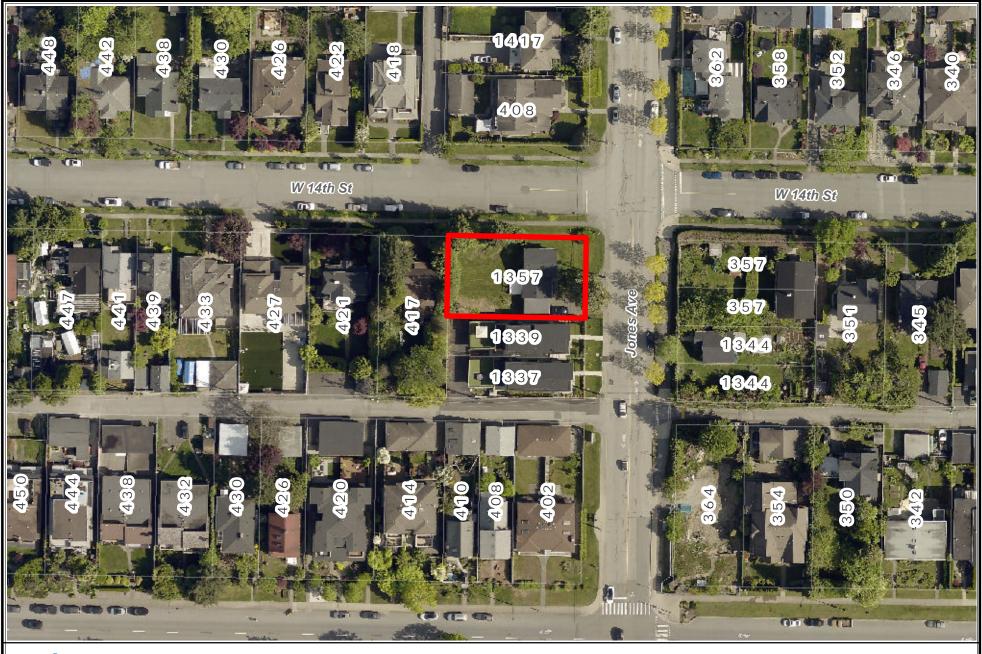
THAT Development Variance Permit No. PLN2021-00005 (Mehrdad Rahbar / Vernacular Studio Inc., 1357 Jones Avenue) be considered for issuance under Section 498 of the *Local Government Act* and the Public Meeting be held.;"

#### **COMMUNITY BENEFITS**

Standard servicing requirements will apply, including securing the extension of a 6.0 metres (19.7 feet) right-of-way northward along the west portion of the site.

RESPECTFULLY SUBMITTED:

Huy Dang Planner 1





Context Map: 1357 Jones Avenue



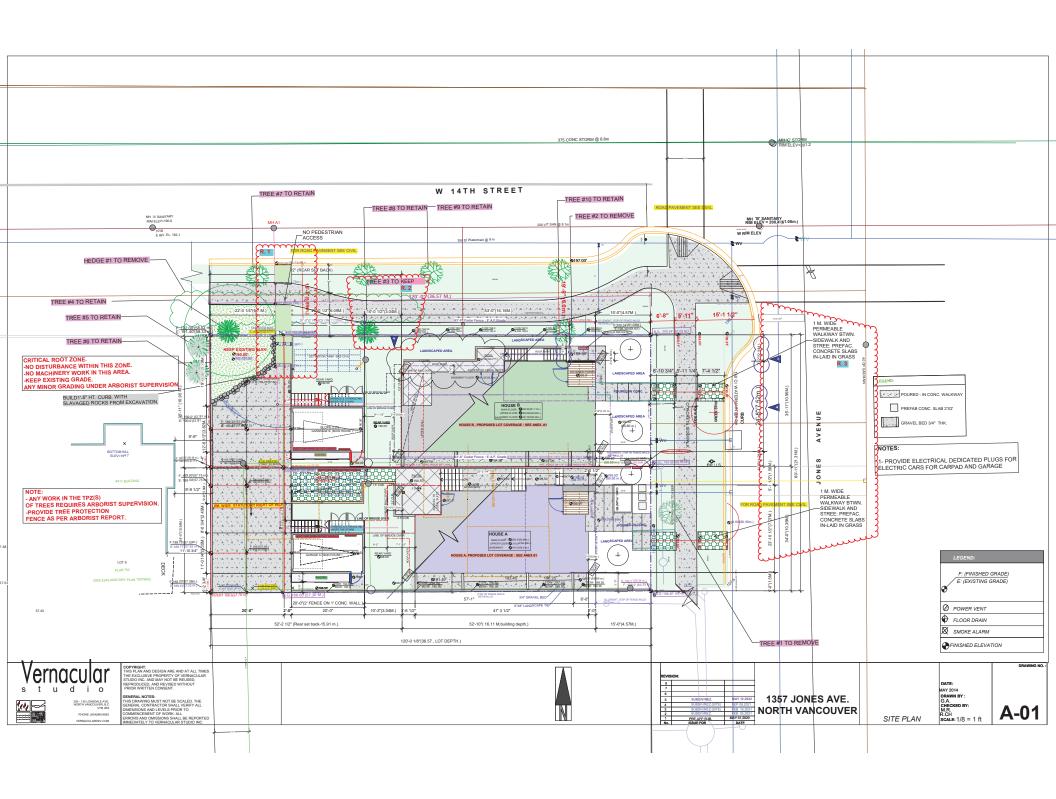
## Depiction of proposed right-of-way extension





Existing right-of-way

Proposed right-of-way



## Vernacular Studio Inc.

#### SUMMARY REPORT OF VERTUAL DEVELOPMENT INFORMATION SESSION

May 9, 2022 Huy Dang, Planner 1 City of North Vancouver 141 West 14<sup>th</sup> Street North Vancouver, BC, V7M 1H9

#### Re: 1357 Jones Ave., Subdivision and Rezoning

Location: DIS Meeting was waived

Host: None

#### **Development Team:**

Dario rahbar, Vernacular Group Mehrdad Rahbar, Vernacular Group 1357 Jones Development Ltd., Owner

#### **CNV Representative**

Huy Dang, City of North Vancouver

On December 20th, 2021, we installed DIS signage, and on December 18th, 2021 we distributed the Public Information Notification Mail-Drops and the Comment Sheets to the addresses shown on the attached Notification Addresses map. We can confirm that to date there has not been any inquiries or feedback from the community regarding this application.

It is important to note that DIS sign is still erected on the subject property and has not been taken down.

#### **VERNACULAR GROUP**

Mehrdad Rahbar







## **PUBLIC NOTICE**

# Regular Council Meeting Monday, June 20, 2022 at 6:00pm

Zoning Amendment Bylaw No. 8912 and Development Variance Permit No. PLN2021-00005 for 1357 Jones Avenue

View the meeting online at cnv.org/LiveStreaming Or attend in person at City Hall, 141 West 14th Street

**Proposal:** To rezone the subject property from a One-Unit Residential 1 (RS-1) Zone to a One-Unit Residential 2 (RS-2) Zone for a future subdivision of the property, and a variance to reduce parking from two spaces to one on the north lot. The RS-2 Zone allows for a single-family dwelling and secondary suite on each lot.

**To provide written input:** All persons who believe their interest in property may be affected by the proposed bylaw or permit will be afforded an opportunity to be heard 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, or by mail or delivered to City Hall, **no later than 12:00 noon on Monday, June 20, 2022**, to ensure their availability to Council at the meeting. No Public Hearing will be held.

To view the meeting online: Visit cnv.org/LiveStreaming

**To attend the meeting in person:** Enter City Hall through the doors at the southwest corner of the building after 5:30pm.

**To view the documents:** The proposed bylaw, permit and background material can be viewed online at cnv.org/PublicHearings and at City Hall.

Questions? Huy Dang, Planner, hdang@cnv.org / 604-990-4216

141 WEST 14TH STREET / NORTH VANCOUVER / BC / V7M 1H9 T 604 985 7761 / F 604 985 9417 / CNV.ORG

## THE CORPORATION OF THE CITY OF NORTH VANCOUVER

#### **BYLAW NO. 8912**

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. 8912" (Mehrdad Rahbar / Vernacular Studio Inc., 1357 Jones Avenue, RS-2).
- 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 RS-2 (One-Unit Residential 2 Zone):

Lots	Block	D.L.	Plan	
В	65	271	750	from RS-1
		READ a s	rst time on the <> d	•
		2022. READ a th	nird time on the <> 0	day of <>, 2022.
		ADOPTE	on the <> day of <	<>, 2022.
		MAYOR		
		CORPOR	ATE OFFICER	

Document: 2177543-v1





# THE CORPORATION OF THE CITY OF NORTH VANCOUVER DEVELOPMENT VARIANCE PERMIT

Permit No. PLN2021-00005 File: 08-3400-20-0049/1

Issued to owner(s): 2376495 Alberta Inc., Inc. No. 2023764950

Respecting the lands located at **1357 Jones Avenue**, North Vancouver, BC, legally described as:

LOT B BLOCK 65 DL 271 PLAN 750 PID: 007-943-784

(the "Lands")

#### **List of Attachments:**

Schedule "A": List of Plans

#### **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 908(8) shall be varied such that no parking spaces are required for an accessory secondary suite use for the Northern Lot.
  - B. Section 514(4); shall be varied to permit Accessory Buildings to be sited within the rear 35% of the Lot depth, measured from the Rear Lot Line.
  - C. Section 514(2); shall be varied to permit the Accessory Building heights to not exceed a maximum height of 3.7 m (12 ft) with a 1.1 m (3.5 ft) guardrail projection.

Document: 2178956-v1

#### **Special Terms and Conditions of Use:**

- 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, approved by Council, and in compliance with the regulations and conditions listed hereunder.
- 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.

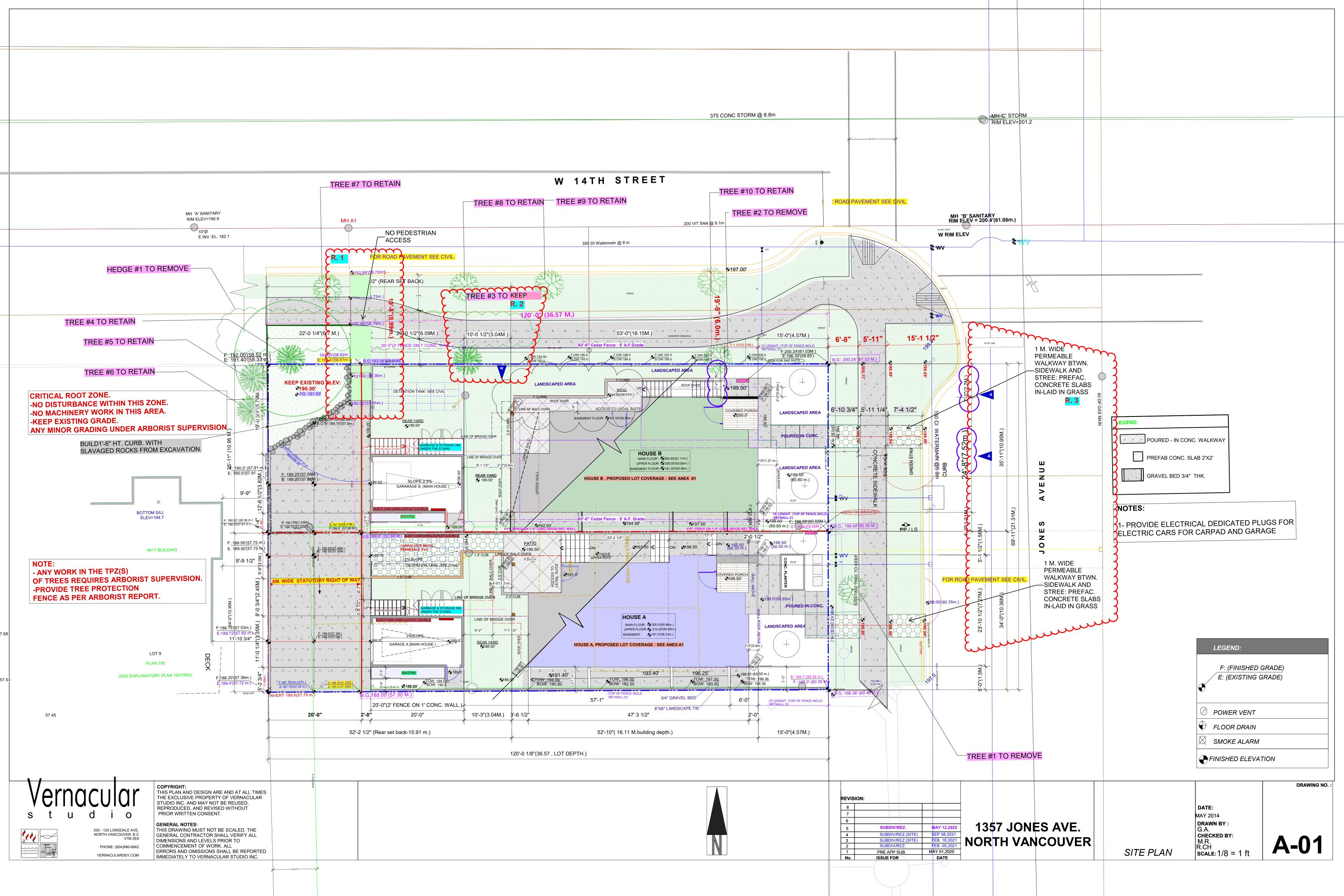
9.	obligation to comply with all se provision of on-site services pur Electrical Energy Inspection Ac	tback regulations for constructions to the the thick the	uction of structures or <i>Fire Services Act</i> , the
Autho	rized by Council: Year / Montl	h / Day	
Linda	C. Buchanan, Mayor		
	D. Graham, Corporate Officer Signed: Year / Month / Day		
	As required by Section 503 of		Act the City of North
14010.	Vancouver shall file a notice of land described in this Permit PLN2021-00005.	this permit in the Land Title	Office stating that the
	Notice filed the	day of	_, 20

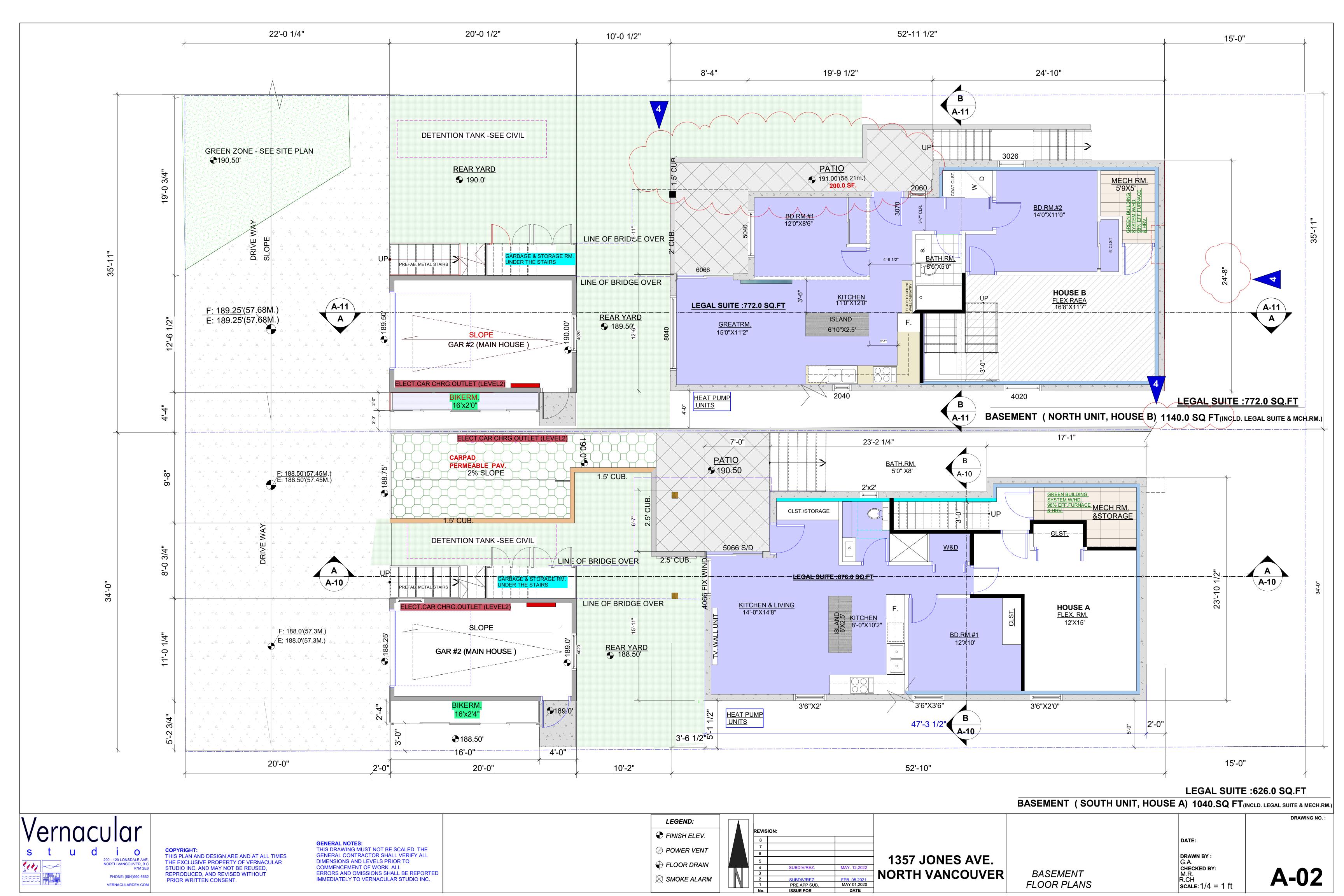
9. Nothing in this Permit shall in any way relieve the Land Owner/Developers

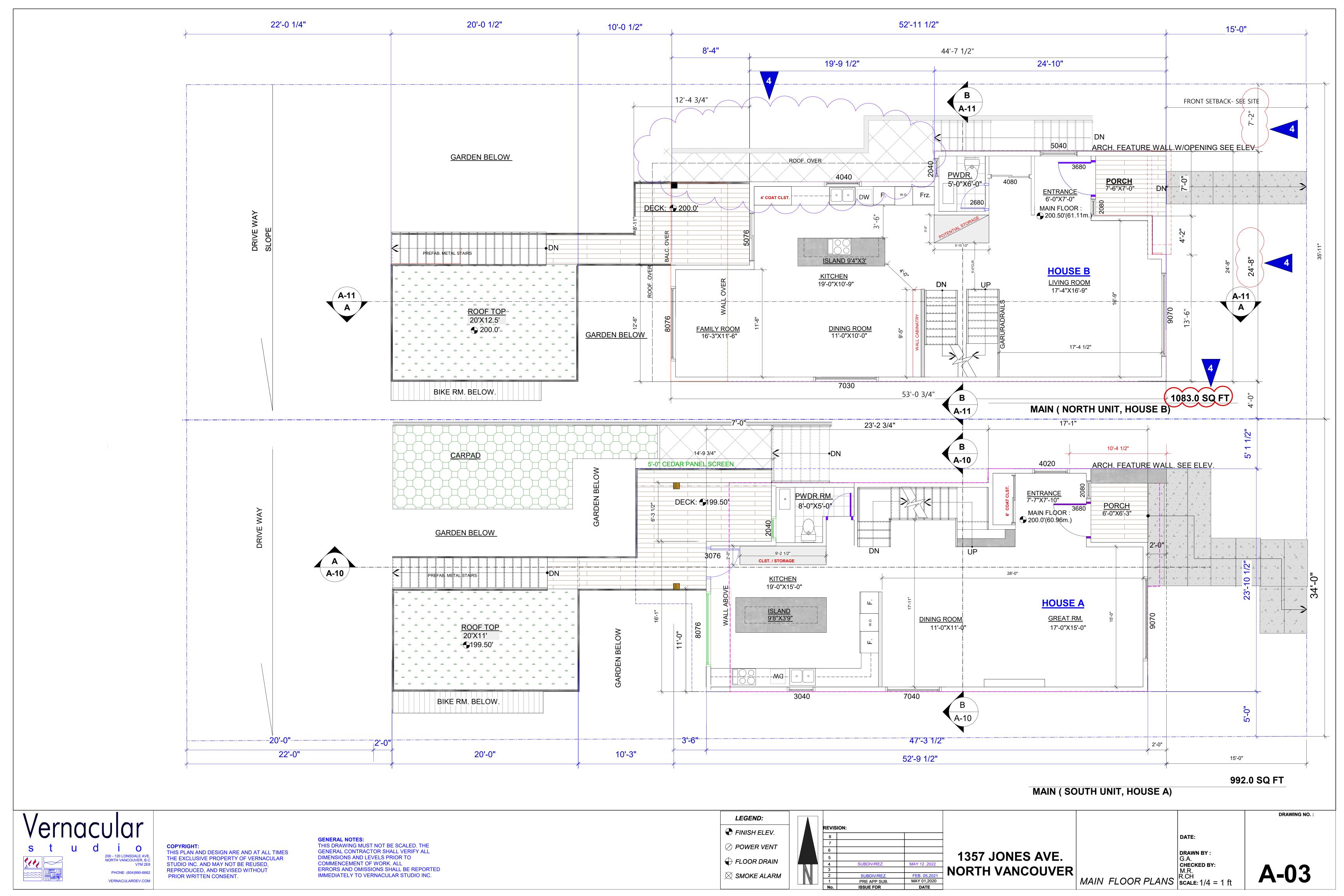
THIS IS NOT A BUILDING PERMIT

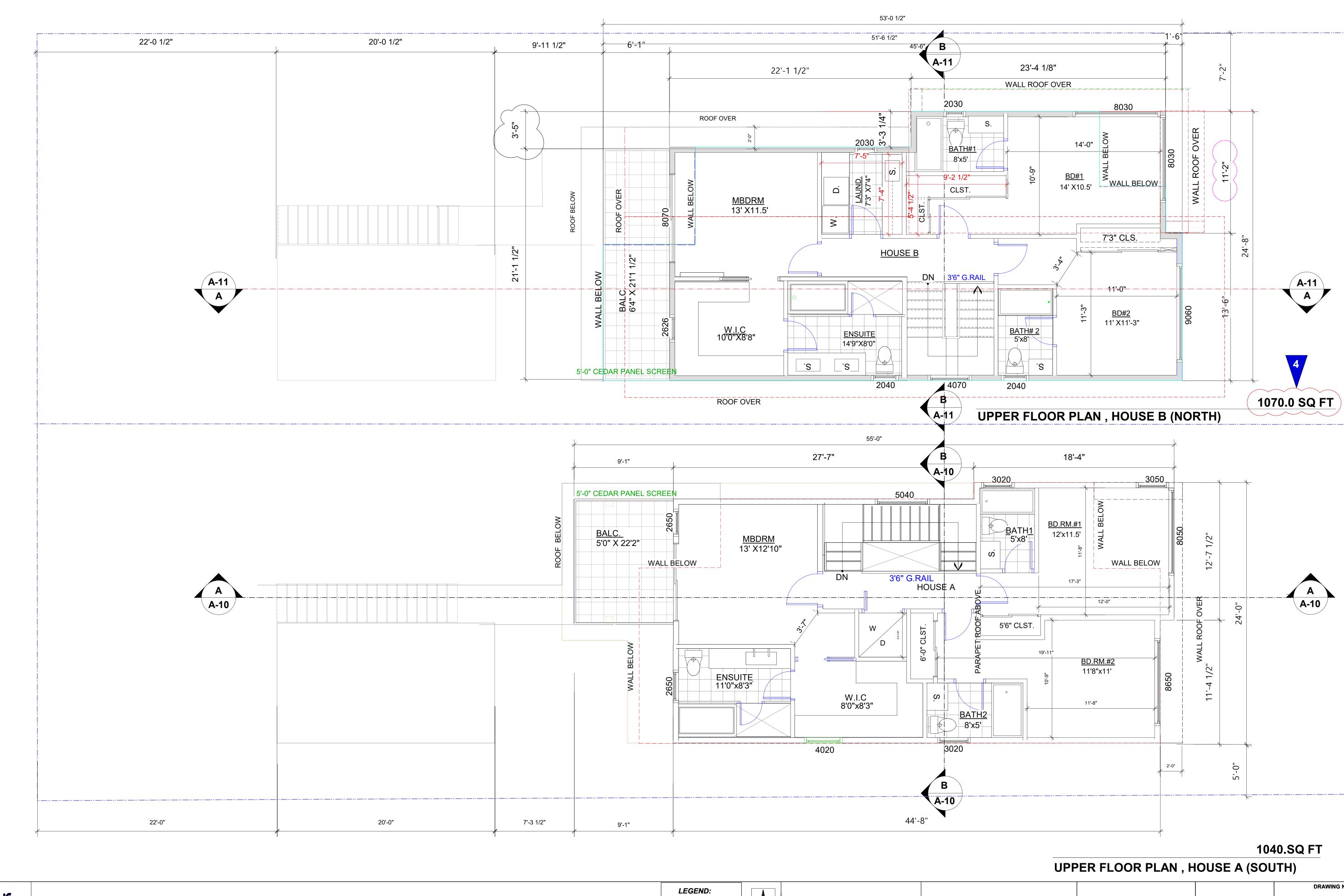
## Schedule A List of Plans – 1357 Jones Avenue

Designer	Project Name	Sheet Description	Sheet No.	Sheet Date	CityDocs File Number
Mehrdad Rahbar	1357 Jones Ave	Site Plan	A-01	May 2022	2179355
Mehrdad Rahbar	1357 Jones Ave	Basement Floor Plans	A-02	May 2022	2179355
Mehrdad Rahbar	1357 Jones Ave	Main Floor Plans	A-03	May 2022	2179355
Mehrdad Rahbar	1357 Jones Ave	Upper Floor Plans	A-04	May 2022	2179355
Mehrdad Rahbar	1357 Jones Ave	Roof Plan Diagram	A-05	May 2022	2179355
Mehrdad Rahbar	1357 Jones Ave	House A Front & Rear Elevations	A-06	May 2022	2179355
Mehrdad Rahbar	1357 Jones Ave	House B Front & Rear Elevations	A-07	May 2022	2179355
Mehrdad Rahbar	1357 Jones Ave	House A North & South Elevations	A-08	May 2022	2179355
Mehrdad Rahbar	1357 Jones Ave	House B North & South Elevations	A-09	May 2022	2179355
Mehrdad Rahbar	1357 Jones Ave	House A Sections	A-10	May 2022	2179355
Mehrdad Rahbar	1357 Jones Ave	House B Sections	A-11	May 2022	2179355
Mehrdad Rahbar	1357 Jones Ave	GFA Overlays	ANX-01	May 2022	2179355
Mehrdad Rahbar	1357 Jones Ave	Landscape Plan	L-01	May 2022	2179355



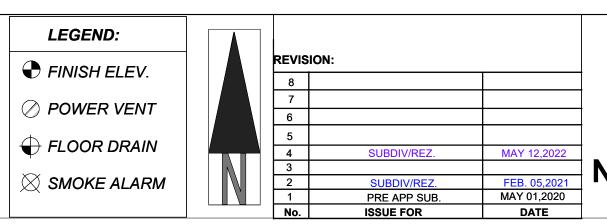






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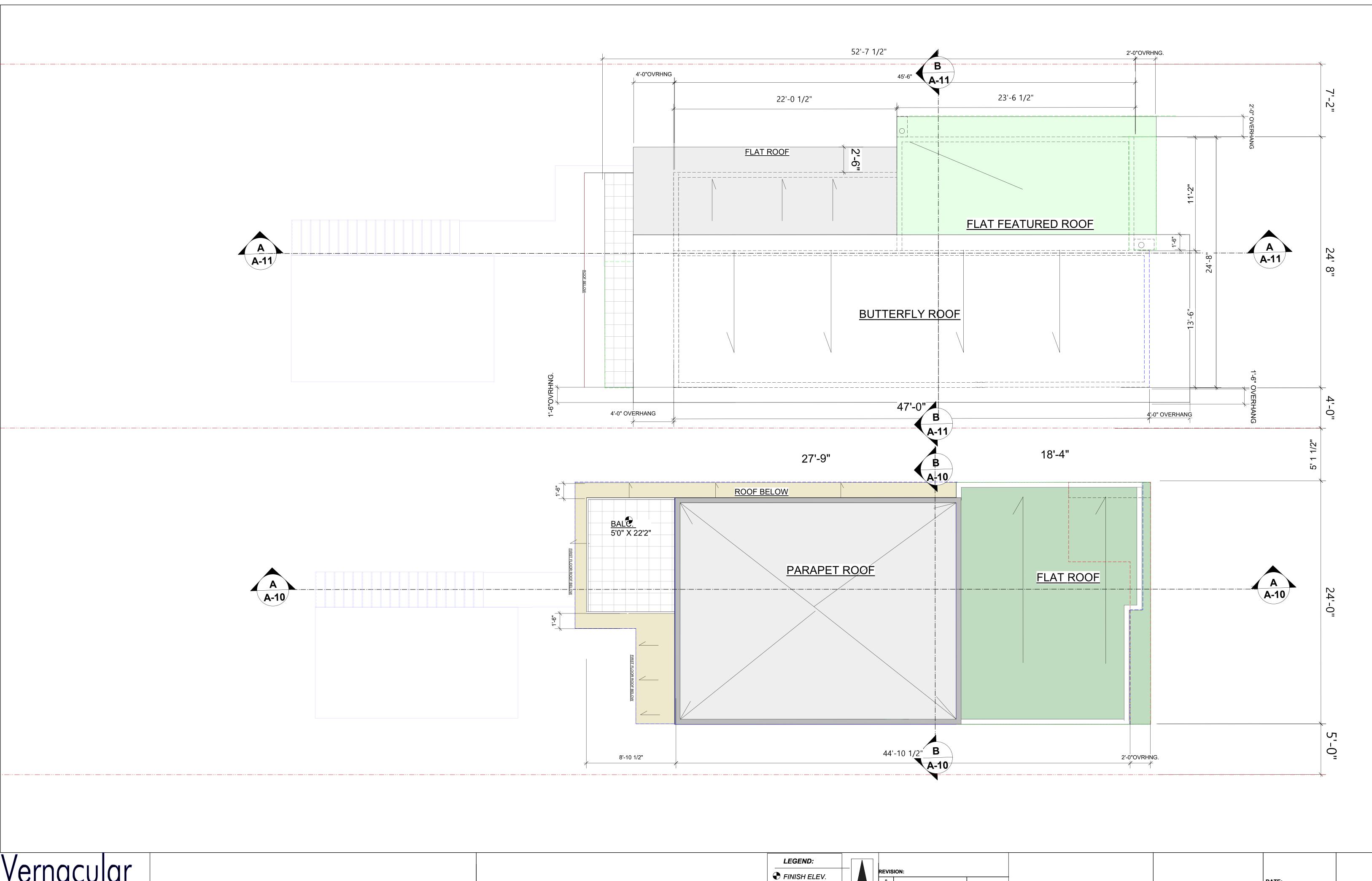
**GENERAL NOTES:**THIS DRAWING MUST NOT BE SCALED. THE GENERAL CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND LEVELS PRIOR TO COMMENCEMENT OF WORK. ALL ERRORS AND OMISSIONS SHALL BE REPORTED IMMEDIATELY TO VERNACULAR STUDIO INC.



1357 JONES AVE. NORTH VANCOUVER

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M.R.
R.CH
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PLANS

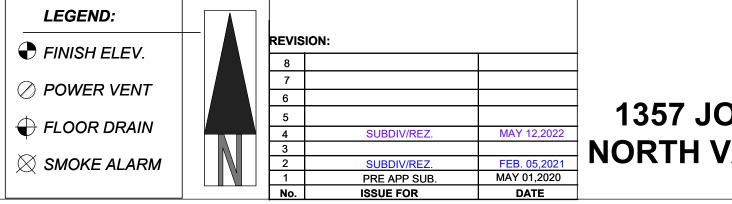


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V7M 2E8
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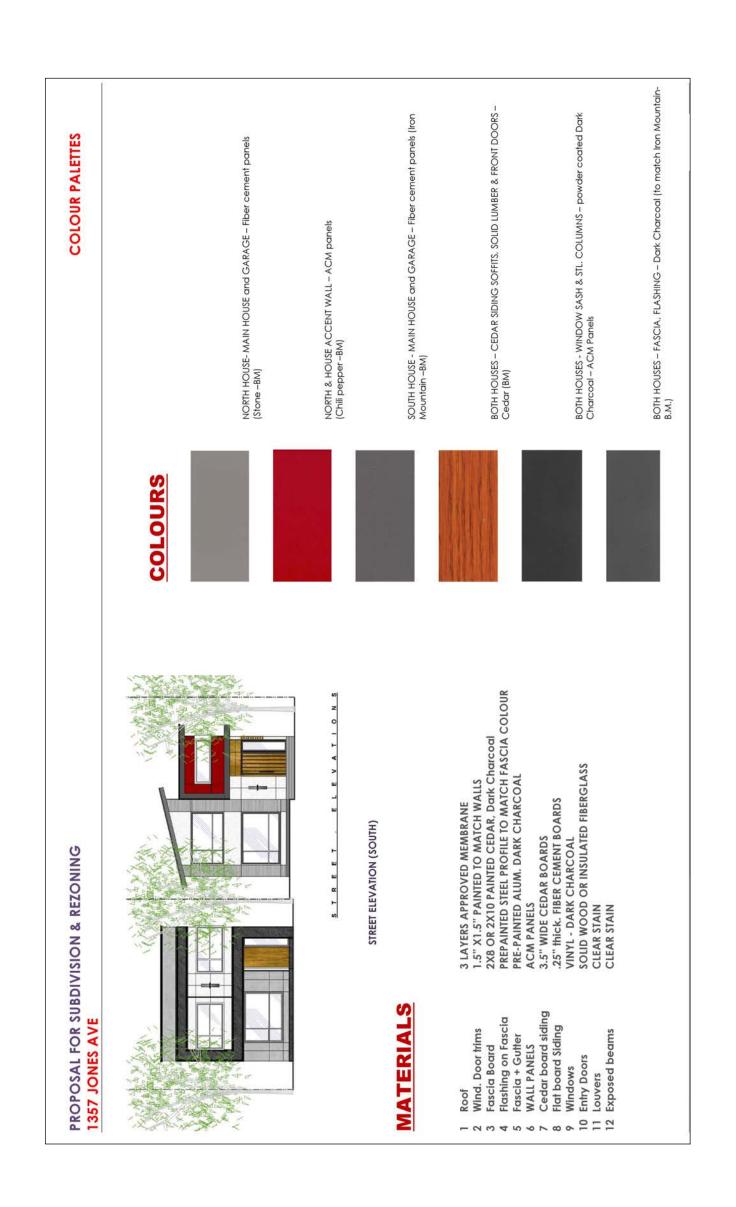
1357 JONES AVE. NORTH VANCOUVER DATE:

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ROOF PLAN

DIAGRAM

A-05







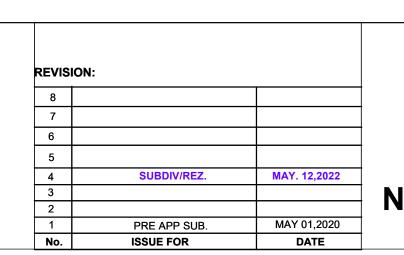
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**EAST ELEVATION** 

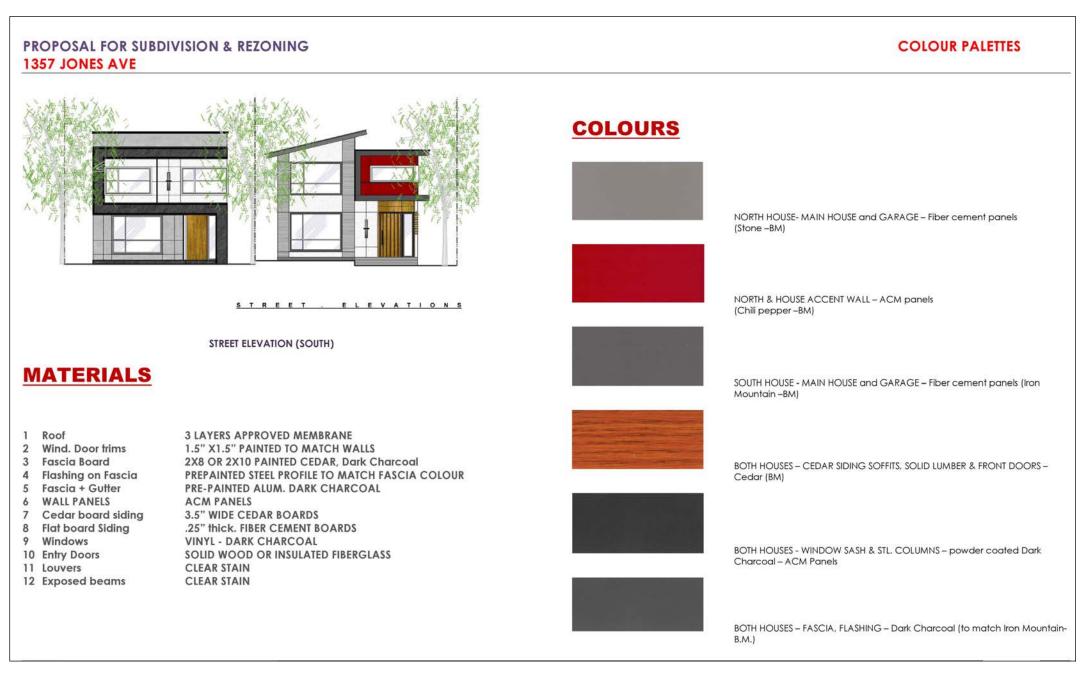


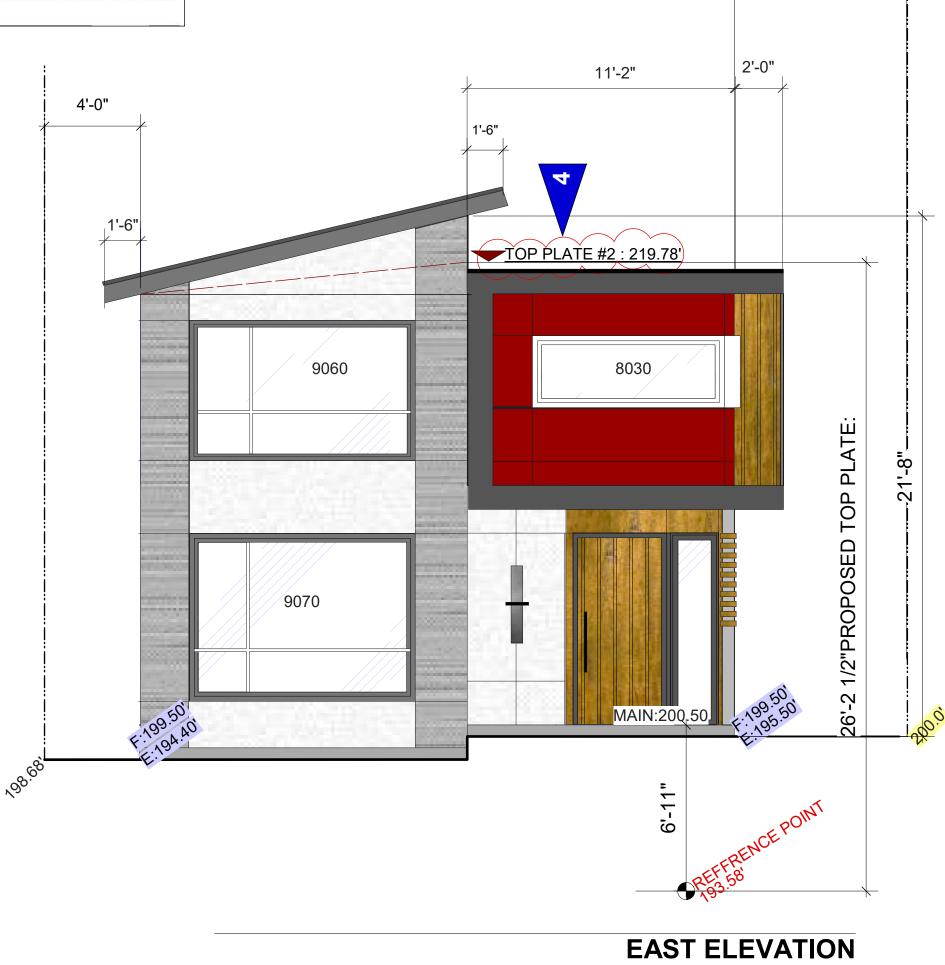
1357 JONES AVE. NORTH VANCOUVER HOUSE A
FRONT & REAR
ELEVATIONS

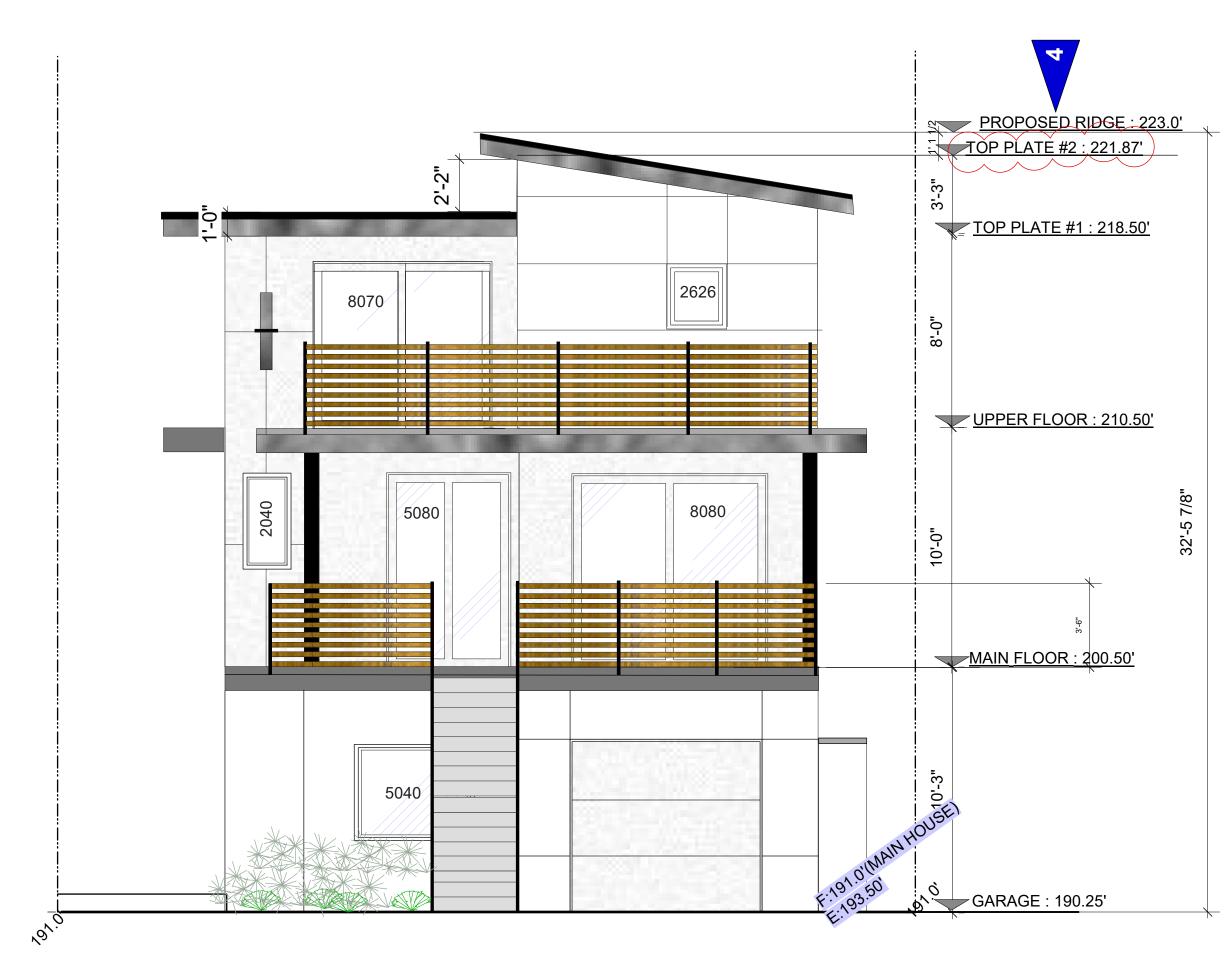
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M.R.
R.CH
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**A-06** 







WEST ELEVATION

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FINISH ELEV.

POWER VENT

FLOOR DRAIN

SMOKE ALARM

7'-2"

 REVISION:

 8
 7

 6
 5

 4
 SUBDIV/REZ.
 MAY. 12,2022

 3
 SUBDIV/REZ.
 SEP. 08, 2021

 2
 SUBDIV/REZ.
 FEB. 05,2021

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 PRE APP SUB.
 MAY 01,2020

 No.
 ISSUE FOR
 DATE

1357 JONES AVE. NORTH VANCOUVER HOUSE B

FRONT & REAR
ELEVATIONS

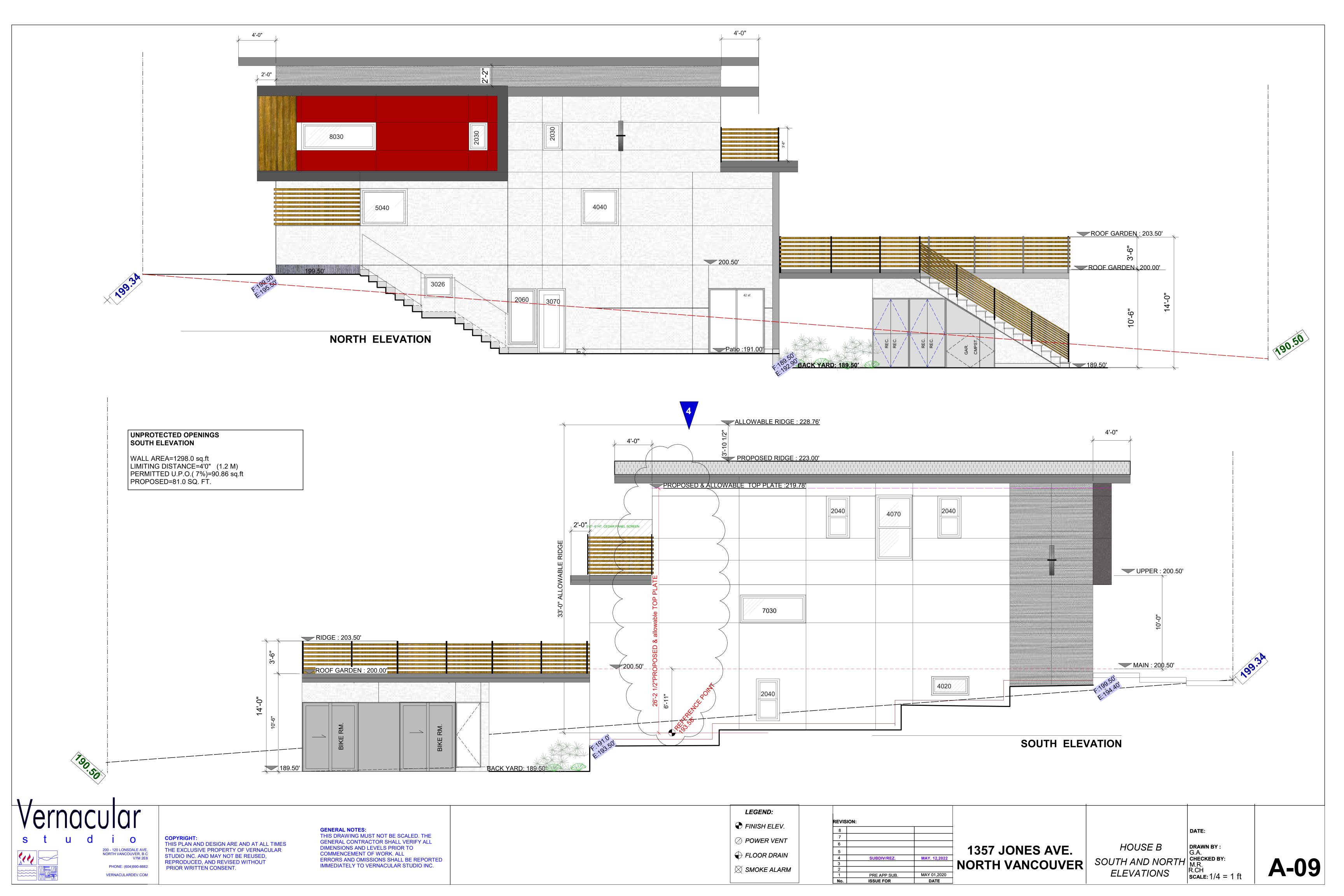
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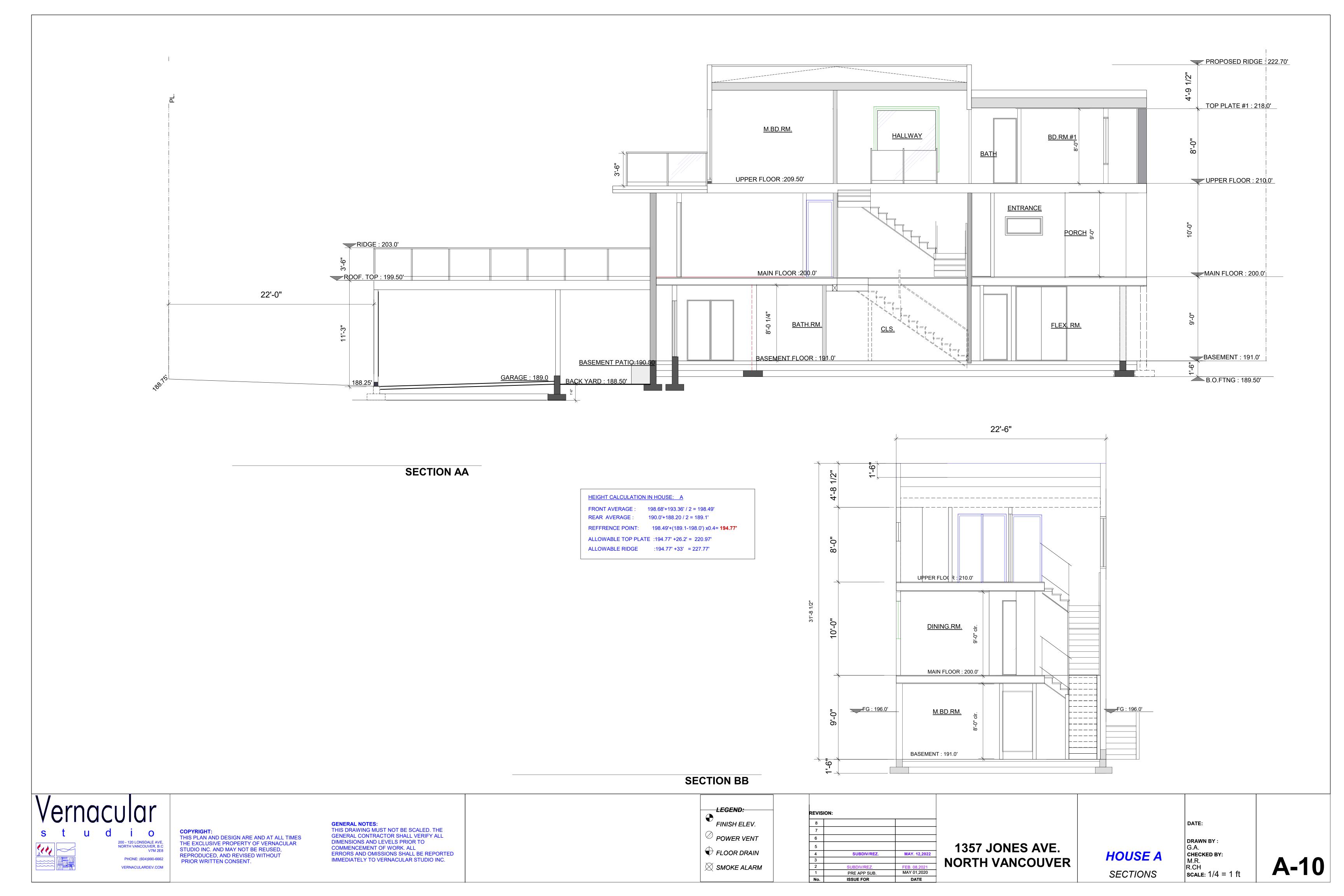
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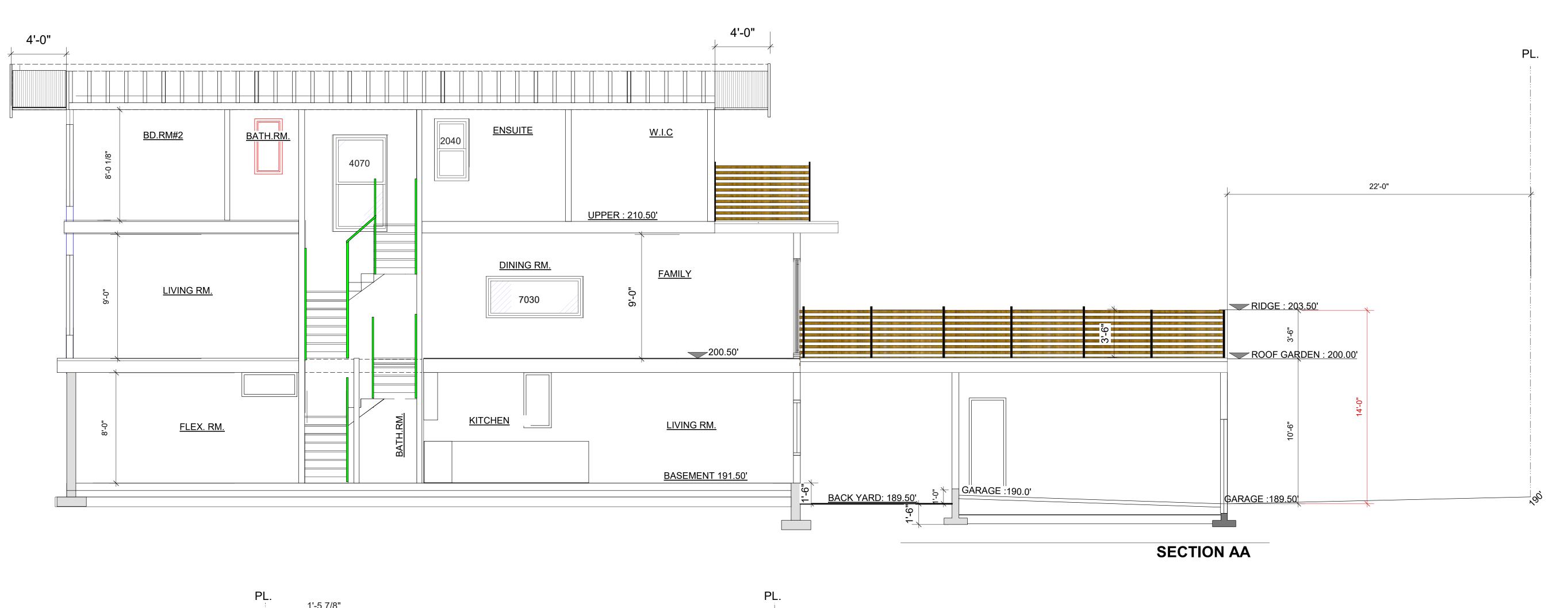
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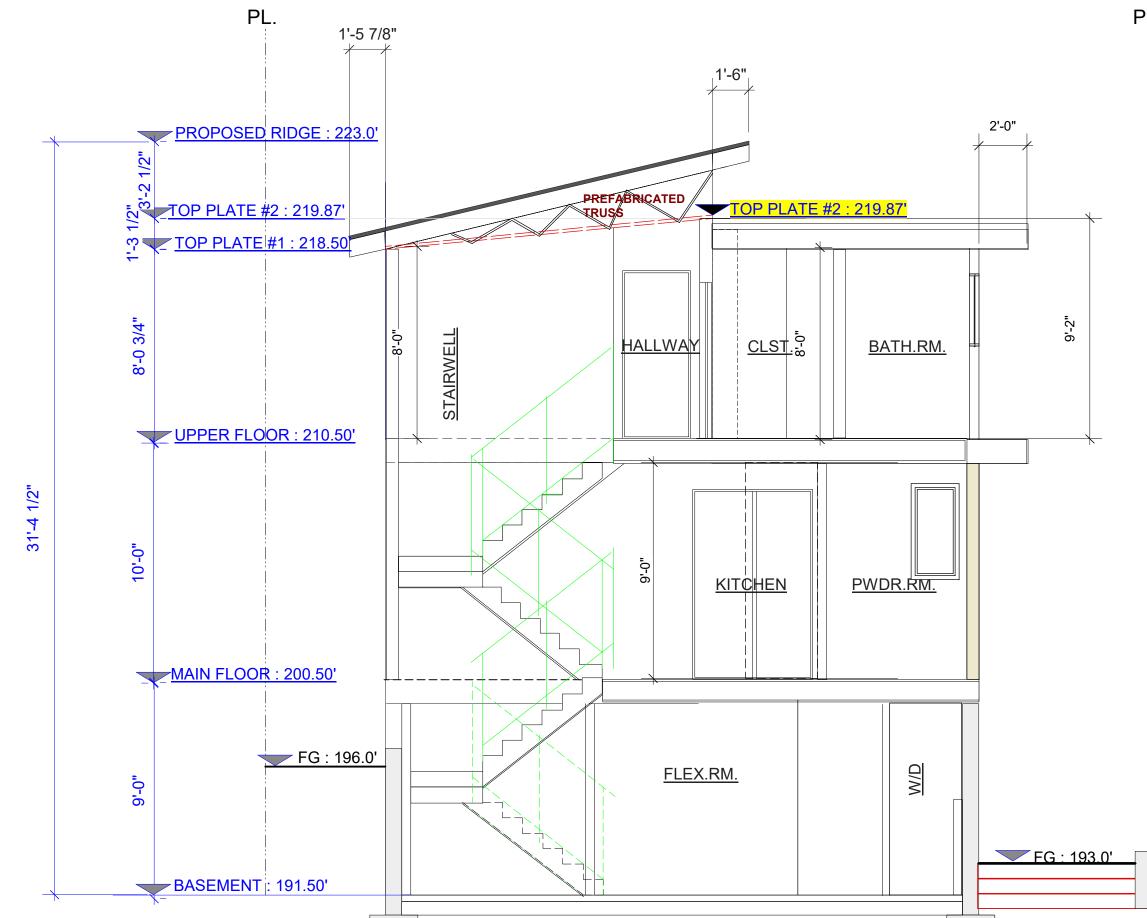
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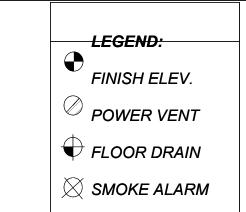




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 SECTION BB

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MAY 01,2020

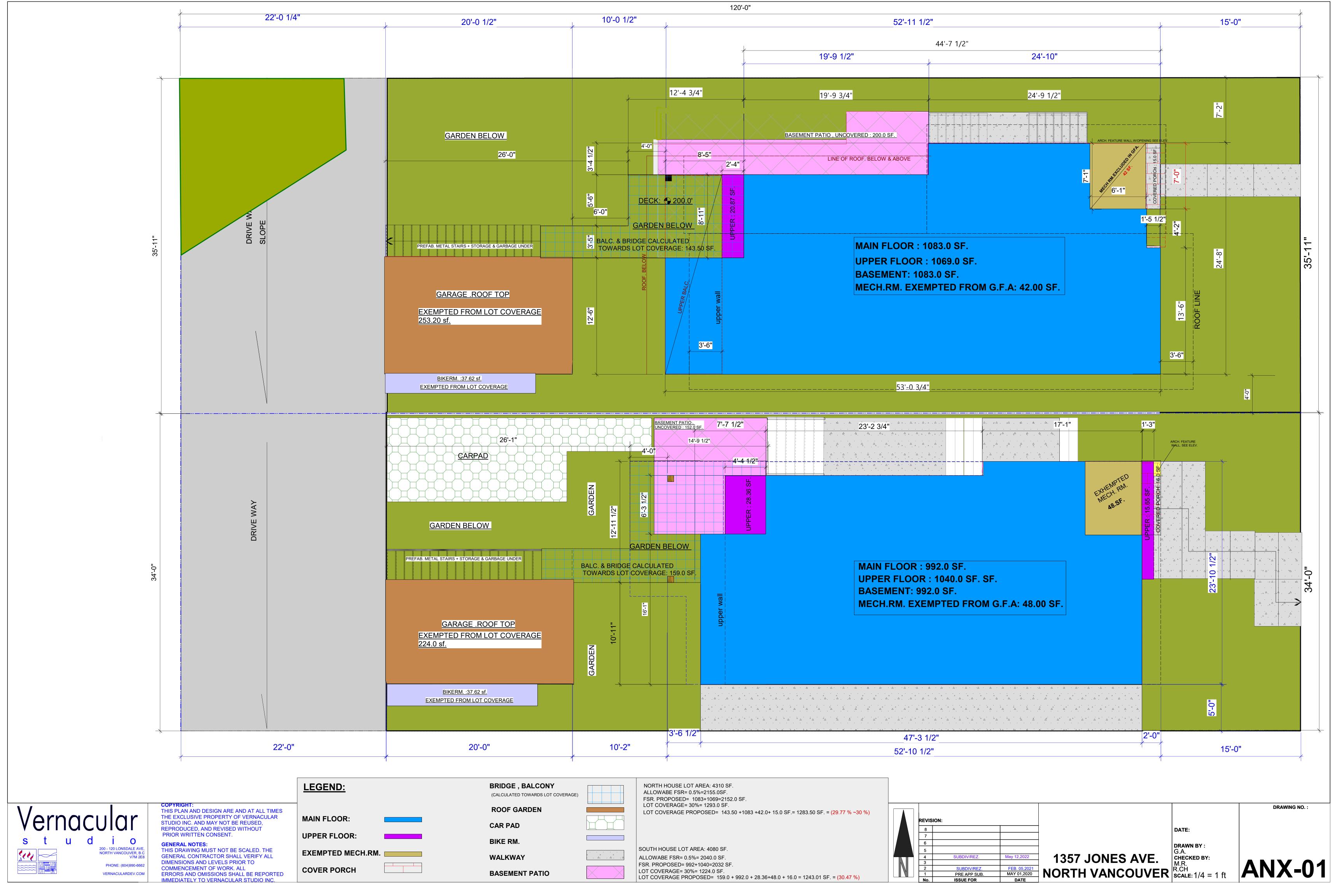
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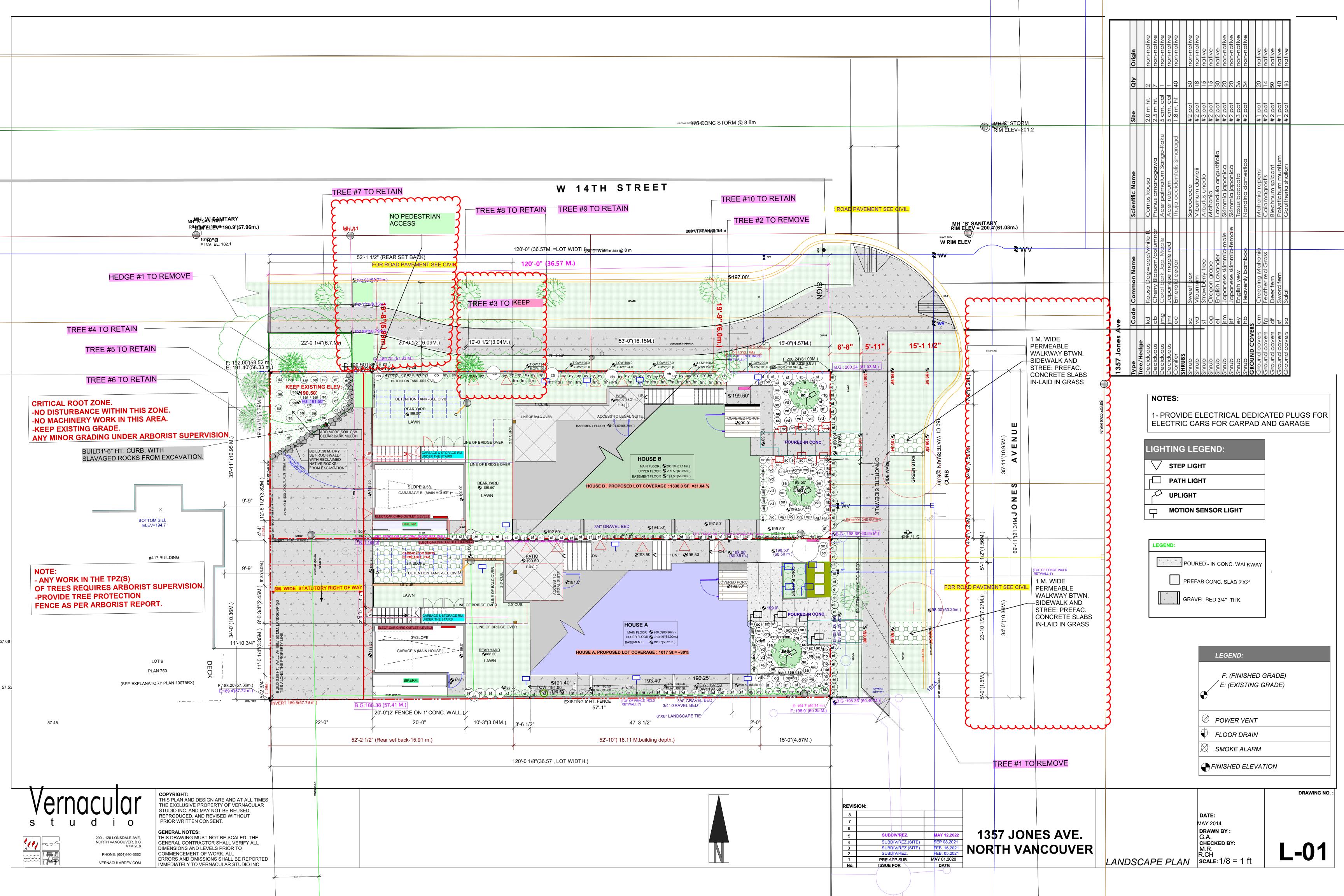
1357 JONES AVE. NORTH VANCOUVER HOUSE B SECTIONS DATE:

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#### THE CORPORATION OF THE CITY OF NORTH VANCOUVER

#### **BYLAW NO. 8884**

#### 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. 8884" (Ardeshir Behmerdi / 2357 Western Holdings Ltd., 2357 Western Avenue, CD-742).
- 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-742 (Comprehensive Development 742 Zone):

Lots	Block	D.L.	Plan	
C of Lot A	215	545	15993	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-741 Comprehensive Development 741 Zone":
    - "CD-742 Comprehensive Development 742 Zone"
  - B. Adding the following to Section 1101, thereof, after the "CD-741 Comprehensive Development 741 Zone":
    - "CD-742 Comprehensive Development 742 Zone"
    - In the CD-742 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 RG-2 Zone, except that:
    - (1) Section 562(1) Purpose and (5) Density shall not apply and are replaced with the following:

Gross Floor Area shall not exceed 0.75 FSR:

Document: 2109908-v1

- (2) Siting shall be as in the RG-2 Zone, except that:
  - (a) Principal Buildings shall not be sited less than 1.2 metres (4.0 feet) from the Interior Side Lot Line;
  - (b) Accessory Buildings shall be sited not less than 0.6 metres (2.0 feet) from the Rear Lot Line.

READ a first time on the 22<sup>nd</sup> day of November, 2021.

READ a second time on the 22<sup>nd</sup> day of November, 2021.

READ a third time on the 13<sup>th</sup> day of December, 2021.

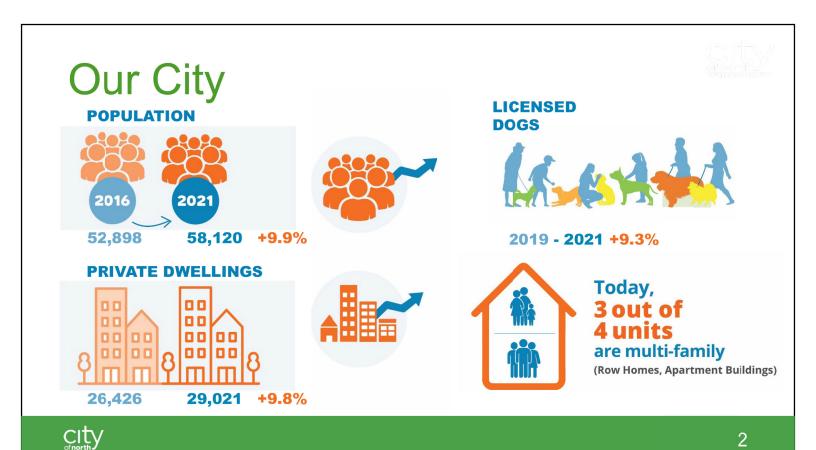
APPROVED pursuant to section 52(3)(a) of the *Transportation Act* on the 13<sup>th</sup> day of January, 2022.

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

**CORPORATE OFFICER** 

Document: 2109908-v1





# Phase 1



- Research & site reviews with an animal behaviour and welfare scientist
- Public engagement
- Interdepartmental Staff workshop & reviews
- Draft Phase 1 report with "Actions"





3

## What We Heard













**DOGS IN MULTIFAMILY** 

WASTE

LIMITED

**AREAS** 







**EDUCATION** / SIGNAGE



# Key Findings

- 45+ red bins locations
- The volume of dog waste diverted has significantly increased
- 64 tonnes diverted in 2021 (up from 46 tonnes in 2020)





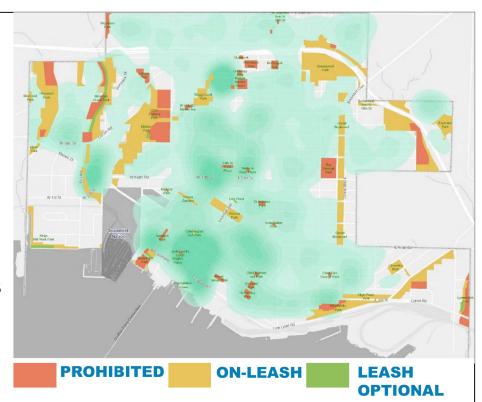
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# Key Findings

- The number of dog licenses issued is increasing
- 9.3% increase from 2019 – 2021
- 3 new off-leash parks in the past five years



LICENSED DOGS 2021

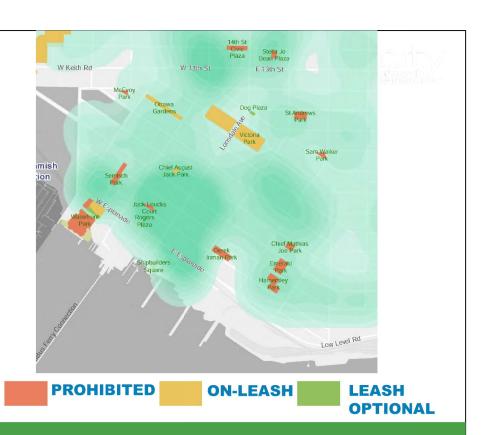




# Key Findings

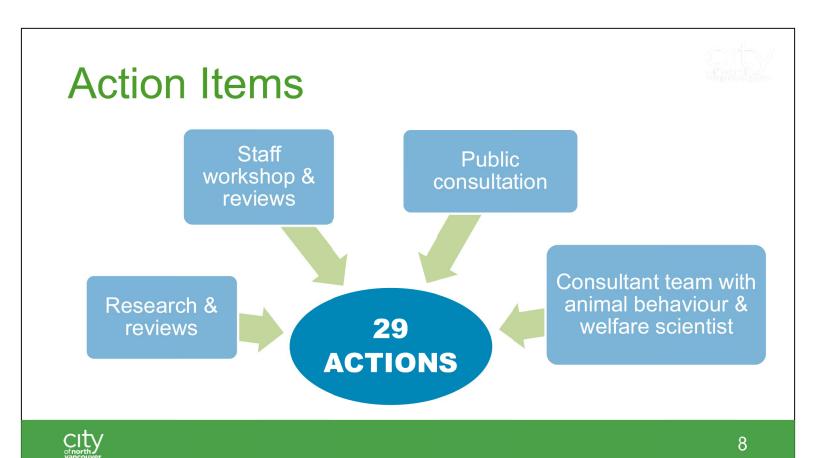
- There are many parks where dogs are currently prohibited.
- Lack of dog friendly spaces in the Lower Lonsdale neighbourhood







7



# Action Items - People

- Communicating with and educating the public
- Consistent & relatable signage
- Increase responsible dog ownership





9

# Action Items - Management

- Review dog bylaw
- Strategies to increase licensed dogs
- Education first approach, more training
- Minimize impacts on wildlife & environment





# Action Items - Planning

- Encourage private developers to provide dog
- Increase connectivity and access for on-leash dogs in public spaces

Consideration of the dog

population in planning &

 Identify new opportunities for leash-optional dog areas





polices

11

# Action Items - Design

- Provide a range of dog friendly amenities that work within the City's limited space
- Design using best practices & with universally accessible features where possible
- Design, prototype & evaluate boulevard typologies to support doguse





# Next Steps

- Council endorsement of Phase 1 Action
- Phase 2
- Focused engagement
- Compile phase 1 & 2 into a final framework document





## PHASE 1

DEVELOPING A FRAMEWORK



## PHASE 2

**IMPLEMENTATION** 

#### Winter 2021 - Spring 2022

- Research (existing data, mapping, practices, policies, best practices, site visits, trends, gaps, issues and public input)
- A workshop with City staff from multiple departments
- ▶ Developing "Phase 1 Actions"
- Council endorsement of "Dog Friendly City: Phase 1 Actions"



Public engagement to gather data from dog and non dog owners to understand the benefits, challenges and opportunities

## Summer 2022 - 2023

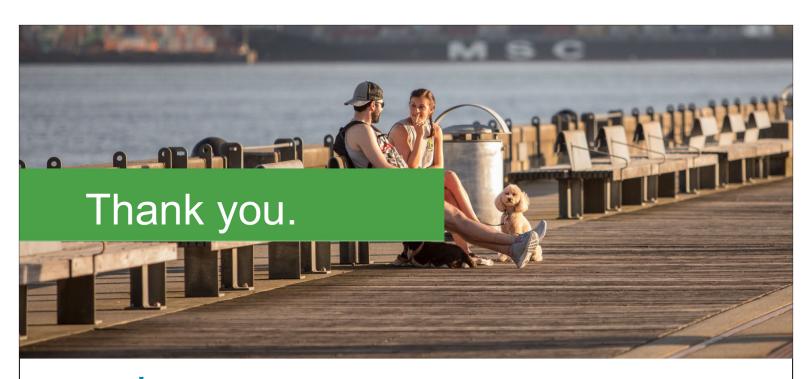
- Identify and action quick wins
- Determine priority timelines and resources
- Work together with the District of North Vancouver
- Focused engagement with the public and stakeholders
- Compile phase 1 and phase 2 into a final document



Focused engagement with the public and stakeholders



13















# The Corporation of THE CITY OF NORTH VANCOUVER ENGINEERING, PARKS AND ENVIRONMENT DEPARTMENT

REPORT

To:

Mayor Linda Buchanan and Members of Council

From:

Margaret Shipley, Parks Planner 1

Subject:

DOG FRIENDLY CITY: PHASE 1 ACTIONS

Date:

June 8, 2022

File No: 12-6120-01-0001/2022

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

#### RECOMMENDATION

PURSUANT to the report of the Planner 1, dated June 8, 2022, entitled "Dog Friendly City: Phase 1 Actions":

THAT the Dog Friendly City: Phase 1 Actions be endorsed;

AND THAT a scope of work and funding request for Phase 2 be included for consideration as part of the 2023-2032 Capital Plan.

#### **ATTACHMENTS**

- 1. Dog Friendly City: Phase 1 Actions (CD#2185297)
- 2. City GIS Map Dog Licenses Issued 2021 (CD#2184970)
- 3. People + Pups in the City: What We Heard (CD#2188228)

#### SUMMARY

This report seeks Council's endorsement of the Dog Friendly City: Phase 1 Actions. The action items (Attachment 1), are based on a study of existing data, best practice research, findings from resident engagement, and an interdepartmental City staff workshop. The actions will guide the planning, design and maintenance of spaces shared by people and dogs.

#### BACKGROUND

As the population of our City grows, so do the number of dogs. With an urban fabric of predominantly multi-family housing and people living in smaller, denser spaces, it is important to develop a citywide plan for integrating dogs into the community. Looking

Document Number: 2184851-v3

Date: June 8, 2022

beyond the limited areas of parks and opens spaces, a citywide approach will address matters of sharing public and private spaces responsibly, for people and dogs in order to meet the needs of all residents.

In winter 2021, a consultant team, Lees and Associates, was retained to assist City staff in developing the first phase of the plan. The purpose of Phase 1 was to gain an understanding of the existing challenges, successes and opportunities and develop a comprehensive set of recommendations. The recommendations provide a framework to guide the City of North Vancouver's decisions over the next ten years to improve facilities and services for people and dogs.

#### DISCUSSION

The Dog Friendly City: Phase 1 Actions are a result of bringing together multiple sources of information including:

- Analysis of existing City services, facilities, programs and policies;
- An interdepartmental workshop and discussion with City staff; engagement with broad participation from the public;
- On site evaluations of dog amenities, streetscapes, and City parks with an animal behaviour and welfare scientist; and
- A review of policies and initiatives from other jurisdictions, and current best practice research.

#### **Analysis of Existing Services and Facilities**

City staff developed maps of existing City services and facilities using the most recent City GIS data (including Attachment 2). Key findings are described below.

- There is a lack of dog-friendly public spaces in the Lower Lonsdale neighbourhood.
- The overall number of licensed dogs in the City is increasing, and Lower Lonsdale has the greatest density of licensed dogs.
- There are many parks and public spaces where dogs are currently prohibited.
- Dog complaints are highest in areas without off-leash areas.
- Dog waste diversion rates are increasing.

These key findings, in addition to site visits with an animal behaviour and welfare scientist, helped the project team to understand trends as well as the challenges and opportunities of people and dogs sharing spaces in the City of North Vancouver.

## **Public Engagement and Findings**

In order to gather community feedback, an online public engagement campaign, titled "People + Pups in the City" was initiated from February 9, 2022 to February 28, 2022. The intent was to reach a broad group of residents with and without dogs to gather comments on what is working well and what can be improved when sharing public spaces with dogs. While the COVID-19 pandemic prevented in-person engagement events, on-site information boards, postcards and posters were distributed in parks, plazas and on

trails throughout the City to maximize awareness and promote opportunities for people to provide input. A total of 1,366 digital surveys were completed with 72.2% identified as dog owners and 27.8% as non-dog owners. Attachment 3, titled "People + Pups in the City: What We Heard" provides a summary of the online campaign results.

## What We Heard: Dog Owners and Non-Dog Owners

The top challenges of dogs in open spaces was managing dog waste and keeping off-leash activity to designated off-leash (leash optional) areas. Safety concerns for humans was a top challenge for non-dog owners while dog owners expressed concerns for their pet's safety.

Both non-dog owners and dog owners strongly agreed that dogs are a welcome part of the community and that off-leash areas should be separated from other park activities with a clear boundary such as fencing. They agreed that dog off-leash areas help reduce conflicts between park visitors with and without dogs. Non-dog owners felt there should be more enforcement of dog activity while dog owners thought there should be more places for dogs to be off-leash. Participants also expressed a desire for more education and/or signage for dog owners.

#### What We Heard: Dog Owners

Most dog owners are willing to walk 10-20 minutes to get to an off-leash dog area. The most important factors in deciding to use a designated dog off-leash include:

- · Availability of open areas for dogs to run;
- · Availability of dog waste bins and its proximity to their residence; and
- Area/size of the park.

The most important factors in deciding not to use a designated off-leash area were:

- Other dogs' behaviour;
- Park being too busy; and
- · Areas not large enough for running and fetching.

When asked the reasons why owners let their dogs off-leash outside of designated off-leash areas, the top responses were that they needed more space for their dog to exercise, the existing off-leash areas are too crowded, and because it is more convenient.

It is important to note that over 50% of dog owner respondents live in multi-family residences with over 75% indicating there were no private dog-friendly amenities provided by the residential building exclusively for building occupants. As a result, these dogs are typically taken to City property, sidewalks, and trees to relieve themselves.

While almost 90% of owners responded that their dog is licensed, the top reasons for owners not having a license for their dogs was that they either did not know it was required or that they did not feel it was necessary.

REPORT: Dog Friendly City: Phase 1 Actions

Date: June 8, 2022

## What We Heard: Non Dog Owners

When non-dog owners were asked which dog-friendly open spaces caused them the most concern, the top responses were the trails in Mosquito Creek, Lynnmouth and Mahon Park. When considering the rise in dog ownership, almost half of non-dog owners feel the City should increase investment in planning, designing, and maintaining spaces in the community for people and dogs to co-exist and enjoy. Enforcement was indicated as the top priority for investment.

#### Phase 1: Action Item Framework

The results of the public engagement, staff workshop, research and analysis revealed challenges and opportunities for people and dogs. The priority ratings of the Dog Friendly City: Phase 1 Actions (Attachment 1) take into account these key findings and the Action Items are summarized into recommendations under four main themes:

- People covers the importance of communicating and educating the public on how people and dogs can share parks, trails, streets and open spaces. Under the two topics of expectations and involvement, the Actions recommend development of a comprehensive communication plan for dog related information including signage, responsible dog ownership expectations, and public feedback opportunities.
- Management covers the City's role in managing the safety of people and dogs in the City. Under the topics of regulations, enforcement, maintenance and mitigation, the Action Items cover major items including the bylaw enforcement, licensing compliance, 'Education First' approach, waste management, and the impact of dogs on wildlife and the environment.
- Planning covers how the City can best plan to meet the pressures of a growing
  urban dog population, together with other municipalities and organizations. Under
  the topics of access and connectivity, the Actions include providing new off-leash
  areas, dog amenities on private property and contribute to a North Shore network of
  dog friendly spaces including equal distribution of relief opportunities in high-density
  neighbourhoods.
- Design covers the elements and features of dog amenities for the safety of both people and dogs with and without dogs. The Actions cover major items including boulevard and off-leash area typologies, amenities and features, and accessibility considerations.

#### **NEXT STEPS**

#### Phase 2: Implementation

Phase 2 will build upon the Actions framework and further develop a plan for implementation to:

Identify and action quick wins;

REPORT: Dog Friendly City: Phase 1 Actions Date: June 8, 2022

- Determine priority timelines and resources;
- Work together with the District of North Vancouver to look at a regional approach;
- Focused engagement with the public and stakeholders on the implementation of priority recommendations including:
  - o Education campaigns to promote responsible dog ownership;
  - Identifying new opportunities for off-leash and/or dog relief zones in underserved areas;
  - o Design typologies, management and access; and
- Compile phase 1 and phase 2 into the final Dog Friendly City plan for endorsement by Council. The plan will guide the City of North Vancouver's decisions over the next 10 years for developing safe and active spaces for people and dogs and improve facilities and services.

#### FINANCIAL IMPLICATIONS

As part of the City's COVID-19 Safe Restart Phase 2 grants, Council approved a \$50,000 budget to prepare the first phase of a Dog Friendly City plan. This budget was used to fund project consultant support, staff time, and engagement costs.

Should Council support the Dog Friendly City: Phase 1 Actions, staff will prepare a scope of work and funding request for phase 2 for consideration in the 2023-2032 Capital Plan.

#### INTER-DEPARTMENTAL IMPLICATIONS

The Dog Friendly City: Phase 1 Actions will have cross-organizational implications and future work may involve coordination with the District of North Vancouver. The proposed actions has been reviewed by the City's Policy and Projects Team and Leadership Team.

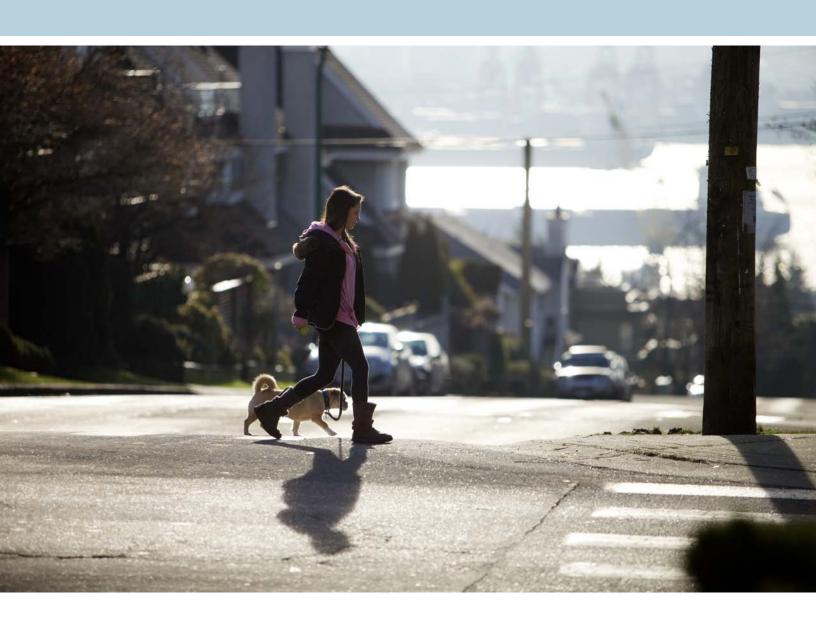
#### STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

The Dog Friendly City: Phase 1 Actions are intended to support recommendations in the City's Parks Masterplan (2010) regarding off-leash dog areas and the City's Official Community Plan (2014) Goal 5.1: Expand the integrated system of parks and greenways throughout the City as articulated in the Parks Master Plan. These Action Items also support current work on the City's Community Wellbeing Strategy to "connect people with each other and with day-to-day needs closer to where we live." and the Climate & Environment Strategy's goals to "live in reciprocity with nature" and "We are influential and accountable together".

RESPECTFULLY SUBMITTED:

Margaret Shipley Parks Planner 1

# ACTIONS





Dog Friendly City: Phase 1 Actions

June 2022



# PEOPLE

PEOPLE: Covers the importance of communicating and educating the public on how people and dogs can share parks, trails, streets and open spaces. Under the two topics of expectations and involvement, the Actions include signage, responsible dog ownership expectations, and public feedback opportunities.

## **EXPECTATIONS** PRIORITY

1	Develop a comprehensive City-wide information.	communication plan for dog-related	1
2	Establish clear, consistent, and easy signage is located at all main access leash-optional areas.	to read signage standards and ensure points to parks, sports fields, trails, and	1
3	Continue to develop the 'Responsible dogs in the city.	e Dog Ownership' as a guide for people and	1
4	<ul><li>Provide educational programming ar safety and mitigate conflict.</li></ul>	nd opportunities to the public to improve	3

## INVOLVEMENT PRIORITY

5	•	Continue to engage the public on site specific projects to understand local opportunities and challenges.	2
6	•	Provide a range of opportunities for the public to provide feedback on dog- related programs, amenities, and facilities.	3
7	•	Consider developing a dog owner stewardship program for leash-optional areas.	3



# MANAGEMENT

MANAGEMENT: covers the City's role in managing the safety of people and dogs in the City. Under the topics of regulations, enforcement, maintenance and mitigation, the Actions cover major items including the bylaw, licensing compliance, 'Education First' approach, waste management, and the impact of dogs on wildlife and the environment.

## REGULATIONS PRIORITY

8	► Continue to ensure the bylaw is consistent, enforceable, and relevant.	1
9	Work with the District of North Vancouver to align dog related bylaws to greatest extent possible.	o the 2
10	▶ Implement strategies to increase dog licensing compliance.	1
11	Develop bylaw and licensing requirements for commercial dog walkers.	2
12	<ul> <li>Continue to educate the public on the benefits of licensing for dog safety how the fees support City services for dogs.</li> </ul>	y and 2

## **ENFORCEMENT**

13	•	Continue to develop and promote the 'Education First' approach in mitigating issues with the public.	1	
14	•	Provide more resources and specialized training for enforcement.	1	

## **MAINTENANCE**

15	•	Continue to expand the red bin and 'Poo Fairy' program.	2
16	•	Develop maintenance standards for leash-optional areas for the safety of dogs and people.	2

## **MITIGATION**

17	•	Continue to minimize impacts on wildlife and the environment.	1
18		Continue to increase public knowledge about the impacts of dogs on wildlife and the environment.	1



# PLANNING

PLANNING: Covers how the City can best plan to meet the pressures of a growing urban dog population in the City, together with other municipalities and organizations. Under the topics of access and connectivity, the Actions include providing new leash-optional areas, dog amenities on private property and contribute to a North Shore network of dog friendly spaces.

**ACCESS** PRIORITY

19		Ensure the increasing dog population is considered in all future planning and policies across all relevant City departments	1
20		Continue to identify new opportunities for leash-optional areas in underserved areas.	1
21		Consider allowing leash-optional uses during designated hours in underutilized open spaces.	1
22		Continue to use pop-up dog parks and temporary installations in key areas until permanent solutions can be provided.	2
23	•	Encourage private developers to provide dog amenities on private property.	1

# **CONNECTIVITY**

24	•	Increase connectivity by developing a continuous on-leash network that links to leash-optional areas.	1	
25	•	Consider developing a coordinated dog network with the District of North Vancouver.	3	



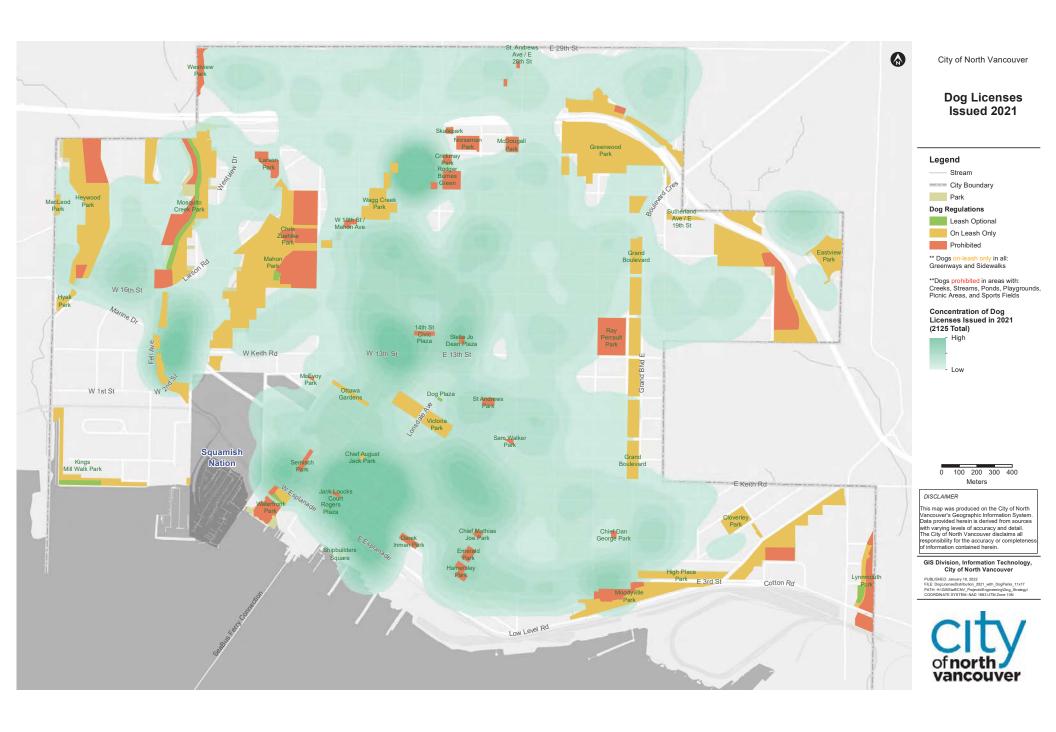
# DESIGN

DESIGN: Covers the elements and features of dog amenities, including leash-optional areas, for the safety of both people and dogs. The Actions cover major items including a leash-optional area typology, amenities and features, accessibility considerations, and dog friendly boulevard typologies.

## **PRIORITY**

26	•	Provide a range of leash-optional types that work within the City's limited parks and open spaces.	1
27	•	Design leash-optional areas to follow best practices for the safety of both people and dogs.	1
28	<b>•</b>	Include universally accessible features where possible given space constraints.	1
29	•	Design, prototype and evaluate a set of boulevard typologies to find a more dog friendly and maintenance efficient boulevard.	1





# PEOPLE+PUPS

# WHAT WE HEARD



The City engaged with pet owners and residents in February 2022 to obtain feedback on dogs, dog-friendly spaces, and dog amenities in the City.

RESPONDENTS ENGAGED WITH US ON THE CITY'S LET'S TALK ENGAGEMENT PLATFORM:



SUBMISSIONS

+ 4 paper surveys submitted



visits to the project page



**CONTRIBUTIONS** 

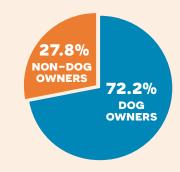
#### WHAT WE HEARD

TOP ISSUES: Off-leash dogs in leash required areas



**Managing** dog waste was a top issue





NON-DOG OWNERS & DOG OWNERS AGREED:



### Top benefits of designated dog off-leash areas:

Off-leash areas help reduce conflict for park visitors



Off-leash areas should be separated from other park activities



**MOST RESPONDENTS AGREED THAT** 

**DOGS ARE A WELCOME** PART OF THE COMMU



#### WHAT WE HEARD FROM NON-DOG OWNERS

respondents o report a negative experience with a dog or dog owner

**BUT** overall agree they are comfortable and feel safe with dogs and have mainly positive experiences with dogs and dog owners in the City.



#### AREAS OF CONCERN

- **Mosquito Creek**
- Lynnmouth area
- Mahon Park Trails



**More investment** in enforcement

#### WHAT WE HEARD FROM DOG OWNERS

responded that their dog is licensed



dogs have

knowledgeable/ experienced with dog ownership when they got their dog

Reasons dog owners have **NOT** licenced their dog:

- Didn't know it's legally required
- Didn't feel it was necessary



# Other reasons:

Young puppies, difficulty with the licensing process, forgot, concerned with how licensing fees would be used.

# **DOG OWNERS: Socializing and Exercising**



#### **Daily exercise:**

- on-leash on sidewalk
- residential landscapes
- on-leash at local park

#### **Weekly exercise:**

- on-leash & off-leash at in natural areas
- designated off-leash dog trails

**Top 3 reasons** for letting dogs off-leash in on-leash areas:

- Need more space for exercise
- Off-leash areas are too crowded
- Convenience



# DOG OWNERS: Home Space'

**Almost** 

of dog owner respondents

live in multi-family residences

multi-family living respondents

have no dog friendly amenities in their building



These owners take their dogs to City property, sidewalk, tree, boulevard, to relieve themselves.

# **DOG OWNERS: Existing Off-Leash Areas**



Most popular designated areas to exercise dogs were off-leash areas outside of the City, including:







**MOST POPULAR** IN THE CITY:

**Mosquito Creek Park** designated trail

Top 3 issues:

Lack of for dogs



Owners not cleaning up dog waste



Areas too far away from home

# **DOG OWNERS: New Designated Off-Leash Areas**

**Top 3 important factors:** 

1 LOCATION





**Top 3 factors** impacting use of off-leash areas:

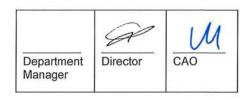
- · Other dogs' behaviour
- Too busy
- Not large enough for running/fetching













# 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:

2021 ANNUAL MUNICIPAL REPORT

Date:

June 8, 2022

File No: 01-0640-20-0001/2021

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 June 8, 2022, entitled "2021 Annual Municipal Report":

THAT the 2021 Annual Municipal Report be approved.

#### **ATTACHMENTS**

1. 2021 Annual Municipal Report (CityDoc#2189251)

#### BACKGROUND

The Community Charter requires that municipalities prepare an Annual Municipal Report ("AMR") prior to June 30 of each year. Section 98(2) of the Community Charter states the content to be included in the AMR, including:

- Audited annual financial statements for the previous year;
- Permissive tax exemptions provided by Council;
- Information on municipal services and operations for the previous year;
- Any declarations of Council disqualifications made in the previous year, and
- A statement of future municipal objectives/measures.

The City's draft 2021 AMR also includes information to provide readers with additional insight and transparency into the City's activities and performance.

Document Number: 2188763 V1

REPORT: 2021 Annual Municipal Report

Date: June 8, 2022

#### DISCUSSION

The City's 2021 AMR builds upon its 2020 AMR, with the following additions:

- A Letter from the Chief Administrative Officer that highlights key successes from 2021;
- A Summary of Council's Strategic Plan and progress measures in select areas, including awards the City received in the previous year;
- 2022 Corporate Business Plan Outcomes and Initiatives;
- Financial grants received from outside agencies that support City priorities;
- Letter of Transmittal from the CFO providing a high level overview of the City's financial statements; and
- Select financial trends over the past 5 years

The City's 2021 AMR was posted on the City website on June 3, 2022 with an on-line form to capture public comments. Public Notice for the 2021 AMR was published in the North Shore News on June 8 and 15, 2022. As at the date of this report, the City has not received any comments from the public.

#### FINANCIAL IMPLICATIONS

Production of the 2021 AMR is funded within the City's operating budget.

#### INTER-DEPARTMENTAL IMPLICATIONS

The AMR is prepared by the City's Finance and Community & Partner Engagement Departments in collaboration with all City departments and shared services agencies.

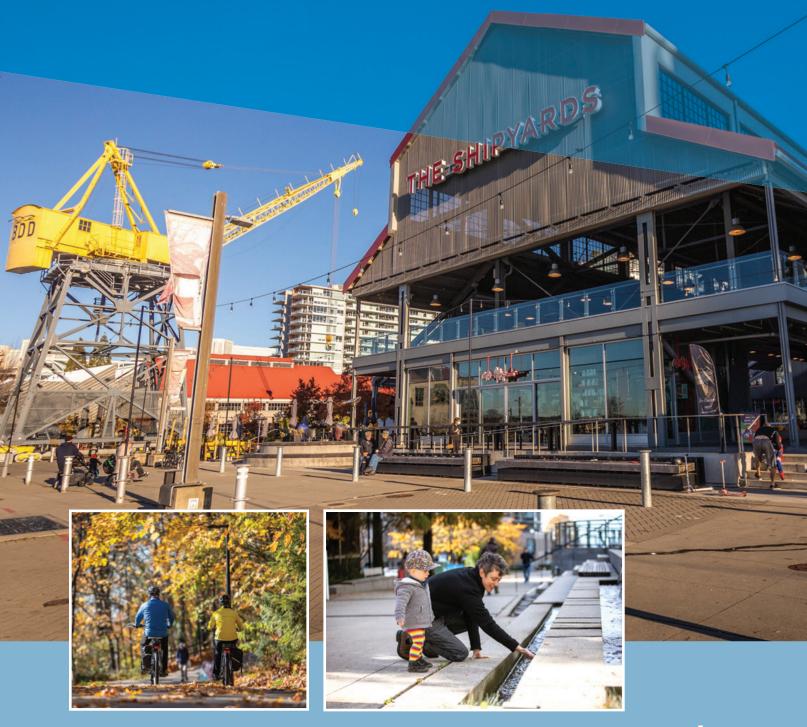
#### STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

The City's AMR supports the 2022 Corporate Business Plan Corporate Outcome to be "An Open & Engaged Organization".

RESPECTFULLY SUBMITTED:

Larry Sawrenko Chief Financial Officer

# CITY OF NORTH VANCOUVER **2021 ANNUAL MUNICIPAL REPORT**

















### A MESSAGE FROM OUR MAYOR



Mayor, Linda Buchanan

Cities are about the people. That's why the people who live, work, and play in our community are at the heart of our decision-making.

I am proud that the City has always been a place that anyone can call home. We are delivering new child care spaces, a range of new housing options, park enhancements, and more that will make our community a people-friendly place.

2021 was another busy year and much was accomplished to advance us as an inclusive, vibrant, prosperous, connected, sustainable, and healthy community for all.

When people think of the City they imagine the SeaBus, the Quay and now, the Shipyards. Over the past year there was not a single day where this space wasn't animated and lively. We're happy to welcome markets, concerts, festivals, art installations, the return of ice skating, the summer splash park, and more. There is truly something for everyone at our waterfront. Lower Lonsdale has become our arts and culture precinct in the City as we also celebrated the opening of the new North Vancouver Museum.

The City made history in 2021 by launching the first ever electric bike share program in B.C. Expanding transportation options has long been a priority for the City as it will enhance the movement of all goods and people. The City, in partnership with other municipalities and First Nations governments, launched North Shore Connects to advance Burrard Inlet Rapid Transit as well as other key upgrades to the transportation network. We've also invested in new mobility lanes, expanded our sidewalk network, and completed key safety upgrades for all road users.

In 2021 we eased the process of doing business in the City by launching Gateway, a client service centre that makes it easy to access information and services related to licences, planning and permits. Further, we've renewed the Lower Lonsdale Business Improvement Area for another eight years and grew the Lower Lonsdale Brewery District. We are working hard to ensure that the City is supporting local business and is the clear choice for future investment.

Extreme weather events of the past year have made it clear climate change is a problem we cannot ignore. That's why the City has expanded our urban tree canopy and supported energy-efficient home retrofits. We are committed to making the City a liveable and sustainable community for generations.

There is much more I could highlight. Our success is thanks to those who work tirelessly each and every day to make the City an even better place. This includes staff, volunteers, businesses, community groups, and government partners. This Annual Report details our work over the past year and I hope you join me in celebrating our progress.

Sincerely,

Linda Buchanan, Mayor

### A MESSAGE FROM OUR CAO



CAO, Leanne McCarthy

The City's Annual Report gives us a chance each year to reflect and report on our progress. As one of Metro Vancouver's most sustainable municipalities, our team is committed to supporting our vision of being the Healthiest City in the World. We strive to meet that vision every day with innovative, creative and strategic solutions and initiatives.

One of our most exciting projects in 2021 was planning for the construction of the City's largest-ever infrastructure project – the new Harry Jerome Community Recreation Centre. Now under way, the project will include an array of amenities that will deliver exceptional experiences, services and programs to all community members. To reduce community impact, we've planned for continuous services in existing buildings until we can welcome residents and visitors to the new facility, anticipated in 2025.

We also continued the strategic transformation of the City's Waterfront area, which has become a great source of pride in our community. The foot of Lonsdale is now complete and offers inviting public spaces, integration of the North Shore Spirit Trail, and improved pedestrian, cycling and road access. Our award-winning Shipyards is now an interactive, year-round tourist destination offering scenic views, an outdoor skating rink in the winter, a splash park in the summer, and event space supported by surrounding businesses and public amenities.

A number of our 2021 projects supported health and well-being in our community. For example, during the height of the pandemic, we addressed challenges faced by local businesses and encouraged community connection.

We also launched our first e-bike share system, celebrated the opening of the new Museum of North Vancouver, and continued to deliver unique community-centred programs such as PLAY CNV, a place-making program that encourages social connection through the creative use of parks, squares, streets and plazas.

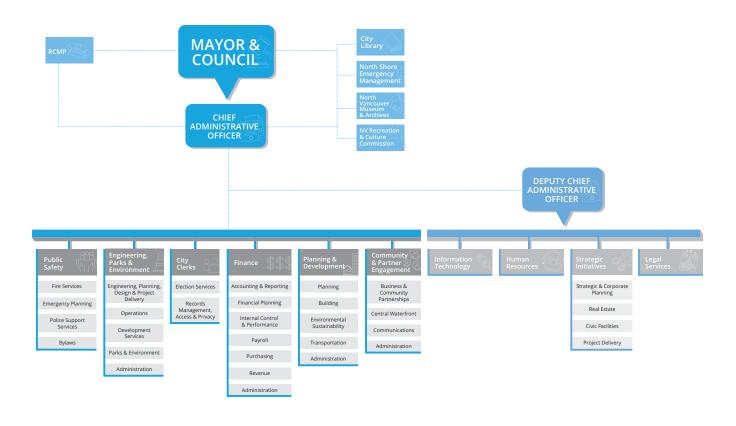
At the same time, the City continued to deliver critical public infrastructure projects including the Esplanade Complete Street project, the All Ages & Abilities Mobility bike network, and the Marine Drive RapidBus service. Substantial progress was also made on our Housing Action Plan.

The City of North Vancouver owes its success to the hard work of our staff and Council members. We're proud of the way our team responded throughout the pandemic by being flexible and responsive to adjusting how we work and deliver services to our community. Looking ahead, we'll continue to deliver on the City's priorities and the exciting future that lies ahead for our community.

Leanne McCarthy, Chief Administrative Officer

&McCadh

## CITY ORGANIZATIONAL CHART





Council members (left to right): Councillor Tony Valente, Mayor Linda Buchanan, Councillor Tina Hu, Councillor Jessica McIlroy, Councillor Holly Back, Councillor Angela Girard, Councillor Don Bell.

### CITY COUNCIL

The City of North Vancouver Council is comprised of mayor and six councillors. The current Council members were elected on October 18, 2018 to serve for a four-year term. The next General Local Election will take place in October 2022.

Council's main responsibilities include establishing policies, bylaws, and strategic priorities that benefit the city, and prioritizing the establishment of programs and services that are fiscally responsible and maximize overall value for community members.

The day-to-day administration and operation of the City is delegated to the City Chief Administrative Officer and City staff.



#### COUNCILS' STRATEGIC PLAN

Council's Vision is to be "The Healthiest Small City in the World" and they've identified five key priorities to support this vision and guide their work:

### A CITY FOR PEOPLE is



welcoming, inclusive, safe, accessible and supports the health and well-being of all.

A LIVEABLE CITY leads the way in climate action and acts as a steward of the environment for future generations.

### A PROSPEROUS CITY

supports a diverse economy by creating an environment where new and existing businesses can grow and thrive.

### A CONNECTED CITY

provides active and sustainable ways for people and goods to move to, from and within the

### A VIBRANT CITY is

City safely and efficiently.

where dynamic public spaces and places provide opportunities for connection and enable residents to engage with their community and celebrate their culture and history.

# DID YOU KNOW?

# PRIVATE DWELLINGS

The number of private dwellings in the City increased by **2,595 or 9.8%** from 2016 to 2021.

# **POPULATION**

The City's population grew by 5,222 people or 9.9% from 2016 to 2021.



#### **POPULATION GROWTH**

**The North Shore** grew by with the City having the largest share of population growth

Metro Vancouver's population grew slightly slower than the provincial average



# 2021 CORPORATE BUSINESS PLAN OUTCOMES

Each year the City tracks priority corporate outcomes and initiatives as part of the Corporate Business Plan process.

#### A SAFE & SECURE COMMUNITY

We provide a safe and secure community where homes and business are well protected, personal information is secured and the City is prepared to respond to and recover from emergencies and disasters.

- Complete a Fire Services Master Plan
- Collaborate with NSEM and the other North Shore communities to renew the North Shore Emergency Management Strategy



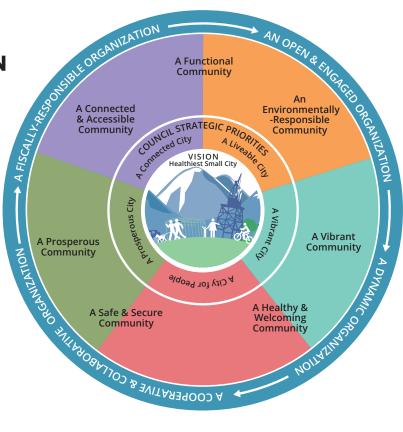
We provide an inclusive environment where diversity is respected and celebrated, and community members are supported and connected.

- Commence Phase 2 of the Community Recreation Strategy
- Advance the Harry Jerome Community Recreation Centre Redevelopment
- Participate in the North Shore Homelessness Action Project

#### A CONNECTED & ACCESSIBLE COMMUNITY

We build and maintain roads, streets, sidewalks and pathways that are well-connected and integrated to enable the safe and efficient movement of people and goods by a variety of modes throughout the City and beyond.

- Continue to expand active transportation in the City
- Launch the E-bike share pilot program
- Complete Economic Impact Assessment for Burrard Inlet Rapid Transit



#### A FUNCTIONAL COMMUNITY

We provide plans, policies, bylaws and the organizational capacity to protect and enhance the look, feel and utility of the community.

- Complete the Community Well-Being, Mobility and Environment Strategies
- Initiate development process review including targeted bylaw changes
- Update transportation requirements for new development

#### A VIBRANT COMMUNITY

We create public spaces that are vibrant and exciting, and give people the opportunity to gather, grow and connect through positive experiences.

- Support the opening of the new Museum of North Vancouver
- Expand and improve the Open Streets Initiative and Place-Making Activations
- Initiate the Waterfront Park Master Plan

#### AN ENVIRONMENTALLY RESPONSIBLE COMMUNITY

We protect our environmental assets, address climate change through policies and action, and steadily reduce the impact of municipal operations on the natural environment.

- Collaborate on a plan to migrate Lonsdale Energy Corporation to renewable energy sources
- Expedite the implementation of the Electric Vehicle Strategy
- Support and promote the Park Stewards Program
- Update the Green Building Policy for Civic facilities

#### A PROSPEROUS COMMUNITY

We encourage a prosperous and thriving economy by attracting new business and supporting existing businesses.

- Review and update the City's Economic (Investment) Strategy
- Support and participate in economic partnerships in the region

#### A FISCALLY RESPONSIBLE ORGANIZATION

We are a leader in promoting transparent fiscal sustainability and accountability.

- Implement a new Asset Management Strategy
- Review the City's Long-Term Property Tax Strategy
- Improve the integration of the City's business and financial planning processes

#### AN OPEN & ENGAGED ORGANIZATION

We are actively and consistently engaging our residents and stakeholders using a variety of platforms on City projects, programs, services and infrastructure.

- Implement a public engagement framework for all programs and projects
- Explore new initiatives for public input related to Council meetings

#### A COOPERATIVE & COLLABORATIVE ORGANIZATION

We work with a wide range of partners to continually improve the delivery of programs, services and infrastructure within the City.

- Support Metro Vancouver Board's regional management and action plans
- Support the NXSTPP Steering Committee and implement 2021 priorities
- Support the implementation of the RCMP, NSEM, NVCL and NVRC Strategic and Corporate Plans
- Strengthen relationships with local Indigenous communities and our urban Indigenous population

#### A DYNAMIC ORGANIZATION

We are recognized as a top, innovative employer where there is a well-established culture of learning and continuous improvement.

- Review and update City's Human Resources Policies and Strategies
- Expand online City services including CityServe, CityFix and CityView
- Review and update City's Training, Education and Development Programion

An update on 2021 Outcomes was provided in a report to Council on March 8, 2022. Visit cnv.org/BusinessPlan2021Outcomes.

#### **2021 AWARDS**

The City is consistently recognized for demonstrating our innovation and leadership in the areas of sustainability, climate action and planning excellence.

Climate and Energy Action Award – Climate Adaptation - North Shore Sea Level Rise Risk Assessment and Adaptive Management Strategy (with municipal and partner agencies, and Squamish First Nation) | Community Energy Association

Award for Excellence in Policy Planning (Silver) – Safe Mobility Strategy | Planning Institute of British Columbia

Community Project Award – The Shipyards | British Columbia Economic Development Association

Excellence on the Waterfront Awards – Top Honours - The Shipyards | The Waterfront Center

Ecclesiastical Insurance Cornerstone Award – Transformative Projects - The Shipyards | National Trust for Canada

#### **2021 GRANTS**

The City applies for grants to support a variety of programs and services that benefit the community and take the financial burden off of taxpayers.

GRANT PROJECT	AMOUNT	FROM
2021 Traffic Signal Safety Upgrades	\$35,000.00	ICBC
2021 – Traffic Calming Implementation	\$20,000.00	ICBC
2021 – New Traffic Signal Construction: Moody at 3rd St	\$50,000.00	ICBC
2021 – St Andrews Safety Upgrades	\$20,000.00	ICBC
2021 – UPS Upgrades at 13 Traffic Signals	\$32,500.00	ICBC
W1st St Mobility Corridor	\$35,000.00	ICBC
Transit Corridor Traffic Signal Detection Upgrades	\$32,880.00	Translink
Esplanade Complete Street	\$476,000.00	Translink
Esplanade Complete Street	\$235,000.00	Translink
Esplanade Complete Street	\$600,000.00	Translink
Esplanade Complete Street	\$84,000.00	Translink
Esplanade Complete Street	\$400,000.00	Translink
2021 – E Grand Blvd & E 13th St – Installation of new wheelchair loading pad	\$2,500.00	Translink (Coast Mountain Bus Company)
2021 – E Grand Blvd & E 15th St – Installation of new wheelchair loading pad	\$2,500.00	Translink (Coast Mountain Bus Company)
Fuel Management Prescriptions, Treatment and Training	\$50,000.00 UBCM	1 – Comm. Resiliency Investment Prog. 2021
Service delivery focused grant for homeless population (Lead applicant – partnered with North Shore municipalities)	\$1,900,000.00	UBCM
Improving Permits Processing	\$470,000.00	UBCM



#### 2022 CORPORATE BUSINESS PLAN INITIATIVES



We provide a safe and secure community where homes and business are well protected, personal information is secured and the City is prepared to respond to and recover from emergencies and disasters.

- Implement the Community Wildfire Protection Plan
- Implement NVCFD Service Priority Plan outcomes
- Establish Joint Rescue Task Force with RCMP and DNV Fire



We provide an inclusive environment where diversity is respected and celebrated, and community members are supported and connected.

- Advance the development of the overall Harry lerome program
- Deliver a North Shore Poverty Reduction Strategy
- Support expanded child care options
- Complete the Community Wellbeing Strategy



We build and maintain roads, streets, sidewalks and pathways that are well-connected and integrated to enable the safe and efficient movement of people and goods by a variety of modes throughout the City and beyond.

- Complete the construction of the Esplanade Complete Street project
- Complete public engagement and design of the Upper Levels Greenway
- Improve the comfort and safety of all roadway users in priority locations throughout the City
- Complete the Mobility Strategy



A Functional Community

We provide plans, policies, bylaws and the organizational capacity to protect and enhance the look, feel and utility of the community.

- Facilitate the 2022
  General Local Election
- Continue to update transportation and mobility requirements for new developments
- Complete development process review including targeted bylaw change
- Advance policy actions to support and deliver affordable housing and community amenities

#### CITY DEPARTMENTS (LEAD)

Chief Administrative Officer

Cierks

Community & Partner Engagement

Engineering, Parks & Environment

Finance Fire Planning & Development

Strategy & Corporate Services



We create public spaces that are vibrant and exciting, and give people the opportunity to gather, grow and connect through positive experiences.

- Refine the Open Streets initiative and place-making activations
- Support the North Shore Neighbourhood House Hub partners to deliver health services and non-profit housing
- Implement new park recreation shelters
- Complete Phase 1 of the Dog Strategy



An Environmentally-Responsible Community

We protect our environmental assets, address climate change through policies and action, and steadily reduce the impact of municipal operations on the natural environment.

- Support and expand the City's urban forest canopy
- Continue actions to reduce the City's carbon footprint
- Foster communitybased environmental stewardship
- Complete the Envionment & Climate Strategy



A Prosperous Community

We encourage a prosperous and thriving economy by attracting new business and supporting existing businesses.

- Complete and implement the City's Economic Strategy
- Support and participate in economic partnerships in the region
- Advance the Shipyards vision and plan

# CITY DEPARTMENTS (LEAD)

- Chief Administrative
  Officer
- Clerks
- Community & Partner Engagement
- Engineering, Parks & Environment
- Finance
- Fire
- Planning & Development
- Strategy & Corporate Services



A Fiscally-Responsible Organization

We are a leader in promoting transparent fiscal sustainability and accountability.

- Advance development of a new financial framework
- Establish team to provide Business
   Partnership support to the organization
- Implement Asset
  Management Strategy



An Open & Engaged Organization

We are actively and consistently engaging our residents and stakeholders using a variety of platforms on City projects, programs, services and infrastructure.

- Implement a public engagement framework for all programs and projects
- Continue the modernization of development applications



A Cooperative & Collaborative Organization

We work with a wide range of partners to continually improve the delivery of programs, services and infrastructure within the City.

- Support the North Shore Connects Steering Committee and implement priorities
- Expand the work of the CNV Public Safety Committee
- Collaborate on the North Shore Homelessness Action Initiative
- Strengthen relationships with local Indigenous communities and urban Indigenous population



A Dynamic Organization

We are recognized as a top, innovative employer where there is a well-established culture of learning and continuous improvement.

- Expand online City services including CityServe, CityFix and parking permits
- Expand the Gateway desk towards a City-wide client service model
- Develop an Equity, Diversity & Inclusion Framework



#### **DEPARTMENTAL OVERVIEWS**

#### OFFICES OF THE CHIEF ADMINISTRATIVE OFFICER, CITY CLERK'S AND MAYOR

The Chief Administrative Officer (CAO) is appointed by and reports to City Council, and oversees the overall administration of the City and ensures the strategic direction for the City's short and long-term corporate objectives are achieved. The CAO

executes the policy decisions of City Council, leads senior staff and ensures all departments adhere to the highest standards of service and accountability.

#### KEY RESPONSIBILITIES

- The Mayor's Office provides administrative, communications and research support to the Mayor
- The City Clerk's office prepares Council and Committee meeting agendas and minutes, administers City bylaws, interprets legislation, administers local elections and manages corporate records, coordinates Committees of Council, protects privacy and access for information requests



### OFFICE OF THE DEPUTY CHIEF ADMINISTRATIVE OFFICER/ STRATEGIC & CORPORATE SERVICES

The Office of the Deputy Chief Administrative Officer/Strategic & Corporate Services Department creates and maintains critical support services for the organization, and delivers vibrant public facilities.

#### **KEY RESPONSIBILITIES**

- Lead large scale public development projects
- Provide a complete range of real estate, facilities management services for City-owned and City-leased properties and building assets
- Provide legal advice to Council, staff and prepare legal agreements



- Provide progressive, client-focused Human Resources services
- Support Council and Corporation with strategic and business planning services
- Deliver customer-focused technology services for solutions

#### **DIVISIONS**

- Strategic Initiatives
- Civic Facilities
- Real Estate
- Legal Services
- Human Resources
- Information Technology

#### COMMUNITY AND PARTNER ENGAGEMENT

Community and Partner Engagement takes direction from Mayor and Council, the Official Community Plan, the Economic Development Strategy, and other civic policies provide excellent customer service.

#### **KEY RESPONSIBILITIES**

- Communications and Public Engagement
- Economic Development and Tourism
- Film and Special Events
- Business Licensing and Compliance
- Shipyards Skate Plaza and Splash Park
- Shipyards/Waterfront Programming
- Community partnerships
- Youth and Family Community Development
- Place-making and Public Realm Activation

#### **DIVISIONS**

- Communications and Engagement
- Economic Development and Business Services
- Shipyards and Waterfront
- Administration







#### ENGINEERING, PARKS AND ENVIRONMENT

The Engineering, Parks and Environment Department provides and maintains essential municipal services, public spaces and infrastructure.

#### **KEY RESPONSIBILITIES**

- Planning, design, implementation, operation and maintenance of the transportation network, water distribution, storm water, sewage systems, and the collection of garbage and green waste.
- Community stewardship and environmental programs to enhance our natural assets.
- Development and maintenance of parks, trails and greenways, and landscaping within the public realm.
- Engineering servicing related to new development in the City including processing of subdivision applications and regulating City right of way use and access.

#### **DIVISIONS**

- Engineering Planning and Design
- Public Realm Infrastructure and Project Delivery
- Operations
- Development Services
- Parks and Environment
- Administration





#### **FINANCE**

The Finance Department provides financial information, advice and direction to Council, City departments and agencies, as well as the general public.

- Accounting and Reporting
- Financial Planning
- Taxation
- Internal Control and Performance
- Payroll Administration
- Investments and Purchasing



#### PLANNING AND DEVELOPMENT

Planning and Development assists Mayor and Council in setting community goals and objectives, creating plans, and implementing these plans through policies, regulations and development.

#### **KEY RESPONSIBILITIES**

- Long range and land use planning
- Community and social planning
- Transportation planning
- Environmental planning and sustainability
- Development planning
- Building permits
- Zoning administration
- Code interpretation and regulation
- Construction approvals

#### **DIVISIONS**

- Building
- Planning
- Transportation
- Environmental Sustainability
- Administration



#### **PUBLIC SAFETY**

#### FIRE DEPARTMENT

The North Vancouver City Fire Department (NVCFD) is committed to protecting life, property, and the environment and works to ensure the safety of all who work and live in the community through emergency response and public education and outreach.

- Administration
- Operations and Support
- Fire Prevention and Public Education
- Emergency Management and Planning
- Public Safety and Community Service





#### **RCMP**

The North Vancouver RCMP serves and protects citizens of the City.

#### **KEY RESPONSIBILITIES**

- Municipal Traffic Enforcement
- Investigative Services
- Crime Reduction and Prevention
- Community Policing
- Youth Intervention
- Mental Health Integrated Outreach Team
- Integrated First Nations Unit

#### **BYLAW SERVICES**

- Educate the community about bylaws
- Enforce fairly and consistently
- Resolve any conflicts in a collaborative way









#### NORTH VANCOUVER CITY LIBRARY

The Library supports lifelong learning and community development with free and equitable access to information and ideas.

- Programming and resources to support literacy development and lifelong learning
- Robust physical and digital collections
- Access to technology, public technology support and digital literacy
- Provision of spaces for study, collaboration, creation and discovery





#### NORTH VANCOUVER RECREATION AND CULTURE COMMISSION

The Recreation & Culture Commission is an entity established through a partnership between the City of North Vancouver and the District of North Vancouver. Its mission is to improve the health and well-being of all North Vancouver individuals, families and communities, and inspire residents through quality recreation and arts opportunities.

#### **KEY RESPONSIBILITIES**

- Plan and deliver engaging, welcoming and inclusive community recreation and arts services, programs and events
- Reduce barriers for participation, and develop and promote opportunities to reach underserved populations
- Operate and maintain community recreation, culture and sport facilities, plan for future facility needs and make recommendations to the applicable municipality
- Manage public art programs
- Administer, adjudicate and allocate funds through community arts grants program and sport and recreation grant programs
- Handle rentals of community recreation and culture facilities, athletic fields, parks and plazas
- Collaborate with and support arts and culture, recreation, sport and community organizations



# NORTH VANCOUVER MUSEUM AND ARCHIVES COMMISSION

of North Vancouver

MONOVA (Museum of North Vancouver) oversees the City's cultural, archival and museum collections.

- MONOVA operates both the museum at The Shipyards and the Archives of North Vancouver located in Lynn Valley
- Manage and preserve artifacts and records of municipal, historical and cultural significance to the community
- Develop and deliver engaging and compelling interpretative, educational programs and exhibits
- Work with the local community to identify, document and preserve local history and bring it to life









# The Corporation of the CITY OF NORTH VANCOUVER

# CONSOLIDATED FINANCIAL STATEMENTS

For year ending December, 2021





#### FINANCE DEPARTMENT

CITY OF NORTH VANCOUVER 141 WEST 14TH STREET NORTH VANCOUVER BC / CANADA / V7M 1H9 T 604 983 7319 F 604 985 1573 FINANCE@CNV.ORG CNV.ORG

May 3, 2022

Mayor and Council
The City of North Vancouver

Your Worship and Members of Council,

I am pleased to submit the City of North Vancouver's Annual Municipal Report for the year ended December 31, 2021, as required by Section 98 of the Community Charter. The purpose of the report is to provide readers with a clear understanding of the operations and financial position of the Corporation of the City of North Vancouver ("the City"). The report includes the City's annual audited financial statements, a listing of permissive tax exemptions, reporting respecting municipal services and operations, and other supplementary information for the organization.

The City is a member of the Metro Vancouver Regional District. Metro Vancouver is the main political forum for regional issues, regional planning and the provision of regional scale core services. Metro Vancouver provides potable water, liquid waste treatment and solid waste transfer services to the City.

The City has agreements with the District of North Vancouver for the operation of the North Vancouver Recreation Commission and the North Vancouver Museum & Archives as well as a cost sharing agreement for the North Vancouver RCMP detachment. The City's proportionate shares of these services are included in the City's consolidated financial statements.

The City's consolidated financial statements for the year ended December 31, 2021 were prepared by staff in accordance with Public Sector Accounting Standards as prescribed by the Public Sector Account Board ("PSAB") and were audited by BDO Canada, the City's appointed auditors.

#### **Financial Overview**

#### 1. Consolidated Statement of Financial Position

This statement reports the City's financial assets, non-financial assets and liabilities. The difference between these financial assets and liabilities is the City's net financial assets. The City's net financial assets at the end of 2021 are \$169.7M an increase of \$1.6 million from 2020. This figure provides an indicator of the City's strong financial flexibility.

The difference between the City's total assets and the liabilities is its accumulated surplus, which provides an indicator of the resources available for future use. The majority of this number is made up of equity in capital assets and does not represent a source of funding for future operations. Accumulated surplus at the end of 2021 is significant, at \$633.1M.

#### **Financial Assets**

Financial assets decreased \$15.2M in 2021 as they were needed to support the City's capital plan.

#### Liabilities

Overall liabilities decreased by \$16.8M in 2021, driven by changes in accounts payable and accrued liabilities. School Tax remittance dates returned to normal in 2021 after being delayed in 2020 due to COVID. By making the School Tax remittance earlier in 2021 than 2020, the City's year-end liabilities have been reduced.

#### **Non-financial Assets**

Non-financial assets are comprised of the net-book value of tangible capital assets, inventories and prepaid expenses. In 2021 non-financial assets increased by \$15.2M, primarily due to the City's capital spending program.

#### 2. Consolidated Statement of Operations

This statement reports the changes in economic resources and accumulated surplus compared to budget and prior year. Annual revenues exceeded annual expenses for the year resulting in a modest annual surplus of \$16.8M, increasing the accumulated surplus to \$633.1M.

#### Revenue

#### Compared to 2020

Revenues were less than 2020 by \$15.4M primarily due to \$5.4M in one-time revenues received in 2020 for the Provincial Safe Restart Grant; and \$13.8M less developer delivered tangible capital assets, the receipt of which fluctuates as large projects are completed.

#### Compared to Budget

Revenues exceeded budget by \$19.0M. Grants realized by the City were \$5.1M greater than plan as the City continues to see success in its pursuit of funding from other governments and agencies where interests align. Developer contributions and other transfers, an area where the City is very prudent in its financial planning, was also over budget by \$7.9M.

#### **Expenses**

#### Compared to 2020

Consolidated expenses includes the purchase of goods and services, costs for labour, and the annual costs recognized for the use of tangible capital assets (depreciation). Expenses in 2021 exceed expenses in 2020 by \$8.8M, however, they are consistent with a normalized expense

#### LETTER OF TRANSMITTAL

pattern. 2020 expenses were lower than typical due to COVID-19 related spending restrictions that were implemented in response to the uncertainty associated with the pandemic.

#### Compared to Budget

The consolidated expenses for 2021 are consistent with budgeted expenses.

#### 3. Consolidated Statement of Change in Net Financial Assets

This statement is a measure of whether the revenues raised were sufficient to cover spending for the year. The statement begins with the annual surplus from the consolidated statement of operations and adjusts for transactions relating to the acquisition of tangible capital assets and non-cash transactions such as depreciation, as well as the acquisition and use of inventories and prepaid expenses.

The City's net financial assets increased by modestly in 2021, by \$1.6M.

#### 4. Consolidated Statement of Cash Flows

This statement identifies where cash came from, shows how cash was used, and provides details on changes in cash and cash equivalents since the last reporting period. The statement reports cash flows classified as operating transactions, capital transactions, investing transactions and financing transactions.

Overall, the City's cash position decreased by \$42.1M in 2021, from \$116.7M to \$74.6M. Cash was primarily used to finance the City's capital investment program (\$32.5M) and was needed to make School Tax remittances earlier than in 2020 and according to previously normal timelines.

#### **Financial Planning Process**

The City's financial planning process is comprised of several components:

- · General Operating Budget
- Capital Plan
- · Water, Sewerage & Drainage and Solid Waste Utility Budgets
- · Cemetery Operating Budget

The City's Financial Plans are a reflection of the policies of the City, and the work plans of all City departments. These Plans are consistent with the requirements of the Community Charter, support several of the objectives of the City's 2014 Official Community Plan, and was prepared with consideration of the 2018-2022 Council Strategic Plan and the City's Corporate Business Plan.

#### Conclusion

The financial results for 2021 continue to reflect Council and staff's commitment to sound financial management and provide ongoing support of Council's Objectives. These results also reflect Community Charter requirements to manage within a balanced budget framework.

#### LETTER OF TRANSMITTAL

The City's favourable financial position is based on a commitment to these goals, and reflects each department's cooperation and participation in financial management.

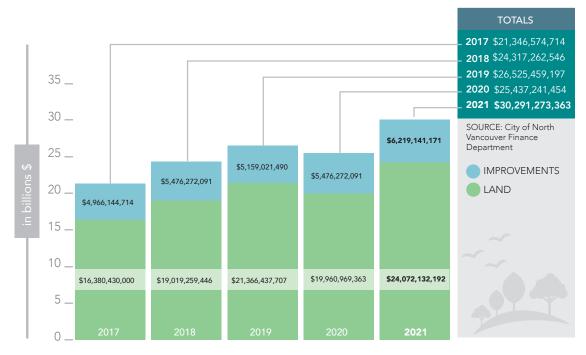
Sincerely,

Larry Sawrenko

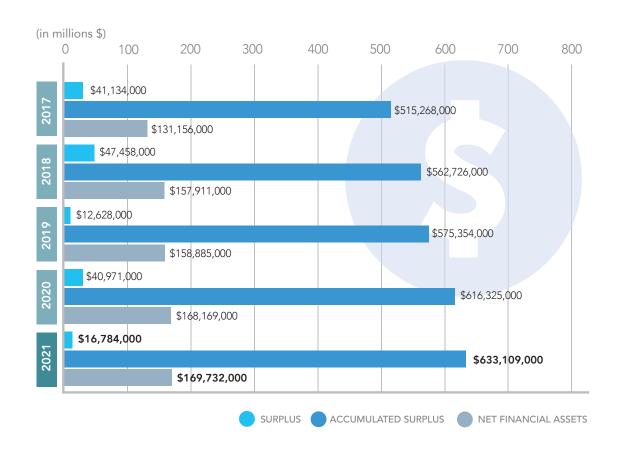
Chief Financial Officer



## Assessed Values - General Taxable Values



Surplus, Accumulated Surplus and Net Financial Assets



Taxes, Major Levies and Other Government Collections

	2017	2018	2019	2020	2021
PROPERTY TAX	\$56,218,000	\$58,775,000	\$62,521,000	\$65,928,000	\$69,056,000
WATER UTILITY FEES	\$10,922,000	\$10,845,000	\$11,694,000	\$11,495,000	\$12,804,000
SEWER UTILITY FEES	\$7,318,000	\$8,260,000	\$9,232,000	\$9,668,000	\$10,790,000
SOLID WASTE UTILITY FEES	\$3,648,000	\$3,331,000	\$2,946,000	\$2,185,000	\$1,787,000
COLLECTIONS FOR OTHER GOVERNMENTS	\$44,904,000	\$47,229,000	\$51,453,000	\$41,380,000	\$55,968,000

SOURCE: City of North Vancouver Finance Department

# Revenues by Source

	2017	2018	2019	2020	2021
PROPERTY VALUE TAX	\$56,218,000	\$58,775,000	\$62,521,000	\$65,928,000	\$69,056,000
PARCEL TAXES	\$2,811,000	\$2,940,000	\$3,204,000	\$3,571,000	\$3,814,000
LICENSES + PERMITS	\$5,797,000	\$6,493,000	\$4,856,000	\$4,949,000	\$6,441,000
FINES + FEES	\$5,102,000	\$6,418,000	\$5,157,000	\$4,799,000	\$4,678,000
RENT	\$2,100,000	\$2,213,000	\$2,191,000	\$1,874,000	\$3,368,000
INTEREST, DIVIDENDS + PENALTIES	\$5,315,000	\$5,924,000	\$6,477,000	\$6,059,000	\$5,589,000
SALES OF SERVICES	\$26,996,000	\$27,767,000	\$29,896,000	\$26,331,000	\$29,672,000
REBATE + RECOVERIES	\$118,000	\$62,000	\$58,000	\$638,000	\$185,000
GRANTS + OTHER	\$9,261,000	\$10,850,000	\$11,276,000	\$19,430,000	\$12,729,000
DEVELOPER CONTRIBUTIONS + OTHER TRANSFERS	\$28,692,000	\$34,856,000	\$5,203,000	\$25,063,000	\$8,200,000
LOSS ON DISPOSITION OF ASSETS	\$3,304,000	\$1,626,000	(\$427,000)	(823,000)	(\$714,000)
LONSDALE ENERGY CORPORATION INCOME	\$800,000	\$580,000	\$595,000	\$1,238,000	\$666,000
TOTAL	\$146,514,000	\$158,504,000	\$131,007,000	\$159,057,000	\$143,684,000

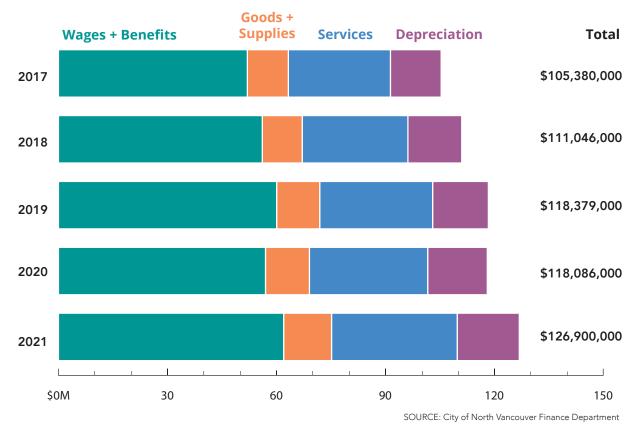
SOURCE: City of North Vancouver Finance Department

# Capital Expense by Function

	2017	2018	2019	2020	2021
GENERAL GOVERNMENT	\$9,862,000	\$8,184,000	\$6,421,000	\$6,522,000	\$4,484,000
TRANSPORTATION + TRANSIT	\$4,327,000	\$4,755,000	\$4,583,000	\$14,960,000	\$11,555,000
HEALTH, SOCIAL SERVICES + HOUSING	\$32,000	\$0	\$49,000	(\$49,000)	\$34,000
PROTECTIVE SERVICES	\$1,489,000	\$261,000	\$241,000	\$182,000	\$2,940,000
PARKS, RECREATION + CULTURE	\$11,006,000	\$13,714,000	\$6,609,000	\$6,391,000	\$9,992,000
WATER UTILITIES	\$2,292,000	\$2,888,000	\$3,513,000	\$2,890,000	\$2,425,000
SEWER UTILITIES	\$1,742,000	\$2,050,000	\$4,899,000	\$3,407,000	\$1,321,000
TOTAL	\$30,750,000	\$31,852,000	\$26,315,000	\$34,303,000	\$32,751,000

SOURCE: City of North Vancouver Finance Department

# Expense by Object



## STATEMENT OF MANAGEMENT RESPONSIBILITY

The Council of the Corporation of the City of North Vancouver ("City") has delegated the responsibility for the integrity and objectivity of the financial information contained in the consolidated financial statements to the management of the City. The consolidated financial statements which, in part, are based on informed judgments and estimates, have been prepared by management in accordance with Canadian public sector accounting standards, which have been applied on a basis consistent with that of the preceding year.

To assist in carrying out their responsibility, management maintains an accounting system and internal controls to provide reasonable assurance that transactions are executed and recorded in accordance with authorization, and that financial records are reliable for preparation of financial statements.

The Mayor and Council oversee management's responsibilities for the financial reporting and internal control systems. Council annually reviews and approves the consolidated financial statements.

The City's independent auditors, BDO Canada LLP, are engaged to express an opinion as to whether the City's consolidated financial statements present fairly in all material respects the financial position of the City as at December 31, 2021, and the results of operations, changes in net financial assets and cash flows for the year then ended in accordance with Canadian generally accepted auditing standards.

The consolidated financial statements have, in management's opinion, been properly prepared within reasonable limits of materiality and in accordance with Canadian public sector accounting standards.

Chief Financial Officer

Larry Sawrenko

May 3, 2022

## **AUDITOR'S REPORT**



Tel: (604) 688-5421 Fax: (604) 688-5132 www.bdo.ca BDO Canada LLP Unit 1100 Royal Centre 1055 West Georgia Street, P.O. Box 11101 Vancouver, British Columbia

# Independent Auditor's Report

To the Mayor and Council of The Corporation of the City of North Vancouver

## Opinion

We have audited the consolidated financial statements of the Corporation of the City of North Vancouver and its controlled entities (the "City"), which comprise the consolidated statement of financial position as at December 31, 2021 and the consolidated statement of operations, the consolidated statement of changes in net financial assets and the consolidated statement of cash flows for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of the City as at December 31, 2021, and its consolidated results of operations, its changes in consolidated net financial assets, its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

## Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Consolidated Financial Statements section of our report. We are independent of the City in accordance with the ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

## Unaudited Information

We have not audited, reviewed, or otherwise attempted to verify the accuracy or completeness of the Schedule A of the City's consolidated financial statements.

Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the City's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the City or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the City's financial reporting process.

Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

BDO Canada LLP, a Canadian limited liability partnership, is a member of BDO International Limited, a UK company limited by guarantee, and forms part of the international BDO network of independent member firms

## STATEMENT OF NET FINANCIAL ASSETS

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the City's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the City to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the City to express an opinion on the consolidated financial statements.
   We are responsible for the direction, supervision and performance of the City audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

BDO Canada LLP

Chartered Professional Accountants

Vancouver, British Columbia May 3, 2022

## STATEMENT OF FINANCIAL POSITION

# The Corporation of the City of North Vancouver Consolidated Statement of Financial Position As at December 31, 2021 with comparative figures for 2020 (in thousands of dollars)

	 2021	2020
FINANCIAL ASSETS		
Cash	\$ 74,571	\$ 116,691
Temporary investments (note 3(a))	103,526	55,589
Portfolio investments (note 3(b))	83,466	102,501
Investment in Lonsdale Energy Corp. (note 4)	4,613	3,947
Due from other governments	3,962	3,872
Accounts receivable	11,471	11,053
Loan to Lonsdale Energy Corp. (note 5)	27,043	26,518
Interest receivable	 8,720	 12,418
	317,372	332,589
LIABILITIES		
Accounts payable and accrued liabilities	22,680	39,355
Deferred revenue	34,258	32,132
Deferred lease revenue (note 13)	49,930	51,925
Deferred development cost charges	22,072	21,963
Debt (note 6)	237	465
Employee future benefits (note 7)	8,386	8,229
Advances and other liabilities	 10,077	 10,351
	147,640	164,420
NET FINANCIAL ASSETS	 169,732	168,169
NON-FINANCIAL ASSETS		
Tangible capital assets (note 8)	461,087	445,625
Inventories	746	703
Prepaid expenses	 1,544	 1,828
	463,377	448,156
ACCUMULATED SURPLUS (note 9)	\$ 633,109	\$ 616,325

Commitments and contingencies (note 10)

See accompanying notes to the consolidated financial statements

Chief Financial Officer Larry Sawrenko

## STATEMENT OF OPERATIONS

## The Corporation of the City of North Vancouver Consolidated Statement of Operations Year ended December 31, 2021 with comparative figures for 2020 (in thousands of dollars)

	ı	2021 Budget	2021	2020
		s 2(i) and 14)		
REVENUE				
Property value tax (Note 10 (a))	\$	68,974	\$ 69,056	\$ 65,928
Parcel taxes		3,746	3,814	3,571
Licences and permits		4,203	6,441	4,949
Fines and fees		4,748	4,678	4,799
Rent		2,544	3,368	1,874
Interest, dividends and penalties		2,148	5,589	6,059
Sale of services		30,331	29,672	26,331
Rebate and recoveries		85	185	638
Grants and other		7,591	12,729	19,430
Developer contributions and other transfers		314	8,200	25,063
Loss on disposition of assets		-	(714)	(823)
Lonsdale Energy Corp. income (note 4)			 666	1,238
		124,684	 143,684	 159,057
EXPENSES				
General government		21,625	23,211	22,078
Transportation and transit		7,194	8,866	8,317
Health, social services and housing		2,749	2,724	2,764
Development services		7,127	7,494	5,406
Protective services		28,781	28,139	27,229
Parks, recreation and culture		33,051	30,665	28,084
Water utilities		10,795	10,871	9,719
Sewer utilities		11,090	11,767	10,538
Solid waste		3,535	 3,163	 3,951
Total expenses (note 12)		125,947	 126,900	 118,086
Annual surplus		(1,263)	16,784	40,971
Accumulated surplus beginning of year		616,325	 616,325	575,354
Accumulated surplus end of year	\$	615,062	\$ 633,109	\$ 616,325

See accompanying notes to the consolidated financial statements

# STATEMENT OF CHANGE IN NET FINANCIAL ASSETS

The Corporation of the City of North Vancouver Consolidated Statement of Change in Net Financial Assets Year ended December 31, 2021 with comparative figures for 2020 (in thousands of dollars)

		2021 udget	2021	2020
	(notes	2(i) and 14)		
Annual surplus	\$	(1,263)	\$ 16,784	\$ 40,971
Acquisition of tangible capital assets		(69,827)	(32,751)	(34,303)
Non-cash developer contributed assets		-	(737)	(14,499)
Proceeds on sale of tangible capital assets		-	213	34
Depreciation of tangible capital assets		16,800	17,099	16,413
Loss on disposition of tangible capital assets		-	714	823
		(53,027)	(15,462)	(31,532)
Acquisition of inventories			(1,182)	(1,156)
Acquisition of prepaid expenses		-	(1,591)	(1,807)
Use of inventories		-	1,140	1,083
Use of prepaid expenses		-	1,874	1,725
		-	 241	 (155)
Increase (decrease) in net financial assets		(54,290)	1,563	9,284
Net financial assets, beginning of year		168,169	 168,169	 158,885
Net financial assets, end of year	\$	113,879	\$ 169,732	\$ 168,169

See accompanying notes to the consolidated financial statements

# CONSOLIDATED STATEMENT OF CASH FLOWS

## The Corporation of the City of North Vancouver Consolidated Statement of Cash Flows Year ended December 31, 2021 with comparative figures for 2020 (in thousands of dollars)

	 2021	2020
Cash provided by (used for):		
Operating Transactions		
Annual surplus	\$ 16,784	\$ 40,971
Items not involving cash:		
Depreciation expense	17,099	16,413
Loss on disposal of tangible capital assets	714	823
Non-cash developer contributed assets	(737)	(14,499)
Lonsdale Energy Corp. income	(666)	(1,238)
Changes in non-cash operating items:		
(Increase) decrease in due from other governments	(90)	689
Increase in accounts receivable	(418)	(2,688)
Increase in loan to Lonsdale Energy Corp.	(525)	(895)
Decrease in interest receivable	3,698	727
(Decrease) increase in accounts payable and accrued liabilities	(16,675)	14,467
Increase in deferred revenue	2,126	1,914
(Decrease) increase in deferred lease revenue	(1,995)	51,925
Increase (decrease) in deferred development cost charges	109	(1,360)
Increase in accrued employee future benefits	157	79
Decrease in advances and other liabilities	(274)	(96)
Increase in inventories	(43)	(72)
Decrease (increase) in prepaid expenses	 284	 (83)
	19,548	107,077
Capital Transactions		
Cash used to acquire tangible capital assets	(32,751)	(34,303)
Proceeds from sale of tangible capital assets	 213	 34
	(32,538)	(34,269)
Investing Transactions		
Increase in temporary investments	(47,937)	(2,595)
Decrease in portfolio investments	 19,035	36,768
	(28,902)	34,173
Financing Transactions		
Repayment of long-term debt	 (228)	(219)
(Decrease) increase in cash	(42,120)	106,762
Cash, beginning of year	 116,691	 9,929
Cash, end of year	\$ 74,571	\$ 116,691

See accompanying notes to the consolidated financial statements

The Corporation of the City of North Vancouver Notes to Consolidated Financial Statements Year ended December 31, 2021 (tabular amounts in thousands of dollars)

#### 1. OPERATIONS

The City of North Vancouver (the "City") was incorporated in 1907 and operates under the provisions of the Community Charter and the Local Government Act of British Columbia. The City's principal activity is the provision of local government services to residents of the incorporated area. These include administrative, protective, transportation, environmental, recreational, water and sanitary services.

## 2. SIGNIFICANT ACCOUNTING POLICIES

The consolidated financial statements of the City have been prepared in accordance with Canadian public sector accounting standards, as prescribed by the Public Sector Accounting Board ("PSAB"). The significant accounting policies are summarized below:

## (a) Basis of Presentation

The consolidated financial statements include the accounts of all the funds of the City, the accounts of the North Vancouver City Library, which is controlled by the City, the City's 33.94% proportionate share of the operations of the North Vancouver Recreation Commission, and the City's 50% proportionate share of the operations of the North Vancouver Museum and Archives Commission. The City's investment in Lonsdale Energy Corporation ("LEC"), a wholly owned government business enterprise, is accounted for using the modified equity method.

The City has an agreement with the District of North Vancouver in the operation and management of the North Vancouver Recreation Commission, and the City includes its proportionate share in the City's consolidated financial statements. The current agreement specifies that the operating costs shall be paid 33.94% (2020 – 33.94%) by the City and 66.06% (2020 – 66.06%) by the District of North Vancouver. Each municipality is responsible for its own facilities and pays 100% of all capital costs relating to improvement, expansion and replacement of buildings or facility equipment.

The City also has an agreement with the District of North Vancouver in the operation and management of the North Vancouver Museum and Archives Commission, and the City includes its proportionate share in the City's consolidated financial statements. The current agreement specifies that the operating costs shall be paid 50% (2020 - 50%) by the City and 50% (2020 - 50%) by the District of North Vancouver. Each municipality is responsible for its own facilities and pays 100% of all capital costs relating to improvement, expansion and replacement of buildings or facility equipment.

## (b) Basis of Accounting

Revenue is recorded on an accrual basis and recognized when earned. Expenses are recognized as they are incurred and measurable as a result of the receipt of goods and services.

The Corporation of the City of North Vancouver Notes to Consolidated Financial Statements Year ended December 31, 2021 (tabular amounts in thousands of dollars)

## 2. SIGNIFICANT ACCOUNTING POLICIES (con't)

## (c) Revenue Recognition

Taxes are recognized as revenue in the year that the taxes are authorized, the taxable event occurs and they are considered collectible. Through the British Columbia Assessments appeal process, taxes may be adjusted by way of supplementary roll adjustments. The effects of these adjustments on taxes are recognized at the time they are awarded. Levies imposed for Regional District services and other taxing authorities are not included. Lease revenue is recognized on a straight-line basis over the term of the lease.

Charges for sewer, water and solid waste usage are recorded as user fees. Connection fees revenues are recognized when the connection has been established.

Sale of service and other revenue are recognized on an accrual basis.

## (d) Deferred Revenue

Deferred revenue consists of prepaid property taxes, prepaid business licenses, and fees paid in advance for services yet to be provided.

## (e) Deferred Lease Revenue

Deferred lease revenue consists of funds collected in advance of rental periods for Long-Term Prepaid Leases, which will be recognized as revenue, on a straight line basis, over the term of the lease.

## (f) Deferred Development Cost Charges

Deferred development cost charges collected to pay for future capital projects are deferred upon receipt and recognized as revenue when the capital costs for which they were collected are incurred.

## (g) Temporary Investments

Temporary investments include bank issued notes and bonds and provincial bonds and debentures maturing in the subsequent year and are valued at the lower of cost or market value.

## (h) Portfolio Investments

Portfolio investments include bank issued notes and bonds and provincial bonds and debentures maturing after the subsequent year end. Securities are recorded at their cost and written down to reflect losses in value that are other than temporary.

## (i) Budget Figures

The budget figures are based on the ten year financial plan adopted on April 12th, 2021.

The Corporation of the City of North Vancouver Notes to Consolidated Financial Statements Year ended December 31, 2021 (tabular amounts in thousands of dollars)

## 2. SIGNIFICANT ACCOUNTING POLICIES (con't)

## (j) Government Transfers

Unrestricted government transfers are recognized as revenue in the year that the transfer is authorized by the issuing government and any eligibility criteria have been met. Restricted government transfers, in the way of grants or other transfers, are recognized as revenue in the year in which any stipulations that create liabilities are met.

## (k) Employee Future Benefits

The City and its employees make contributions to the Municipal Pension Plan. As this plan is a multi-employer plan, contributions are expensed as incurred.

Sick leave and post-employment benefits also accrue to the City's employees. The liabilities related to these benefits are actuarially determined based on services and best estimates of retirement ages and expected future salary and wage increases. The liabilities under these benefits plans are accrued based on projected benefits as the employees render services necessary to earn the future benefits.

## (I) Long-term Debt

Long-term debt is recorded in the consolidated financial statements net of sinking fund payments and adjustments.

## (m) Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They may have useful lives extending beyond the current year and are not intended for sale in the ordinary course of business.

## (i) Tangible Capital Assets

Tangible capital assets are recorded at cost, which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost less residual value of the tangible capital assets, excluding land, is amortized on a straight line basis over their estimated useful lives as follows:

Land improvements	Straight line over useful life of each asset unit	10 – 100 years
Parks	Straight line over useful life of each asset unit	10 – 75 years
Buildings	Straight line over useful life of each asset unit	10 – 100 years
Machinery & equipment	Straight line over useful life of each asset unit	3 – 25 years
Vehicles	Straight line over useful life of each asset unit	6 – 25 years
Infrastructure	Straight line over useful life of each asset unit	7 – 100 years
Library materials	Straight line over useful life of each asset unit	2 – 5 years
Work in progress	Not depreciated until put into use	

The Corporation of the City of North Vancouver Notes to Consolidated Financial Statements Year ended December 31, 2021 (tabular amounts in thousands of dollars)

#### (m) Non-Financial Assets (cont'd)

## (ii) Contributions of Tangible Capital Assets

Tangible capital assets received as contributions or transfers from developers are recorded at their estimated fair value at the date of receipt and also are recorded as revenue.

## (iii) Works of Art and Historic Assets

The City and the Museum and Archives Commission manages and controls various works of art and non-operational historic assets including buildings, artifacts, paintings and sculptures located at City sites and public display areas.

Works of art and historic assets are not recorded as assets in these consolidated financial statements.

## (iv) Natural Resources

Horticultural assets such as treed areas, grassy areas and gardens are not recognized as assets in the consolidated financial statements.

## (v) Interest Capitalization

The City does not capitalize interest costs associated with the construction of a tangible capital asset.

## (vi) Leased Tangible Capital Assets

Leases that transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as leased tangible capital assets. All other leases are accounted for as operating leases and the payments are charged to expenses as incurred.

## (vii) Inventories

Inventories held for consumption are recorded at the lower of weighted average cost and replacement cost.

## (n) Estimates

The preparation of the consolidated financial statements requires management to make estimates and assumptions that affect the reported amounts in the consolidated financial statements and the disclosure of contingent liabilities. Areas requiring significant estimation are post-employment benefits, compensated absences and termination benefits and estimated useful life of tangible capital assets. Actual results could differ from these estimates.

## (o) Segment Disclosure

A seament is defined as a distinguishable activity or group of activities of a government for which it is appropriate to separately

The Corporation of the City of North Vancouver Notes to Consolidated Financial Statements Year ended December 31, 2021 (tabular amounts in thousands of dollars)

## 2. SIGNIFICANT ACCOUNTING POLICIES (con't)

## (p) Contaminated Sites

A liability for contaminated sites is recognized when a site is not in productive use or an unexpected event has occurred and the following criteria are met:

- i) An environmental standard exists;
- ii) Contamination exceeds the environmental standard;
- iii) The City is directly responsible or accepts responsibility;
- iv) It is expected that future economic benefits will be given up; and
- v) A reasonable estimate of the amount can be made

The liability is recognized as management's estimate of the cost of post-remediation including operation, maintenance and monitoring that are an integral part of the remediation strategy for a contaminated site.

The Corporation of the City of North Vancouver Notes to Consolidated Financial Statements Year ended December 31, 2021 (tabular amounts in thousands of dollars)

## 3. INVESTMENTS

#### (a) Temporary Investments

The fair value of temporary investments at December 31, 2021 was \$106,252,156 (2020 - \$60,316,506). Financial instruments included in temporary investments range in maturity date from January 7, 2022 to December 30, 2022, and range in yield from 0.50% to 5.35%. Included in temporary investments is \$50,351,077 in High Interest Savings Accounts.

## (b) Portfolio Investments

The fair value of portfolio investments at December 31, 2021 was \$91,472,860 (2020 - \$116,309,955). These investments range in maturity from January 31, 2023 to May 15, 2031, and range in yield from 1.30% to 7.52%.

## 4. INVESTMENT IN LONSDALE ENERGY CORPORATION ("LEC")

The City owns all the issued and outstanding shares of LEC, which was incorporated under the Business Corporations Act (British Columbia) on July 7, 2003. LEC operates a district energy system providing hydronic energy to residential, institutional and commercial buildings in the City of North Vancouver.

Summarized financial information relating to LEC is as follows:

	 2021	 2020
Cash and accounts receivable	\$ 2,956	\$ 3,316
Plant and equipment	37,381	36,179
Other assets	 711	 653
Total assets	\$ 41,048	\$ 40,148
Accounts payable and accrued liabilities	\$ 2,173	\$ 1,878
Deferred contributions	7,322	7,340
Debt	 26,940	 26,983
Total Liabilities	\$ 36,435	\$ 36,201
Shareholder's equity	\$ 4,613	\$ 3,947
Total revenue	\$ 8,277	\$ 7,282
Total expenses	 7,611	 6,044
Net income	\$ 666	\$ 1,238

The Corporation of the City of North Vancouver Notes to Consolidated Financial Statements Year ended December 31, 2021 (tabular amounts in thousands of dollars)

## 4. INVESTMENT IN LONSDALE ENERGY CORPORATION ("LEC") (con't)

Included in the City's consolidated statement of financial position is "Investment in Lonsdale Energy Corp." in the amount of \$4,613,000 (2020 - \$3,947,000) and a loan receivable in the amount of \$27,043,000 (note 5) (2020 - 26,518,000). Also, included in accounts receivable in the City's consolidated statement of financial position are receivables from LEC in the amount of \$668,000 (2020 - \$524,000).

## 5. LOAN TO LONSDALE ENERGY CORPORATION ("LEC")

The loan receivable balance of \$27,043,000 (2020 - \$26,518,000) consists of the following interest bearing promissory notes:

On August 1, 2018, the City converted amounts due from LEC whereby LEC issued a 5 year promissory note to the City in the amount of \$33,661,966. The loan matures on August 1, 2023 and bears interest at 2.65% per annum. On July 15, 2019 and November 17, 2021, the City's Council authorized LEC to borrow an additional \$1,681,000 and \$290,000 respectively. These Promissory notes carry the same terms. The promissory notes to the City have been partially drawn upon with a balance owing at December 31, 2021 of \$27,043,000 (2020 - \$26,518,000).

All loans are due with a 12 month notice period and bear interest at 2.65% (2020 – 2.65%). Interest revenue of \$709,000 (2020 - \$693,000) and Dividend revenue of \$33,000 (2020 - \$34,000) has been included in the consolidated statement of operations.

At the maturity date of the loan to LEC, the City may, at its discretion, extend the terms of the loan in whole or in part or LEC may repay the loan in whole or in part using either internal or external financing.

#### 6. DEBT

The City has financed the expansion of LEC by assuming debt on behalf of LEC through the Municipal Finance Authority in accordance with the Community Charter. Debt principal is reported net of repayments and actuarial adjustments. The City carries no other long-term debt. The total debt issued, including future principal re-payments and actuarial adjustments on the net outstanding debt outstanding as at December 31, 2021 was \$237,098 (2020 - \$465,077).

Interest expense of \$6,000 (2020 - \$6,000) has been included in the Consolidated Statement of Operations. The interest rate on long-term debt is 0.3% per annum.

(a) The City has a revenue anticipation borrowing bylaw, 2020, No 8749 authorized to borrow up to \$35M to ensure the City is able to continue providing essential services to its citizens. There has been no drawdown on the facility (2020 - \$nil)

The Corporation of the City of North Vancouver Notes to Consolidated Financial Statements Year ended December 31, 2021 (tabular amounts in thousands of dollars)

## 7. EMPLOYEE FUTURE BENEFITS

## (a) Sick and Severance

Employees of the City are entitled to payments related to unused sick leave and severance upon retirement or resignation after ten years of service. The amount recorded for these benefits is based on an actuarial valuation done by an independent firm of actuaries using a projected benefit actuarial valuation method pro-rated on services. The most recent actuarial valuation of the City's future benefits was completed as at December 31, 2021.

Information regarding the City's obligations for these benefits, including 100% of the North Vancouver City Library and its proportionate share of the North Vancouver Recreation Commission, and North Vancouver Museum and Archives Commission, is as follows:

	2	2021	2	2020
Benefit obligation - beginning of the year	\$	8,505	\$	7,815
Add: Current service costs		789		793
Interest on accrued benefit obligation		186		222
Less: Actuarial (gain) loss		(778)		598
Benefits paid		(796)		(923)
Benefit obligation - end of the year	\$	7,906	\$	8,505
Add: Unamortized actuarial gain		480		(276)
Accrued benefit liability - end of the year	\$	8,386	\$	8,229

The significant actuarial assumptions adopted in measuring the City's accrued benefit liability are as follows:

	2021	2020
Discount rates	2.50%	2.10%
Expected future inflation rates	2.00%	2.50%
Expected wage and salary increases	2.58% to 4.63%	2.58% to 4.63%

The unamortized actuarial gain is amortized over a period equal to the employees' average remaining service lifetime of eleven years for the City.

## (b) Council Retirement Stipend

Starting 2005, Council Members are entitled to a retirement stipend based on 9.98% of the individual's total indemnity received subsequent to 2002. These amounts are accrued as earned and recorded in accounts payable and accrued liabilities.

## The Corporation of the City of North Vancouver Notes to Consolidated Financial Statements Year ended December 31, 2021 (tabular amounts in thousands of dollars)

## 8. TANGIBLE CAPITAL ASSETS

2021		Land	Impi	Land rovements	ı	Parks	Е	Buildings		achinery & Equipment	V	ehicles		Infrastructure		brary terials	in	Work Progress	Total
Cost																			
Balance as at December 31, 2020	\$	43,909	\$	82,357	\$	55,508	\$	141,793	\$	23,382	\$	11,867	\$	244,320	\$	929	\$	57,677	\$ 661,742
Additions		1,000		11		149		7,897		1,134		1,391		7,990		236		71,357	91,165
Disposals	_	-		-		-		-		498		673		1,548		223		57,677	60,619
Balance as at December 31, 2021	\$	44,909	\$	82,368	\$	55,657	\$	149,690	\$	24,018	\$	12,585	\$	250,762	\$	942	\$	71,357	\$ 692,288
Accumulated Depreciation																			
Balance as at December 31, 2020	\$	-	\$	16,655	\$	17,365	\$	66,996	\$	17,091	\$	6,491	\$	91,042	\$	477	\$	-	\$ 216,117
Depreciation expense		-		2,428		1,916		5,479		1,541		692		4,830		213		-	17,099
Disposals	_	-		-		-		-		498		572		722		223		-	2,015
Balance as at December 31, 2021	\$	-	\$	19,083	\$	19,281	\$	72,475	\$	18,134	\$	6,611	\$	95,150	\$	467	\$	-	\$ 231,201
Net Book Value					_						_						_		
December 31, 2021	\$	44,909	\$	63,285	\$	36,376	\$	77,215	\$	5,884	\$	5,974	\$	155,612	\$	475	\$	71,357	\$ 461,087
2020		Land	lmpi	Land rovements		Parks	Е	Buildings		achinery &	V	ehicles		Infrastructure		brary terials	in	Work Progress	Total
2020 Cost		Land	lmpi		1	Parks	E	Buildings			V	ehicles		Infrastructure			in		Total
	\$		Impi		\$	<b>Parks</b> 50,357	\$	· ·			<b>V</b> (	ehicles 11,327		Infrastructure 239,874	Ма			Progress	\$ <b>Total</b> 615,128
Cost	\$		·	rovements				· ·	E	Equipment					Ма	terials		Progress	\$
Cost Balance as at December 31, 2019	\$	38,909	·	76,101		50,357		126,685	E	Equipment 21,584		11,327		239,874	Ма	terials 952		Progress 49,339	\$ 615,128
Cost Balance as at December 31, 2019 Additions	\$	38,909	\$	76,101	\$	50,357 5,469		126,685 15,108	\$	21,584 2,007		11,327 810	\$	239,874 5,634 1,188	Ма	952 180	\$	49,339 57,677 49,339	\$ 615,128 98,141
Cost Balance as at December 31, 2019 Additions Disposals Balance as at December 31, 2020	_	38,909 5,000	\$	76,101 6,256	\$	50,357 5,469 318	\$	126,685 15,108	\$	21,584 2,007 209	\$	11,327 810 270	\$	239,874 5,634 1,188	Ma \$	952 180 203	\$	49,339 57,677 49,339	615,128 98,141 51,527
Cost Balance as at December 31, 2019 Additions Disposals Balance as at December 31, 2020 Accumulated Depreciation	_	38,909 5,000 - 43,909	\$	76,101 6,256 - 82,357	\$	50,357 5,469 318 55,508	\$	126,685 15,108	\$	21,584 2,007 209 23,382	\$	11,327 810 270 11,867	\$	239,874 5,634 1,188 244,320	<b>Ma</b> \$	952 180 203	\$	49,339 57,677 49,339	615,128 98,141 51,527 661,742
Cost Balance as at December 31, 2019 Additions Disposals Balance as at December 31, 2020	_	38,909 5,000 - 43,909	\$	76,101 6,256	\$	50,357 5,469 318 55,508	\$	126,685 15,108 - 141,793	\$	21,584 2,007 209	\$	11,327 810 270	\$	239,874 5,634 1,188 244,320	<b>Ma</b> \$	952 180 203 929	\$	49,339 57,677 49,339	615,128 98,141 51,527
Cost Balance as at December 31, 2019 Additions Disposals Balance as at December 31, 2020 Accumulated Depreciation	\$	38,909 5,000 - 43,909	\$	76,101 6,256 - 82,357	\$	50,357 5,469 318 55,508	\$	126,685 15,108 - 141,793	\$	21,584 2,007 209 23,382	\$	11,327 810 270 11,867	\$	239,874 5,634 1,188 244,320	<b>Ma</b> \$	952 180 203 929	\$	49,339 57,677 49,339 57,677	615,128 98,141 51,527 661,742
Cost Balance as at December 31, 2019 Additions Disposals Balance as at December 31, 2020  Accumulated Depreciation Balance as at December 31, 2019	\$	38,909 5,000 - 43,909	\$	76,101 6,256 - 82,357	\$	50,357 5,469 318 55,508	\$	126,685 15,108 - 141,793	\$	21,584 2,007 209 23,382	\$	11,327 810 270 11,867	\$	239,874 5,634 1,188 244,320	<b>Ma</b> \$	952 180 203 929	\$	49,339 57,677 49,339 57,677	615,128 98,141 51,527 661,742 201,035
Cost Balance as at December 31, 2019 Additions Disposals Balance as at December 31, 2020  Accumulated Depreciation Balance as at December 31, 2019 Depreciation expense	\$	38,909 5,000 - 43,909	\$	76,101 6,256 - 82,357 14,322 2,333	\$	50,357 5,469 318 55,508 15,829 1,786	\$	126,685 15,108 - 141,793	\$ \$	21,584 2,007 209 23,382 15,771 1,529	\$	11,327 810 270 11,867 6,088 620	\$	239,874 5,634 1,188 244,320 86,748 4,746	<b>Ma</b> \$ \$	952 180 203 929 465 215	\$ \$	49,339 57,677 49,339 57,677	615,128 98,141 51,527 661,742 201,035 16,413
Cost Balance as at December 31, 2019 Additions Disposals Balance as at December 31, 2020  Accumulated Depreciation Balance as at December 31, 2019 Depreciation expense Disposals Balance as at December 31, 2020	\$	38,909 5,000 - 43,909	\$	76,101 6,256 - 82,357 14,322 2,333	\$	50,357 5,469 318 55,508 15,829 1,786 250	\$	126,685 15,108 - 141,793 61,812 5,184	\$ \$	21,584 2,007 209 23,382 15,771 1,529 209	\$ \$	11,327 810 270 11,867 6,088 620 217	\$	239,874 5,634 1,188 244,320 86,748 4,746 452	<b>Ma</b> \$ \$	952 180 203 929 465 215 203	\$ \$	49,339 57,677 49,339 57,677	\$ 615,128 98,141 51,527 661,742 201,035 16,413 1,331
Cost Balance as at December 31, 2019 Additions Disposals Balance as at December 31, 2020  Accumulated Depreciation Balance as at December 31, 2019 Depreciation expense Disposals	\$	38,909 5,000 - 43,909	\$	76,101 6,256 - 82,357 14,322 2,333	\$ \$	50,357 5,469 318 55,508 15,829 1,786 250	\$	126,685 15,108 - 141,793 61,812 5,184	\$ \$	21,584 2,007 209 23,382 15,771 1,529 209	\$ \$	11,327 810 270 11,867 6,088 620 217	\$ \$	239,874 5,634 1,188 244,320 86,748 4,746 452	<b>Ma</b> \$ \$	952 180 203 929 465 215 203	\$ \$	49,339 57,677 49,339 57,677	\$ 615,128 98,141 51,527 661,742 201,035 16,413 1,331

## (a) Work in Progress

Work in progress having a cost of \$71,357,000 (2020 - \$57,677,000) has not been amortized. Amortization of these assets will commence when the asset is in service.

## (b) Developer Contributed Tangible Capital Assets and Other Transfers

Developer contributed tangible capital assets and other transfers of \$737,000 (2020 - \$14,499,000) have been recognized during the year.

# The Corporation of the City of North Vancouver Notes to Consolidated Financial Statements Year ended December 31, 2021 (tabular amounts in thousands of dollars)

## 9. ACCUMULATED SURPLUS

	 2021	-	2020
Current Funds – general, water and sewer	\$ 51,719	\$	46,081
Reserve fund	100,376		107,826
Capital fund	 481,014		462,418
Accumulated surplus, end of year	\$ 633,109	\$	616,325

## (a) Current Funds – general, water and sewer

	2021	2020
Appropriated:		
General funds	\$ 17,408	\$ 14,247
General funds – COVID-19 Grant	4,118	5,359
Water fund	2,547	1,975
Sewer fund	11,508	9,825
Unappropriated:		
General funds	14,002	13,270
Water funds	1,446	715
Sewer fund	690	690
	\$ 51,719	\$ 46,081

# The Corporation of the City of North Vancouver Notes to Consolidated Financial Statements Year ended December 31, 2021 (tabular amounts in thousands of dollars)

## 9. ACCUMULATED SURPLUS (con't)

## (b) Reserve Funds

	Balance December 31, 2020	Contributions & Transfers	Earnings	Less Expenditures	Balance December 31, 2021
Machinery and Equipment					
Engineering	\$ 3,550	\$ 477	\$ 266	\$ 998	\$ 3,295
Fire	730	2,137	9	2,608	268
General	63	-	8	6	65
Computer	117	38	2	50	107
Building	277	-	5	46	236
Local Improvements	794	3	19	36	780
Affordable Housing	6,305	670	117	108	6,984
Tax Sale Lands	35,636	-	649	1,709	34,576
Waterworks	4,691	-	83	-	4,774
Parking	-	219	130	8	341
Civic Amenity	51,701	5,281	2,834	14,855	44,961
Justice Administration Accommodation	126	-	2	48	80
Streets DCC	-	1,173	-	1,173	-
Parks DCC	-	1,569	-	1,569	-
Lower Lonsdale Amenity	70	-	-	62	8
Lower Lonsdale Legacy	2,662	-	47	78	2,631
Infrastructure	166	-	755	652	269
Public Art	504	85	10	-	599
Marine Drive Community Amenity	-	-	-	-	-
Sustainable Transportation	187	88	3	114	164
Carbon Fund	247	90	4	103	238
Water DCC	-	-	-	-	-
Sanitary DCC	-	-	-	-	-
Drainage DCC		-	-	-	
Total	\$ 107,826	\$ 11,830	\$ 4,943	\$ 24,223	\$ 100,376

## (c) Capital Fund

	 2021	 2020
Capital fund		
Invested in tangible capital assets	\$ 461,087	\$ 445,625
Appropriated Capital funds	 19,927	 16,793
	\$ 481,014	\$ 462,418

The Corporation of the City of North Vancouver Notes to Consolidated Financial Statements Year ended December 31, 2021 (tabular amounts in thousands of dollars)

#### 10. COMMITMENTS AND CONTINGENCIES

### (a) Property Taxes

The City is obliged to levy, collect and remit property taxes on behalf of, and to finance the arrears of property taxes of, other bodies as follows:

		2021	2020
Total tax collected	\$	125,024	\$ 107,308
Less Collections for and remittances to other bodies			
Less Collections for and remittances to other bodies			
Provincial Government - Schools	\$	41,917	\$ 28,135
Greater Vancouver Regional District		1,935	1,719
Greater Vancouver Transportation Authority		10,033	9,499
British Columbia Assessment Authority		1,565	1,525
Municipal Finance Authority		7	7
BIA Lower Lonsdale Society		511	 495
	\$	55,968	\$ 41,380
Property Value Tay	Ф.	60.056	 65.029
Property Value Tax	\$	69,056	\$ 65,928

## (b) Pension Liability

The City and its employees contribute to the Municipal Pension Plan (a jointly trusteed pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2020, the plan has about 220,000 active members and approximately 112,000 retired members. Active members include approximately 42,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry- age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2018, indicated a \$2,866 million funding surplus for basic pension benefits on a going concern basis.

The City paid \$4,521,000 (2020 - \$4,385,000) for employer contributions to the plan in fiscal 2021.

The Corporation of the City of North Vancouver Notes to Consolidated Financial Statements Year ended December 31, 2021 (tabular amounts in thousands of dollars)

The next valuation will be as at December 31, 2021, with results available in 2022.

#### (b) Pension Liability (con't)

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

## (c) Contingent Liabilities

The City is currently engaged in or party to certain legal actions, assessment appeals and other existing conditions involving uncertainty which may result in material loss. A reasonable estimate of these future liabilities has been made where possible and is recorded in the financial statements as a liability. Where the outcomes or amounts or losses are uncertain management has determined that there are no potential material amounts involved.

#### (d) E-Comm

The City is a member of Emergency Communications for British Columbia, Incorporated ("E-Comm"), an organization comprised predominately of member municipalities, for the purpose of providing emergency dispatch services. The City is represented on the board and as a class "A" shareholder has voting rights should the organization want to incur additional debt.

The E-Comm facility was constructed using debt as a financing mechanism and members are liable for a proportionate share of that debt. This debt is repaid by members through annual fees charged by E-Comm. Should E-Comm dissolve, the members would be liable for a proportionate share of any residual debt. Alternatively, should members choose to opt out of E-Comm they would be liable for a proportionate share of debt at the time of withdrawal.

The City holds 2 class "A" shares and one class "B" share.

## (e) Contractual Obligations

As at December 31, 2021 the City had entered into various construction contracts for a total outstanding value of \$10.7M.

#### (f) Construction Loan Guarantee

On February 14, 2017 the City entered an agreement as a loan guarantor for the British Columbia Photography and Media Society for a demand construction bridge loan to a maximum of \$5M not to exceed five years.

The Corporation of the City of North Vancouver Notes to Consolidated Financial Statements Year ended December 31, 2021 (tabular amounts in thousands of dollars)

#### 11. TRUST FUNDS

Certain assets have been conveyed or assigned to the City to be administered as directed by an agreement or statute. The City holds the assets for the benefit of, and stands in a fiduciary relationship to, the beneficiary. The Cemetery Trust Fund, totaling \$3,437,000 (2020 - \$3,201,000), which is administered by the City, has not been included with the City's accounts.

#### 12. SEGMENTED INFORMATION

The City is a diversified municipal government entity in the Province of British Columbia that provides a wide range of services to its citizens. Certain functional areas have been combined and separately disclosed in the segmented information. The segments and the services they provide are as follows:

#### **General Government**

General Government provides the administrative and legislative services that support the various sectors of the City. Functions include financial planning and reporting, economic development and legislative services.

#### **Transportation and Transit**

The Transportation division aims to provide enhanced access to public transit, safe pedestrian and cyclist routes, enable accessible transportation for people with limited mobility and maintain existing infrastructure. These goals are achieved through street design, traffic signals and signs, street lighting and road maintenance activities.

## Health, Social Services and Housing

Health, Social Services and Housing encompasses a wide variety of City funded initiatives aimed at supporting the social structure and sustainability of the community. Included are cemetery operations, youth and family support services, seniors programs and homeless prevention initiatives.

## **Development Services**

Development Services' focus is community planning, which includes land use guidelines, the management of City owned lands, heritage planning and development of the City's official community plan.

## **Protective Services**

Protective Services is comprised of the North Vancouver RCMP detachment, the North Vancouver City Fire Department and bylaw enforcement. The North Vancouver RCMP detachment plays an integral role in the protection of North Vancouver residents and their property through crime prevention and detection, emergency response and victim services. The North Vancouver City Fire Department is responsible to provide fire suppression service, fire prevention services and fire safety education.

## Parks, Recreation and Culture

Parks, Recreation and Culture provides access to recreation facilities, the operation and maintenance of the City's many parks and trails, the North Vancouver City Library and the City's participation in the North Vancouver Museum and Archives and the North Vancouver Recreation and Culture Commission.

The Corporation of the City of North Vancouver Notes to Consolidated Financial Statements Year ended December 31, 2021 (tabular amounts in thousands of dollars)

## 12. SEGMENTED INFORMATION (con't)

#### **Water Utilities**

The Water Utility, in conjunction with Metro Vancouver, provides safe, clean, reliable water to the residents and businesses of the City of North Vancouver.

## **Sewer Utilities**

The Sewer Utility collects waste water and transports it to trunk water mains and wastewater treatment plants operated by Metro Vancouver. In addition to the collection of wastewater, the Sewer Utility also manages the City's 150km storm sewerage system which diverts rainfall runoff from private property with an emphasis on flood prevention.

#### **Solid Waste**

The Solid Waste department provides curbside garbage, recycling and yard trimmings collection to the residents of the City of North Vancouver.

		Expenses														
	_			es &	Goods		C		D.==	intinu	C	italiand	Total		Annu	
	K	evenues	Bene	enis	Suppl	ies	Ser	vices	рер	oreciation	Сар	italized	Total		Surp	lus(Deficit)
General government	\$	88,129	\$	16,482	\$	4,949	\$	1,123	\$	5,141	\$	(4,484)	\$	23,211	\$	64,918
Transportation and transit		4,401		3,096		1,095		12,831		3,399		(11,555)		8,866		(4,465)
Health, social services and housing		662		420		118		2,220		-		(34)		2,724		(2,062)
Development services		8,978		5,379		36		2,079		-		-		7,494		1,484
Protective services		1,590		18,809		3,469		8,127		674		(2,940)		28,139		(26,549)
Parks, recreation and culture		9,039		14,632		1,552		18,234		6,239		(9,992)		30,665		(21,626)
Water utilities		13,579		2,076		8,026		2,343		851		(2,425)		10,871		2,708
Sewer utilities		14,225		1,784		281		10,228		795		(1,321)		11,767		2,458
Solid waste		3,081		1,478		79		1,606		-		-		3,163		(82)
2021	\$	143,684	\$	64,156	\$	19,605	\$	58,791	\$	17,099	\$	(32,751)	\$	126,900	\$	16,784
2020	\$	159,057	\$	59,158	\$	16,139	\$	60,679	\$	16,413	\$	(34,303)	\$	118,086	\$	40,971

## 13. DEFERRED LEASE REVENUE

In 2020 the City entered into an agreement for the Harry Jerome Neighborhood Lands for a lease term of 99 years and included in Deferred Revenue is \$49.9M (2020 - \$51.9M).

The Corporation of the City of North Vancouver Notes to Consolidated Financial Statements Year ended December 31, 2021 (tabular amounts in thousands of dollars)

## 14. BUDGET FIGURES

The budget figures presented in these consolidated financial statements include 100% of the North Vancouver City Library and its proportionate share of the North Vancouver Recreation Commission, and North Vancouver Museum and Archives Commission. The financial plan was approved by Council as the Financial Plan for the Years 2021 to 2030 Bylaw, 2020, No. 8822 April 12th, 2021. The table below reconciles the approved budget to the budget figures reported.

		-	inancial an Bylaw
Revenue	e per Statement of Operations		\$ 124,684
Less:	Budget Adjustments for Consolidation Transfers from Reserve	\$ (2,648) (1,908)	(40.007)
	Interagency Funds	(5,451)	(10,007)
Revenue	e per financial plan bylaw 8822	-	114,677
Expense	es per Statement of Operations		125,947
Add:			
	Capital Expenditures Reserves for Non-Capital Projects Transfer to other funds	(5,195) 1,694	(3,501)
Less:	Budget Adjustments for consolidation Interagency payments	(21) (5,451)	(5,472)
Expense	es per financial plan bylaw 8822	-	116,974
Deficit fo	or the year		(2,298)
Reserve	es and capital:		
	Capital expenditures Depreciation Equity Transfers from reserves External contributions		(69,827) 16,800 (17,407) 52,281 20,451
Annual b	oudgeted Surplus per financial plan bylaw	,	\$ 

The Corporation of the City of North Vancouver Notes to Consolidated Financial Statements Year ended December 31, 2021 (tabular amounts in thousands of dollars)

## 15. COVID-19 IMPACT

Subsequent to the previous year end, the impact of COVID-19 in Canada and on the global economy increased significantly. As the impacts of COVID-19 continue, there could be specific impact on the City, its citizens, employees, suppliers and other third party business associates that could impact the timing and amounts realized on the City's assets and future ability to deliver services and projects. The full potential impact of COVID-19 on the City is unknown and cannot be reasonably estimated at this time.

# SCHEDULE A: COVID-19 SAFE RESTART GRANT

General Funds - Covid-19 Safe Restart Grant	2021
2020 Grant Funding Balance	\$ 5,359
GRANT EXPENDITURE:	
Business Continuity	(300)
Community Resiliency & Recovery	(226)
City Services	(567)
Response & Emerging Issues	(148)
0004.0	<b>A</b> 4 4 4 0
2021 Grand Funding Balance	\$ 4,118

(tabular amounts in thousands of dollars)

# 2021 PERMISSIVE TAX EXEMPTIONS

		Municipal Taxes
Organization	Address	Exempt Portion
Anavets Senior Citizens Housing Society	245 East 3rd Street	49,052
Army, Navy and Airforce Veterans in Canada, Unit 45	119 East 3rd Street	22,178
The Auxilary to the Lions Gate Hospital	128 West 15th Street	12,919
BC Photography and Media Arts Society	101 Carrie Cates Court	68,930
Canadian Mental Health Association	300-1835 Lonsdale Aveneue	4,089
Cascadia Society for Social Working	325 West 19th Street	3,856
Cascadia Society for Social Working	351 West 19th Street	3,388
Cascadia Society for Social Working	348 West 19th Street	3,517
Community Living Society	East Keith Road House	3,684
Community Living Society	1003 - 555 West 28th St	1,317
Corporation of City of North Vancouver (Pipe Shop)	115 Victory Ship Way	36,928
Corporation of City of North Vancouver (Shipyard Commons)	125 - 135 Victory Ship Way	54,324
Family Services North Shore	203 & 206 1111 Lonsdale Avenue	18,315
Fraternal Order of Eagles Northwest Aerie 2638	162,164,166,168 & 170 West 3rd Street	15,618
Girl Guides of Canada		· · · · · · · · · · · · · · · · · · ·
GIII Guides of Carlada	107,108,109,207,208 & 209 - 252 Esplanade W Unit 104,106,107,205,206,& 207-210 West 13th	65,359
Hollyburn Family Services Society	Street	6,271
HYAD Housing for Young Adults with Disabilities	2130 Chesterfield Avenue	2,979
Kiwanis North Shore Housing Society	170 West 2nd Street	53,205
	1480 St. Andrew's Avenue	
Kiwanis North Shore Housing Society		3,723
Lighthouse Harbour Ministries	#1 - 260 East Esplanade	5,598
Lonsdale Creek Daycare Centre Society	230 West 21st Street	12,945
Lookout Housing & Health Society	705 West 2nd Street	19,880
Chesterfield House Society	1415 Chesterfield Avenue	3,802
Marineview Housing Society	1053 Grand Blvd	4,723
Marineview Housing Society	1057 Cloverley Street	2,540
Navy League of Canada	1555 Forbes Ave	15,277
North Shore Connexions Society	1924 Jones Avenue	2,599
North Shore Disability Resource Centre	2412 Wilding Way	2,857
	124 East 15th Street (units 100, 207,	
North Shore Multicultural Society	202,203,204,204A,205,302,303,305)	65,437
North Shore Neighbourhood House	225 East 2nd Street	29,566
North Shore Neighbourhood House (Centre view childcare)	143 East 14th Street	3,070
North Shore Neighbourhood House (Community Garden)	207 East 2nd Street	3,170
North Shore Neighbourhood House	113 East 3rd Street	495
North Vancouver Chamber of Commerce	102 – 124 West 1st Street	7,710
The North Vancouver Masonic Temple Association Ltd.	1140 - 1144 Lonsdale	8,999
North Vancouver Museum and Archives Commission	131 - 115 W Esplanade	92,606
Presentation House Cultural Society	333 Chesterfield Avenue	81,979
Royal Canadian Legion, Branch 118	121/123 West 15th	20,271
Silver Harbour Seniors' Activity Centre	144 East 22nd Street	78,161
St. Edmund's Parish	613 Mahon Avenue	4,547
St. Leonard's Society of North Vancouver	312 Bewicke Avenue	2,443
St. Leonard's Society of North Varicouver		2,443
\\	Magnolia House Residential Mental Health	0.000
Vancouver Coastal Health Authority	Facility, 720 E. 17th	3,068
Vancouver Coastal Health Authority	Margaret Fulton ADC, 1601 Forbes Avenue	21,915
Young Women's Christian Association	125 14TH St E	2,343
North Shore Bethel Christian Mennonite Brethern Church	185 East Keith Road	2,730
Holy Trinity Catholic Church	2725 Lonsdale Avenue	3,031
North Shore Alliance Church	201 & 241 East 23rd Street	17,498
Kings Temple Missionary Society	North Shore Christian Centre, 1400 Sutherland	1,641
Parish of St. Agnes Anglican Church of Canada	530 East 12th Street	622
St. John the Evangelist Anglican Church	209 West 13th Street	14,433
Salvation Army, North Vancouver	105 West 12th Street	11,418
St. Andrew's & St. Stephen's Presbyterian Church	2641 Chesterfield Avenue	3,994
St. Andrew's United Church	Units #100, 200 & 300- 1046 St. Georges Avenue	855
St. Andrew's United Church	1044 St. Georges Avenue	1,656
Sutherland Church	630 East 19th Street	3,618
Total		987,149

# **DECLARATION OF DISQUALIFICATIONS**

No Councillors were disqualified from holding office in 2021 under the provisions set out in the Community Charter.

Karla Graham – City Clerks

Corporate Officer







# SHARE YOUR FEEDBACK of north 2 2021 Annual Municipal Report

# **Regular Council Meeting** Monday, June 20, 2022 at 6:00pm

Pursuant to sections 98 and 99 of the Community Charter, the City of North Vancouver's 2021 Annual Municipal Report will be presented for consideration at the above noted Regular Council Meeting. **View the** Report online at cnv.org/annualmunicipalreport.

## To provide input:

- Complete the online form at cnv.org/annualmunicipalreport; or
- Deposit written submissions in the drop-boxes outside City Hall; or
- Mail or deliver submissions to City Hall.

All submissions must be received by 12:00 noon on Monday, June 20, 2022.

Watch the meeting online at cnv.org/LiveStreaming or in person at City Hall, 141 West 14th Street.

# To speak at the meeting in person OR by Webex/phone:

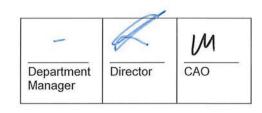
In person at City Hall: On the day of the meeting, a sign-up sheet will be available in the lobby, outside the Council Chamber, from 5:30pm. To attend the meeting in person, enter City Hall through the doors at the southwest corner of the building after 5:30pm.

Via Webex/phone: Pre-register by completing the online form at cnv.org/PublicMeetings, 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, June 20, 2022.

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. Call-in details will be displayed on-screen during the livestream at cnv.org/LiveStreaming.

> 141 WEST 14TH STREET / NORTH VANCOUVER / BC / V7M 1H9 T 604 985 7761 / F 604 985 9417 / CNV.ORG







# 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:

2022 APPROPRIATIONS #2

Date:

June 10, 2022

File No: 05-1705-30-0019/2022

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 June 8, 2022, entitled "2022 Appropriations #2":

THAT (Funding Appropriation #2213) an amount of \$3,584,453 be appropriated from the General Capital Reserve for the purpose of funding the 2022 Capital Plan:

THAT (Funding Appropriation #2214) an amount of \$1,361,600 be appropriated from the Civic Amenity Reserve for the purpose of funding the 2022 Capital Plan;

THAT (Funding Appropriation #2215) an amount of \$2,396,000 be appropriated from the Carbon Reserve for the purpose of funding the 2022 Capital Plan;

THAT (Funding Appropriation #2216) an amount of \$135,507 be appropriated from the Sustainable Transportation Reserve for the purpose of funding the 2022 Capital Plan;

THAT (Funding Appropriation #2217) an amount of \$85,000 be appropriated from the Public Art Reserve for the purpose of funding the 2022 Capital Plan;

THAT (Funding Appropriation #2218) an amount of \$507,915 be appropriated from the Parking Reserve for the purpose of funding the 2022 Capital Plan;

Document Number: 2187086

REPORT: 2022 Appropriations #2

Date: June 8, 2022

THAT (Funding Appropriation #2219) an amount of \$150,163,125 be appropriated from the Civic Amenity Reserve-HJ for the purpose of funding the 2022 Capital Plan;

THAT (Funding Appropriation #2220) an amount of \$300,000 be appropriated from the Cemetery Reserve for the purpose of funding the 2022 Capital Plan;

THAT "Development Cost Charge (Parks) Reserve Fund Bylaw, 2022, No. 8941" (2022 Capital Plan Funding) a Bylaw to appropriate an amount of \$123,750 from DCC (Parks) Reserve Fund to fund 2022 Capital Plan, be considered;

THAT "Development Cost Charge (Transportation) Reserve Fund Bylaw, 2022, No. 8942" (2022 Capital Plan Funding) a Bylaw to appropriate an amount of \$34,650 from DCC (Transportation) Reserve Fund to fund 2022 Capital Plan, be considered;

AND THAT should any of the above amounts remain unexpended as at December 31, 2025, the unexpended balances shall be returned to the credit of the respective fund.

## **ATTACHMENTS**

- 2022 Project Descriptions and Funding Allocations (CityDoc <u>2187980</u>)
- 2. Information Report New Traffic Signals (CityDoc 2177139)
- 3. Information Report The HUB Redevelopment Site (CityDoc 2177005)
- 4. Information Report Upper Level Greenway (CityDoc 2183573)
- Proposed Bylaw 8941 Development Cost Charge Parks Reserve Fund (CityDoc 2186990)
- Proposed Bylaw 8942 Development Cost Charge Transportation Reserve Fund (CityDoc <u>2186988</u>)

## SUMMARY

This report follows adoption of the 2022-2026 Financial Plan, and provides details of projects where appropriations are recommended.

## DISCUSSION

This report recommends that funds be appropriated so work can begin on some of the projects included in the 2022-2026 Financial Plan. Project teams are ready to deliver these projects, and funds are needed before Appropriation #3, which is currently planned for September. Staff have also reviewed the need for the projects since the approval of the 2022-2026 Financial Plan and continue to support proceeding. Appropriation is the final step in the funding of these projects and, if approved, will allow funds to be expended.

REPORT: 2022 Appropriations #2

Date: June 8, 2022

Attachment 1 provides additional information regarding each project. Attachments 2-4 provide more detailed background on projects with planned appropriations greater than \$500,000 over the Financial Plan period, which are not part of ongoing capital replacement programs. Attachments 5-6 are proposed Bylaws for Council consideration that, if approved, will enable use of Development Cost Charge funding to support a park (Upper Levels Greenway Development) and a transportation (Priority Mobility Network Improvements) project. In addition, a separate report from the Sr. Project Manager, Strategic Initiatives dated June 3rd, 2022, entitled "2022-2031 Capital Plan – Projects Over \$500,000: Funding Appropriation and Contract Awards - Harry Jerome Community Recreation Centre and Silver Harbour Seniors' Activity" has also been provided to Council and provides additional information on those two projects (CityDoc 2186869).

#### FINANCIAL IMPLICATIONS

Funding is included in the current 2022-2026 Financial Plan as approved by Council and is available for appropriation.

#### INTER-DEPARTMENTAL IMPLICATIONS

The 2022-2026 Financial Plan is a reflection of the policies of the City and the work plans of all City departments. Finance staff rely on their close working relationships with staff in other departments and the City's shared-cost agencies in developing this Plan.

#### STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

The preparation and approval of a Financial Plan is consistent with the requirements of the Community Charter and several of the objectives of the City's 2014 Official Community Plan. The Plan was also prepared taking into consideration the 2018-2022 Council Strategic Plan.

RESPECTFULLY SUBMITTED:

Larry Sawrenko Chief Financial Officer

Ref#	Project Name iation 2213 – General Capital Reserve	Dept	Lead	2022 City Funded Amount as approved in the 2022-2026 Financian Plan	Previously Appropriated	Appropriation #2	Description
Appropr	lation 2213 – General Capital Reserve						This project will address planned major components replacement and renovation at
2 - 11	Centennial Theatre	NVR&CC	Howard Kiang	200,000	115,000	85.000	Centennial Theatre.
				,	,	· · · · · · · · · · · · · · · · · · ·	This project will deliver functional upgrades and planned major components replacement to
2 - 13	John Braithwaite Community Centre	NVR&CC	Howard Kiang	55,000	0	55,000	the John Braithwaite Community Centre.
2 - 15	Harry Jerome - Major Repairs	NVR&CC	Howard Kiang	300,000	0	150,000	Replace or repair building systems that fail due to unforseen circumstances. All projects will be assessed for cost/benefit before work proceeds.
2 - 19	Provision - HJCRC Outside Consulting	Finance	Larry Sawrenko	160,000	0		The requested funds will be appropriated as needed to fund the use of external consultants to facilitate the marketing, disposition and other land transaction related costs of the Harry Jerome Neighbourhood Lands (HJNL).
2 - 22	City Library Middle Years Space	NVC Library	Deb Hutchison Koep	108,160	0	108,160	Create a distinct, age-appropriate space in the library for school-aged children, uniquely designed to meet the needs of children in the "middle years". Working creatively within existing space constraints, the project incorporates relocation of functions and library shelving, and addition of lighting, computing, and new furnishings to create space suitable for study, collaboration, self-directed learning and reading.
2 - 26	Shipyards Destination Infrastructure Upgrades Project	Community & Partner Engagement	Magda Kwaterska / Robert Skene	200,000	0	200,000	Site Infrastructure to support mobile vending, improvements to site electrical, site plumbing upgrades, demountable overhead structures for rain protection, crowd control infrastructure that includes railings, directional pathways, wayfinding and interpretive signage. This project also includes replacement of Heritage Crane lighting and Burrard Dry Dock infrastructure upgrades to support and attract larger commercial vessels.
3 - 5	Traffic Signal System Upgrades	Engineering: Parks & Environment	Kliment Kuzmanovski	370,000	0	370,000	Upgrade of traffic signal poles, underground wiring, signal communication systems, and controllers in the City. Locations and project details to be determined per results from various traffic engineering analysis and based on needs for upgrading traffic signal equipment.
3 - 7	City-Wide LED Streetlight Upgrade	Engineering: Parks & Environment	Kliment Kuzmanovski	250,000	0	250,000	City-wide replacement of the existing, inefficient High Pressure Sodium (HPS) streetlights with efficient Light Emitting Diodes (LED). This is estimated to reduce electricity consumption by 40%. The upgrade is estimated to result in annual cost savings in electricity.
	Traffic Signal Pre-Emption for Fire Emergency Vehicles	Engineering: Parks & Environment	Kliment Kuzmanovski	80,000	0	80,000	Traffic signal pre-emption allows a fire truck to communicate with downstream traffic signals increasing its likelihood of receiving a green light. It can also communicate with traffic signals further ahead to get traffic flowing before the truck arrives in order to decrease response times.
3 - 23	Public Realm Improvements	Engineering: Streets	Christel Lindgren	50,000	15,000	35,000	Provides streetscape elements to enhance the experience of the public realm. Elements may include, but are not limited to benches, water fountains, garbage cans, bike racks and holiday lighting.
3 - 25	Living City Tree Program	Engineering: Streets	Christel Lindgren	120,000	0	120,000	The program will plant trees on streets that currently have few or no street trees, and include a three year project along City high streets replacing dead and dying trees and improving conditions for existing street trees to counter challenging urban growing conditions with supportive infrastructure to promote long-term tree health.
							Retrofit existing infrastructure throughout the City to continue to provide access to all, aligned with regional, national and international best practices. Works may include, but not be limited to the application of tactile walking surface indicators, braille signage, automatic door openers and ramps. The program will also support the provision of equipment for assistive devices to
3 - 28	Public Realm Accessibility Improvements	Engineering: Streets	Justin Hall	20,000	0	20,000	enable all residents and visitors to enjoy the City's parks, trails and green spaces.  This program will support technical study, design and implementation of transit priority interventions like bus lanes, signal priority and bus bulbs as well as accessibility upgrades to improve access to transit.
3 - 29	Transit Improvement Program	Engineering: Streets	Justin Hall	64,493	0	64,493	
		Engineering: Parks &					Council approved the Public Elementary School Playground Enhancements Revised Policy on October 7, 2019. This policy provides funding to specific schools to a maximum of \$75,000
4 - 10	Public School Playground Funding	Environment	Mike Hunter	150,000	0	150,000	each over a 10 year period.
		Engineering: Parks &					
4 - 25	Play Equipment Replacement	Environment	Derek Priestley	35,000	0	35,000	The ongoing play equipment renewal and replacement program in 19 City parks.

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Ref#	Project Name	Dept	Lead	2022 City Funded Amount as approved in the 2022-2026 Financian Plan	Previously Appropriated	Appropriation #2	Description
4 - 26	Streetscape Renovations	Engineering: Parks & Environment	Derek Priestley	25,000	0		The City's existing volunteer traffic circle adoption program has experienced declining enrollment from community members resulting in a number of unmanaged overgrown and unsightly circles. This project will enable a proactive approach to renovating existing traffic circles to address sightline hazards caused by overgrowth and reduce the long-term maintenance cost while tracking what our actual maintenance costs would be in advance of applying for an ongoing 2023 operating budget.
4 - 27	Wooden Bridge and Stair Replacement	Engineering: Parks & Environment	Derek Priestley	25,000	0	25.000	This project consists of the replacement of aging wooden structures, such as stairs, bridges and boardwalks, throughout the City's park system.
4 - 28	Grass Sports Field Renovations	Engineering: Parks & Environment	Mike Hunter	75,000	0	75,000	The City's sand-based grass fields are more than 20 years old and are in need of renovation. The drainage and irrigation systems need to be updated in order to keep the fields playable through the year. Loutet #2 field was completed in 2016, Loutet #1 in 2019, and Ray Perrault field is the next priority for 2022. Remaining fields to be completed are Loutet Field #3 in 2024 and Kinsmen Stadium Field in 2026
6 - 8	NVRC Maintenance Vehicles	NVR&CC	Howard Kiang	115,000	0		Replacement of NVRC maintenance vehicles from 2022 to 2031. The City's portion of the cost share is 33.94%. In 2022, one Full size pick up, one mid size van and one full size van are scheduled to be replaced.
6 - 10	NVRC Recreation Program Equipment	NVR&CC	Howard Kiang	130,000	0		Program equipment such as weight room, sports & activities equipment, activity room furnishings & equipment, theatre performance equipment for Centennial Theatre and John Braithwaite Community Centre needs to be replaced periodically. The City's portion of the cost share is 33.94%
6 - 14	Pool Car Replacement	Finance	Sabine Zander	50,000	0		Replacement of Pool Vehicles / Bikes. Vehicles are replaced every 10 years, bikes are replaced every 5 years. In 2022, one Chevy Volt is being replaced.
6 - 17	Library shelving replacement	NVC Library	Monique Liddle	40,800	0	40,800	Replacement of end-of-life library shelving
7 - 10	Website Renewal	NVC Library	Deb Hutchison Koep	5,000	0		Design City Library website to incorporate new technology and security updates, refresh information architecture and design, integrate new library services into the digital space, and provide a seamless user experience for library patrons.
	Facility desktop hardware refresh		Preston Corrigan	21,000	0	· · · · · · · · · · · · · · · · · · ·	Regular scheduled maintenance and replacement of desktop computer hardware including PC's, monitors, peripherals, printers etc.
7 - 21	Document Management System Replacement	NVR&CC	Preston Corrigan	20,000	0		NVRC currently uses the eDocs system for document management at a licensing cost of approximatley \$15,000 per year. In 2021 NVRC migrated to Office 365 which includes Sharepoint licenses. This project would fund the migration from eDocs to Sharepoint and result in annual operating savings of \$15,000 in eDocs licenses.

Ref#	Project Name	Dept	Lead	2022 City Funded Amount as approved in the 2022-2026 Financian Plan	Previously Appropriated	Appropriation #2	Description
7 - 22	Perfect Mind Development and Integration	NVR&CC	Preston Corrigan	10,000	0	10,000	North Vancouver Recreation and Culture is currently implenting Perfect Mind to replace the CLASS recreation management system. The core Perfect Mind system went live in May, 2019. This project will allow us to fund integration of Perfect Mind with existing NVRC systems and processes to meet business needs and improve operational efficiency.
10 - 15	Block Funding - Planning and Development	Planning & Development	Tim Ryce	10,000	0	10,000	Construction regulations (building codes, referenced standards, etc.) are considered living documents, constantly evolving in response to - for example - new technologies, environmental sustainability efforts, and new opportunities for the support of healthy, accessible built environments. The provision of the block funding requested below supports the Building Division's efforts to remain leaders in innovative construction administration.  Block funding for minor capital projects. The City is responsible for 100% of the capital costs
10 - 16	Block Funding - NVRC	NVR&CC	Howard Kiang	50,000	0	30,000	for City owned recreation facilities.
10 - 18	Block Funding - Shipyards	Community & Partner Engagement	Magda Kwaterska	35,000	0	35,000	Block Funding to acquire capital items under \$10,000 for The Shipyards (Shipyard Commons, Cates Deck, Shipbuilders' Square, St Roch Dock and Burrard Dry Dock Pier.
10 - 21	NVRC - Recreation and sport facility/venue plan update	NVR&CC	Heather Turner	51,000	0	51,000	This project involves a consultant led process of stakeholder and staff consultation, demographic and participation analysis, needs assessments to supplement the 2018 NVRC data and indoor and outdoor recreation and sport facility/venue recommendations in accordance with the decision-making matrix in the CNV Community Recreation Strategy. NVRC staff are working with City parks staff and others as appropriate to ensure this work is aligned with City needs. The City's portion of the cost share is 33.94%.
10 - 22	Open Streets, Parklets and Placemaking	Planning & Development	Leah Herman	275,000	0	125,000	This project will (1) focus on improving the accessibility, functionality, durability and aesthetic appeal of Open Streets Central Lonsdale infrastructure long-term (2) enhance the experience of the public realm in Central Lonsdale and other pockets of the City through placemaking initiatives that include but are not limited to parklets, street seats, cultural interventions and programming year round.
10 - 23	City Studio CapU Parntership	Community & Partner Engagement	Lisa Stirling	48,000	0	48,000	Year two of three - City Studio provides an opportunity for CapU students to work on City issues and opportunities gaining work experience while providing research and student motivation to provide ideas for City projects that staff are working on or would like to undertake but don't have the time. 14 projects were showcased in Spring 2021. The funding has allowed the project to move from a pilot to a three year term partnership with CapU. The project is administered by CapU and CNV contributions are 50% of the cost.
10 - 24	Community Engagement Strategy	Community & Partner Engagement	<u> </u>	60,000	0	60,000	Develop a community engagement program that includes the planning, design and implementation of a multi-medium community engagement strategy, including training and guiding all departments and staff on enhanced and tailored engagement practices. The program will also include a equity, diversity, inclusion and reconciliation lens to ensure the City's engagement efforts are inclusive, respectful and meaningful to diverse community members.
	Community Recreation Strategy	Strategic &	Mike Friesen	61,000	0	61,000	Funding for the second phase of the Community Recreation Strategy which will review, assess and prioritize cultural amenities.

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Ref#	Project Name	Dept	Lead	2022 City Funded Amount as approved in the 2022-2026 Financian Plan	Previously Appropriated	Appropriation #2	Description
10 - 27	Amenity and Public Benefit Strategy Review	Planning & Development	Renee de St. Croix	125,000	0		Review and enhance the Community Amenity Contribution (CAC) and Density Bonusing policy. Consider new opportunities and/or enhancements for commercial use, inclusionary housing, incentives, land value capture (transit and "pre-capture"), inkind amenities, and cash contributions. Social needs assessment(s) / asset mapping will be undertaken to establish priority needs for social infrastructure investments, in partnership with relevant stakeholders (City departments, other authorities, service providers, community groups, etc).
10 - 28	Child Care and Social Amenity Design Guidelines	Planning & Development	Renee de St. Croix	25,000	0		Develop design guidelines for child care and other social amenities to ensure quality design, care, and operational needs are met. The guidelines are intended to ensure the social considerations such as amenity spaces, accessibility, public art, active design, age-friendly, dementia-friendly, green spaces, etc. are considered and a criteria or principles are applied throughout public and private projects in the City.
10 - 31	Land Use and Long Range Studies	Planning & Development	Renee de St. Croix	40,000	0		Land use studies as identified in the OCP or at Council direction. Long range planning studies that integrate land use and long range planning to support community growth and development, including data, public consultation, and other evidence based studies (social, environmental, economic, etc) identified or required to support long range city building objectives.
10 - 32	Zoning Bylaw Update	Planning & Development	Renee de St. Croix	375,000	0		Update the zoning bylaw to provide a better framework for development in the City. This will include focused review of regulations concerning employment lands and missing middle housing regulations to advance strategic economic development and housing initiatives.
10 - 33	Climate and Environment Strategy Implementation	Planning & Development	Jennifer Draper	135,000	0		The Climate and Environment Strategy (CES) Implementation project will consist of high priority actions to reduce carbon pollution, improve resiliency, protect and enhance our natural systems and demonstrate leadership in corporate facilities and operations. Guided by the CES, this project will include actions to reduce carbon pollution corporate buildings and fleet, accelerate the transition to electric vehicles in the City, address consumption-based emissions and embodied carbon, and increase the health and biodiversity of our natural areas.
10 - 37	INSTPP Implementation	Planning & Development	Jennifer Draper	100,000	0		In support of the Council endorsed INSTPP (Integrated North Shore Transportation Planning Project) transportation planning priorities, staff on an annual basis lead and project manage studies, undertake inter-governmental liaison and stakeholder engagement, collect North Shore wide transportation data and participate in regional transportation planning processes to advance interests on behalf of the North Shore local and First Nations governments.
10 - 42	Micro-Mobility Services Planning and Coordination	Planning & Development	Andrew Devlin	25,000	0	25,000	This project will support dedicated staff resources and supplementary consultant services to develop and deliver guidelines, regulations and pilots for new and emerging personal, shared, or commercial mobility services and devices (e.g., e-scooters, e-bikes, ridehailing, micro cargo delivery vehicles, driverless vehicles) in the City in coordination with the Districts of West Vancouver and North Vancouver.
		Subto	tal Appropriation #2213	•		\$ 3,584,453	
Appropr	riation 2214 – Civic Amenity Reserve	T	Г	1	i		[
3 - 3	New Traffic Signals	Engineering: Parks & Environment	Kliment Kuzmanovski	865,000	0		Existing pedestrian and vehicular traffic volume warrants installation of a full traffic signal at these intersections. The requested funds are needed for design and construction of new traffic signals. See Attachment #2 to this report
3 - 15	Installation of Accessible Pedestrian Units	Engineering: Parks & Environment	Kliment Kuzmanovski	35,000	0	35,000	Installation of Accessible Pedestrian Signal (APS) devices at various signalized intersections within the City (audible signals).

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Ref#	Project Name	Dept	Lead	2022 City Funded Amount as approved in the 2022-2026 Financian Plan	Previously Appropriated	Appropriation #2	Description
3 - 17	Pedestrian and Roadway Lighting Implementation	Engineering: Parks & Environment	Kliment Kuzmanovski	300,000	0	300,000	Design and construction of new roadway and pedestrian level lighting throughout the City as per the street lighting implementation plan completed in 2019. A certain amount of the funds requested in 2022 will be used for engaging a profesisonal engineering consultant and a legal consultant to assist creating a new policy document related to municipal street lighting requirements, plans, programs, commitments, addressing liability risk and expectations.
3 - 20	Upper Levels Greenway	Engineering: Parks & Environment	Mo Bot	126,250	0	126,250	This project will complete alternatives assessment, design, community engagement and construction of a new All Ages and Abilities mobility route that is identified for delivery in Phase 2 of the Priority Mobility Network Project as approved by Council in the Priority Mobility Network Strategy (2019). The project will engage closely with the local residents and other stakeholders to assess needs and navigate trade-offs to deliver a route that aligns with the WalkCNV and Safe Mobility Strategy goals and objectives. See Attachment #4 to this report
3 - 30	Priority Mobility Network Improvements	Engineering: Streets	Justin Hall	35,350	0	35,350	This project will execute on the consultation, design and construction of priority corridors identified in the Council approved Priority Mobility Network Strategy (2019) and continue to prioritize future work based on approved evaluation criteria. This work will result in infrastructure tailored to the unique street context and suitable for a broad range of human and electrified mobility devices like bicycles and scooters with users of All Ages and Abilities (AAA). The project is being delivered with support from Transportation Planning.
			tal Appropriation #2214			\$ 1,361,600	
Appropr	iation 2215 – Affordable Housing Reserve	Ti .		1			
2 - 32	NSNH Site Preparation	Strategic & Corporate Services	Mike Friesen	3,021,000	700,000	2,321,000	Funds to prepare the NSNH / Derek Inman Park Site for development. See Attachment #3 to this report.
10 - 30	Supporting Affordable Housing Supply and Delivery	Planning & Development	Renee de St. Croix	75,000	0	75,000	Housing Initiatives to improve the supply and delivery of affordable housing in the City. This may include part two of the duplex special study area, post occupancy surveys, short term rental policy review, MMR criteria, family units inclusionary policy review, homeless protocols, Affordable Housing Reserve Fund Terms of Reference Update, Non-Profit Housing Regeneration Policy, Homelessness Action Initiative, and/or other housing initiatives.
10 30	supporting/morause rousing supply and sentery		tal Appropriation #2215		٥	\$ 2,396,000	inception of only includes a second of the control
Appropr	iation 2216 – Sustainable Transportation Fund						
т,рргорг							This program will support technical study, design and implementation of transit priority interventions like bus lanes, signal priority and bus bulbs as well as accessibility upgrades to improve access to transit.
3 - 29	Transit Improvement Program	Engineering: Streets		135,507	0	135,507	·
		Subto	tal Appropriation #2216	i		\$ 135,507	
Appropr	iation 2217 – Public Art		<u> </u>				
5-2	Public Art Civic Program	NVR&CC	Lori Phillips	85,000	a	85,000	The annual Civic Public Art Program provides for the inclusion of public art projects in coordination with civic engineering and parks capital projects each year. The resulting public artwork builds upon the City owned art inventory in parks, municipal buildings, streets, plaza or other civic areas. Since inception the Civic Public Art Program has commissioned and completed 50 municipality public art projects. Projects in 2022 include the a Lonsdale Dog Park Plaza (\$60k) and an enhancement to the walls of the Spirit Trail underpass near Mosquito Creek (\$25k).
3-2	r done rat civic i rogiani		tal Appropriation #2217		U	\$ 85,000	ereck (yzon).

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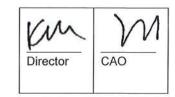
Strategic & Dianna Foldi 18,723,891 2,550,000 16,173,891 Community Recreation Centre and Silver Harbour Seniors Activity Centre Corporate Services Dianna Foldi 18,723,891 2,550,000 16,173,891 Community Recreation Centre and Silver Harbour Seniors Activity (CityDocs2186869)  Subtotal Appropriation #2219 \$ 150,163,125  Appropriation 2220 - Cemetery Reserve  Engineering: Parks & Environment Derek Priestley 300,000 0 300,000  Subtotal Appropriation #2220 \$ 300,000  Bylaw 8941 - DCC Parks  This project will complete alternatives assessment, design, community engagement and construction of a new All Ages and Abilities mobility route that is identified for delivery in								
Tendering, Construction and commissioning of below grade structure, main building, on and off-site works for the new Years' pictures Community Recreation Centre (HICRE). Or further furnishment operation for the tensor of the Service Prince (Internation Centre (HICRE) for further furnishment operation for the tensor of the Service Prince (Internation Centre and Sher Strategy).  Subtotal Appropriation (1218) 5 07,915  Subtotal Appropriation and community Recreation Centre and Sher Strategy. Subtotal Appropriation (1218) 5 07,915  Appropriation 2219 - CNA Amenity VI  Appropriation 2219 - CNA Amenity VI  Appropriation Community Recreation Centre and Sher Strategy. Subtotal Representation Centre and Sher Strategy. Subtotal Representation Centre (International Centre and Sher Strategy). Subtotal Representation (International Centre and Sher Sherical Centre and Sher Strategy). Subtotal Representation (International Centre and Sher International Ce	Ref#	Project Name	Dept	Lead	Amount as approved in the 2022-2026	•	Appropriation #2	Description
of size visits for the new isary persone Community Recreation Centre (HIRIC), For further information places reflect to the report of the 5x Priject Minager, Stategic limitative stated Jun 9 to 2,022, erittlet "2022-2012 Capital Plan – Projects Over \$50,000 Trainfall Jun 9 to 2,022, erittlet "2022-2012 Capital Plan — Projects Over \$50,000 Trainfall Jun 9 to 2,022, erittlet "2022-2012 Capital Plan — Projects Over \$50,000 Trainfall Jun 9 to 2,022, erittlet "2022-2012 Capital Plan — Projects Over \$50,000 Trainfall Jun 9 to 2,022 erittlet "2022-2012 Capital Plan — Projects Over \$50,000 Trainfall Jun 9 to 2,022 erittlet "2022-2012 Capital Plan — Projects Over \$50,000 Trainfall Jun 9 to 2,022 erittlet "2022-2012 Capital Plan — Projects Over \$50,000 Trainfall Jun 9 to 2,022 erittlet "2022-2012 Capital Plan — Projects Over \$50,000 Trainfall Jun 9 to 2,022 erittlet "2022-2012 Capital Plan — Projects Over \$50,000 Trainfall Jun 9 to 2,022 erittlet "2022-2012 Capital Plan — Projects Over \$50,000 Trainfall Jun 9 to 2,000 Trainfall Jun 9 to 2,0	Appropr	iation 2218 – Parking						
Tendering, Construction and commissioning of below grade structure, main building, on and off-site works for the new larry jerome Community Recreation Centre (HJCKC), For further information jesus refer to the report of the 5th Project Minanger, Strategic intelligence and off-site works for the new larry jerome Community Recreation Centre (HJCKC), For further information jesus refer to the report of the 5th Project Minanger, Strategic intelligence and a contract Awards - Strategic & Corporate Services  Dianna Foldi  148,439,234  14,450,000  133,389,234  14,650,000  133,389,234  14,650,000  133,389,234  156,814,814,814,814,814,814,814,814,814,814	2 - 18	Harry Jerome Community Recreation Centre	Corporate Services			0	/	off-site works for the new Harry Jerome Community Recreation Centre (HJCRC). For further information please refer to the report of the Sr. Project Manager, Strategic Initiatives dated June 3rd, 2022, entitled "2022-2031 Capital Plan – Projects Over \$500,000: Funding Appropriation and Contract Awards - Harry Jerome Community Recreation Centre and Silver Harbour Seniors' Activity. (CityDocs2186869)
Tendering, Construction and commissioning of below grade structure, main building, on and off-site works for the new larry jerome Community Recreation Centre (HJCKC), For further information jesus refer to the report of the 5th Project Minanger, Strategic intelligence and off-site works for the new larry jerome Community Recreation Centre (HJCKC), For further information jesus refer to the report of the 5th Project Minanger, Strategic intelligence and a contract Awards - Strategic & Corporate Services  Dianna Foldi  148,439,234  14,450,000  133,389,234  14,650,000  133,389,234  14,650,000  133,389,234  156,814,814,814,814,814,814,814,814,814,814	Appropr	iation 2219 – Civic Amenity HJ						
Side of 23rd Street / Lonsdale and integrated with the overall infrastructure and services of the new HIGK Findity. For further information please refer to the report of the S. Project Manager, Strategic Initiatives dated June 3rd, 2022, entitled "2022_031 Capital Plan - Projects Over \$500,000. Funding Appropriation and Contract Awards - Harry Jerome (Corporate Services) Dianna Foldi 18,723,891 (2,550,000 16,137,891). Community Recreation Centre and Silver Harbour Seniors' Activity (CityDocs2186869) Subtotal Appropriation #2219 \$ 150,163,125				Dianna Foldi	148,439,234	14,450,000	133,989,234	off-site works for the new Harry Jerome Community Recreation Centre (HJCRC). For further information please refer to the report of the Sr. Project Manager, Strategic Initiatives dated June 3rd, 2022, entitled "2022-2031 Capital Plan – Projects Over \$500,000: Funding Appropriation and Contract Awards - Harry Jerome Community Recreation Centre and Silver
Appropriation 2220 - Cemetery Reserve    Comparison   Com								side of 23rd Street / Lonsdale and integrated with the overall infrastructure and services of the new HJCRC facility. For further information please refer to the report of the Sr. Project Manager, Strategic Initiatives dated June 3rd, 2022, entitled "2022-2031 Capital Plan –
Appropriation 2220 - Cemetery Reserve    Park State   Engineering: Parks & Subtotal Appropriation #2220 \$ 300,000   needs.    Subtotal Appropriation #2220 \$ 300,000   needs.	2 - 21	Silver Harbour Seniors Activity Centre				2,550,000		, , , , , , , , , , , , , , , , , , , ,
Engineering: Parks & Engineering: Streets Justin Hall Sa4,650 O Sa4,650 (AAA). The project is being delivered with support from Tansportation Planning.			Subto	tal Appropriation #2219	)		\$ 150,163,125	
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	_			Subtotal Bylaw #8942	!		\$ 34,650	

Total Appropriations #2

158,692,000

6





# The Corporation of THE CITY OF NORTH VANCOUVER ENGINEERING, PARKS & ENVIRONMENT DEPARTMENT

#### INFORMATION REPORT

To:

Mayor Linda Buchanan and Members of Council

From:

Kliment Kuzmanovski, Section Manager - Traffic Engineering

Subject:

2022-2031 CAPITAL PLAN - PROJECT OVER \$500,000:

NEW TRAFFIC SIGNALS – FUNDING APPROPRIATION (PROJECT 3-3)

Date:

June 8, 2022

File No: 05-1705-30-0019/2022

	2022	2023	2024	2025	2026	2027-2031	Total
City Including DCC	\$865,000	\$950,000	\$1,010,000	\$1,000,000	\$1,000,000	\$5,000,000	\$9,825,000
External Contrib.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$865,000	\$950,000	\$1,010,000	\$1,000,000	\$1,000,000	\$5,000,000	\$9,825,000

#### **PURPOSE**

The purpose of this report is to present the rationale for appropriation of \$865,000 to fund the design and construction of new traffic signals, as included in the 2022 to 2031 Capital Plan.

#### DISCUSSION

Roadway safety is a primary goal of the City's traffic projects and programs. Intersections are the locations where the highest number of motor vehicle collisions and collisions involving vulnerable road users (pedestrian and cyclists) occur. The installation of new traffic signals at intersections where warranted is necessary to enhance safe pedestrian and cyclist movement through these intersections. A lack of signals makes crossing at main streets very difficult for pedestrians and cyclists. The scope of the project includes all civil and electrical design and construction related to the new traffic signals.

#### FINANCIAL IMPLICATIONS

Included within the 2022-2031 Capital Plan, a total of \$9,825,000 has been identified for detailed engineering design, tendering, and construction.

RESPECTFULLY SUBMITTED:

Kliment Kuzmanovski, P.Eng.

Section Manager - Traffic Engineering

Document Number: 2177139-v1



Department Manager Director CAO

# The Corporation of THE CITY OF NORTH VANCOUVER STRATEGIC & CORPORATE SERVICES DEPARTMENT

#### INFORMATION REPORT

To:

Mayor Linda Buchanan and Members of Council

From:

Mike Friesen - Manager, Strategic Initiatives

Subject:

THE HUB REDEVELOPMENT SITE - PHASE 1 UPDATE

Date:

May 11, 2022

File No: 02-0800-30-0022/1

#### **ATTACHMENTS**

- 1. ADP Resolution Letter (Doc# 2177151)
- 2. DIS Summary (Doc# 2177152)
- 3. Consolidated Review Package (Doc# 2177156)

#### **PURPOSE**

To update Council on the progress to date and next steps for the first of three phases of the "Hub" redevelopment site located at 200-236 East 1<sup>st</sup> Street and 207-225 East 2<sup>nd</sup> Street. This site has previously been referred to as the "North Shore Neighbourhood House site" and includes the current North Shore Neighbourhood House (NSNH) facility, Derek Inman Park, and several other uses on City-owned property.

#### DISCUSSION

Since its public hearing in October of 2021 – during which Council considered a shell rezoning – the first phase of the "Hub" redevelopment has been progressing towards initiation. The first phase will include a respite facility operated by CareBC for individuals with cognitive impairment and physical frailties as well as 89 affordable rental units operated by Catalyst Community Developments (Catalyst). The second and third phases – which includes a new and expanded NSNH facility and additional affordable rental housing as well as a new and expanded park, respectively – will be completed at a later date.

With the broad strokes of the development enshrined by the shell rezoning, Catalyst and CareBC have refined their proposal through detailed design process. That process included three steps: presentation to the City's Advisory Design Panel (ADP); a

Document Number: 2177005 V1

INFORMATION REPORT: The Hub Redevelopment Site - Phase 1 Update

Date: May 11, 2022

Developer Information Session (DIS) to present the refined project to the public; and a staff review.

Catalyst and their design team presented to ADP on January 19<sup>th</sup>, 2022 and received the panel's endorsement subject to several minor design changes to be addressed to the planner's satisfaction (see Attachment 1 – ADP Resolution Letter). On February 8<sup>th</sup>, 2022 the proponents hosted a virtual DIS to share their proposed design with the interested stakeholders and to hear feedback to support further refinement of their proposal (see Attachment 2 – DIS Summary). Additionally, staff reviewed the proposed design (see Attachment 3 – Consolidated Review Package) for consistency with City bylaws and the conditions of rezoning. The three steps described above have contributed to further refinement of the design and will be integrated to the satisfaction of staff for the applicant's building permit application.

In addition to refinement of the design undertaken by the Catalyst and CareBC, staff have prepared required agreements and works to support the redevelopment. An offer to lease has been prepared, and designs to permit removal of utilities from the site – and subdivision to create final parcels – are forthcoming.

#### **NEXT STEPS**

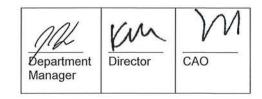
Catalyst and CareBC will submit a building permit application that reflects the outcome of the ADP, DIS and staff review processes. During the review period, staff will undertake the utility relocation and ancillary works (i.e. community garden relocation, interim outdoor childcare facility) and work with the City's Engineering Department to subdivide the site. After finalizing the design and undertaking a thorough cost estimate, staff will next engage with Council to appropriate required funds to complete the utility relocation, childcare outdoor area, and community garden construction; staff anticipate appropriation to occur in September.

RESPECTFULLY SUBMITTED:

Mike Friesen/

Managér, Strategic Initiatives





# The Corporation. of THE CITY OF NORTH VANCOUVER ENGINEERING, PARKS & ENVIRONMENT DEPARTMENT

#### INFORMATION REPORT

To:

Mayor Linda Buchanan and Members of Council

From:

Mo Bot, Project Manager – Public Realm Infrastructure

Subject:

2022-2031 CAPITAL PLAN - PROJECTS OVER \$500,000:

UPPER LEVELS GREENWAY – FUNDING APPROPRIATION

(PROJECT 3-20)

Date:

June 8, 2022

File No: 16-8350-20-0039/1

	2022	2023	2024	2025	2026	2027-2031	Total
City Including DCC	\$250,000	\$1,950,000	\$2,750,000	\$0	\$0	\$0	\$4,950,000
External Contrib.	\$0	\$970,000	\$745,000	\$0	\$0	\$0	\$1,715,000
Total	\$250,000	\$2,920,0000	\$3,495,000	\$0	\$0	\$0	\$6,665,000

#### **PURPOSE**

The purpose of this report is to present the rationale for funding the ongoing Upper Levels Greenway route development, design and public engagement.

#### BACKGROUND

The Upper Levels Greenway is being developed as part of the City's commitment to provide active transportation and recreation options that support and enhance the health and well-being of all community members. The Upper Levels Greenway will stretch from Lynn Valley Road to Westview Drive and will be approximately three kilometres long. Once complete, it will give people more choice in how they move around the City by enhancing access to parks, recreation spaces, community amenities and destinations.

The Upper Levels Greenway was originally endorsed in the City's Parks and Greenways Strategic Plan (2002). In 2019, it was confirmed as a Priority Mobility Network Project identified for delivery in Phase 2. The Upper Levels Greenway has also been prioritized in the current Council Strategic Plan and supports the strategic goal of a Connected City – providing active and sustainable ways for people to move to, from and within the city safely and efficiently. This project also aligns with and advances key principles of the Safe Mobility Strategy and WalkCNV.

Document Number: 2183573 v1

Date: June 8, 2022

#### **DESIGN PROCESS**

The project team is currently engaging the community to establish a preferred route and design features. This will ensure the project reflects desired neighbourhood active travel patterns and addresses concerns about safety on residential streets and public requests for traffic calming. Integration into the City's broader pedestrian and cycling network is also a focus of the project to create greater permeability above and below the highway via the Jones Avenue and the Casano-Loutet Overpasses.

Infrastructure types to be used for the project will be determined through consultation and designed to suit the context and needs of users. This could include a range of mobility options including on-street protected AAA mobility lanes, improved sidewalks and infill pedestrian links, as well as the potential for off-street segments to connect neighbourhoods efficiently and safely.

#### **ENGAGEMENT PROCESS**

Without an established preferred corridor, this project presents many opportunities to work with the community to understand their needs and collaborate on delivering a responsive design that addresses issues and leverages opportunities. The engagement process is currently proceeding with considerable uptake from the community. Feedback received thus far have helped inform possible routes and tradeoffs to consider. Work continues to identify a preferred route through summer 2022.



Engagement activities for future phases will be refined to respond to any gaps in outreach, leverage approaches that the community responds positively to and to respect any COVID-19 related restrictions.

#### INTER-DEPARTMENTAL IMPLICATIONS

As the Upper Levels Greenway Project will involve a variety of technical components including parks design, transportation planning, and overall road works coordination, the project will be delivered through the Public Realm Infrastructure group with a multi-department team from Parks, Environment, Engineering Design, Development Planning, Transportation Planning, Communications, and Finance contributing throughout the process.

#### FINANCIAL IMPLICATIONS

The total estimated cost for design and construction of the Upper Levels Greenway Project is \$6,665,000 - subject to Council approval. However, it should be noted that

**INFORMATION REPORT: Upper Levels Greenway** 

Date: June 8, 2022

these are preliminary cost estimates and actual project costs and delivery approach will be refined through the ongoing planning and design process.

As with past active mobility projects, the project costs shown for the years 2022-2023 are based on the potential availability of external funding from senior government infrastructure grants. The City has been successful in accessing these grants for similar projects in the past, and staff will continue to pursue all external funding opportunities.

### STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

This project supports a Connected City, provides active and sustainable ways for people to move to, from and within the City safely and efficiently and will result in the increase of active transportation mode share, while also supporting the health and well-being of all.

In addition, the development and implementation of the City's Priority Mobility Network Project aligns with and advances key principles of the Safe Mobility Strategy, WalkCNV, and established City goals and objectives. Specific OCP objectives include:

- Objective 2.1: Prioritize walking, cycling, transit and goods movement over singleoccupancy vehicles;
- Objective 3.1: Enhance well-being and quality of life for all community members;
- Objective 5.2: Support, enhance and maintain recreation as a vital aspect of a healthy community.

RESPECTFULLY SUBMITTED:

Mo Bot

Project Manager – Public Realm Infrastructure



#### THE CORPORATION OF THE CITY OF NORTH VANCOUVER

#### **BYLAW NO. 8941**

A Bylaw to authorize the expenditure of monies from the Development Cost Charge (Parks) Reserve Fund for the 2022 Capital Plan Appropriations.

**WHEREAS** the entire City is listed in "Development Cost Charges Bylaw, 2016, No. 8471" as an area where development cost charges for parks will be levied;

**AND WHEREAS** the development of park land is a capital cost permitted to be paid using Development Cost Charge funds under Section 566 of the *Local Government Act*;

**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 "Development Cost Charge (Parks) Reserve Fund Bylaw, 2022, No. 8941" (2022 Capital Plan Funding).
- 2. The following amount is hereby appropriated from the Development Cost Charge (Parks) Reserve Fund for the purpose of funding:
  - A. \$123,750 for the "Upper Levels Greenways" project.

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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
WATOR
CORPORATE OFFICER



#### THE CORPORATION OF THE CITY OF NORTH VANCOUVER

#### **BYLAW NO. 8942**

A Bylaw to authorize the expenditure of monies from the Development Cost Charge (Transportation) Reserve Fund for the 2022 Capital Plan Appropriations.

**WHEREAS** the entire City is listed in "Development Cost Charges Bylaw, 2016, No. 8471" as an area where development cost charges for transportation will be levied;

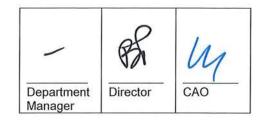
**AND WHEREAS** the development of highway facilities, other than off street parking, is a capital cost permitted to be paid using Development Cost Charge funds under Section 566 of the *Local Government Act*:

**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 "Development Cost Charge (Transportation) Reserve Fund Bylaw, 2022, No. 8942" (2022 Capital Plan Funding).
- 2. The following amount is hereby appropriated from the Development Cost Charge (Transportation) Reserve Fund for the purpose of funding:
  - A. \$34,650 for the "Priority Mobility Network Improvements" project.

READ a first time on the <> day of <>, 2022.
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ADOPTED on the <> day of <>, 2022.
MAYOR
CORPORATE OFFICER







### The Corporation of THE CITY OF NORTH VANCOUVER STRATEGIC & CORPORATE SERVICES DEPARTMENT

REPORT

To:

Mayor Linda Buchanan and Members of Council

From:

Dianna Foldi, Sr. Project Manager, Strategic Initiatives

Subject:

2022-2031 CAPITAL PLAN - PROJECTS OVER \$500,000:

FUNDING APPROPRIATION AND CONTRACT AWARD

Harry Jerome Community Recreation Centre and

Silver Harbour Seniors' Activity Centre

Date:

June 3rd, 2022

File No: 02-0800-30-0028/1

#### RECOMMENDATION

PURSUANT to the report of the Sr. Project Manager, dated June 3rd, 2022, entitled "2022-2031 Capital Plan - Projects Over \$500,000: Funding Appropriation and Contract Awards":

THAT staff award the necessary contracts to proceed with the HJCRC construction within the \$205M approved budget.

#### SUMMARY

The below tables represent the required funding amounts as shown in the 2022-2031 Capital Plan, needed to advance the project construction:

#### HJCRC:

	2022 - Feb	2022 - June	2023	2024	2025-31	Total
Civic Amenity Reserve - HJ	\$14,450,000	\$134,497,149	\$10,059,881	\$1,489,022	\$	\$160,496,052
Total	\$14,450,000	\$134,497,149	\$10,059,881	\$1,489,022	\$	\$160,496,052

#### Silver Harbour Seniors Centre:

	2022 - Feb	2022 - June	2023	2024	2025-31	Total
Civic Amenity Reserve- HJ	\$2,550,000	\$16,173,891	\$1,379,053	\$254,415	\$	\$20,357,359
Total	\$2,550,000	\$16,173,891	\$1.379.053	\$254,415	\$	\$20.357.359

Document Number: 2186869 V2

INFORMATION REPORT: 2022-2031 Capital Plan - Project Over \$500,000 - Harry Jerome Community

Recreation Centre Date: June 3, 2022

#### **BACKGROUND:**

The purpose of this report is to provide rationale for the appropriation of the remaining funds indicated for the year 2022, in the amount of \$150,671,040 and to allow staff to proceed with award of contracts within the approved \$205M budget, in order to fund the Harry Jerome Community Recreation Centre ("HJCRC") and Silver Harbour Seniors' Activity Centre ("SH") projects, as per the 2022-2031 Capital Plan.

#### DISCUSSION:

A provision of \$160,496,052 for HJCRC and \$20,357,359 for SH has been included in the 2022-2031 Capital Plan to allow for the project oversight, tendering, site servicing and construction works. The funding provision is based on the October 2021 - Class B estimate that informs the overall HJCRC and SH combined target project budget of \$205 million. Previously in February 2022, Council approved an early appropriation request in the amount of \$17,000,000 for purposes of funding the Civil and Foundation works, to be awarded in advance of the full building construction. The balance of the required 2022 funding, \$150,671,040 as identified in the Capital Plan 2022 – 2031 is now being requested to be appropriated to advance the remaining building construction works. With the funding appropriation approval the remaining construction contracts will be awarded and the project will remain on schedule.

#### FINANCIAL IMPLICATIONS:

The \$150,671,040 appropriation enables award of the remaining building construction and associated project oversight contracts for HJCRC and SH. The scope of work includes structural, mechanical and electrical works, envelope and elevator, finishes, specialties and exterior works. The final tendered amounts and overall project costs will be presented to Council in July 2022. The \$150,671,040 funding appropriation is split 85% (\$134,497,149) and 15% (\$16,173,891) respectively, between the two projects. The outstanding financing has recently been approved by the Municipal Finance Authority in the amount of \$109,000,000.

To date, an amount of \$40,777,080 has been appropriated for HJCRC as per the below breakout.

2014 - 2015: \$ 350,000 HJCRC - Planning and Feasibility Studies

2016 - 2017: \$ 2,000,000 HJCRC - Schematic Design

2018 - 2019: \$ 4,125,000 HJCRC Detailed Design \$ 6,125,000 HJCRC Detailed Design

2020 – 2021: \$ 6,083,680 Project Oversight, CM Fee and Civil Works on 23rd

\$ 7,643,400 Tendering of Early Enabling Works

2022 – Feb: \$14,450,000 Tendering of Civil and Foundation Works

INFORMATION REPORT: 2022-2031 Capital Plan - Project Over \$500,000 - Harry Jerome Community

Recreation Centre Date: June 3, 2022

To date, an amount of \$5,930,000 has been appropriated for Silver Harbour as per the below breakout.

2018 - 2019:

\$ 3,000,000 Silver Harbour (Temp) – Design and Construction

2020 - 2021:

\$ 380,000 Silver Harbour Detailed Design

2022 - Feb:

\$ 2,550,000 Tendering of Civil and Foundation Works

Total combined funding appropriation to date is \$46,707,080.

#### INTER-DEPARTMENTAL IMPLICATIONS

This report has been developed in consultation with the Finance Department.

#### STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

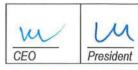
After serving the community of North Vancouver for more than 55 years, the existing centre, built in 1966 is quickly approaching the end of its useful life. The new Harry Jerome Community Recreation centre embraces the City's vision of *A Healthy City for All* by creating a welcoming, vibrant, and social heart of the community. Future generations of North Shore residents will enjoy the rejuvenation of this important amenity. This state of the art facility will help our citizens maintain or improve health and wellness within our community, and inspire residents to be active and connected throughout their lives.

RESPECTFULLY SUBMITTED:

Dianna Foldi, Sr. Project Manager,

Strategic Initiatives







r 604.983.7312 r 604.985.9417 ε info@LonsdaleEnergy.ca 141 West 14th Street, North Vancouver BC V7M 1H9

#### REPORT

To:

Mayor Linda Buchanan and Members of Council

From:

Karsten Veng, Chief Executive Officer, LEC

SUBJECT:

2022 ANNUAL GENERAL MEETING

Date:

May 25, 2022

#### RECOMMENDATION:

**PURSUANT** to the report of the Chief Executive Officer of Lonsdale Energy Corp., dated May 25, 2022, entitled, "2022 Annual General Meeting":

THAT the 2021 Financial Statements be received and filed;

**THAT** the attached proposed Unanimous Consent Resolutions of the Shareholder of Lonsdale Energy Corp. (Attachment 2) be endorsed;

**AND THAT** the Mayor and City Clerk be authorized to sign and seal the said resolution.

#### ATTACHMENTS:

- Financial Statements of Lonsdale Energy Corp. for the period ended December 31, 2021, made up of the Statement of Financial Position, Statement of Net and Comprehensive Income, Statement of Changes in Equity and Statement of Cash Flows
- 2. Proposed Unanimous Consent Resolutions of the Shareholder of Lonsdale Energy Corp. (in lieu of the annual general meeting)
- 3. Historical Income Statements for Years of Operation 2004 2021
- 4. Summary of Lonsdale Energy Corp. Statistics as of December 31, 2021

#### PURPOSE:

This report provides information concerning Lonsdale Energy Corp.'s (LEC) 2021 activities and presents the audited Financial Statements for that year (**Attachment 1**). The statements comply with the International Financial Reporting Standards (IFRS). The report recommends that a resolution be adopted by the City of North Vancouver (the City), the sole shareholder of LEC, in lieu of holding an Annual General Meeting.

#### **DISCUSSION:**

### Review of 2021 Activity

LEC was incorporated on July 7, 2003 and by November of that year, the company started to provide hydronic space heating and domestic hot water service to buildings within the City. Since then LEC has grown to provide reliable and reasonably priced thermal energy and cooling services to customers in four interconnected service areas within the City of North Vancouver.

With the addition of four accounts in 2021 to LEC's distribution network, the Company has 105 energy transfer stations delivering heating and cooling services to 99 buildings in the City. LEC services approximately 7.67 million square feet of property which includes 6,765 households as well as numerous commercial and institutional premises. **Attachment 4** provides additional statistics on the LEC District Energy System (DES). The following customers were added to the LEC District Energy System in 2021:

Connection	Name	Service Area	Address
Mar. 2021	Victoria by Domus Homes	Central Lonsdale	129 E 12th Street
Apr. 2021	The Grand Lion	Lower Lonsdale	311 W 1st Street
May 2021	Avesta at 181 W 6th St.	Lower Lonsdale	181 W 6th Street
Jun. 2021	Origin	Central Lonsdale	143 E 17th Street

During 2021 LEC added approximately 640 meters of distribution piping worth approximately \$2.34 million to the DES. The most significant of these projects was a stretch of 460 meters on Chesterfield Avenue from W 3rd Street to Keith Road. This second interconnection between the Lower Lonsdale Service Area (LLSA) and Central Lonsdale Service Area (CLSA) is farther west than the previous interconnection and meets with the CLSA and Harbourside Service Area (HSSA) interconnection. This centralizes and harmonizes the flows between the LLSA and HSSA by allowing a more direct and efficient pathway to transfer heat (in either direction) than the existing interconnection on St. Georges Avenue. Conversely, in the cooling season, this allows the low-carbon heat recovered from the cooling of the Shipyards Precinct to more efficiently reach the HSSA. Furthermore, the interconnection increases the capacity of thermal energy that can be transferred between LEC's largest service area, Lower Lonsdale, and the other service areas, allowing LEC to maximize future low-carbon energy sources. Lastly, this interconnection increases the redundancy and reliability of the DES by creating another significant pathway for the transfer of thermal energy in the case of a plant failure or natural disaster. The remaining distribution piping construction during the year was purposed to connect the above noted and future customers to the

DES. New connections during the year added heating services to 387 new residential units.

LEC added approximately \$700,000 in new plant and equipment infrastructure. The most significant project was the \$327,000 addition of two boilers at Mini-Plant 2 (151 W 2<sup>nd</sup> Street) to service the demand of a growing customer base. The remaining additions to plant and equipment primarily consist of construction of energy transfer stations to service new customer buildings. The substantial upgrade and migration to a new controls system was completed from 2017-2019, and therefore software additions have been less significant in the past two years. However, during 2021 LEC continued to improve and integrate new customers into its controls and automation system. In addition to saving the company money by eliminating the need for 24-hour human supervision of the system, LEC's control system provides an abundance of valuable performance data to better serve customers, improve system efficiency, and manage the utilization of energy sources.

Although the COVID-19 pandemic continued to affect operating procedures and the global economy during 2021, LEC continued to adapt operations to safeguard staff and stakeholders' health and maintained its strong financial performance. LEC's revenues continued to grow and the Company met all of its interest and principal payment obligations. LEC experienced a slowing of development within the City with only four connections during 2021. This is the lowest number of connections in the past five years, however, management has identified this as a temporary slowdown and LEC's current construction schedule expects ten connections in 2022. Despite a return toward normalcy in 2022, given the dynamic circumstances and uncertainty around COVID-19, management continue to monitor, assess, and strategize around the risks and impacts of COVID-19.

The 2019 Notice of Motion passed by Council setting targets to reduce carbon emissions by 80% below 2007 levels by 2040 and by 100% (net zero) by 2050 have prioritized LEC efforts towards a transition away from natural gas. Sustainability is a key value for LEC and is a part of the vision of the company, and these targets have shifted focus and accelerated activity around decarbonization. In 2021 the organization investigated the feasibility of several innovative opportunities for sustainable and low-carbon energy such as renewable natural gas; digital boilers; sewer heat recovery facilities; ocean source heating; and thermal energy storage. The viability of projects is being assessed by staff, as well as the implications of additional capital and operating costs on rate payers.

#### Review of Financial Performance

The following table provides a brief summary and timeline of the company's financial performance:

2004-2008	LEC incurred losses which created a deficit during its startup years while it constructed infrastructure and established a customer base.
2009-2014	The company entered a growth phase and began earning a modest income and decreasing its deficit.
2015	Non-recurring expenses resulting from obligations under a finance lease with Corix Utilities Inc. caused an increase in the deficit.
2016	LEC once again earned a modest income.

2017-2020	The company matured and experienced rapid growth while eliminating the deficit and provided retained earnings to its shareholder.		
2021-forward	The company continues to grow and increases focus on reducing carbon emissions of the DES.		

For more details on the historical performance of the company, a summary of LEC's financial results is provided in Attachment 3. The financial statements provide the financial information of the business for the benefit of the sole shareholder, the City, and other stakeholders. LEC is reporting a net income of approximately \$700,000 for the year ended December 31, 2021. This is less than last year's profit of \$1,172,000 and is the fifth year in a row that LEC has earned a significant profit. A decrease in net income was expected, and communicated in last year's Annual General Meeting report, as a result of increased operating costs due to the need for additional staff to operate an increasingly complex system and serve a customer base that has grown significantly in the past five years (energy sales have increased by approximately 103%). In addition to hiring a CEO at the end of 2020, LEC added three staff members during 2021 including an Automation and Controls Specialist, an additional Project Engineer, and an Accounting and Office Administrator, Additionally, a lag in customer connections due to less development applications (likely a response to the COVID-19 pandemic) resulted in less than expected revenue growth. With ten building connections scheduled for 2022 LEC expects to return to a pre-pandemic level of growth. Despite these challenges, LEC earned a net income on par with 2017-2019 levels (\$581,000-\$800,000) and continues to provide a return on investment to the shareholder by increasing equity with a Retained Earnings balance of \$2.5 million. LEC also issued dividends of \$33,000 to the shareholder in 2021.

#### Statement of Financial Position

Plant and equipment (consisting primarily of the plant/energy generation equipment, distribution system piping and energy transfer stations) continue to make up the majority of the LEC's assets. An asset and debt intensive balance sheet is common for a utility company which is based on an infrastructure network. Additions of \$3.0 million to assets was driven by the need to meet new customer demand. Compared to the previous year, LEC saw a 31.7% decrease in its cash balance. LEC's cash balance frequently fluctuates as a result of the timing and magnitude of loan draws for capital projects and the timing of payments for related projects. The 2020 cash balance was noticeably higher than 2021 due to a \$730,000 loan draw at the end of 2020 to meet the construction schedule. Supplies for distribution system and general equipment decreased by \$180,675 from 2020. This inventory is made up of pipes and ancillary materials towards the construction of DES infrastructure and therefore, similar to the cash balance, the inventory value on hand is subject to construction schedules and shipping time from vendors.

Accounts receivables grew by approximately 3.5%, however this is related to system growth. As seen in Note 5 of the financial statements, the profile of LEC's aging receivables improved from 2020 as most receivables in 2021 are classified as current receivables. This improvement was driven by the hiring of an additional accounting staff member during the year. Greater than 90 days past due balances are minimal, however, in the cases of application fees (Note 5(b)) or other fees (Note 5(c)), collection is impacted by the fluid nature of construction schedules, construction progress and permitting issuance, all of which led to longer collection periods. LEC is confident in the collectability

of its receivables based on its historical track record of collection and the procedures available to the company to ensure collection under Bylaw No. 7575.

Prepaid expenses are made up of the Company's prepaid insurance. Premiums for insurance increased annually on a proportional basis to the growth of LEC's asset base. Additionally, premiums have increased based on the influence of global market pressures and increased uncertainty in the midst of the COVID-19 pandemic. LEC continues to consult with its insurance broker to limit premium increases wherever possible.

LEC's Current Ratio (Current Assets / Current Liabilities) dropped to 0.83 (2020 – 1.03). This ratio measures the liquidity of the company and its ability to meet current obligations with cash/liquid assets. Generally, maintaining a current ratio of at least 1.0 is recommended, to ensure cash/cash equivalents are on hand to cover current obligations, however with the frequent cash fluctuations already discussed, this ratio can vary month-to-month for LEC. LEC's management team generates monthly 18-month cash flow projections to monitor its cash balance and is confident in the organization's ability to meet its short-term obligations.

LEC continued to use loans from the City as a primary source of funding for the construction of new assets in 2021 and therefore these loans make up the majority of the Liabilities and Shareholder's Equity of the Company. After netting the loan draws and principal payments during 2021 the balance of the loans due to the City increased slightly to \$26,061,065 in 2021, however the proportion that the loan balance makes up of total Liabilities and Shareholder's Equity decreased from 64.8% to 63.5%. This is a result of LEC continuing to meet and exceed the repayment schedule while also increasing retained earnings to the shareholder through profits. These results are also supported by a decrease in the Debt-to-Equity Ratio (Total Liabilities / Shareholders' Equity) from approximately 9:1 (9.17) in 2020 to 8:1 (7.90) in 2021 which represents the company funding less of its assets through debt. Although this ratio seems high, it needs to be considered in the context of the capital intensive utility industry and the need to rapidly expand the DES to meet the boom of developments within the City during LEC's existence. The company needed to rapidly construct infrastructure to connect new buildings within the City in order to maximize current and future potential carbon emission reductions in the community.

#### Statement of Net and Comprehensive Income

Financial results on the Statement of Net and Comprehensive Income indicate strong financial performance despite increases in Costs of Sales and Operating Expenses for the Company. Revenues increased by 17.4% from 2020 as the system grew and LEC received revenues from new customers, however Cost of Sales have increased at a greater rate (36.9%) resulting in the Gross Margin ([Revenue – Cost of Sales] / Revenue) decreasing to 56.3% (2020 – 62.5%). Cost of Sales are the direct cost toward generating thermal energy and currently comprise of energy purchases from FortisBC. FortisBC significantly increased rates over the past few years due to the economic fallout of the COVID-19 pandemic. Additionally, a pipe rupture outside of Prince George in October 2018 has had long term impacts on the natural gas market and rate increases from FortisBC. Generally, the risk of changes in energy purchase costs having an impact on LEC's gross margin has been mitigated by the Company's Bylaw provision to adjust Commodity rates on a monthly basis to match changes in the price of FortisBC's Rate 3.

However, Fortis BC rate changes in 2021 included increases to their fixed Demand Charges, which are not considered under Bylaw No. 7575's rate structure, and as such, these additional costs have not been passed on to LEC's customers. Management is aware of this issue and is reviewing the rate structure provided in the bylaw, and has engaged with a consultant to review the possibility of using longer term fixed price contracts with FortisBC. However, current natural gas costs, as well as future carbon tax increases, are further motivation for the Company to diversify its energy purchases with more low carbon energy sources.

Operating expenses increased by 22.9% (\$665,000) from 2020 to 2021. Operations remained largely unchanged year-over-year and this is reflected in minimal changes to the Plant Operation and Maintenance costs. Depreciation is applied on a straight-line basis in consideration of the useful lives of LEC's assets as outlined in Note 4(a)(iii). Therefore, increases in depreciation are proportional to the recent asset additions. The majority of the increase in Operating Expenses is within the General and Administrative expenses which are detailed in Note 13. The increase in these expenses is primarily driven by an increase in salaries resulting from the hiring of a CEO, an Automation and Controls Specialist, a Project Engineer, and an Accounting and Office Administrator. As mentioned in last year's Annual General Meeting report, LEC's profits had benefited from a lag in operating costs due to lean staffing, however management identified numerous staffing needs to advance LEC's low-carbon energy objectives, properly operate the current DES, and meet the service needs of a larger customer base (an approximate 50% increase in buildings over the past five years).

LEC's Net Income dropped to \$699,529 in 2021 (2020 - \$1,171,917) and its Profit Margin (Net Income / Revenue) decreased to 9.3% (2020 - 18.2%). This is a result of the previously mentioned increases to Cost of Sales and Operating Expenses, and the impact of these increased expenses was amplified by only four building connections in the year. Management views this as a temporary slowdown with 10 connections scheduled for 2022 and 26 in the following four years (2023-26). The Net Income earned in 2021 still represents a significant return for the shareholder and is on par with earnings from 2017-2019 indicating continued strong financial performance from LEC.

#### Amount Due to the City of North Vancouver

On June 29, 2012 the City received a loan of \$2,000,000 under the Green Municipal Investment Fund Project Loan through the Municipal Finance Authority ("MFA") to finance eligible capital costs. Funding was transferred to LEC who is responsible for principal and interest payments. As of December 31, 2021, the loan had an outstanding balance of approximately \$237,098 (2020 - \$465,077). The final principal payment which will retire this loan is scheduled for June 2022.

On August 1, 2018, the City authorized a five-year demand term loan maturing on August 1, 2023, and bearing an interest rate of 2.65% per annum. The total authorized amount of this loan \$33,661,966. This replaced and consolidated funding previously approved by Council for various capital projects authorized from 2013 to 2018. As of December 31, 2021, the amount owed to the City against the loan was \$25,098,086 (2020 - \$25,173,086). Under the terms of the agreement additional funding of \$5,955,000 may be drawn by LEC for future construction.

On July 15, 2019, the company was authorized to borrow an additional \$1,681,000 from the City bearing the same interest rate and terms as the above loan for additional capital projects scheduled into 2021. This increases the total funding available to the Company from the City to \$35,342,966. As of December 31, 2021, the amount owed to the City against this loan was \$1,605,000 (2020 - \$1,345,000). Under the terms of the agreement additional funding of \$76,000 may be drawn by LEC for future construction.

In a report to Council dated June 6, 2017, titled "2017-2018 LEC Construction Program Financing", the company informed Council of its intention to cease using its operating revenue for the purpose of funding capital expansions and major upgrades. This practice enhances transparency as LEC would borrow funding for future capital projects making Council aware of significant capital projects for the company. Concurrently operating revenue could then be targeted toward the principal payment of older loans. Based on the loan repayment schedule provided and approved by Council the company was designated to allocate \$1,464,000 of Capacity Revenue for this purpose in 2021. This was achieved and exceeded through payment of \$708,798 of interest and \$850,000 of principal payments in 2021 totaling \$1,558,798 towards LEC's debt obligations. This exceeds the scheduled amount by approximately \$95,000. In addition to these payments, administrative services and operations activities provided by the City are reimbursed on a quarterly basis.

At year-end, LEC had a cash balance of approximately \$921,000. Approximately \$225,000 of this cash balance was made up of drawn funds relating to the above noted loans. As many of LEC's capital projects are constructed over extended periods of time, management often makes progress draws to minimize interest costs resulting in frequent fluctuations of its cash balance. Loan dollars are solely used on the capital projects specified in the loan agreements. The remaining balance reflects LEC's available working capital as of December 31, 2021.

The loans provided by the City have facilitated the significant growth of LEC's infrastructure and connection to 99 buildings by the end of 2021. This investment will allow the DES to maximize carbon reductions within the community as new low-carbon energy sources are connected. Additionally, the City continues to earn a competitive return on the loans in the form of a 2.65% interest rate resulting in \$708,798 in interest revenue for the City in 2021. This is comparable to the 2.48% yielded from the City's fixed income investment portfolio in 2021. Lastly, a Debt Service Coverage Ratio (Earnings Before Interest, Taxes, Depreciation and Amortization [EBITDA] / Total Debt Service) of approximately 2.0 provides the City with confidence that LEC can meet its debt obligations. This means that based on 2021 earnings LEC could adequately cover all of its debt obligations for the year twice.

#### Annual General Meeting

Legislation requires that each year the company hold an Annual General Meeting (AGM) so that its shareholders can approve the Company's financial statements; appoint the Directors and Auditors; and conduct any other business as required. Alternatively, the shareholders may consent in writing to the business required to be transacted at the AGM. Accordingly, a Unanimous Consent Resolutions of the Shareholder (Attachment 2) has been submitted so that the shareholder may consent to the resolutions to be passed at an AGM.

The consent resolution names BDO Canada LLP as auditors of the Company until the next annual reference date or until a successor is appointed. The City and LEC issued a Request for Proposal of Professional Audit Services for the audit of the 2021 to 2025 Financial Statements and BDO was the successful proponent.

#### Nomination of the Directors

Article 18.1 of the Articles of the company specifies the officers that must be appointed to the company as follows: a Chair of the Board, a Vice-Chair, a President and a Secretary-Treasurer.

A Unanimous Consent Resolution of the Shareholder dated December 21, 2018 appointed Leanne McCarthy and Jessica McIlroy to the LEC Board. Additionally, a Unanimous Consent Resolution of the Shareholder dated December 7, 2020 appointed Karsten Veng to the Board. The proposed Unanimous Consent Resolutions of the Shareholder has been prepared on the same basis as previous years and references LEC's Officers as follows:

Name	Office	_
Leanne McCarthy	Chair of the Board and President	
Jessica McIlroy	Vice-Chair and Director At Large	
Karsten Veng	Secretary-Treasurer	

Karsten Veng also acts as the Chief Executive Officer of the company and is therefore involved in the day-to-day management and operations of the company. The title Director at Large recognizes the fact that while not being specifically involved in the company's operations, the appointee represents the communities' broader interests.

#### Low-Carbon and Sustainable Energy Sources

In addition to achieving a return on investment for its shareholder, LEC aligns with the City's goal of reducing carbon emissions within the community and LEC is continuously exploring new ways to innovate and enhance the sustainability of its DES. Currently, LEC's renewable energy sources include a solar panel array on the roof of the Library, a geo-exchange field under the School District 44 head office, as well as recovery of rejected heat from the cooling process used in cooling services at the School District 44 head office, the Shipyard Commons and the newly constructed ice rink. These energy sources are used in priority and directly offset energy that would otherwise be provided by natural gas fired boilers in LEC's system. The structure and layout of the DES, with centralized energy plants, enables seamless integration of a wide variety of low carbon energy sources.

On October 5, 2017, LEC entered into a Thermal Energy Sale and Purchase Agreement with the Greater Vancouver Sewerage & Drainage District (GVS&DD). Under the agreement, GVS&DD is to recover heat energy from the treated sewerage effluent which will then be distributed throughout LEC's DES. The GHG reduction resulting from this heat recovery will allow LEC to supply a considerably large amount of low-carbon energy to customers (20,000-30,000 MWh). This would represent approximately 26-39% of the 76,600 MWh of energy LEC delivered in 2021. LEC received Council's approval on July

24, 2017, for a loan of \$3.6 million to fund the capital cost of the distribution system linking the NSWWTP with the Harbourside service area. Upon completion, GVS&DD will be responsible for the operation and maintenance of the heat recovery facility. Due to construction delays, there is uncertainty on when LEC will receive heat energy from this project.

Decarbonization of the system is a key objective for LEC and it is increasingly exploring the feasibility of technologies that will result in significant emissions reductions for the buildings sector. Technologies currently being investigated by staff include digital boilers; server/data centre heat recovery; sewer heat recovery; ocean source heating; and thermal storage to maximize low carbon energy sources. In 2021 LEC engaged consultants to conduct feasibility studies on a number of these projects, as well as opened up conversations with other stakeholders such as the City, BC Hydro and Metro Vancouver, on potential projects viability. At the end of 2021, LEC agreed with FortisBC to purchase Renewable Natural Gas (RNG) at two of its plants for the 2022 calendar year. Management also identified a significant funding opportunity through the CleanBC Community Fund Intake 3 to proceed with a renewable energy project with a grant deadline of May 25, 2022.

Management continues to develop a decarbonization plan to map and project GHG emission reductions based on existing renewable energy sources, the NSWWTP Plant, a Sewer Heat Recovery Facility with grant support, and future implementation of the other technologies. Considering the large capital investment necessary for these renewable energy sources, as well as higher operating costs, all of these opportunities need to be considered for financial viability and impact on rate payers. LEC will complete rigorous financial analysis on these projects before making any investment decisions or recommendations.

#### Outlook for 2022

2022 will be a busy year for LEC as construction schedules return to pre COVID-19 levels and the company continues its carbon reduction journey. With the continued aging of the DES, LEC has implemented a new and more robust preventative and corrective maintenance contract for its plant and equipment in 2022. It is expected the contract will increase maintenance and repairs costs for 2022, however it will help LEC avoid significant repair costs and reduce the possibility of plant failures and/or significant replacement in the future. The ten scheduled customer connections in 2022 is a return to the level of connections seen in 2019 (13) and 2020 (8) as opposed to the slowdown experienced in 2021 (4). All of the distribution system construction activity in 2022 is purposed towards connecting these new buildings, as opposed to previous years where significant projects were undertaken to interconnect service areas. In addition to building energy distribution infrastructure, LEC will need to increase capacity at MP8 by approximately 4.5 MW with the addition of three high efficiency natural gas boilers to meet the customer demand for the coming winter. LEC continues to seek renewable energy sources, as well as a thermal storage solution, to add capacity not dependent on natural gas, however no sustainable energy projects will reach an implementation stage before winter 2022/2023. Fortunately, the commencement of RNG purchases will roughly offsets the added natural gas capacity at MP8. This added capacity will also provide the DES with redundancy in the future when more low-carbon energy sources are utilized, increasing the resiliency of the system.

In 2022 LEC will continue to increase focus on the decarbonization of the DES. LEC began purchasing RNG in January and is committed to purchasing the equivalent of 13,889 MWh of energy. Based on energy projections for 2022, it is expected this will replace approximately 14% of natural gas purchases in the year. LEC and the City continue to progress towards a renewable energy project with the possibility of the project being co-funded through a grant from the CleanBC Communities Fund. Considering the significance of the grant funds available (73% of eligible project costs), the selected project would be large in scope and provide significant reductions to system-wide carbon emissions. LEC is at various stages of investigation, assessment, and progression of its other sustainable energy projects. In relation to an increased focus on sustainability and community engagement LEC hired a Communications Officer in May 2022, and intends to hire another position focused on sustainable energy development before the end of the year. These positions are needed to increase the ability of the Company to seek and implement sustainability initiatives and enhance engagement, communication, and dissemination of information/knowledge with stakeholders.

A key objective of LEC is to ensure a high level of redundancy and resiliency of the District Energy System. While the main objective of pursuing low carbon energy projects is to reduce LEC's greenhouse gas emissions, these new projects will also incorporate new fuel sources (waste heat and electricity), which will provide the system with increased redundancy and resiliency.

#### FINANCIAL IMPLICATIONS:

Discussed throughout the report.

#### INTER-DEPARTMENTAL IMPLICATIONS

LEC works in constant cooperation with City departments. LEC is involved in the review of development and building permit applications of buildings with a floor area exceeding 1,000 square meters. All LEC projects are reviewed by the Engineering, Parks and Environment department to ensure proper coordination between LEC and the City. The Finance Department is also involved in the invoicing of all City charges recoverable from LEC.

RESPECTFULLY SUBMITTED BY:

Karsten Veng, P.Eng., PMP Chief Executive Officer, LEC Financial Statements of

# LONSDALE ENERGY CORP.

Year ended December 31, 2021

## **Independent Auditor's Report**

To the Shareholders of Lonsdale Energy Corp.

#### Opinion

We have audited the financial statements of Lonsdale Energy Corp. (the "Entity"), which comprise the Statement of Financial Position as at December 31, 2021, and the Statements of Net and Comprehensive Income, Changes in Equity and Cash Flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Entity as at December 31, 2021, and its financial performance and its cash flows for the year then ended in accordance with International Financial Reporting Standards.

#### Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with International Financial Reporting Standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

#### Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to
  fraud or error, design and perform audit procedures responsive to those risks, and obtain audit
  evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting
  a material misstatement resulting from fraud is higher than for one resulting from error, as fraud
  may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal
  control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Chartered Professional Accountants

Vancouver, British Columbia [Date of Board Approval]

## LONSDALE ENERGY CORP.

Statement of Financial Position

December 31, 2021, with comparative information for 2020

	Note	2021	2020
Assets			
Current Assets:			
Cash		\$ 921,407	\$ 1,349,238
Accounts receivable	5	2,034,954	1,966,861
Prepaid expenses		115,033	74,815
		3,071,394	3,390,914
Plant and equipment	6(a)	37,008,595	35,625,669
Supplies for the distribution system and general	0(1)	070.057	550,000
equipment	6(b)	372,657	553,332
Software assets Debt Reserve Fund	7 8(a)	576,055 20,000	557,746 20,000
Dept Reserve Fund	8(c)	\$ 41,048,701	\$ 40,147,661
		ψ +1,040,701	ψ 40,147,001
Liabilities and Shareholder's Equity			
Current liabilities:			
Accounts payable and accrued liabilities		\$ 951,997	\$ 947,124
Security deposits	<b>-</b>	555,059	405,059
Due to the City of North Vancouver	8(a)	666,137	525,425
Current portion of Loan from City of North	9/6)	642.024	E10.001
Vancouver Current portion of loan from Green Municipal	8(b)	642,021	512,021
Investment Fund	8(c)	237,098	227,979
Current portion of deferred contributions	9	655,380	669,309
- Carrotte portion of dolorrod contains and the		3,707,692	3,286,917
Loan from City of North Vancouver	8(b)	26,061,065	26,006,065
Loan from Green Municipal Investment Fund	8(c)	20,001,000	237,098
Deferred contributions	9	6,666,713	6,670,879
	<u> </u>	36,435,470	36,200,959
Shareholder's equity:			
Share capital	10	2,000,010	2,000,010
Contributed surplus	, 0	111,723	111,723
Retained earnings		2,501,498	1,834,969
<u> </u>		4,613,231	3,946,702
Commitments and contingencies (note 14)			
		\$ 41,048,701	\$ 40,147,661
See accompanying notes to financial statements.			
Approved on behalf of the Board:			
Director	-		Director

Statement of Net and Comprehensive Income

Year ended December 31, 2021, with comparative information for 2020

	Note	2021	2020
Revenue	12	\$ 7,538,894	\$ 6,418,511
Cost of sales		3,292,352	2,405,710
		4,246,542	4,012,801
Operating expenses:			
Plant operation and maintenance		382,831	382,410
Depreciation		1,751,491	1,627,878
General and administrative	13	1,435,982	895,126
		3,570,304	2,905,414
Contributions and financing costs:			
Contributions	9 & 12	655,380	669,309
Finance income		82,709	94,106
Finance costs	8(b) & 8(c)	(714,798)	(698,885)
		23,291	64,530
Net income and comprehensive income		\$ 699,529	\$ 1,171,917

See accompanying notes to financial statements.

Statement of Changes in Equity

Year ended December 31, 2021, with comparative information for 2020

	Share capital	Contributed surplus	Retained earnings	Shareholder's equity
Balance, December 31, 2019	\$ 2,000,010	\$ 111,723	\$ 697,052	\$ 2,808,785
Net income and comprehensive income	-	-	1,171,917	1,171,917
Cash dividends	-	-	(34,000)	(34,000)
Balance, December 31, 2020	2,000,010	111,723	1,834,969	3,946,702
Net income and comprehensive income	-	-	699,529	699,529
Cash dividends (Note 10)	-	-	(33,000)	(33,000)
Balance, December 31, 2021	\$ 2,000,010	\$ 111,723	\$ 2,501,498	\$ 4,613,231

See accompanying notes to financial statements.

Statement of Cash Flows

Year ended December 31, 2021, with comparative information for 2020

	2021	2020
Cash provided by (used in)		
Operations:		
Net income	\$ 699,529	\$ 1,171,917
Adjustments for:		
Depreciation	1,751,491	1,627,878
Recognition of deferred contributions	(655,380)	(669,309)
Net finance cost	632,089	604,779
Change in non-cash operating working capital:		
Accounts receivable	(68,093)	(633,221)
Prepaid expenses	(40,218)	(17,487)
Accounts payable and accrued liabilities	4,873	452,532
Due to the City of North Vancouver	140,712	3,190
Security deposits	150,000	75,000
Net cash from operating activities	2,615,003	2,615,279
Investing:		
Purchase of plant and equipment (including		
supplies for the distribution system put into use)	(3,035,251)	(2,836,175)
Change in supplies for distribution system	180,675	(116,708)
Purchase of software assets	(117,475)	(67,709)
Interest received	82,709	94,106
Net cash used in investing activities	(2,889,342)	(2,926,486)
Financing:		
Contributions received	637,285	820,905
Repayments of loans from the City of North Vancouver	(850,000)	(440,000)
Proceeds from loans from the City of North Vancouver	1,035,000	1,335,000
Dividends paid to the City of North Vancouver	(33,000)	(34,000)
Interest paid	(714,798)	(698,885)
Principal payments on Green Municipal Investment Fund Ioan	(227,979)	(219,210)
Net cash from financing activities	(153,492)	763,810
(Decrease) / Increase in cash	(427,831)	452,603
Cash, beginning of year	1,349,238	896,635
Cash, end of year	\$ 921,407	\$ 1,349,238

See accompanying notes to financial statements.

Notes to Financial Statements

Year ended December 31, 2021

### 1. Reporting entity:

Lonsdale Energy Corp. (the "Company") is domiciled in Canada and was incorporated under the Business Corporations Act (British Columbia) on July 7, 2003 and commenced development activities thereafter and commercial operations on March 1, 2004. Since inception, the efforts of the Company have been devoted to the development and operation of a district energy system in the City of North Vancouver. The address of the Company's registered office is Suite E, 15 Chesterfield Place, North Vancouver, British Columbia, V7M 3K3.

The Company is a wholly owned subsidiary of The Corporation of the City of North Vancouver (the "City"), the parent organization. The full financial statements of the City are publicly available and produced by the City.

Under Section 149(1)(d) of the Income Tax Act, the Company is exempt from income and capital taxes by virtue of the fact that it is a wholly owned subsidiary of the City.

### 2. Basis of presentation:

### (a) Statement of compliance:

The financial statements have been prepared in accordance with International Financial Reporting Standards (IFRS).

The financial statements were authorized for issue by the Board of Directors on May 31, 2022.

#### (b) Basis of measurement:

The financial statements have been prepared on the historical cost and a going concern basis. The going concern basis of presentation assumes the Company will continue in operation for the foreseeable future and will be able to realize its assets and settle its liabilities and commitments in the normal course of business.

Management believes that, based on its current cash flow forecasts and the continued and ongoing availability of financing, when and if required, to fund future capital requirements that the Company will be able to operate for the foreseeable future.

#### (c) Presentation of financial statements:

The Company uses a classified statement of financial position. The statement of financial position distinguishes between current and non-current assets and liabilities. Current assets and liabilities are those expected to be recovered or settled within twelve months from the reporting date and non-current assets and liabilities are those where the recovery or settlement is expected to occur more than twelve months from the reporting date. The Company classifies the statement of net and comprehensive income using the function of expense method, which classifies expenses according to their functions, such as costs of operation or administrative activities.

Notes to Financial Statements (continued)

Year ended December 31, 2021

### 2. Basis of presentation (continued):

(d) Functional and presentation currency:

These financial statements are presented in Canadian dollars, which is the Company's functional currency.

(e) Critical accounting judgements and estimates:

The preparation of the financial statements in conformity with IFRS requires management to make judgments, estimates and assumptions that affect the application of accounting policies and the reported amounts of assets, liabilities, income and expenses. Actual results may differ from these estimates.

Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognized in the period in which the estimates are revised and in any future periods affected.

Information about assumptions and estimation uncertainties that have a significant risk of resulting in a material adjustment within the next financial year are included in the following notes:

Note 5 and 15 - valuation of accounts receivable

Note 4(a)(iii), 4(g) and 6 - useful lives of plant and equipment and valuation of plant and equipment

Note 4(b) and 7 - useful lives of software assets

### 3. Adoption of new accounting standards:

There are no new accounting standards, interpretations and/or amendments impacting the Company that have been adopted for the accounting year beginning on January 1, 2021 which have given rise to changes in the Company's accounting policies or resulted in any material changes to the Company's financial statements.

### 4. Significant accounting policies:

- (a) Plant and equipment, supplies for the distribution system:
  - (i) Recognition and measurement:

Items of plant and equipment are measured at cost less accumulated depreciation and accumulated impairment losses.

Cost includes expenditures that are directly attributable to the acquisition of the asset. The cost of self-constructed assets include the cost of materials and direct labour, any other costs directly attributable to bringing the assets to a working condition for their intended use, the costs of dismantling and removing the items and restoring the site on which they are located, and borrowing costs on qualifying assets.

Notes to Financial Statements (continued)

Year ended December 31, 2021

### 4. Significant accounting policies (continued):

(a) Plant and equipment, supplies for the distribution system (continued):

The supplies for the distribution system are capital items, not for resale, which have yet to be used in the construction of the distribution system infrastructure, and accordingly, are not amortized until installed and available for use.

Purchased software that is integral to the functionality of the related equipment is capitalized as part of that equipment.

When significant parts of an item of plant and equipment have different useful lives, they are accounted for as separate items (major components) of plant and equipment.

Gains and losses on disposal of an item of plant and equipment are determined by comparing the proceeds from disposal with the carrying amount of plant and equipment, and are recognized net within other income in profit or loss.

#### (ii) Subsequent costs:

The cost of replacing a part of an item of plant and equipment is recognized in the carrying amount of the item if it is probable that the future economic benefits embodied within the part will flow to the Company, and its cost can be measured reliably. The carrying amount of the replaced part is derecognized. The costs of the day-to-day servicing of plant and equipment are recognized in statement of net and comprehensive income as incurred.

#### (iii) Depreciation:

Depreciation is calculated over the depreciable amount, which is the cost of an asset less its residual value.

Depreciation is recognized in profit or loss on a straight-line basis over the estimated useful lives of each part of an item of plant and equipment, since this most closely reflects the expected pattern of consumption of the future economic benefits embodied in the asset.

Depreciation of the various components of the general equipment and sections of the distribution system starts once a component/section is available for use at the following rates on a straight line basis for the current and comparative periods:

Asset	Rate
Distribution system	2.5%
Communication system	4%
General equipment	5%
Computer and office equipment	20%

Depreciation methods, useful lives and residual values are reviewed at each financial year end and adjusted if appropriate.

Notes to Financial Statements (continued)

Year ended December 31, 2021

### 4. Significant accounting policies (continued):

### (b) Software assets:

The software assets are integral to the functionality of related equipment. Software assets are recognized at cost, net of accumulated amortization and accumulated impairment losses, if any. Software assets, less their estimated residual values, are amortized on a straight-line basis. Depreciation of the software assets starts once the software is available for use at the following rate on a straight line basis for the current and comparative periods:

Asset	Rate
Software	10%

The estimated useful lives, amortization method, and residual value of each asset are evaluated annually or more frequently if required, and are adjusted, if appropriate.

#### (c) Revenue recognition:

The Company recognizes revenue when it transfers control over a promised good or services, which constitutes a performance obligation under the contract, to a customer and where the Company is entitled to consideration as a result of completion of the performance obligation. Depending on the terms of the contract with the customer, revenue recognition can occur at a point in time or over time. When a performance obligation is satisfied, revenue is measured at the transaction price that is allocated to that performance obligation. Revenue is recognized over time generally using output as a measure or progress (i.e. kilowatt hours delivered) as the Company's customers simultaneously receive and consume energy. Energy sales are based on fixed rates and meter readings and are billed on a cyclical basis. Revenue is accrued for energy delivered but not yet billed where collection of the relevant receivable is probable, persuasive evidence of an arrangement exists and the sales price is fixed or determinable and it is highly probable that a subsequent change in its estimate would result in a significant revenue reversal.

Application fee revenues are based on a percentage of the value of a development. Revenue is earned and recognized annually on an accrual basis over the three year period services are provided.

Connection fee revenues are determined based on the capacity requirements planned for a development and are initially deferred and recognized in profit or loss on a systematic basis consistent with the depreciation of the asset.

Notes to Financial Statements (continued)

Year ended December 31, 2021

### 4. Significant accounting policies (continued):

### (d) Government grants:

Government grants are recognized initially as deferred contributions at fair value when there is reasonable assurance that they will be received and the Company will comply with the conditions associated with the grant. Grants that compensate the Company for operating expenses incurred are initially deferred and recognized in statement of net and comprehensive income as other income in the same periods in which the expenses are recognized. Grants that compensate the Company for the cost of an asset are initially deferred and recognized in profit or loss on a systematic basis consistent with the depreciation of the of the asset, over the useful life of the asset when put into use.

### (e) Finance income and finance costs:

Finance income comprises of interest on funds invested. Interest income is recognized as it accrues in profit or loss, using the effective interest method.

Finance costs comprise interest expense on borrowings, unwinding of the discount on provisions, and impairment losses recognized on financial assets. Borrowing costs that are not directly attributable to the acquisition, construction or production of a qualifying asset are recognized in profit or loss using the effective interest method.

#### (f) Financial instruments:

### (i) Financial assets:

The Company has the following financial assets: cash and accounts receivables.

The Company initially recognizes cash and accounts receivable on the date on which they are originated. Cash and accounts receivable are initially measured at fair value and are subsequently classified and measured at amortized cost, using the effective interest rate method, because they meet the solely payments of principal and interest criterion and are held within a business model whose objective is to hold financial assets in order to collect contractual cash flows. The carrying amount is reduced through the use of a loss allowance and the amount of the related loss allowance is recognized in profit or loss (Note 5(c)). Subsequent recoveries of receivables and unbilled service revenue previously provisioned are credited to profit or loss.

Due to its short term nature, the carrying amounts of accounts receivable and unbilled service revenue approximates their fair value.

### (ii) Financial liabilities:

The Company initially recognizes financial liabilities on the date that they are originated. All other financial liabilities are recognized initially on the trade date at which the Company becomes a party to the contractual provisions of the instrument.

Such financial liabilities are recognized initially at fair value plus any directly attributable transaction costs. Subsequent to initial recognition these financial liabilities are measured at amortized cost using the effective interest method.

Notes to Financial Statements (continued)

Year ended December 31, 2021

### 4. Significant accounting policies (continued):

- (f) Financial instruments (continued):
  - (ii) Financial liabilities (continued):

The Company derecognizes a financial liability when its contractual obligations are discharged, cancelled or expire.

The Company has the following financial liabilities: accounts payable and accrued liabilities, due to the City of North Vancouver, security deposits, loan from City of North Vancouver, and loan from the Green Municipal Investment Fund.

Financial assets and liabilities are offset and the net amount presented in the statement of financial position when, and only when, the Company has a legal right to offset the amounts and intends either to settle on a net basis or to realize the asset and settle the liability simultaneously.

### (iii) Share capital:

#### Common shares

Common shares are classified as equity. Incremental costs directly attributable to the issue of common shares are recognized as a deduction from equity.

### (g) Impairment of long lived assets:

The carrying amounts of the Company's non-financial assets are reviewed at each reporting date to determine whether there is any indication of impairment. If any such indication exists, then the asset's recoverable amount is estimated.

The recoverable amount of an asset or cash-generating unit is the greater of its value in use and its fair value less costs to sell. In assessing value in use, the estimated future cash flows are discounted to their present value using a discount rate that reflects current market assessments of the time value of money and the risks specific to the asset. For the purpose of impairment testing, assets that cannot be tested individually are grouped together into the smallest group of assets that generates cash inflows from continuing use that are largely independent of the cash inflows of other assets or groups of assets (the "cash-generating unit, or CGU").

The Company's corporate assets do not generate separate cash inflows. If there is an indication that a corporate asset may be impaired, then the recoverable amount is determined for the CGU to which the corporate asset belongs.

An impairment loss is recognized if the carrying amount of an asset or its CGU exceeds its estimated recoverable amount. Impairment losses are recognized in profit or loss.

An impairment loss is reversed if there has been a change in the estimates used to determine the recoverable amount. The impairment loss is reversed only to the extent that the asset's carrying amount does not exceed the carrying amount that would have been determined, net of depreciation or amortization, if no impairment loss had been recognized.

Notes to Financial Statements (continued)

Year ended December 31, 2021

### 4. Significant accounting policies (continued):

(h) New standards and interpretations not yet adopted:

At the date of authorization of these financial statements, certain new standards, amendments and interpretations to existing standards have been published by the IASB but are not yet effective, and have not been adopted early by the Company. Management anticipates that all of the relevant pronouncements will be adopted in the Company's accounting policies for the first period beginning after the effective date of the pronouncement. There are currently no new standards, amendments, or interpretations that are expected to materially impact the Company's financial statements.

### 5. Accounts receivable:

	2021	2020
Trade receivables Sales tax receivable	\$ 1,834,818 200,136	\$ 1,782,951 183,910
	\$ 2,034,954	\$ 1,966,861

The Company settles the receivables due from the City separate from its payment of the amounts due to the City. As a result, the outstanding receivables and payables due from/to the City are recorded on a gross basis.

The aging of trade receivables at the reporting date was:

	2021	2020
(a) Utilities Current Past due 30-60 days Past due 60-90 days Past due greater than 90 days	\$ 1,579,866 116,191 2,024 22,087	\$ 778,010 501,070 55,347 41,914
(b) Application fees Current Past due 30-60 days Past due 60-90 days Past due greater than 90 days	\$ - - - 39,375	\$ - 26,775 - 4,567
(c) Other Current Past due 30-60 days Past due 60-90 days Past due greater than 90 days	\$ 52,042 - - - 23,233	\$ 148,507 - - 226,761
	\$ 1,834,818	\$ 1,782,951

Notes to Financial Statements (continued)

Year ended December 31, 2021

### 5. Accounts receivable (continued):

#### (a) Utilities

Included in utilities are trade receivables for the monthly provision of space heating, space cooling and domestic hot water services.

### (b) Application fees

Included in application fees are trade receivables for 0.15% of the construction value of new developments connecting to the Company's district energy system. These trade receivables cover multiple phases of development and the developers are offered the option of paying fees separately by phase. Phased payments can result in the potential for longer aging of trade receivables. These trade receivables are still expected to be collected within one year.

### (c) Other

Included in other are trade receivables such as the connection fees from new customers or contributions from developers for extended distribution piping as part of the initial connection of a building to the system.

The Company measures the loss allowance using the simplified method at an amount equal to the lifetime expected credit loss (ECL) for trade receivables. The ECL is an estimation of loss in the event of default of the trade receivable arising from default events occurring in the lifetime of the instrument. The lifetime ECL is estimated based on historical default rates and forward looking trends in the energy and real estate industry.

No loss allowance has been made in relation to the collectability of accounts receivable as at December 31, 2021 and 2020 as the impact is expected to be trivial.

Notes to Financial Statements (continued)

Year ended December 31, 2021

### 6. Plant and equipment:

(a) The Company's plant and equipment consists of the following:

	Distribution	General	
	system	equipment	Total
<u>Cost</u>			
Balance as at December 31, 2020	\$ 28,012,777	\$ 17,364,702	\$ 45,377,479
Additions	2,338,816	696,435	3,035,251
Disposal	-	-	-
Balance as at December 31, 2021	\$ 30,351,593	\$ 18,061,137	\$ 48,412,730
Accumulated depreciation			
Balance as at December 31, 2020	\$ 3,686,646	\$ 6,065,164	\$ 9,751,810
Depreciation	771,106	881,219	1,652,325
Disposal	-	-	-
Balance as at December 31, 2021	\$ 4,457,752	\$ 6,946,383	\$ 11,404,135
<u>Net book value</u> At December 31, 2020 At December 31, 2021	\$ 24,326,131 25,893,841	\$ 11,299,538 11,114,754	\$ 35,625,669 37,008,595

<sup>(</sup>b) Supplies for the distribution system and general equipment represent \$372,657 (2020 - \$553,332) in plant and equipment which have not been installed or used for the district energy system as at December 31, 2021. Consequently, they are not being amortized.

Notes to Financial Statements (continued)

Year ended December 31, 2021

#### 7. Software assets:

<u>Cost</u>		
Balance, at December 31, 2020	\$	896,282
Additions		117,475
Balance, at December 31, 2021	\$	1,013,757
Accumulated Depreciation		
Balance, at December 31, 2020	\$	338,536
Depreciation		99,166
Balance, at December 31, 2021	\$	437,702
Net book value		
At December 31, 2020 At December 31, 2021	\$ \$	557,746 576,055

In 2014, the Company initiated the replacement and upgrade of the central control system in the Lower Lonsdale service area as well as acquiring a new financial reporting system software. The new financial reporting system was put into service in March 2015 and is being amortized over its estimated useful life of 10 years. The control system was put into service in July 2016 and is being amortized over its estimated useful life of 10 years.

In 2017, the Company undertook further controls upgrades for the Harbourside and Central Lonsdale service areas. The control system in Harbourside was put into service in September 2017, the Central Lonsdale system was completed and put into service in January 2019. New customers and customers in the new Moodyville service area have been substantially added to the control system as they have been connected to the district energy system.

### 8. Due to the City of North Vancouver:

### (a) Due to the City of North Vancouver:

The amount due to the City of \$666,137 (2020 - \$525,425) arises from operating and financing expenses paid by the City on behalf of the Company. The amounts outstanding as at December 31, 2021 are expected to be repaid as part of the ongoing operations of the Company. The amount due to the City is non-interest bearing, unsecured and due on demand.

Notes to Financial Statements (continued)

Year ended December 31, 2021

### 8. Due to the City of North Vancouver (continued):

(b) Loans from the City of North Vancouver:

	2021	2020
Demand promissory note (i) Demand promissory note (ii)	\$ 25,098,086 1,605,000	\$ 25,173,086 1,345,000
	\$ 26,703,086	\$ 26,518,086

- (i) On August 1, 2018 a five-year demand term loan was issued by the City to borrow a maximum of \$33,661,966. This Promissory Note replaced and nullified all previous Promissory Notes issued by the City to the Company. The loan matures on August 1, 2023 and bears interest at 2.65% per annum. As at December 31, 2021 an amount of \$25,098,086 remains due to the City. During the year, the Company drew \$775,000 (2020 \$690,000) from this promissory note. Additional funding available to the Company under the terms of the agreement is \$5,955,000, which the Company expects to draw on for future asset construction.
- (ii) On July 15, 2019 the City's Council authorized the Company to borrow an additional \$1,681,000. This Promissory Note carries the same terms as the Promissory Note in *Note* 8.(b)(i). As at December 31, 2021 an amount of \$1,605,000 remains due to the City. During the year, the Company drew \$260,000 (2020 \$645,000) from this promissory note. Additional funding is available to the Company under the terms of the agreement to a maximum of \$76,000.

Although the term loans are due on demand, with the exception of an amount of \$642,021 (2020 – \$512,021), the amounts have been classified as a non-current liability as the City has, as approved by council, committed to providing the Company with a twelve month notice period for any reimbursements of the loan requested in advance of the planned repayment schedule based on management's forecast.

In 2021, \$850,000 (2020 - \$440,000) was repaid to the City in payment of the principal of the loans from the City. The interest expense of \$708,798 (2020 - \$692,885) related to the Due to the City of North Vancouver is included in finance costs in the statement of net and comprehensive income.

The loans are secured by an interest in all of the Company's current and future property, including plant and equipment, supplies for the distribution system and other related assets.

Notes to Financial Statements (continued)

Year ended December 31, 2021

### 8. Due to the City of North Vancouver (continued):

(c) Loan from Green Municipal Investment Fund:

On June 29, 2012, the City received a loan of \$2,000,000 under the Green Municipal Investment Fund Project Loan through the Municipal Finance Authority ("MFA") to finance eligible costs incurred related to the capital projects undertaken by the Company. The loan bears interest at the ten year Government of Canada bond yield rate in effect at the date of request of the disbursement less 1.5% (effective interest rate of 0.3%) and is payable semi-annually and matures on the tenth anniversary of the loan date. As a condition to receive the loan, the Company made a debt reserve deposit payment of \$20,000 which is recorded on the statement of financial position.

The annual principal payments to the MFA are held in a sinking fund deposit account which accrues interest income based on actuarial estimates. The total principal repayments made including the interest income earned on the sinking fund deposit will be used to retire the loan on June 29, 2022. The difference between the actuarial and actual interest income earned during the term will be paid by or reimbursed to the Company.

The City assumed this loan on behalf of the Company. The City then loaned the proceeds of the loan to the Company with terms consistent with the MFA. The loan is subject to certain financial and non-financial covenants. As at December 31, 2021, the City and Company were in compliance with these covenants.

Future principal repayments, including actuarial adjustments of \$70,516 (2020 - \$131,913), on this loan over the year is as follows:

2022	\$ 237,098
	\$ 237,098

The interest expense of \$6,000 (2020 - \$6,000) is included in finance costs in the Statement of Comprehensive Income.

Notes to Financial Statements (continued)

Year ended December 31, 2021

#### 9. Deferred contributions:

	2021	2020
<ul> <li>(a) Green Municipal Investment Fund Project Grant</li> <li>(b) Gas Tax Agreement – Innovation Fund</li> <li>(c) Infrastructure Stimulus Fund Grant</li> <li>(d) Solar Water Installation</li> <li>(e) Contributions from developers and new customers</li> <li>(f) Contributions from utility company</li> </ul>	\$ 820,052 724,447 75,478 109,281 5,573,730 19,105	\$ 904,844 748,845 77,561 122,941 5,464,163 21,834
	7,322,093	7,340,188
Current portion	(655,380)	(669,309)
Non-current portion	\$ 6,666,713	\$ 6,670,879

#### (a) Green Municipal Investment Fund Project Grant:

In 2005, the City and the Federation of Canadian Municipalities (FCM) entered into an agreement whereby FCM provides a grant from the Green Municipal Investment Fund. The grant provides for 25% of the eligible costs, to a maximum of \$2,000,000, related to the construction of the mini-plants, distribution system and project soft costs such as those related to intangible assets, development costs and pre-operating costs. The Company has received the maximum eligible grant of \$2,000,000.

The contribution is recognized over the useful life of the related assets. The portion of the grant that is not recognized as revenue is recorded as deferred contribution.

The following table summarizes the amount recognized as of December 31:

	2021	2020
Deferred contribution - FCM Grant, beginning of year Revenue recognized from grant	\$ 904,844 (84,792)	\$ 986,662 (81,818)
Deferred contribution - FCM Grant, end of year	\$ 820,052	\$ 904,844

#### (b) Gas Tax Agreement - Innovation Fund:

In 2009, the City and the Union of British Columbia Municipalities (UBCM) entered into an agreement whereby UBCM provided a grant from the Gas Tax Innovation Fund. The grant provides for 100% of the eligible costs, to a maximum of \$973,750 related to the construction of a section of the distribution system in Central Lonsdale.

The contribution is recognized over the useful life of the distribution system at a rate of 2.5% per year from the date the section covered under the grant is available for use. The portion of the grant that is not recognized as revenue is recorded as deferred contribution.

Notes to Financial Statements (continued)

Year ended December 31, 2021

### 9. Deferred contributions (continued):

### (b) Gas Tax Agreement - Innovation Fund (continued):

The following table summarizes the amount recognized as of December 31:

	2021	2020
Deferred contribution - Gas Tax Grant, beginning of year Revenue recognized from grant	\$ 748,845 (24,398)	\$ 773,243 (24,398)
Deferred contribution - Gas Tax Grant, end of year	\$ 724,447	\$ 748,845

#### (c) Infrastructure Stimulus Fund Grant:

In 2011, the City and the Province of British Columbia (Province) entered into agreement whereby the Province provides a grant from the Infrastructure Stimulus Fund. The grant provides for 66.66% of the eligible costs, to a maximum of \$83,332 related to the construction of a section of the distribution system in Central Lonsdale. The maximum contribution of \$83,332 was received in 2011.

The contribution is recognized over the useful life of the distribution system at a rate of 2.5% per year from the date the section completed under the grant is available for use. Depreciation of this section of the distribution system started to be recognized as of November 1, 2017 resulting in the commencement of revenue recognition.

The following table summarizes the amount recognized as of December 31:

	2021	2020
Deferred contribution - Infrastructure grant, beginning and end of year Revenue recognized from grant	\$ 77,561 (2,083)	\$ 79,644 (2,083)
Deferred contribution – Infrastructure Stimulus Fund		
Grant, end of year	\$ 75,478	\$ 77,561

### (d) Solar Water Installation:

In 2010, the City transferred the ownership of the Solar Panels to the Company which involved the transfer of all costs incurred and contributions received that were associated with the project.

Notes to Financial Statements (continued)

Year ended December 31, 2021

### 9. Deferred contributions (continued):

### (d) Solar Water Installation (continued):

The City had incurred a total of \$347,150 in project costs and received two grant contributions from the Federal Government and the Province towards the project for a total of \$273,202. The contributions are recognized over the useful life of the solar panels at rate of 5% per year.

The following table summarizes the amount recognized as of December 31:

	2021	2020
Deferred contribution - Solar Water Installation, beginning of year Revenue from contributions recognized	\$ 122,941 (13,660)	\$ 136,601 (13,660)
Deferred contribution - Solar Water Installation, end of year	\$ 109,281	\$ 122,941

#### (e) Contributions from developers and new customers:

Prior to connection of a development, the Company receives contributions from developers, in the form of application fees, for engineering services rendered during the permitting process, as well as for a period of eighteen months after occupancy has been achieved to monitor the building system's performance. This period is to ensure the in-building system performs in accordance with the Hydronic Heat Energy Bylaw (Bylaw No. 7575) and meets the Company's district energy system requirements. The contributions are recognized over a three year period which includes eighteen months for services during the permitting process and eighteen months for performance monitoring and related activities.

The Company also includes the connection fees received as part of the initial connection of a building to the system in the contributions from developers and new customers. These fees and general contributions (see below) are linked to the cost of the initial connection including installation of the building heat exchanger. The contributions are recognized over the useful life of the general equipment at a rate of 5% per year from the date of connection of the building. This amount includes compensation of \$98,493 and \$23,676 received in 2016 and 2017 respectively, from the City for service connection rebates granted to rental buildings.

The Company recognizes general contributions received as part of initial connection, such as the amounts reimbursed by developers to the Company for costs to construct or acquire property and equipment, in deferred contributions from developer and new customers. Revenue from the contribution is recognized over the useful life of the distribution system (at a rate of 2.5%) or equipment (at a rate of 4%) asset on an annual basis from the date the asset is put into use.

Notes to Financial Statements (continued)

Year ended December 31, 2021

### 9. Deferred contributions (continued):

The following table summarizes the amount recognized as of December 31:

	2021	2020
Deferred contribution from developers and new customers, beginning of year Contributions Revenue recognized from contributions	\$ 5,464,163 637,285 (527,718)	\$ 5,187,878 820,905 (544,620)
Deferred contribution, end of year	\$ 5,573,730	\$ 5,464,163

### (f) Contribution from utility company:

In 2009, the City received funding under the Efficient Boiler Program administered by Fortis Gas Inc. of \$54,586. The contribution is recognized over the useful life of the boilers at a rate of 5% per year.

The following table summarizes the amount recognized as of December 31:

	2021	2020
Deferred contribution from utility company, beginning of year Revenue recognized from contributions	\$ 21,834 (2,729)	\$ 24,564 (2,730)
Deferred contribution from utility company, end of year	\$ 19,105	\$ 21,834

### 10. Share capital:

The authorized capital of the Company consists of an unlimited number of voting common shares without par value. As of December 31, 2021, a total of \$2,000,010 (2020 - \$2,000,010) shares were issued and outstanding to the Company's sole shareholder, the City.

There were no changes in share capital during the year.

Dividends issued amounted to \$33,000, were approved by the board on December 7, 2021, and were paid to the City.

#### 11. Related parties:

The City has incurred expenses, including sales taxes, on behalf of the Company in the year of approximately \$1,802,693 (2020 - \$1,190,533) by providing staff, purchasing material and installing and operating the distribution system for the Company's benefit. These expenses are included in Plant operation and maintenance, General and administrative, and additions to Plant and equipment. Of this amount \$245,125 (2020 - \$88,249) has been capitalized to Plant and equipment. Specifically, City staff has been involved in purchasing materials for and installing and

Notes to Financial Statements (continued)

Year ended December 31, 2021

### 11. Related parties (continued):

operating components of the distribution system. The Company made \$47,498 (2020 - \$47,267) in rent payments to the City included in the General and administrative expenses for use of a portion of the building at Suite E, 15 Chesterfield Place in North Vancouver for office space. These costs have been charged to the Company by the City on a cost recovery basis. Included in revenue for 2021 is \$250,740 (2020 - \$242,346) for heating and cooling services rendered by the Company to the City.

Included in the services provided to the Company by the City is key management personnel compensation, comprised of the chief executive officer; deputy director; manager – engineering; accountant; three project engineers; construction manager; automation and controls specialist; and accounting and office administrator.

These key management personnel are directly employed by the City and contracted to the Company based on an allocation of their compensation. For the year ended December 31, 2021, key management personnel compensation of \$578,593 (2020 - \$390,322) was included in the costs charged to the Company by the City. This includes services by key management personnel necessary to bring assets to working condition. Costs for services to bring assets to working condition have been attributed to the acquisition cost of the asset.

These transactions are in the normal course of operations and are measured at the exchange amount, which is the amount of consideration established and agreed to by the related parties.

#### 12. Revenue:

	Note	2021	2020
Revenue from contracts with customers			
Energy sales		\$7,537,365	\$6,418,511
Miscellaneous revenue		1,529	
		\$7,538,894	\$6,418,511
Current portion of contributions			
Contributions from government	9(a)–(d)	\$124,933	\$121,959
Contributions from developers	9(e)	72,176	71,452
Connection fees	9(e)	207,783	193,747
Application fees	9(e)	247,759	279,421
Contributions from utility companies	9(f)	2,729	2,730
Total current portion of contributions		\$655,380	\$669,309
Total revenue and contributions		\$8,194,274	\$7,087,820

Notes to Financial Statements (continued)

Year ended December 31, 2021

#### 13. General and administrative expenses:

	2021	2020
Administrative support	\$35,198	\$17,158
Financial services	12,576	3,318
Insurance	168,678	133,220
IT Support	30,962	59,763
Miscellaneous	56,212	19,745
Professional services	57,199	90,405
Rent	47,498	47,267
Salaries	1,027,659	524,250
Total general and administrative expenses	\$1,435,982	895,126

### 14. Commitments and contingencies:

- (a) As at December 31, 2021, the Company has approximately \$806,536 (2020 \$402,786) in open purchase and work orders relating to Plant and equipment.
- (b) On October 5, 2017, the Company entered in an agreement with Greater Vancouver Sewerage and Drainage District for the purchase of thermal energy from the new North Shore wastewater treatment plant currently under construction. Under the agreement, the Company will be obligated to purchase minimal quantities of energy from the new plant at a mutually agreed upon date between both parties when thermal energy will be available. The initial term of the agreement expires on the first of the month following the twentieth anniversary date of the first energy delivery; the agreement may be renewed for up to a maximum of four renewal terms. The cost of this future energy is based on an agreed upon pricing model.

Notes to Financial Statements (continued)

Year ended December 31, 2021

#### 15. Fair values:

#### Financial Assets and Liabilities:

The Company uses the following hierarchy to determine and disclose fair value of financial instruments:

- Level 1 Unadjusted quoted prices in active markets for identical assets or liabilities;
- Level 2 Inputs other than quoted prices that are observable for the asset or liability, either directly or indirectly; and

Level 3 – Inputs that are not based on observable market data, which are unobservable inputs.

If the inputs used to measure the fair value of an asset or a liability might be categorized in different levels of the fair value hierarchy, then the fair value measurement is categorized in its entirety in the same level of the fair value hierarchy as the lowest level input that is significant to the entire measurement.

The Company does not have any financial assets or liabilities that are carried at fair value.

The fair values of cash, accounts receivable, accounts payable and accrued liabilities, due to the City of North Vancouver, and security deposits approximate their carrying values due to their short term nature.

The fair value of the loan from the City of North Vancouver is equal to its carrying amount as the loan is due on demand.

The fair value of the loan from the Green Municipal Investment Fund at year end is \$233,778 (2020 - \$456,747) and is classified as level 3.

### 16. Financial risk management:

### Overview

The Company has exposure to the following risks from its use of financial instruments:

- operational risk
- credit risk
- liquidity risk
- market risk

### Risk management framework:

Management has overall responsibility for the establishment and oversight of the Company's risk management framework.

The Company's risk management policies are established to identify and analyze the risks faced by the Company, to set appropriate risk limits and controls, and to monitor risks and adherence to limits.

Notes to Financial Statements (continued)

Year ended December 31, 2021

### 16. Financial risk management (continued):

#### Operational risk:

Operational risk is the risk of direct or indirect loss arising from a wide variety of causes associated with the Company's processes, personnel, technology and infrastructure, and from external factors other than credit, market and liquidity risks such as those arising from legal and regulatory requirements and generally accepted standards of corporate behaviour. Operational risks arise from all of the Company's operations.

The Company's objective is to manage operational risk so as to balance the avoidance of financial losses and damage to the Company's reputation with overall cost effectiveness.

The primary responsibility for the development and implementation of controls to address operational risk is assigned to senior management. This responsibility is supported by the development of overall Company standards for the management of operational risk in the following areas:

- requirements for appropriate segregation of duties, including the independent authorization of transactions;
- requirements for the reconciliation and monitoring of transactions;
- compliance with regulatory and other legal requirements;
- documentation of spending authority;
- ethical and business standards; and
- risk mitigation, including insurance when this is effective.

#### Credit risk:

Credit risk is the risk of financial loss to the Company if a customer or counterparty to a financial instrument fails to meet its contractual obligations, and arises principally from the Company's receivables from customers.

The Company's exposure to credit risk is influenced mainly by the individual characteristics of each customer. Management has established a credit policy under which each new customer and developer must provide a security deposit that is held for 18 months following the issuance of a building occupancy permit.

As at December 31, 2021, \$84,695 (2020 - \$273,242) of accounts receivable exceeded 90 days. As a result of the COVID-19 pandemic and material disruptions to businesses and the economy, the Company's credit risk has increased as some customers, primarily commercial customers, may not be able to pay their district energy bills when due (note 18). Management has performed an assessment on the collectability of these amounts and determined these amounts are collectible. The Company continues to actively monitor its exposure to credit risk.

Notes to Financial Statements (continued)

Year ended December 31, 2021

### 16. Financial risk management (continued):

#### Liquidity risk:

Liquidity risk is the risk that the Company will encounter difficulty in meeting the obligations associated with its financial liabilities that are settled by delivering cash or another financial asset. The Company's approach to managing liquidity is to ensure, as far as possible, that it will always have sufficient liquidity to meet its liabilities when due, under both normal and stressed conditions, without incurring unacceptable losses or risking damage to the Company's reputation.

The financial statements have been prepared on a going concern basis, which contemplates the realization of assets and the settlement of liabilities in the normal course of business. The Company anticipates that its cash flows from operations and current grant agreements will be sufficient to satisfy its current obligations. The City provides financing to the Company through its formal related party loan which has a specified rate of interest and is repayable on demand with, as approved by council, a twelve-month notice period for any reimbursements of the loan requested in advance of the planned repayment schedule.

As at December 31, 2021, all financial liabilities, except for the loan from City of North Vancouver, have been classified as current as they are contractually due within the next fiscal year.

				Total					
	C	Carrying	C	ontractual	Less than		1 to 5	Mor	e than
As at December 31, 2021	;	amount	С	ash flows	one year		years	5	years
Loan from Green Municipa Investment Fund Loan from City of North Vancouver	\$ 2	237,098 703,086	\$ 20	237,098 5,703,086	\$ 237,098 642,021	\$ 26,	- 061,065	\$	- -

As at December 31, 2020	Carrying amount	Total contractual cash flows	Less than one year	1 to 5 years	More than 5 years
Loan from Green Municipa Investment Fund Loan from City of North	al \$ 465,077	\$ 474,077	\$ 233,979	\$ 240,098	\$ -
Vancouver	26,518,086	26,518,086	512,021	26,006,065	-

Notes to Financial Statements (continued)

Year ended December 31, 2021

### 16. Financial risk management (continued):

### Market risk:

Market risk is the risk that changes in market prices, such as energy prices, interest rates and other rate risks, will affect the Company's income or the value of its holdings of financial instruments. The objective of market risk management is to manage and control market risk exposures within acceptable parameters, while optimizing the return.

#### • Interest rate risk:

In respect of financial assets, the Company's policy is to invest cash at fixed rates of interest in order to maintain liquidity. The loan from the Green Municipal Investment Fund and the loan from City of North Vancouver bear a fixed rate of interest. The loan from City of North Vancouver is maturing on August 1, 2023 and the Company is cognizant that the interest rate may be adjusted in line with market pricing at that time.

### Energy price risk:

The Company is exposed to price risk associated with the purchase of natural gas. An increase of 10% of the cost of natural gas would generate a corresponding annualized increase to the Company's expenses of \$139,029 (2020 - \$82,960). The risk of energy price fluctuations is mitigated by the Company's policy of adjusting the commodity rates by an equal percentage of the energy price changes in accordance with the City's Bylaw No. 7575.

### 17. Capital management:

The Company's objective when managing capital is to safeguard the Company's ability to continue as a going concern to sustain future development of the business, so that it can provide returns for the shareholder and benefits for other stakeholders.

The Company considers the items included in shareholder's equity as capital. There were no changes in the Company's approach to capital management during the year.

### 18. COVID-19 uncertainty:

The COVID-19 pandemic has disrupted economic activities in Canada and resulted in the Company adjusting some of its operations. Despite economic effects, revenues continue to grow significantly for the Company and it exceeded its principal payment obligations for the year. A large portion of the Company's customer base is residential, for which demand has remained consistent. In addition to this, government support to Canadian citizens and small business allowed the Company's customers to continue making regular payments towards utilities. Development construction continued throughout the year despite the pandemic, although the Company only connected four buildings. This was the lowest number of connections in the past five years. Management predicted this temporary slowdown due to fewer development applications during the pandemic and is currently experiencing the market catching up to housing demand. The Company currently has ten connections scheduled for 2022 with numerous applications for 2023.

Notes to Financial Statements (continued)

Year ended December 31, 2021

### 18. COVID-19 Impact (continued):

Given the dynamic nature of these circumstances, and uncertainty of the duration of disruption, the full related financial impact cannot be reasonably estimated at this time. The Company will continue to monitor the impact of COVID-19 and focus on collecting receivables, managing expenditures, and, if necessary, leveraging existing reserves and investigate available credit facilities to ensure it is able to continue providing essential services to its customers.

As the impact of COVID-19 continues, there could be further impact on the Company, its customers, employees, suppliers, the City of North Vancouver, and other third party business associates that could impact the timing and amounts realized on the Company's assets and future ability to deliver services and projects.

#### UNANIMOUS CONSENT RESOLUTIONS OF THE SHAREHOLDER

OF

### LONSDALE ENERGY CORP.

(the "Company")

in lieu of the annual general meeting

The undersigned, being the sole shareholder of the Company entitled to vote at an annual general meeting, hereby consents to and adopts in writing the following resolutions:

### **RESOLVED THAT:**

- 1. the financial statements of the Company for the period ended December 31, 2021, made up of statement of financial position, statement of comprehensive income, statement of changes in equity and statement of cash flows as at the end of that period and the report of the auditors thereon are hereby received and filed;
- 2. all lawful acts, contracts, proceedings, appointments and payments of money by the directors of the Company since the last annual reference date of the Company, and which have previously been disclosed to the shareholder, are hereby adopted, ratified and confirmed:
- 3. the number of Directors of the Company is hereby fixed at 3;
- 4. the following persons, each of whom has consented in writing to act as a director, are hereby elected as directors of the Company, to hold office until the next annual general meeting of the Company or unanimous resolutions consented to in lieu of holding an annual general meeting, or until their successors are appointed:

Jessica McIlroy Leanne McCarthy Karsten Veng

- 5. BDO Canada LLP be appointed as auditors of the Company until the next annual reference date of the Company or until a successor is appointed, at a remuneration to be fixed by the Directors; and
- 6. June 15, 2022 be and is hereby selected as the annual reference date for the Company for its current annual reference period.

DA

ATED as of June 20, 2022.	THE CORPORATION OF THE CITY OF NORTH VANCOUVER
	Mayor Linda Buchanan
	 Karla Graham, Corporate Officer

Lonsdale Energy Corp. ATTACHMENT 3

#### Historical Income Statements for Years of Operation - 2004 to 2021

Income Statement line																			
description		2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
•	_	176.707 \$		111			1.158.110 \$	1.434.108 \$				\$ 2.594.229 \$					5,297,998		
Revenue	\$	-, - ,	409,108 \$	415,741 \$		1,016,118 \$	,, - ,	-,, +	1,562,007 \$	1,693,413 \$	2,038,134	, , , - ,	2,647,001 \$	2,838,793 \$	3,900,077 \$	4,132,957 \$	-, - ,	\$ 6,418,511	\$ 7,538,894
Cost of Sales	\$	66,777 \$	187,089 \$	245,839 \$	299,299 \$	479,519 \$	469,707 \$	722,351 \$	752,254 \$	747,330 \$	965,876	\$ 1,261,027 \$	1,175,841 \$	1,196,282 \$	1,538,595 \$	1,678,140 \$	2,125,632	\$ 2,405,710	\$ 3,292,352
Gross profit	\$	109,930 \$	222,019 \$	169,902 \$	330,789 \$	536,599 \$	688,403 \$	711,757 \$	809,753 \$	946,083 \$	1,072,258	\$ 1,333,202 \$	5 1,471,160 \$	1,642,511 \$	2,361,482 \$	2,454,817 \$	3,172,366	\$ 4,012,801	\$ 4,246,542
Plant Operation and																			
Maintenance	\$	19,087 \$	91,585 \$	95,244 \$	98,149 \$	114,689 \$	138,289 \$	143,305 \$	191,350 \$	212,842 \$	289,346	\$ 310,795 \$	289,127 \$	225,115 \$	134,380 \$	218,812 \$	335,474	\$ 382,410	\$ 382,831
Depreciation	\$	68,531 \$	114,823 \$	127,777 \$	146,220 \$	212,246 \$	293,444 \$	273,586 \$	309,667 \$	430,542 \$	564,686	\$ 693,517 \$	795,568 \$	886,925 \$	1,064,736 \$	1,206,818 \$	1,456,913	\$ 1,627,878	\$ 1,751,491
General and Administrative	\$	98,268 \$	145,543 \$	172,968 \$	140,987 \$	173,957 \$	146,916 \$	185,574 \$	188,783 \$	309,926 \$	445,511	\$ 361,409 \$	348,892 \$	497,248 \$	405,632 \$	587,399 \$	766,138	\$ 895,126	\$ 1,435,982
Total - Operating Expenses	\$	185,886 \$	351,951 \$	395,989 \$	385,356 \$	500,892 \$	578,649 \$	602,465 \$	689,800 \$	953,310 \$	1,299,543	\$ 1,365,721 \$	1,433,587 \$	1,609,288 \$	1,604,748 \$	2,013,029 \$	2,558,525	\$ 2,905,414	\$ 3,570,304
Income (loss) before other																			
expenses	\$	(75,956) \$	(129,932) \$	(226,087) \$	(54,567) \$	35,707 \$	109,754 \$	109,292 \$	119,953 \$	(7,227) \$	(227,285)	\$ (32,519) \$	37,573 \$	33,223 \$	756,734 \$	441,788 \$	613,841	\$ 1,107,387	\$ 676,238
Contributions		\$	60,136 \$	259,458 \$	38,804 \$	63,416 \$	117,389 \$	120,875 \$	146,532 \$	174,480 \$	211,010	\$ 225,615 \$	232,648 \$	260,629 \$	357,676 \$	571,832 \$	688,149	\$ 669,309	\$ 655,380
Finance income		\$	23,432 \$	22,037 \$	24,530 \$	17,321 \$	5,111 \$	11,171 \$	15,742 \$	25,121 \$	32,071	\$ 34,429 \$	27,172 \$	27,691 \$	42,975 \$	65,426 \$	77,511	\$ 94,106	\$ 82,709
Finance costs	\$	(111,951) \$	(207,481) \$	(194,850) \$	(34,141) \$	(123,277) \$	(125,421) \$	(128,876) \$	(131,322) \$	(139,585) \$	(157,986)	\$ (214,870) \$	(253,282) \$	(302,870) \$	(357,790) \$	(498,448) \$	(654,777)	\$ (698,885)	\$ (714,798)
Subtotal	\$	(111,951) \$	(123,913) \$	86,645 \$	29,193 \$	(42,540) \$	(2,921) \$	3,170 \$	30,952 \$	60,016 \$	85,095	\$ 45,174 \$	6,538 \$	(14,550) \$	42,861 \$	138,810 \$	110,883	\$ 64,530	\$ 23,291
Income before non-recurring																			
expenses	\$	(187,907) \$	(253,845) \$	(139,442) \$	(25,374) \$	(6,833) \$	106,833 \$	112,462 \$	150,905 \$	52,789 \$	(142,190)	\$ 12,655 \$	44,111 \$	18,673 \$	799,595 \$	580,598 \$	724,724	\$ 1,171,917	\$ 699,529
Non-recurring expenses												Ş	(1,030,721)						
Net Income and Comprehensive																			
Income	\$	(187,907) \$	(253,845) \$	(139,442) \$	(25,374) \$	(6,833) \$	106,833 \$	112,462 \$	150,905 \$	52,789 \$	(142,190)	\$ 12,655 \$	(986,610) \$	18,673 \$	799,595 \$	580,598 \$	724,724	\$ 1,171,917	\$ 699,529
Cash Dividends																\$	(30,100)	\$ (34,000)	\$ (33,000)
Retained Earnings (Net																·	<u> </u>	,	, , ,
Accumulated Surplus/loss)	\$	(277,787) \$	(531,632) \$	(671,074) \$	(696,448) \$	(703,281) \$	(596,449) \$	(483,987) \$	(333,082) \$	(280,293) \$	(422,483)	\$ (409,828) \$	(1,396,438) \$	(1,377,765) \$	(578,170) \$	2,428 \$	697,052	\$ 1,834,969	\$ 2,501,498
Sales (kW.hr)		1,176	3,630	4,981	6,828	11,063	14,121	18,738	22,847	23,946	27,922	31,254	32,402	37,787	49,503	53,626	60,157	69,488	76,641

# SUMMARY OF LEC KEY STATISTICS AS OF DECEMBER 31, 2021

### **CUSTOMER DATA**

•	Customer accounts served by building type:						
	0	Residential Buildings	48				
	0	Mixed Residential / Commercial	26				
	0	Commercial	17				
	0	Institution	8				
	0	Cooling	6				
	0	Total	105				
•	New cu	ustomers connected in 2021	4				
•	New residential suites connected in 2021						
•	Total number of residential suites served		6,765				
•	Square footage of new buildings connected in 2021		195,383	square feet			
•	• Total square footage of buildings served 7,671,2			square feet			
SYSTEM DATA							
•	Trenched kilometers of distribution pipe added in 2021 0.6			kilometers			
•	Total trenched kilometers of distribution pipe 14.0		14.0	kilometers			
•	• Heating:						
	0	Number of new boilers installed in 2021	2				
	0	Total number of boilers	32				
	0	Total heating energy capacity	30	MW			
	0	Kilowatt-hours of heating energy delivered in 2021	74,783	MW.h			
•	Cooling:						
	0	Number of new heat pump modules in 2021	0				
	0	Total number of heat pump modules	11				
	0	Total cooling energy capacity	1.2	MW			
	0	Kilowatt-hours of cooling energy delivered in 2021	1,858	MW.h			







# The Corporation of THE CITY OF NORTH VANCOUVER ENGINEERING, PARKS AND ENVIRONMENT DEPARTMENT

REPORT

To:

Mayor Linda Buchanan and Members of Council

From:

Derek Priestley, Section Manager, Park Operations

SUBJECT:

NORTH VANCOUVER CEMETERY BYLAW UPDATE

Date:

June 8, 2022

File No: 09-4100-01-0001/2022

The following is a suggested recommendation only. Please refer to Council Minutes for adopted resolution.

### RECOMMENDATION

PURSUANT to the report of the Section Manager, Park Operations, dated June 8, 2022 entitled "North Vancouver Cemetery Bylaw update":

THAT "North Vancouver Cemetery Bylaw, 2011, No. 8109, Amendment Bylaw, 2022, No. 8920" (Fee Schedule and Memorial Regulations) be considered.

### **ATTACHMENTS**

- 1. Current Rates and Market Comparison (CD#2187703)
- 2. Proposed Bylaw 8920 'Tracked Changes Version' (CD#2158162)
- 3. "North Vancouver Cemetery Bylaw, 2011, No. 8109, Amendment Bylaw, 2022 No. 8920" (Fee Schedule and Memorial Regulations) (CD#2157680)

### **PURPOSE**

This report seeks Council's endorsement of proposed amendments to North Vancouver Cemetery Bylaw, 2011, No. 8109 (Attachment #3) to update the cemetery fees and the bylaw wording to increase clarity and maintain service delivery.

#### BACKGROUND

The North Vancouver Cemetery was established in 1893 and since 1907 has been operated by the City to serve the residents of both the City and District of North Vancouver without drawing from either municipalities' tax base. As a result, the cemetery is to be self-funded, relying on interment fee revenue to support the administration and maintenance, raise capital funds for future expansion, and to support the long term care of the site once cemetery operations have ceased.

Document Number: 2139309-v3

Date: June 8, 2022

The bylaw includes a schedule for fees and a schedule with memorial regulations, which are the subject of the proposed amendments.

A regular review of rates is necessary in order to ensure the operation of the site is self-funding and to ensure that sufficient funding is contributed to the cemetery's two dedicated reserves: the Cemetery Development Fund and the Cemetery Care Fund. Rates are set to ensure there is an appropriate budget to maintain the grounds, provide cemetery services, and to allocate 25% of the fees to the Cemetery Care Fund, which is a legally required reserve to ensure the long-term maintenance of the site. Revenue generated beyond the annual operating costs and the Cemetery Care Fund contribution is deposited in the Cemetery Development Fund, which is a dedicated reserve for capital improvements to the facility.

Schedule A of the bylaw provides an itemized list of fees for services and products offered to provide clarity and direction to customers and staff on the options available.

Schedule B provides details on cemetery marker regulations, columbaria niche door engraving and consolidated memorial information. These help clarify rules and regulations and provide specifications for both staff, customers, and the various companies that prepare the different types of markers.

#### DISCUSSION

Staff have completed a review of the cemetery services and finances and recommend minor increases to the fees in Schedule A of the Cemetery Bylaw to ensure that that the services rendered continue to provide sufficient revenue to cover the costs of providing services, while also building the Cemetery Care Fund and Cemetery Development Fund. The rates were last updated in 2019, and the proposed changes to the fee schedule (listed below) reflect inflationary increases in the costs of materials since that time and a minor increase to the non-resident right of interment to ensure an equitable percentage increase across single depth burials. The changes proposed will result in a cost increase to an adult single depth burial of \$350 (\$7,900 to \$8,250) for residents, and \$550 increase for a non-residents (\$13,000 to \$13,550). There are also a few minimal inflationary increases to 'other fees' shown under the 'Summary of proposed North Vancouver Cemetery fees changes' heading of this report.

The proposed bylaw amendment also deletes "Part 10.2 Grave Gardens - Family Care and City Care" from the list of available services. Grave gardens are no longer popular, but also create maintenance challenges for staff when lot owners no longer care for the garden spaces on the interment site. Any gardens that have already been established will be permitted to remain in place. The goal is to simplify certain services, while evolving others over time.

Minor amendments to Schedule B are also proposed, which provide additional clarity for the public and marker companies choosing and installing markers in the cemetery.

The proposed changes to the fee schedule (listed below) will enable the Cemetery Care Fund to generate sufficient interest to fund the majority of the ongoing cemetery

maintenance costs when the cemetery closes for burials in an estimated 40 years. After closure, interest revenue will continue to be supplemented by ongoing ash focused interment service and filming revenue. The City continues to explore innovative methods for interment that will provide options for North Shore families for the next few decades as space becomes more limited.

### Summary of proposed North Vancouver Cemetery fees changes:

		Current Fees	Proposed Fees
Resident	Adult Casket-Single Depth	\$7,900	\$8,250
Non- resident	Adult Casket-Single Depth	\$13,000	\$13,550
Other Fees		Current Fees	Proposed Fees
	Administration Fee	\$75	\$80
	Disinterment of Adult Casket; Single-depth City-poured concrete pad for upright markers	\$2,100 \$800	\$2,140 \$1,200

As the North Vancouver Cemetery's primary purpose is to provide service to the residents of the City and the District, the schedule of services and fees continues to provide different prices for residents and non-residents. This is a common approach in public cemeteries and the fee structure is similar to that of the City of Vancouver's Mountain View Cemetery and West Vancouver's Cemetery.

Given the cemetery's limited land base, the proposed price adjustments focus increases on the cost of services that require more space (traditional casket interments), with a smaller increase to services that required less space (cremated remains). Consistent with most municipal cemeteries, the fee structure continues to have lower fees for residents, with more significant increases to the non-resident rates.

In 2020, staff began work on a Cemetery Master Plan. As part of the ongoing development of this new master plan, an updated financial plan was coordinated with the Finance Department to forecast the long-term operating costs of the cemetery. This work is critical to setting appropriate fees that not only support current operating costs but also provide the necessary contributions to the Cemetery Care Fund for the future maintenance of the site.

The financial analysis also forecasted the capital costs for ongoing development and expansions of the cemetery lands to provide sites for future interments. This includes the costs of creating infill interment sites within the existing cemetery, as well as the

Date: June 8, 2022

anticipated costs of developing the infilled area to the east of the site. Based on current demand, staff anticipate that there is approximately 10-years of capacity in the existing cemetery by downsizing and removing roads, and infilling currently underutilised space. That should provide time for the City to confirm the future use of the potential eastern expansion area, including a review of the existing fill recycling operation, slope stabilization and site improvements.

An updated draft of the Cemetery Master Plan is planned to be completed and presented to Council in 2023, and this draft will feature ideas for service expansion that include environmentally proactive burials and ash interments options.

### FINANCIAL IMPLICATIONS

The proposed fee increases are \$350 for residents and \$550 for non-residents, for an Adult Single-depth burial, and are due to inflationary cost impacts to materials and labour. This increase supports the principle of the North Vancouver Cemetery remaining self funded, providing service to City and District residents without relying on either municipality's tax base. The updated fees will also ensure that the Cemetery Care Fund continues to grow, providing sufficent funding for the long-term maintenance of the site and continuing to generate a surplus to help increase the Cemetery Development Fund. This rate increase is necessary in order to maintain existing infrastructure, plan for future development and expansion and have a healthy reserve for the long term sustainment of the site once cemetary operations have ceased.

As of December 31, 2021, the Cemetery Development Fund had a balance of \$1.5 million, the majority of which is the result of a 2004 contribution of \$950,000 from Metro Vancouver provided as compensation for the expanded right-of-way from the construction of the Seymour water main. This reserve funds capital improvements such as road repaving, cemetery expansion constructing columbaria and other 'green' interment spaces, and the cemetery site staff office delivered February, 2022, which was part of the 2020-2029 Capital Plan.

#### INTER-DEPARTMENTAL IMPLICATIONS

These proposed fee increases have been reviewed with the City's Finance Department.

### STRATEGIC PLAN IMPLICATIONS

The recommended amendments to the Bylaw are in alignment with the City's Official Community Plan, Chapter 8: Municipal Service and Infrastructure and the goals related to the provision and proactive maintenance of public infrastructure.

The cemetery provides spaces and services that support several priorities such as 'A City for People' and 'A Vibrant City' from the Council's Strategic Plan.

RESPECTFULLY SUBMITTED:

Derek Priestley

Section Manager, Park Operations

# **Current Rates and Market**

Municipality	Resident Adult Single Depth Burial	Non-Resident Adult Single Depth Burial	
City of Vancouver	\$21,000	\$21,000	
City of North Vancouver	\$7,900	\$13,000	
District of West Vancouver	\$7,440	\$13,600	
Port Coquitlam	\$5,890	\$10,493	



### THE CORPORATION OF THE CITY OF NORTH VANCOUVER

### "North Vancouver Cemetery Bylaw, 2011, No. 8109"

### **CONSOLIDATED FOR CONVENIENCE – DECEMBER 9, 2019**

Amendment Bylaw, 2012, No. 8263	Schedules A and B
Amendment Bylaw, 2014, No. 8349	Schedules A and B
Amendment Bylaw, 2015, No. 8446	Schedules A and B
Amendment Bylaw, 2017, No. 8587	Schedules A and B
Amendment Bylaw, 2019, No. 8721	Schedules A and B

## THE CORPORATION OF THE CITY OF NORTH VANCOUVER

#### **BYLAW NO. 8109**

#### A Bylaw for the operation of the North Vancouver Cemetery

#### WHEREAS:

- A. Pursuant to the provisions of the *Community Charter* S.B.C. 2003, as amended, including but not limited to section 8(f) thereof, and subject to the provisions of the Crematorium, Interment and *Funeral Services* Act, S.B.C. 2004, c. 35 (the "CIFSA"), Council may, by bylaw, regulate and impose requirements in relation to cemeteries, crematoriums, columbariaums and mausoleums and the Interment or other disposition of the dead;
- B. The Corporation of the City of North Vancouver owns and operates the North Vancouver Cemetery and Council in this Bylaw establishes itself as a Board of Cemetery Trustees in accordance with section 37(2)(b) of the CIFSA;
- C. Pursuant to section 39(1) of the CIFSA, an operator of a cemetery must adopt bylaws for:
  - a) the organization, operation and management of the cemetery;
  - b) the rights, privileges and responsibilities of the operator, persons who visit the place of interment and suppliers in respect of the place of interment;
  - the rights, privileges and responsibility of right holders in respect of the place of Interment;
     and
  - d) the size, class and kind of memorials permitted in a cemetery and materials to be used for memorials.

Council of the Corporation of the City of North Vancouver, lawfully assembled, enacts as follows:

#### **PART 1 – INTERPRETATION**

#### 1.1 Name of Bylaw

This Bylaw shall be known and cited for all purposes as the "North Vancouver Cemetery Bylaw, 2011, No.8109".

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#### SCHEDULE A - NORTH VANCOUVER CEMETERY FEES

## SCHEDULE B - NORTH VANCOUVER CEMETERY MEMORIALS

#### 1.3 **Definitions**

In this Bylaw, unless the context otherwise requires:

ADMINISTRATION FEE means fees levied to cover additional administration costs associated with the surrender or the transfer of a right of interment for an unoccupied grave space;

ADMINISTRATIVE AUTHORITY means the Business Practices and Consumer Protection Authority established under the Business Practices and Consumer Protection Authority Act;

CARE FUND means a fund for the perpetual care and maintenance of the Cemetery as required by the CIFSA;

CARETAKER means a person duly authorized to perform Interments and to care for and maintain the Cemetery;

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**CASKET** means a rigid container usually constructed of wood, metal, or similar materials, ornamented and lined with fabric, designed for the encasement of human remains;

**CEMETERY** means "North Vancouver Cemetery", being the civic lands set apart or used as a place of interment and memorialization, together with any incidental or ancillary buildings;

**CIFSA** means the Cremation, Interment and Funeral Services Act, S.B.C. 2004 C.35 administered by the Administrative Authority, as may be amended or superseded from time to time and all regulations made there under;

CITY means The Corporation of the City of North Vancouver;

**COLUMBARIUM** means an above ground structure specifically designed to hold containers of cremated remains;

**COUNCIL** means the Council of the City acting in its capacity as the Board of Cemetery Trustees established pursuant to Part 4.1 of this Bylaw;

**CREMATED REMAINS** means human bone fragments that remain after cremation of a deceased human body;

**DEPENDENT** means a son or daughter that can be natural, adopted, or step;

**DISINTERMENT** means removal of cremated remains or human remains, along with the casket or any of the remaining casket holding the human remains, from the lot in which they had been interred;

**EXHUMATION** means the exposure of interred human remains for viewing or for examination, whether in or removed from the lot in which the human remains had been interred;

**FAMILY MEMBER** means a parent, step parent, grandparent, step grandparent, spouse, common law spouse, same sex spouse, or natural, adopted or step sibling, child, or grandchild;

**FEES** means the amount to be paid to the City as specified in Schedule "A" of the North Vancouver Cemetery Bylaw, 2011, No. 8109 as amended from time to time (resident and non-resident fees);

**FUNERAL PROVIDER** means an individual licensed to arrange, conduct or direct funerals or the transfer or disposition of human remains, or to arrange burials;

**GRAVE GARDEN (Family Care & City Care)** means a defined area excavated adjacent to the marker and on the top of the grave for the purpose of planting a garden;

**GRAVE LINER** means a concrete vault in which a casket is placed for an in-ground interment, to provide reinforcement to the lot;

**HERITAGE SECTION** refers to the portion of the Cemetery that lies west of Lillooet Lane with Blocks numbered 1 – 118, inclusive and Blocks A, B. C and D;

**HUMAN REMAINS** means a dead human body in any stage of decomposition, but does not include cremated remains;

**INTERMENT** means the burial of human remains or cremated remains in a grave or crypt, or the placing of cremated remains in a niche; [Bylaw 8446, December 7, 2015]

**INTERMENT AUTHORIZATION** means a document completed at time of need that may include statistical, executor and next of kin information that authorizes Interment of the deceased by the representative;

**INTERMENT RIGHT CONTRACT** means a contract that provides for a right of interment for human remains or cremated remains in a lot;

**LAWN CRYPT** means interment space in the Cemetery which contains a pre-constructed and preburied concrete vault capable of holding a casket; [Bylaw 8446, December 7, 2015]

LOT means a space used or intended to be used for the interment of human remains or cremated remains under a right of interment and includes a grave, crypt or niche; [Bylaw 8446, December 7, 2015]

**MEMORIAL** means all memorial work (monument, plaque, tablet, pillow, headstone or other marker) that is set on a lot and used to memorialize a deceased person; or a columbarium niche front engraving for the same purpose;

**NICHE** means an individual compartment in a columbarium for placing an urn that contains cremated remains;

**NON-RESIDENT** means a person who does not qualify as a resident;

**PREPARATION AND PLACEMENT** means the process of completing an interment including, but not limited to, administrative, legal, labour and equipment resources provided to facilitate the opening of a lot, interment of human remains or cremated remains and the subsequent closing of a lot;

**REPRESENTATIVE** means the person or agency as defined in Section 5 of the CIFSA who has the authority to control the disposition of the human remains or cremated remains;

**RESIDENT** refers to the residency of the deceased person or person for whom the lot is being purchased. Proof of residence shall be produced to the satisfaction of the City at the time of purchase. Resident means a person who was:

- a) A registered owner of a property in the City or District of North Vancouver for a minimum of twelve (12) months immediately preceding the date of death; or
- b) A tenant or occupier of real property within the City or District of North Vancouver for a minimum of twelve (12) months immediately preceding the date of death.
   [Bylaw 8721, December 9, 2019]

RIGHT HOLDER means a person to whom a right of interment has been issued;

**RIGHT OF INTERMENT** means a right, for the interment of human remains or cremated remains, in a designated lot;

**URN** means a receptacle for the encasement of cremated remains;

**URN VAULT** means a receptacle to hold and protect an urn while buried in the ground.

#### 1.4 Schedules

The attached schedules form part of this Bylaw.

## PART 2 – LEGAL DESCRIPTION OF THE NORTH VANCOUVER CEMETERY

The following lands have been set aside, operated, used or maintained as a Cemetery by the City:

 a) North Vancouver Cemetery, legally described as being District Lot 1620, Group 1, New Westminster District.

#### **PART 3 - CEMETERY PLAN**

- a) All areas of the Cemetery shall be divided into blocks and lots or niches.
- b) A copy of the Cemetery Plan shall be filed with the Administrative Authority and copies shall be kept available for public inspection at North Vancouver City Hall.

## **PART 4 - CEMETERY OPERATION**

#### 4.1 Board of Trustees

In accordance with the provisions of Part 8, Section 37(2) of the Cremation, Interment and Funeral Services Act, Council hereby establishes itself as a Board of Cemetery Trustees to own and operate the Cemetery.

#### 4.2 The City:

- a) is responsible for the general administration and enforcement of this Bylaw;
- b) has general care and custody of the Cemetery, and control and direction of all the workers employed therein;
- c) shall establish and maintain all records for the administration and management of the Cemetery as is required by the Administrative Authority under the CIFSA;
- d) may issue right of interments and memorial permits authorized by this Bylaw;
- e) shall enforce all rules and regulations relating to the Cemetery;
- f) may keep, or cause to be kept, the Cemetery well maintained, the grass cut, the graves well kept, and the roads in good condition; and prevent heavy loads from entering the Cemetery when the roads are in unfit condition.

## **PART 5 - RIGHT OF INTERMENT**

### 5.1 Issuance of Right of Interment

The City may, subject to payment of fees, grant to any person a right of interment for a vacant, unreserved lot. A right of interment does not vest in the holder any title or interest in the land or lot but instead allows for the exclusive use of the lot designated in the interment right contract for the purpose only of interment. All right of interments shall be subject to the provisions of this Bylaw and all Bylaws now or hereafter to be passed by the Council.

## 5.2 Transfer of Right of Interment

A right of interment for any unused lots may be transferred to a family member at the discretion of the City. The right holder or executor must submit this request in writing and the original right of interment must be surrendered to the City. An administration fee as specified in Schedule "A" may be applicable to cover the additional administrative costs associated with the transfer of a right of interment.

## 5.3 Cancellation of Right of Interment

The right holder must give written notice to the City for intent to cancel the right of interment for an unoccupied lot. The person requesting the refund is required to produce the original license or right of interment and proof satisfactory to the City of their right to claim a refund. A right of interment can only be surrendered back to the City. It cannot be sold privately.

If the purchaser cancels the right of interment within 30 days of entering into an interment right contract, they will be refunded the full amount paid less the cost of specially ordered goods or services rendered.

After 30 days from the date of entering into an interment right contract no refund shall be made of any care fund contribution collected. Fees associated with the removal of any memorial on the lot, must be paid before a refund is issued.

The refund is calculated as follows:

- a) If the lot was purchased on or before June 18, 2006:
  - The amount refunded will equal 75% of the fees set out in North Vancouver Cemetery Bylaw No. 7667 for the resident lot fee (lot license) and less the administration fee as specified in Schedule 'A" of North Vancouver Cemetery Bylaw, 2011, No. 8109, as amended from time to time.
- b) If the lot was purchased on or after June 19, 2006: The amount refunded will equal the amount paid for the lot fee (lot license) less the administration fee as specified in Schedule "A" of North Vancouver Cemetery Bylaw, 2011, No. 8109, as amended from time to time.

# [Bylaw 8446, December 7, 2015]

**Prohibition on Advertising**A right holder or other person must not advertise or publicize that a lot is available for purchase.

#### 5.5 Reclamation of Unused Right of Interment

With prior approval of the Administrative Authority, the City may reclaim a right of interment for a vacant lot for which a right of interment had previously been issued.

#### **PART 6 - INTERMENTS**

5.4

#### 6.1 General Interment Information

- a) Only human remains, or cremated remains of a human body, shall be interred and memorialized in the Cemetery.
- b) An Interment may be made within the Cemetery after:
  - i. the representative has completed and duly signed an interment authorization;
  - ii. the required information as deemed necessary by the CIFSA has been provided to the City; and
  - iii. all applicable fees have been paid as specified in Schedule "A".
- c) All interments shall be subject to and comply with the provisions of this Bylaw and all Bylaws now or thereafter passed by the Council.
- d) The interment of cremated remains must be completed within 30 days of all fees being paid.
- e) All Interments shall:
  - i. be performed within the Cemetery by the caretaker; and
  - ii. be conducted in predefined lots approved by the City.
- The representative must apply to the City for permission to inter human remains or cremated remains at least two business days prior to the interment.

#### 6.2 Interment Hours

Interments shall be scheduled within the following hours, or at other times approved by the City.

- a) In-ground casket burial shall be scheduled Monday to Friday from 9:30 am 1:00 pm
- b) Interment of cremated remains shall be scheduled Monday to Friday from 9:00 am 2:00 pm [Bylaw 8349, June 16, 2014]

## 6.3 In-Ground Interments

a) The right of interment for an in-ground lot may be purchased when scheduling an interment in the lot. At that time, the City may allow the purchase of the right of interment for a

- second adjacent in-ground cremation or single depth casket lot. To reserve a second single depth casket lot the interment in the originating lot must be a casket burial. [Bylaw 8587, December 4, 2017]
- b) If the interment of cremated remains in an adult size lot precedes the casket burial, disinterment and re-interment fees for the cremated remains may be applicable at the time of the casket interment. An urn vault is required for each cremation interment in a full size lot that precedes the casket interment in the lot. The urn vaults shall be purchased from the City. [Bylaw 8446, December 7, 2015]
- c) An adult single depth lot may hold:
  - i. one interment of adult human remains and a maximum of four interments of cremated remains; or
  - ii. one interment of adult human remains and the human remains of a child less than two years of age and a maximum of two interment of cremated remains.
- d) An adult double depth lot may hold two interments of human remains and a maximum of four interments of cremated remains. The first interment of human remains will be at the lower level. [Bylaw 8587, December 4, 2017]
- e) A cremation lot may hold a maximum of two interments of cremated remains.
- f) An infant/child lot may hold an infant/child casket and a maximum of two interments of cremated remains. The right of interment for an infant/child lot may be purchased when scheduling an interment of a child twelve years and under. [Bylaw 8446, December 7, 2015]
- g) The positioning of the cremated remains within the grave is subject to approval by the City.
- h) A casket is required for the interment of human remains.
- i) A precast concrete grave liner, which is supplied by the City, must be used for the interment of human remains in an adult size lot. No grave liner is required for the interment of a child less than twelve years of age being interred in an infant/child lot.
- j) Each grave liner used in an adult single lot or adult double depth lot shall be made of reinforced concrete and shall consist of side walls, end walls, a base for each casket and a cover for each casket that is sufficient to bridge the caskets over their entire lengths.
- k) Families may request permission to witness the casket lowered to ground level subject to the following criteria:
  - i. a request to witness the casket lowered to ground level must be communicated to the City when confirming Interment date and time;
  - ii. a liability waiver must be signed by the representative;
  - all persons must stand back twenty five feet from the grave side while the casket is lowered to ground level;
  - iv. the City will not be held liable for any injury to members of the public that are attending or witnessing the casket being lowered;
  - v. all proceedings at the interment site shall be under the sole direction of the caretaker; and
  - vi. the caretaker may request, within a reasonable time frame, that all persons vacate the interment area to allow for the completion of the interment.

#### 6.4 Columbarium Interments

- a) Subject to the requirements of this Bylaw, the City will grant a right of interment for up to four columbarium niches which may be used for the immediate interment of cremated remains or for future use providing that all applicable fees have been paid as specified in Schedule "A".
- b) Each columbarium niche may hold a maximum of two interments of cremated remains.
- Cremated remains placed in a columbarium niche must be enclosed in a sealed container or urn constructed of permanent, durable material approved by the City.
- d) The right holder is responsible for ensuring that the urns used for interment in the columbarium will fit within the niche. [Bylaw 8349, June 16, 2014]

#### 6.5 Veteran Section

- a) The Veteran Section is an area in the Cemetery that Council set aside for the interment of members or ex-members of Her Majesty's Naval, Military, or Air Forces, or Merchant Seamen who had served in the Merchant Navy during World Wars One or Two.
- b) The Veteran Section is described as Blocks 406 to 409 inclusive; 422 to 425 inclusive; 437 to 441 inclusive; 447 to 457 inclusive; 648 to 651 inclusive; and Block 914, Lots 41 to 54 inclusive
- c) Council has set aside an area for the interment of dependents of veterans interred in the North Vancouver Cemetery. The area is described as Blocks 405, 410, 421, 426, 436, and 442
- d) Lots in the Veteran Section may hold no more interments than:
  - that of the initial member or veteran and the cremated remains of the legal spouse, and/or the dependents of the veteran; and
- ii. as permitted within the total interment limits set out in Part 6.3 of this Bylaw. [Bylaw 8349, June 16, 2014]

### 6.6 Heritage Section

(Blocks numbered 1-118, inclusive and Blocks A, B, C and D)

- a) See Part 6.3 of this Bylaw for the number of allowable interments in these lots.
- b) Installation of concrete curbing shall only be allowed in the Heritage Section around the perimeter of family blocks. All curbing is subject to the approval of the City and shall be installed to the satisfaction of the City. Families will be responsible for all costs incurred. [Bylaw 8349, June 16, 2014]

#### **PART 7 - EXHUMATION AND DISINTERMENT**

- 7.1 No exhumation or disinterment will occur until:
  - a) the City receives a written request to do so from the representative of the deceased;
  - the City receives approval from the Administrative Authority for an exhumations or disinterment requiring such approval;
  - c) the City gives written notice to, and receives permission from, a Medical Health Officer for the area of the health region in which the Cemetery is located when the human remains are those of a person who, at the time of death, was known to have had an infectious or contagious disease or other disease dangerous to public health; and
  - d) the applicable fees have been paid to the City as specified in Schedule "A".
- 7.2 The City shall exercise all due care and attention in making an exhumation or disinterment but is not responsible for damage to any casket, urn or other container sustained during exhumation or disinterment.
- 7.3 The City's responsibility with respect to exhumation or disinterment is limited to:
  - a) excavation of sufficient quantities of soil to permit access to the human remains or cremated remains:
  - removal of intact burial containers (integrity of such containers to be determined by City staff); and
  - c) closure of the lot.
- 7.4 A Funeral Provider employed at the expense of the right holder or their successors is required for the supervision of the disinterment or exhumation of human remains and handling of any human remains in the existing lot and/or any transfer of the remains to a new lot or location.

## **PART 8 - FINANCIAL MATTERS**

## 8.1 Fees and Prices

Any person who applies for issuance, disposition, surrender, or cancellation of a right of interment or memorial permit or who requests or orders any product or service under this Bylaw set out in Schedule "A", must pay the fee or price set out in Schedule "A" in advance, and in accordance with any requirements set out in Schedule "A".

#### 8.2 Proof of Residency

For the purpose of defining resident and non-resident, proof of residence shall be produced to the satisfaction of the City at the time of purchase. [Bylaw 8721, December 9, 2019]

#### 8.3 Care Fund

- a) A care fund for the future maintenance and care of the Cemetery and the lots therein is hereby established, set aside and maintained. All monies in the care fund will be held and invested as trust funds by the City.
- b) The amount to be transferred to the care fund will be specified on all applicable receipts for right of interment and on the interment right contract as set out in Schedule "A".
- c) The City may accept voluntary payments to the care fund from any person or organization.
- d) The principal sum of the care fund will not be reduced other than in accordance with an order from the Administrative Authority.
- e) After 30 days from the date of entering into a purchase agreement no refund shall be made of any care fund contribution collected as part of any purchase.

PART 9 - DELETED [Bylaw 8587, December 4, 2017]

## **PART 10 - LOT ADORNMENT REGULATIONS**

#### 10.1 Floral Tribute

- a) On the day of interment and for fourteen days after the day of interment, a person may adorn a lot with any floral tribute. The tribute may be removed by the City staff after 14 days.
- b) The following floral tributes may adorn a lot at any time and may be removed when their condition is considered to be detrimental to the appearance of the Cemetery. Cemetery staff may remove these items at any time during maintenance operations.
  - A maximum of two potted plants in a plastic or biodegradable container with a diameter measuring 8" or less will be allowed to sit on the surface of the memorial.
  - Fresh cut flowers may be placed in a City installed in-ground vase or may be placed on the surface of the memorial.
  - iii. Artificial flowers may be placed in a City installed in-ground vase. [Bylaw 8263, October 22, 2012]
  - iv. Deleted [Bylaw 8587, December 4, 2017]

## 10.2 Grave Gardens - Family Care and City Care

- a) Grave gardens shall be permitted on adult casket lots in designated areas of the Cemetery.
- b) Gardens are not permitted in the Veteran Section, Heritage Section, and Blocks 643 to 647, Blocks 730 to 743 or on any cremation lots.
- c) Fees for grave gardens are specified in Schedule "A".
- d) All grave gardens shall be installed by the caretaker. Installation will include excavation for the garden, soil preparation and perimeter edging material.
- e) Family Care Grave Gardens shall be planted and maintained by the family and the
  maintenance must be to a standard acceptable to the City with all plants confined to the
  space within the edging.

Family Care Grave Gardens:

i. are 16" x 36", 32" x 36" or 48" x 36"; and

- ii. may be planted with annuals, ground cover and perennials with a maximum height of two feet; and
- iii. shall not have trees or invasive plants placed in them or any plant that matures to a height over two feet.
- f) City Care Grave Gardens shall be planted and maintained by the City. Maintenance will include replacement of plants when required, weeding, pruning, watering and application of environmentally friendly fertilizer. The annual maintenance fee as specified in Schedule "A" is due March 31 of each year.

City Care Grave Gardens:

- i. are 16" x 36": and
- ii. will be planted with a selection of plants available through the City which can be chosen by the family.
- g) The City reserves the right to remove a Family Care Grave Garden if there is neglect or abandonment. It is the responsibility of the purchaser to ensure that their contact information is current with the Cometery office for notification purposes.
- h) The City reserves the right to remove a City Care Grave Garden if there is a failure to pay the annual maintenance fee."

[Bylaw 8587, December 4, 2017]Deleted (Bylaw 8920, xxxx x, 2022)

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## 10.3 In-ground Flower Vases

- All in-ground vases must be purchased from the City and fees paid as specified in Schedule "A".
- In-ground vases shall be permitted in all areas of the Cemetery excluding the Veteran Section.
- c) A maximum of two in-ground vases shall be allowed and set in each lot.
- d) In-ground vases shall be installed flush to the ground by the caretaker. [Bylaw 8349, June 16, 2014]

#### 10.4 Adornment Restrictions

- a) Items such as candles, lanterns, solar lamps, glass vases, picture frames, toys and glass, ceramic or metal objects of any kind shall not be left to adorn any lot in the Cemetery.
- b) The burning of incense, candles or other flammable products is strictly prohibited within the Cemetery grounds. [Bylaw 8349, June 16, 2014]
- c) A person must not place, install, construct, or plant anything in or on a lot, alter a lot or remove anything from a lot, unless permitted in this Bylaw.
- d) No ground lot shall be defined by a fence, railing, coping, hedge, netting, loose rock or by any other marking except as permitted in the memorial provisions of this Bylaw.
- e) No person, other than the caretaker, shall plant, place, remove, cut down or destroy any tree, shrub, plant, flower, bulb, rocks or decorative feature within the Cemetery unless permitted in this Bylaw.
- f) No item shall be taped, glued or attached in any way to the columbaria. Items will be removed by Cemetery staff immediately. The columbaria remain the property of the City of North Vancouver and such actions will be considered vandalism of City property. [Bylaw 8587, December 4, 2017]
- g) Flowers or any other items shall not be placed on the top or at the base of columbaria. [Bylaw 8587, December 4, 2017]

## 10.5 Removal of Adornments and Other Personal Property

- a) The City has no responsibility for any lot adornment or for maintenance or preservation of any adornment.
- b) The caretaker may remove from any lot or from the Cemetery any adornment or other personal property that is detrimental to the operation or maintenance of the Cemetery, constitutes a hazard to visitors, employees or machinery, is unsightly or abandoned, is

- inconsistent with the dignity of the Cemetery or general community standards or is placed in violation of this Bylaw. [Bylaw 8263, October 22, 2012]
- c) The caretaker has no obligation to give notice to any person that they have removed adornments or other personal property from the Cemetery, and the caretaker may destroy any perishable adornments or other personal property so removed.

#### **PART 11 - CEMETERY REGULATIONS**

#### 11.1 Public Hours

- a) The Cemetery is open to the public daily. A caretaker is onsite from 8 am 4 pm daily excluding statutory holidays. Visitors are welcome during the following hours:
  - September 7 to April 7 from 8 am 4 pm
  - April 8 to September 6 from 8 am 8 pm
- b) The Cemetery entrance gates are locked at closing times. Visitors are responsible for removing their vehicles from the Cemetery before closing.
- c) Any person found in the Cemetery outside of visiting hours without the special permission from the City, shall be guilty of an infraction of this Bylaw and subject to the penalties. [Bylaw 8446, December 7, 2015]

#### 11.2 Behaviour in Cemetery

- a) Every person, including those in funeral processions, when entering and while within the Cemetery, shall obey the instructions of the caretaker. Any person not behaving with proper decorum within the Cemetery or who disturbs the peace, quiet and good order of the Cemetery may be evicted by the caretaker, and in addition, shall be guilty of an infraction of this Bylaw.
- b) No person shall throw, deposit, or leave any rubbish, garbage, excrement, or other offensive matter.
- No person shall disturb the proceedings at a grave side service or gathering. [Bylaw 8587, December 4, 2017]
- d) No person shall discharge any firearm within the Cemetery, except at Military Funerals where the discharge of firearms is permitted only in regular volleys, under the command of the officer in charge, and only during the conduct of the burial service.
- e) No person shall damage, destroy or deface any lot, memorial, fence, vegetation, gate or any structure in the Cemetery or injure or destroy any Cemetery improvements.
- f) No person shall scatter or otherwise dispose of human remains or cremated remains within the boundaries of the Cemetery except in accordance with this Bylaw. [Bylaw 8587, December 4, 2017]

#### 11.3 Motor Vehicle Regulations

- a) No person shall enter the Cemetery in a vehicle outside of Cemetery visiting hours, or drive a vehicle in the Cemetery at any time at a speed of more than 10 km per hour. All operators of vehicles shall at all times obey the directions and orders of the caretaker.
- b) No automobile or vehicles, with the exception of cemetery operation and maintenance vehicles, shall operate anywhere but on roads or other areas designated for the use of motor vehicles;
- c) Owners of automobiles will be held responsible for any damage done by them or their servants or agents in violation of the provisions of this Bylaw.
- d) Vehicles left after hours in the Cemetery may be retrieved the following day. [Bylaw 8349, June 16, 2014]

#### 11.4 Solicitations and Advertisements

No person shall solicit orders for goods or services within the Cemetery or advertise within the Cemetery.

## 11.5 General Public Use of Cemetery

- a) The public may walk throughout the Cemetery during visiting hours.
- b) Only dogs on leash will be admitted within the Cemetery. Dogs and horses must be kept on the roadway. They are not allowed on the turf areas of the Cemetery. [Bylaw 8721, December 9, 2019]
- c) No person without first obtaining permission from the City shall make use of the Cemetery for any purpose other than that clearly established by this Bylaw.
- d) Any person receiving such permission shall, at all times, comply with the conditions thereby imposed, and the applicable provisions of this Bylaw; and shall be required to provide a Comprehensive General Liability Insurance Certificate which will indemnify and save the City harmless from and against any and all claims, demands, suits or compensations of whatsoever kind arising directly or indirectly out of the permission thereby granted.
- e) No person shall play at any game or sport within the Cemetery.

#### 11.6 Enforcement

This Bylaw and its provisions shall be enforced by all persons designated as a Bylaw Enforcement Officer by the City of North Vancouver.

## **PART 12 - PENALTY FOR INFRACTIONS**

a) An individual who violates any of the provisions of this Bylaw, or who consents, allows or permits any act or thing to be done or who neglects or omits to do anything required to be done pursuant to a provision of this Bylaw is guilty of an offense and shall be liable on summary conviction to a fine of not less than One Hundred Dollars (\$100.00) and not more than Two Thousand Five Hundred Dollars (\$2,500.00). A corporation that violates any provision of this Bylaw is liable to a fine of not more than One Hundred Thousand Dollars \$100,000.

## **PART 13 - SEVERABILITY**

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

## PART 14 - REPEAL OF BYLAW

"Cemetery Bylaw, 2005, No. 7667", and all amendments thereto, are hereby repealed.

## **PART 15 - FORCE AND EFFECT**

This Bylaw is to come into force and take effect on the date of its enactment.

READ a first time by the Council on the  $4^{\text{th}}$  day of April, 2011.

READ a second time by the Council on the  $4^{\text{th}}$  day of April, 2011.

READ a third time and passed by the Council on the  $4^{\text{th}}$  day of April, 2011.

RECONSIDERED and finally adopted by the Council, signed by the Mayor and City Clerk and sealed with the Corporate Seal on the 9<sup>th</sup> day of May, 2011.

"Darrell R. Mussatto"
MAYOR

"Robyn G. Anderson"

## NORTH VANCOUVER CEMETERY Schedule A – North Vancouver Cemetery Fees

North Vancouver Cemetery Bylaw, 2011, No. 8109, Amendment Bylaw, 2019, No. 8721 – Effective January 1, 2020

City of North Vancouver 141 West 14th Street 8109, North Vancouver, BC V7M 1H9

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In-ground Interments Resident Fees	Lot		Care Fund		Right of Interment	Preparation / Placement	Liner	Total
Adult Casket-Single Depth	(\$3,600	+	<del>\$2,000)</del>	=	\$ <del>5,600</del>	<del>\$1,600</del>	\$700	<del>\$7,900</del>
Adult Casket-Single Depth Crypt	(\$4,400	+	<del>\$2,000)</del>	=	\$6,400	<del>\$1,600</del>		\$8,000
Adult Casket-Double Depth Crypt  ◆ 1 <sup>st</sup> Casket at Lower Level	(\$6,200	+	\$ <del>2,500)</del>	=	\$8,700	<del>\$1,600</del>		<del>\$10,300</del>
Adult Casket-Double Depth Crypt  ◆ 2 <sup>nd</sup> Casket at Upper Level			\$800			<del>\$1,600</del>		<del>\$2,400</del>
Infant/Child Casket (0-12 years)	(\$1,040	+	<del>\$1,000)</del>	=	<del>\$2,040</del>	\$860		\$ <del>2,900</del>
Cremation Lot with 1st Interment	(\$2,000	+	<del>\$950)</del>	=	<del>\$2,950</del>	<del>\$350</del>		<del>\$3,300</del>
Cremated Remains in Occupied Lot			\$500			<del>\$350</del>		<del>\$850</del>
In-ground Interments Resident Fees	<u>Lot</u>		Care Fund		Right of Interment	Preparation / Placement	Liner	<u>Total</u>
Adult Casket-Single Depth	(\$3, <del>250</del> 6 00	+	\$2,000)	Ξ	\$5,250	<u>\$1,700</u>	<u>\$950</u>	\$ <del>7,900</del> 8
Adult Casket-Single Depth Crypt	(\$4, <del>300</del> 6 50	+	\$2,000)	Ξ	<u>\$6,300</u>	\$1,700		\$8,0008 .3
Adult Casket-Double Depth Crypt <u>↑ 1<sup>st</sup> Casket at Lower Level</u>	<u>(\$6,100</u>	<u>+</u>	\$2,500)	Ξ	\$8,600	\$1,700		\$10,300
Adult Casket-Double Depth Crypt  ◆ 2 <sup>nd</sup> Casket at Upper Level			<u>\$800</u>			\$1,700		\$2,500
Infant/Child Casket (0-12 years)	<u>(\$1,040</u>	+	<u>\$1,000)</u>	Ξ	\$2,040	<u>\$860</u>		\$2,900
Cremation Lot with 1st Interment	(\$2,000	<u>+</u>	<u>\$950)</u>	Ξ	\$2,950	<u>\$350</u>		\$3,300
Cremated Remains in Occupied Lot			<u>\$500</u>			<u>\$350</u>		\$850
In-ground Interments Non-resident Fees	Lot		Care Fund		Right of Interment	Preparation / Placement	Liner	Total
Adult Casket-Single Depth	(\$6,700	+	\$4,000)	=	\$10,700	\$ <del>1,600</del>	\$700	\$ <del>13,000</del>

(\$7,600 + \$4,000) =

(\$11,600 + \$5,000) =

\$800

Adult Casket-Single Depth Crypt

Adult Casket-Double Depth Crypt

◆ 1<sup>st</sup> Casket at Lower Level
Adult Casket-Double Depth Crypt

◆ 2<sup>nd</sup> Casket at Upper Level

\$13,200

\$18,200

\$2,400

\$1,600

\$1,600

\$1,600

<del>\$11,600</del>

\$16,600

Infant/Child Casket (0-12 years)

Schedule A – North Vancouver Cemetery Fees

North Vancouver Cemetery Bylaw, 2011, No. 8109, Amendment Bylaw, 2019, No. 8721 – Effective January 1, 2020 City of North Vancouver 141 West 14<sup>th</sup> Street North Vancouver, BC V7M 1H9

\$860

\$4,080

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\$4,940

	many of ma Gabitet (6 12 years)	(ψ2,000		ΨΞ,000)		ψ1,000	Ψ000		<b>4</b> 1,0 10
	Cremation Lot with 1st Interment	(\$3,200	+	<del>\$1,800)</del>	=	\$5,000	<del>\$350</del>		<del>\$5,350</del>
ĺ	Cremated Remains in Occupied Lot			\$500			\$350		\$850
İ	In-ground Interments Non-resident Fees	Lot		Care Fund		Right of Interment	Preparation / Placement	Liner	Total
	Adult Casket-Single Depth	(\$ <del>7,6506,</del> 70	<u>+</u>	<u>\$4,000)</u>	=	\$11,65010 ,700	<u>\$1,700</u>	<u>\$950</u>	\$14,300 1
	Adult Casket-Single Depth Crypt	(\$8,8007, 85	+	<u>\$4,000)</u>	Ξ	\$ <del>12,800</del> 11 ,850	\$1,700		\$14,500 1
	Adult Casket-Double Depth Crypt  ◆ 1st Casket at Lower Level	(\$13,300	+	<u>\$5,000)</u>	Ξ	<u>\$18,300</u>	\$1,700		\$20,000
	Adult Casket-Double Depth Crypt  ◆ 2 <sup>nd</sup> Casket at Upper Level			<u>\$800</u>			\$1,700		\$2,500
	Infant/Child Casket (0-12 years)	(\$2,550	+	\$2,000)	Ε	\$4,550	\$900		\$5,450
	Cremation Lot with 1st Interment	<u>(\$3,750</u>	+	\$1,800)	Ξ	\$5,550	<u>\$350</u>		\$5,900
1	Cremated Remains in Occupied Lot			\$500			\$350		\$850
	Oromatou Homaino in Occupiou Ect								
	Columbarium Niche Resident Fees	Lot		Care Fund		Right of Interment	Preparation / Placement		Total
	Columbarium Niche	Lot (\$2,200	+		=				Total \$3,450
	Columbarium Niche Resident Fees		+	<b>Fund</b> \$1,000)	=	Interment	/ Placement		
	Columbarium Niche Resident Fees  Niche with 1st Interment (top 2 rows)	(\$2,200		<b>Fund</b> \$1,000) \$1,000)	=	\$3,200	/ Placement \$250		\$3,450
	Columbarium Niche Resident Fees  Niche with 1st Interment (top 2 rows)  Niche with 1st Interment (mid 2 rows)	(\$2,200 (\$1,600	+	<b>Fund</b> \$1,000)	=	\$3,200 \$2,600	\$250 \$250		\$3,450 \$2,850
1	Columbarium Niche Resident Fees  Niche with 1st Interment (top 2 rows)  Niche with 1st Interment (mid 2 rows)  Niche with 1st Interment (bottom row)	(\$2,200 (\$1,600	+	Fund \$1,000) \$1,000) \$1,000)	=	\$3,200 \$2,600	\$250 \$250 \$250		\$3,450 \$2,850 \$2,350
	Columbarium Niche Resident Fees  Niche with 1st Interment (top 2 rows)  Niche with 1st Interment (mid 2 rows)  Niche with 1st Interment (bottom row)  2nd Interment in niche  Columbarium Niche	(\$2,200 (\$1,600 (\$1,100	+	Fund \$1,000) \$1,000) \$1,000) \$200	=	\$3,200 \$2,600 \$2,100	\$250 \$250 \$250 \$250 \$250		\$3,450 \$2,850 \$2,350 \$450

(\$1,430 + \$1,300) =

\$200

\$2,730

<del>(\$2,080</del> + \$2,000) =

Niche with 1st Interment (bottom row)

2<sup>nd</sup> Interment in niche

\$2,980

\$450

\$250

\$250

## NORTH VANCOUVER CEMETERY Schedule A – North Vancouver Cemetery Fees

North Vancouver Cemetery Bylaw, 2011, No. 8109, Amendment Bylaw, 2019, No. 8721 – Effective January 1, 2020

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Columbarium Niche Non-resident Fees	<u>Lot</u>		<u>Care</u> Fund		Right of Interment	Preparation / Placement	Total
Niche with 1st Interment (top 2 rows)	(\$3,300	<u>+</u>	\$1,300)	Ξ	\$4,600	<u>\$250</u>	\$4,850
Niche with 1st Interment (mid 2 rows)	(\$2,450	+	\$1,300)	=	\$3,750	\$250	\$4,000
Niche with 1st Interment (bottom row)	<u>(\$1,750</u>	<u>+</u>	\$1,300)	=	\$3,050	\$250	\$3,300
2 <sup>nd</sup> Interment in niche			<u>\$200</u>			\$250	<u>\$450</u>

Memorial Fees	Care Fund	Permit	Total
Memorial Permit	\$100	\$120	\$220
Memorial Resetting		\$120	\$120
City Concrete Foundation			\$ <del>800</del>
City Concrete Foundation			<u>\$1,200</u>
Memorial Tablet Levelling			\$150
Lot Adornment Fees			Total
Installation of Small Family Care Garden 36" x 16"			<del>\$240</del>
Installation of Medium Family Care Garden 36" x 32"			\$360
Installation of Large Family Care Garden 36" x 48"			\$480
Installation of City Care Garden 36" x 16"			\$240

Annual City Care Garden Planting & Maintenance

In-ground Vase (includes installation)

\$590

\$90

Schedule A – North Vancouver Cemetery Fees
North Vancouver Cemetery Bylaw, 2011, No. 8109,
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Disinterment & Exhumation Fees	Tota	1
Adult Casket-Single Depth	<del>-\$2,10</del> (	Formatted Table
Adult Casket-Single Depth	\$2,140	1
Adult Casket-Lower Level of Double Depth Lot	\$2,600	
Infant/Child Casket	\$1,200	
Cremated Remains (in-ground)	\$450	
Cremated Remains (in-ground) with re-interment	\$620	
Cremated Remains (niche)	\$220	
Additional Fees A surcharge is applicable for interments on weekends and after regular interment hours on weekdays. See 6.2 of this Bylaw.	Tota	
After Hours Surcharge for Adult Casket Burial	<del>\$1,60</del> 0	)
After Hours Surcharge for Adult Casket Burial	<u>\$1,630</u>	Commented [DP1]: We are keeping this at \$1600 and actually might replace it in future with costs are calculated based off services rendered
After Hours Surcharge for Infant/child Casket Burial	\$520	
After Hours Surcharge for In-ground Cremation Interment	\$300	)
After Hours Surcharge for Niche Interment	\$200	
Cremation Urn Vault – Single	\$100	)
Administration Fee	<b>← - \$7</b> (	Formatted Table
Administration Fee	<u>\$80</u>	1
Lot Surrender Refund For Lots Purchased on or before June 18, 2006 See 'Cancellation of Right of Interment' for complete details.	Tota	
Adult Single Depth Lot	\$1,163	3
Adult Double Depth Lot	\$1,845	3
Infant/Child Lot	\$608	3
The Corporation of the City of North Vancouver CONSOLIDATED Bylaw No. 8109	19	

Schedule A - North Vancouver Cemetery Fees

North Vancouver Cemetery Bylaw, 2011, No. 8109, Amendment Bylaw, 2019, No. 8721 – Effective January 1, 2020 City of North Vancouver 141 West 14th Street North Vancouver, BC V7M 1H9

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Cremation Lot \$405

Niche in Upper Two Rows \$1,200

Niche in Lower Two Rows \$885

**RESIDENT** refers to the residency of the deceased person or person for whom the lot is being purchased. Proof of residence shall be produced to the satisfaction of the City at the time of purchase.

Resident means a person who was:

- a) A registered owner of a property in the City or District of North Vancouver for a minimum of twelve (12) months immediately preceding the date of death, or
- b) A tenant or occupier of real property within the City or District of North Vancouver for a minimum of twelve (12) months immediately preceding the date of death.

NON-RESIDENT refers to a person who does not qualify as a resident.

## **CANCELLATION OF RIGHT OF INTERMENT**

The right holder must give written notice to the City for intent to cancel the right of interment for an unoccupied lot. The person requesting the refund is required to produce the original license or right of interment and proof satisfactory to the City of their right to claim a refund. A right of interment can only be surrendered back to the City. It cannot be sold privately. No refund shall be made for the right of interment for a columbaria niche where the niche door has been engraved.

If the purchaser cancels the right of interment within 30 days of entering into an interment right contract, they will be refunded the full amount paid less the cost of specially ordered goods or services rendered.

After 30 days from the date of entering into an interment right contract no refund shall be made of any care fund contribution collected. Fees associated with the removal of any memorial on the lot, must be paid before a refund is issued.

The refund is calculated as follows:

- a) If the lot was purchased on or before June 18, 2006: The amount refunded will equal 75% of the fees set out in North Vancouver Cemetery Bylaw No. 7667 for the resident lot fee (lot license) and less the administration fee as specified in Schedule 'A" of North Vancouver Cemetery Bylaw, 2011, No. 8109, as amended from time to time.
- b) If the lot was purchased on or after June 19, 2006: The amount refunded will equal the amount paid for the lot fee (lot license) less the administration fee as specified in Schedule "A" of North Vancouver Cemetery Bylaw, 2011, No. 8109, as amended from time to time.

All fees shall be paid at the time of application and are subject to applicable taxes.

Schedule B - North Vancouver Cemetery Memorials

North Vancouver Cemetery Bylaw, 2011, No. 8109, Amendment Bylaw, 2019, No. 8721 – Effective January 1, 2020 City of North Vancouver 141 West 14<sup>th</sup> Street North Vancouver, BC V7M 1H9 T 604 983 7351 F 604 985 9417

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#### **General Memorial Information**

- a) Memorials may only be installed, removed or modified in the Cemetery after a memorial permit has been issued by the City. The memorial permit fee as specified in Schedule 'A" must be paid before the permit is issued.
- b) Before obtaining a memorial permit, the right holder or authorized representative, or a person authorized by the City shall submit complete details of the proposed memorial and obtain approval from the City.
- c) All memorials shall conform to the specifications set out in Schedule "B". The City may refuse to issue a memorial permit to the applicant if the applicant has failed to comply with the requirements of this Bylaw and Schedule "B".
- d) A permit for a memorial marker to be placed on an in-ground lot for a deceased person, who is not to be interred in the Cemetery, will be issued with the understanding that the memorial must indicate 'in memoriam' within the inscription. In memoriam inscriptions placed on a memorial marker count towards the total number of allowable interments in such lot. See Part 6.3 of this Bylaw.
- e) The City reserves the right to reject any memorial marker which, in their opinion, is not in keeping with the dignity of the Cemetery.
- f) The name of the deceased on the memorial marker must be in the English alphabet to ensure accurate record keeping by the City. The name of the deceased may be duplicated in a second language within the inscription.
- g) The memorial shall be placed on a lot in the location designated by the City.
- All memorial markers shall be constructed of granite or bronze. The use of marble is prohibited.
- i) The design and lettering on granite memorials must be level with the surface of the
- j) The design and lettering on bronze memorials may be raised to a maximum of 0.5" above the surface of the concrete or granite support.
- k) The City shall not be liable for any damage done to any memorial marker or tablet during the course of setting the same, or for damage resulting from any person, other than City staff, having interfered with the memorial marker or tablet after it has been installed.
- The City shall not be held liable for, or be obliged to repair, any breakage or damage to any memorial in the Cemetery, except as shall arise as the result of the negligence of the caretaker.
- m) All memorials are the property of the purchaser and required care or repair is the responsibility of the purchaser.
- n) Installation of memorials shall occur during the Cemetery's hours of staff operation.

## Columbaria Niche Door Engraving

- a) Columbaria niche door inscriptions must be approved by the City with the engraving carried out by a company authorized by the City. To ensure readability and aesthetics, the City adheres to a professional engraving standard.
- b) Niche door engraving for a deceased person who is not to be interred in the niche shall count towards the total number of allowable interments in the lot. The niche door inscription does not have to indicate 'in memoriam'.

Schedule B - North Vancouver Cemetery Memorials

North Vancouver Cemetery Bylaw, 2011, No. 8109, Amendment Bylaw, 2019, No. 8721 – Effective January 1, 2020 City of North Vancouver 141 West 14th Street North Vancouver, BC V7M 1H9 T 604 983 7351 F 604 985 9417

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#### **Memorial Definitions**

- a) Tablet Memorial means a flat rectangular granite or bronze memorial.
- b) **Pillow Memorial** means a slightly sloping memorial with a low profile. These memorials sit above the ground and are installed on a foundation.
- c) Upright Memorial means a memorial that sits upright above the ground. These memorials are installed on a foundation. They do not include pillow or tablet markers.
- d) **Die** means the upper portion of an upright memorial usually placed above the base.
- e) Base means the lowest portion of a memorial set on a foundation.
- f) Foundation means a concrete or granite slab, set at grade to support a memorial.
- g) Height means the dimension as measured from the top to the bottom of the memorial, die. or base as applicable.
- h) **Depth** means the dimension as measured from the front edge to the back edge of the memorial, die, or base, as applicable.
- Width means the dimension as measured from the left edge to the right edge of the memorial, die, or base, as applicable.

#### **Memorials for Cremation Lots**

Upright memorials are not permitted in this section.

All memorial tablets shall be set level and flush with the surface of the surrounding ground.

- a) Main tablet memorial 8" x 12", 12" x 20" or 16" x 28" where lot size allows
- b) Secondary tablet memorial 8" x 12", 12" x 20" or 16" x 28" where lot size allows
- c) Secondary tablet memorial shall not be larger than the main tablet memorial

## Memorials for Infant/Child Lots

Upright memorials are not permitted in this section.

All memorial tablets shall be set level and flush with the surface of the surrounding ground.

- a) Main tablet memorial 12" x 20" or 16" x 28"
- b) Secondary tablet memorial 8" x 12", 12" x 20" or 16" x 28"
- c) Secondary tablet memorial shall not be larger than the main tablet memorial

## **Memorials for Veteran Section**

Upright memorials are not permitted in this section. A lot in the Veteran Section may contain only one memorial for the member or veteran interred in the lot and it shall meet the requirements of the Commonwealth War Graves Commission or Veterans Affairs Canada. One additional 12" x 20" flat tablet memorial shall be allowed to commemorate all other interments in the lot.

## Memorials for Adult Size Lots in the Heritage Section

Blocks 1 to 118 and Blocks A, B, C and D

Permits for new upright memorials will not be issued for the Heritage Section.

The replacement and/or restoration of existing damaged memorials in the Heritage Section shall be at the discretion of the City.

- a) Main memorial:
  - i. Tablet memorial 12" x 20" or 16" x 28" set flush to the ground or on a foundation which allows for a minimum 2" border of exposed foundation; or
  - ii. Pillow memorial 12" x 20" x 6/4" or 16" x 28" x 6/4" set on a foundation which allows for a minimum 2" border of exposed foundation; or

Schedule B - North Vancouver Cemetery Memorials

North Vancouver Cemetery Bylaw, 2011, No. 8109, Amendment Bylaw, 2019, No. 8721 – Effective January 1, 2020 City of North Vancouver T 61 141 West 14th Street F 61 North Vancouver, BC V7M 1H9

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- iii. Tablet memorial 18" x 30" centered between adjacent side by side lots set flush to the ground or on a foundation which allows for a minimum 2" border of exposed foundation: or
- iv. Pillow memorial 18" x 30" x 6/4" centered between adjacent side by side lots and set on a foundation which allows for a minimum 2" border of exposed foundation.
- b) Secondary memorial shall be a tablet memorial 8" x 12", 12" x 20" or 16" x 28" set flush to the ground and shall not be larger than the main memorial.

#### Memorials for Adult Size Lots in Blocks 643 to 647 and Blocks 730 to 743747

Upright memorials are not permitted in these areas.

All memorial tablets shall be set level and flush with the surface of the surrounding ground.

- a) Main tablet memorial 12" x 20" or 16" x 28"; or
- b) Main tablet memorial centered between adjacent side by side lots 18" x 30".
- c) Secondary tablet memorial 8" x 12", 12" x 20" or 16" x 28" and shall not be larger than the main tablet memorial.

#### Memorials for Adult Size Lots (in areas not indicated above)

Upright memorials are permitted as the main marker in these sections.

- a) Main memorial:
  - i. Upright memorial to a maximum height of 36"; or
  - ii. Tablet memorial 12" x 20" or 16" x 28" set flush to the ground or on a foundation which allows for a minimum 2" border of exposed foundation; or
  - iii. Pillow memorial 12" x 20" x 6/4" or 16" x 28" x 6/4" set on a foundation which allows for a minimum 2" border of exposed foundation; or
  - iv. Tablet memorial 18" x 30" centered between adjacent side by side lots set flush to the ground or on a foundation which allows for a minimum 2" border of exposed foundation; or
  - v. Pillow memorial 18" x 30" x 6/4" centered between adjacent side by side lots and set on a foundation which allows for a minimum 2" border of exposed foundation
- b) Secondary memorial shall be a tablet memorial 8" x 12", 12" x 20" or 16" x 28" set flush to the ground and shall not be larger than the main tablet memorial.

## **Tablet Memorial Specifications**

- a) Granite tablet memorials shall have a minimum thickness of 3".
- b) All tablet memorials shall have sides and edges cut true and perpendicular with the top surface.
- c) The tablet shall not be pinned or affixed in any way to a foundation.
- d) All bronze plaques shall be securely affixed to a concrete or granite support of a uniform thickness between 3" and 5". The bronze plaque shall not extend beyond the edges of the support.
- e) Bronze memorials with loose plates shall only be used on adult size lots for the main memorial and will require a foundation. This type of memorial shall only be installed in areas where foundations are permitted.
- f) No person shall attach any fixture or other thing to any memorial installed flush with the ground.

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Schedule B - North Vancouver Cemetery Memorials

North Vancouver Cemetery Bylaw, 2011, No. 8109,

Amendment Bylaw, 2019, No. 8721 - Effective January 1, 2020

City of North Vancouver T 604 983 7351 141 West 14th Street F 604 985 9417

North Vancouver, BC V7M 1H9 cemetery@cnv.or Field Code Changed

#### **Pillow Memorial Specifications**

- a) The standard height of a granite pillow memorial is 6" at the back sloping to 4" at the front
- b) These memorials sit above the ground and are installed on a foundation.
- c) The pillow shall not be pinned or affixed in any way to the foundation.
- d) No inscription or lettering shall be placed on the back or any side of a pillow marker.

#### **Upright Memorial Specifications**

- a) The maximum total allowable height is 36".
- b) All upright memorials shall be placed on a foundation as specified and shall allow for a minimum 2" border of exposed foundation.
- c) The casket interment must precede the placement of an upright memorial.
- d) Only one upright memorial is permitted on any lot or portion thereof, and it must be placed at the head of the lot as designated by the City.
- e) Upright memorials may include the addition of a granite vase or statue. These pieces shall be affixed to the granite base and not extend beyond the edges of the base.
- f) A Base:
  - i. must be placed on a foundation;
  - ii. shall have sides and edges cut true and perpendicular with the top surface;
  - iii. must have rock pitch finished sides (excluding the top and bottom);
  - iv. must have a height that is between 3" and 8"; and
  - v. must allow for a minimum 2" border of exposed foundation.
- g) A Die:
  - i. must have a minimum depth of 6" at the bottom;
  - ii. must be of a single piece;
  - iii. must not exceed the width and depth dimensions of the base; and
  - iv. must be securely attached to a base or foundation to the satisfaction of the City.

## **Memorial Foundation Specifications**

- a) Shall support a maximum total memorial height of 36"
- b) Shall only be installed after the ground has had sufficient time to settle
- c) Shall have sides and edges cut true and perpendicular with the top surface
- d) Shall have a minimum 3" thickness
- e) A City Installed Concrete Foundation:
  - i. shall be 28" x 48"; and
  - ii. the location and elevation of the concrete foundation will be at the City's discretion.
- f) A Granite Foundation:
  - i. Shall be installed by the memorial company;
  - ii. Shall have a maximum width of 48" and maximum depth of 28"; and
  - iii. Shall be installed flush to the surrounding ground.
- g) A Pre-Cast Concrete Foundation:
  - i. shall be installed by a memorial company;
  - ii. shall support a maximum total memorial height of 20";
  - iii. depth shall be between 16" and 22";
  - iv. width shall be between 24" and 36";
  - $\ensuremath{\text{v}}.$  shall be installed flush to the surrounding ground; and
  - vi. shall not have a tablet marker or pillow marker pinned or affixed to it.



## THE CORPORATION OF THE CITY OF NORTH VANCOUVER

## **BYLAW NO. 8920**

## A Bylaw to amend "North Vancouver Cemetery Bylaw, 2011, No. 8109"

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 "North Vancouver Cemetery Bylaw, 2011, No. 8109, Amendment Bylaw, 2022, No. 8920" (Fee Schedule and Memorial Regulations).
- 2. "North Vancouver Cemetery Bylaw, 2011, No. 8109" is amended as follows:
  - A. By deleting Part 10.2 Grave Gardens Family Care and City Care in its entirety.
  - B. In Schedule A, by deleting the In-ground Interments Resident Fees table in its entirety and replacing with the following:

In-ground Interments Resident Fees	Lot		Care Fund		Right of Interment	Preparation / Placement	Liner	Total
Adult Casket-Single Depth	(\$3,600	+	\$2,000)	=	\$5,600	\$1,700	\$950	\$8,250
Adult Casket-Single Depth Crypt	(\$4,650	+	\$2,000)	=	\$6,650	\$1,700		\$8,350
Adult Casket-Double Depth Crypt  ◆ 1 <sup>st</sup> Casket at Lower Level	(\$6,100	+	\$2,500)	=	\$8,600	\$1,700		\$10,300
Adult Casket-Double Depth Crypt  ◆ 2 <sup>nd</sup> Casket at Upper Level			\$800			\$1,700		\$2,500
Infant/Child Casket (0-12 years)	(\$1,040	+	\$1,000)	=	\$2,040	\$860		\$2,900
Cremation Lot with 1st Interment	(\$2,000	+	\$950)	=	\$2,950	\$350		\$3,300
Cremated Remains in Occupied Lot			\$500			\$350		\$850

C. In Schedule A, by deleting the In-ground Interments Non-Resident Fees table in its entirety and replacing with the following:

In-ground Interments Non-resident Fees	Lot		Care Fund		Right of Interment	Preparation / Placement	Liner	Total
Adult Casket-Single Depth	(\$6,900	+	\$4,000)	=	\$10,900	\$1,700	\$950	\$13,550
Adult Casket-Single Depth Crypt	(\$8,050	+	\$4,000)	=	\$12,050	\$1,700		\$13,750
Adult Casket-Double Depth Crypt  ◆ 1 <sup>st</sup> Casket at Lower Level	(\$13,300	+	\$5,000)	=	\$18,300	\$1,700		\$20,000
Adult Casket-Double Depth Crypt  ◆ 2 <sup>nd</sup> Casket at Upper Level			\$800			\$1,700		\$2,500
Infant/Child Casket (0-12 years)	(\$2,550	+	\$2,000)	=	\$4,550	\$900		\$5,450
Cremation Lot with 1st Interment	(\$3,750	+	\$1,800)	=	\$5,550	\$350		\$5,900
Cremated Remains in Occupied Lot			\$500			\$350		\$850

The Corporation of the City of North Vancouver Page 1
Bylaw, 2022, No. 8920 Document: 2157680-v1

D. In Schedule A, by deleting the Columbarium Niche Non-Resident Fees table in its entirety and replacing with the following:

Additional Fees A surcharge is applicable for interments on weekends and after regular interment hours on weekdays. See 6.2 of this Bylaw.	Total
After Hours Surcharge for Adult Casket Burial	\$1,600
After Hours Surcharge for Infant/child Casket Burial	\$520
After Hours Surcharge for In-ground Cremation Interment	\$300
After Hours Surcharge for Niche Interment	\$200
Cremation Urn Vault – Single Administration Fee	\$100 \$80

E. In Schedule A, by deleting the Memorial Fees table in its entirety and replacing with the following:

Memorial Fees	Care Fund	Permit	Total
Memorial Permit	\$100	\$120	\$220
Memorial Resetting		\$120	\$120
City Concrete Foundation			\$1,200
Memorial Tablet Levelling			\$150

F. In Schedule A, by deleting the Lot Adornment Fees table in its entirety and replacing with the following:

Lot Adornment Fees	Total
In-ground Vase (includes installation)	\$90

G. In Schedule A, by deleting the Disinterment & Exhumation Fees table in its entirety and replacing with the following:

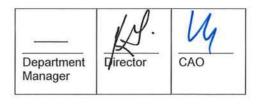
Disinterment & Exhumation Fees	Total
Adult Casket-Single Depth Lot	\$2,140
Adult Casket-Lower Level of Double Depth Lot	\$2,600
Infant/Child Casket	\$1,200
Cremated Remains (in-ground)	\$450
Cremated Remains (in-ground) with re-interment	\$620
Cremated Remains (niche)	\$220

H. In Schedule A, by deleting the Additional Fees table in its entirety and replacing with the following:

Additional Fees	
A surcharge is applicable for interments on weekends and after regular interment hours on weekdays. See 6.2 of this Bylaw.	Total
After Hours Surcharge for Adult Casket Burial	\$1,630
After Hours Surcharge for Infant/child Casket Burial	\$520
After Hours Surcharge for In-ground Cremation Interment	\$300
After Hours Surcharge for Niche Interment	\$200
Cremation Urn Vault – Single	\$100
Administration Fee	\$80

I.	In Schedule B, by deleting the title "Memorials for Adult Size Lots in Blocks 643 to 647 and Blocks 730 to 743" and replacing with "Memorials for Adult Size Lots in Blocks 643 to 647 and Blocks 730 to 747".		
		READ a first time on the <> day of <>, 2022.	
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		READ a third time on the <> day of <>, 2022.	
		ADOPTED on the <> day of <>, 2022.	
		MAYOR	
		CORPORATE OFFICER	







# The Corporation of THE CITY OF NORTH VANCOUVER CITY CLERK'S DEPARTMENT

REPORT

To:

Mayor Linda Buchanan and Members of Council

From:

Christine Baird, Deputy Corporate Officer / Deputy Chief Election Officer

Subject:

General Local Election 2022 - Bylaw Amendments

Date:

June 8, 2022

File No: 09-4200-20-0065/1

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

## RECOMMENDATION

PURSUANT to the report of the Deputy Corporate Officer, dated June 8, 2022, entitled "General Local Election 2022 – Bylaw Amendments":

THAT the following bylaws be considered:

- "General Local Election Bylaw, 2022, No. 8943";
- "Election Sign Bylaw, 2018, No. 8643, Amendment Bylaw, 2022, No. 8944";
   and
- "Automated Vote Counting System Authorization and Procedure Bylaw, 2022, No. 8946".

## **ATTACHMENTS**

- 1. General Local Election Bylaw, 2022, No. 8943 (draft, red lined) (CityDocs 2186809)
- 2. Election Sign Bylaw, 2018, No. 8643, Amendment Bylaw, 2022, No. 8944 (draft) (CityDocs 2187946 and 2187962)
- 3. Automated Vote Counting System Authorization and Procedure Bylaw, 2022, No. 8946 (draft, red lined) (CityDocs 2190177)

## DISCUSSION

Staff propose a new, updated, General Local Election Bylaw, and amendments to the Election Sign Bylaw and Automated Vote Counting System Authorization and Procedure Bylaw, for Council consideration. Any proposed bylaw changes to be made effective in a municipality for the 2022 General Local Election are required to be adopted by July 4, 2022. The following information outlines updates to each bylaw.

Document Number: 2186789

REPORT: General Local Election 2022 - Bylaw Amendments

Date: June 8, 2022

# General Local Election Bylaw

# Administrative Changes

Changes to the *Local Government Act* in 2021 resulted in the re-numbering of several sections of the Act. In order for the City to remain compliant with these administrative changes, the bylaw needs to be updated.

# Mail Ballot Voting

The opportunity to vote by mail ballot was established in the City in 2008 and eligibility requirements were limited to:

- persons with a physical disability, illness or injury that affects their ability to vote at another voting opportunity; and
- persons who expected to be absent from the City on general voting day and at the times of all advance voting opportunities.

Effective June 17, 2021, under the provisions of Section 110 of the *Local Government Act*, all electors are now eligible to vote by mail ballot, where a bylaw provides for mail ballot voting. Mail ballot voting in an election is designed to allow electors to cast ballots without attending a voting place. As mail ballot voting increases the accessibility and convenience of voting, and the Chief Election Officer considers many administrative details to ensure that the mail ballot voting is conducted in accordance with the legislation, staff continue to support mail ballot voting in the City.

# **Election Sign Bylaw**

The Election Sign Bylaw is applicable to local, provincial and federal election signage posted within the City's boundaries.

As a result of a recent review of the Election Sign Bylaw three additional locations for placement of campaign signs in the City are recommended. The recommendation is based on the the review undertaken by Engineering and Bylaw staff to determine additional suitable locations; where election signs would not impede pedestrian or traffic safety. If the recommendation is approved, there would be a total of six locations throughout the City for placement of election signage during an election period for local, provincial and federal elections.

# **Additional Bylaws**

The Automated Vote Counting System Authorization and Procedure Bylaw is required to be updated to reflect a change with the City using a new vendor (Dominion Voting Systems) for the vote counting units, to provide more detailed procedures for mail ballot voting and to remove outdated reference to the Regional Health Board. Removal of reference to secrecy sleeves is also recommended to provide greater flexibility for planning and conducting elections during a pandemic. The use of secrecy sleeves can be implemented through existing administrative processes and without bylaw authorization. Other updates to the bylaw provide a greater clarity regarding voting procedures. Please refer to Attachment #5 for the proposed amendments.

REPORT: General Local Election 2022 - Bylaw Amendments

Date: June 8, 2022

The Street and Traffic Bylaw includes reference to the Election Sign Bylaw, to allow for placement of election signs. At this time only administrative updates (i.e. section numbering) are required.

# STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

Administrative work for an election is linked to Council's Vision and Priority 'A City for People' – welcoming, inclusive, safe, accessible and supports the health and well-being of all.

This report and the related bylaws have been reviewed by the Chief Election Officer and Corporate Officer.

RESPECTFULLY SUBMITTED:

Christine Baird

Deputy Corporate Officer /
Deputy Chief Election Officer

## THE CORPORATION OF THE CITY OF NORTH VANCOUVER

## **BYLAW NO. 8943**

A bylaw to provide for the determination of various procedures for the conduct of local government elections and other voting

Under the *Local Government Act*, the Council may, by bylaw, determine various procedures and requirements to be applied in the conduct of local government elections and other voting.

Council wishes to establish various procedures and requirements under that authority.

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

## **CITATION**

1. This bylaw shall be known and cited for all purposes as "General Local Election Bylaw, 2022, No. 8943".

## **DEFINITIONS**

2. In this bylaw:

<u>"Campaign financing disclosure statements" means</u> the disclosure statements, supplementary reports and signed declarations required under sections 90 and 90.1 of the Local Government ActSection 46 of the Local Elections Campaign Financing Act.:

**"Elector"** means a resident elector or property elector of the jurisdiction as defined under the *Local Government Act*:

"Election" means an election for the number of persons required to fill a local government office:

"Endorsement documents" means documents required under Section 93 of the Local Government Act;

"General local election" means the elections held for the Mayor, and all Councillors and School Trustees, if applicable, of the City of North Vancouverjurisdiction, which must be held every four years in the year 1993 2014 and in every 3rd 4th year after that;

"General voting day" means:-

- (a) for a general General local Local Eelection, the 3rd Saturday of November October in the year of the election;
   (b) for a by-election other elections, the date set under Section s 37 (5) or 38 (1) or (3)54
   of the Local Government Act; and
- ——(c) for other voting, the date set under Section <u>170</u><del>162</del> of the *Local Government Act*;



"Local Government" means, in relation to the an election: (a) The Corporation of the City of North Vancouver; or (b) the municipal Council of the City of North Vancouver. "Nomination documents" means the documents required under section Section 72-87 of the Local Government Act;-"Other voting" means voting on a matter referred to underin Section 458-170 of the Local Government Act and includes voting on a referendum under Sections 83 or 85 of the Community Charter. **USE OF PROVINCIAL LIST OF VOTERS AS THE REGISTER OF RESIDENT ELECTORS** —As authorized under Section 59–76 of the Local Government Act, the most current available Provincial list of voters prepared under the Election Act, existing at the time an election or other voting is to be held, is deemed to be the register of resident electors for the City of North Vancouver Jurisdiction. The Provincial list of voters becomes the register of resident electors by no later than 52 days before general General voting Voting Delay for each election or other Other Vvoting for the Jjurisdiction City of North Vancouver. REQUIRED ADVANCE VOTING OPPORTUNITIES (a) As provided under Section 97–107 of the Local Government Act, required advance -voting opportunities will be held for each electionElection, (or specified election), (or Other Votingother voting,) as follows: on the 10th day before General Voting Daygeneral voting day; and -(aɨ) (b) (ii) on the 3rd day before General Voting Daygeneral voting day. -Voting hours for these advance voting opportunities are must be from -8:00 a.m. to 8:00 p.m. ADDITIONAL ADVANCE VOTING OPPORTUNITIES 7. (a) As authorized under Section 98-108 of the Local Government Act, the Council authorizes the Chief Election Officer to establish additional advance voting opportunities for each election to be held in advance of General Voting Daygeneral voting day and to designate the voting places, establish the date and the voting hours for these voting opportunities.

The Corporation of the City of North Vancouver

Bylaw, 2022, No. 8943

SPECIAL VOTING OPPORTUNITIES

8

As authorized under Section 99–109 of the Local Government Act, the Council authorizes the Chief Election Officer to establish special voting opportunities for each election Election in any or all of the hospitals in the Jjurisdiction and to designate the location, the date and the voting hours, within the limits set out in Section 96(2) of the Local Government Act, for the a special voting opportunity.

- 9. The following restrictions apply to persons who may vote at the special voting opportunity:
  - (ai) the only electors\_Electors\_who may vote are electors\_Electors\_who, on the date on which the special voting opportunity is held and before the end of the voting hours for that special voting opportunity, have been admitted to and are patients of a hospital on the date and during the voting hours for which the special voting opportunity is held designated as a location for a special voting opportunity.
- 10. (c) The following procedures for voting and for conducting the voting proceedings apply to the special voting opportunity:
  - (ia) where a poll-special voting opportunity is established in a hospital, and a patient of the hospital who is a qualified voter is bedridden or unable to walk, the Presiding Election Officer may, in the presence of another election official, attend with the ballot box on to the a patient for the purpose of providing receiving their a ballot for voting. In that case tThe voter shall will be instructed to mark the ballot at a as-far enough distance from the election officials as possible in accordance with this Section in the so that privacy of the vote that can be reasonably arranged made.
- 11.(d) Council authorizes the Chief Election Officer to limit the number of candidates representatives who may be present at the special voting opportunity.

## 7.—RESOLUTION OF TIE VOTES AFTER JUDICIAL RECOUNT.

12. —In the event of a tie vote after a judicial recount, the tie vote will be resolved determined by conducting a lot in accordance with Section 141\_151\_of the Local Government Act\_

## 8. MAIL BALLOT VOTING

- 13. As authorized under section Section 11000 of the Local Government Act, voting and registration may be done by mail ballot and registration of Election may be done by mail in conjunction with mail ballot voting. for those electors who meet the criteria in paragraph (b) for each election or other voting.
- 14. The Chief Election Officer may establish the time limits in relation to voting by mail.
- 15. The Chief Election Officer will establish procedures for voting and registration, and must ensure that sufficient records are kept.
- 16. A mail ballot must be received by the Chief Election Officer before the close of voting on General Voting Day in order to be counted for an Election.
  - (a) The following electors are permitted to register to vote by mail and to vote by mail ballot:
    - (i) those persons who have a physical disability, illness or injury that affects their ability to vote at another voting opportunity;
    - (ii) persons who expect to be absent from the City of North Vancouver on general voting day and at the times of all advance voting opportunities.
  - (b) The following procedures for voting and registration must apply:

- (i) Sufficient record will be kept by the chief election officer so that challenges of the elector's right to vote may be made in accordance with the intent of section 116 of the Local Government Act:
- (ii) a person exercising the right to vote by mail under the provisions of section 100 may be challenged in accordance with, and on the grounds specified in section 116 of the Local Government Act, until 4:30 pm two days before general voting day.
- (c) The time limits in relation to voting by mail ballot will be determined by the chief election officer.
- (d) As provided in the Local Government Act, a mail ballot must be received by the chief election officer before the close of voting on general voting day in order to be counted for an election."

#### 9. Access to Documents

#### ACCESS TO NOMINATION DOCUMENTS

17. As authorized under Sections 73-89 and 93 7 of the Local Government Act, public access to nomination and endorsement documents required under section Section 72 of the Local Government Act will be provided by making copies available to any person at City Hall during regular business hours, on request, of any person and by posting on the City's website from the time of the delivery of any nomination documents to the Chief Election Officer until 30 days after the declaration of the election Election results.

#### **REPEAL**

18. "General Local Election Bylaw, 1993, No. 6442" and all amendments are repealed on adoption of this bylaw.

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

CORPORATE OFFICER

The Corporation of the City of North Vancouver Bylaw, 2022, No. 8943

# THE CORPORATION OF THE CITY OF NORTH VANCOUVER

# **BYLAW NO. 8944**

A Bylaw to amend "Election Sign Bylaw, 2018, No. 8643"

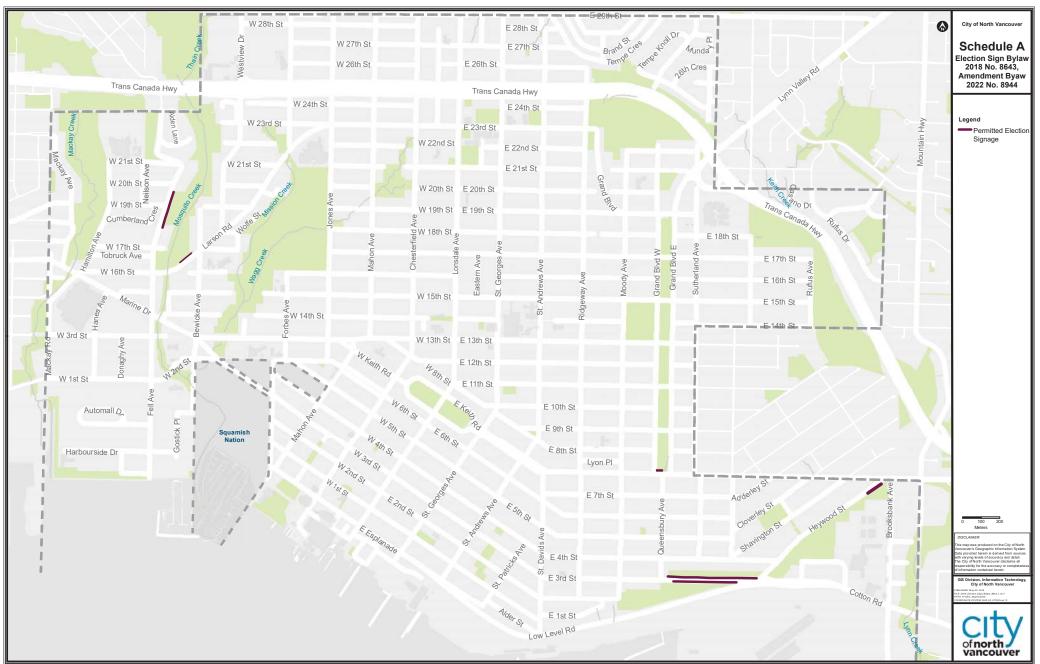
The Council of The Corporation of the City of North Vancouver, in open meeting assembled, enacts as follows:

- 1. This Bylaw shall be known and cited for all purposes as "Election Sign Bylaw, 2018, No. 8643, Amendment Bylaw, 2022, No. 8944" (Schedule A).
- 2. "Election Sign Bylaw, 2018, No. 8643" is hereby amended by deleting "Schedule A" and replacing it with the updated "Schedule A" attached to this bylaw.

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READ a third time on the <> day of <>, 20	22.
ADOPTED on the <> day of <>, 2022.	
MAYOR	

CORPORATE OFFICER

The Corporation of the City of North Vancouver Bylaw, 2022, No. 8944



#### THE CORPORATION OF THE CITY OF NORTH VANCOUVER

#### **BYLAW NO. 8946**

# **Automated Vote Counting System Authorization and Procedure Bylaw**

<u>Under the WHEREAS pursuant to Section 1\_102 of the Local Government Act</u>, the Council<u>may</u>, <u>by bylaw</u>, <u>of The Corporation of the City of North Vancouver is empowered to provide</u>, <u>by bylaw</u>, <u>provide</u> for the use of automated voting machines, voting recorders or other devices for voting in an election; <u>IBylaw 7948</u>, <u>July 7</u>, <u>2008</u>]

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

#### **CITATION**

This bylaw may be cited as "Automated Vote Counting System Authorization and Procedure Bylaw, 19962022, No. 68158946".

#### 1. DEFINITIONS

- In this bylaw, all definitions shall be in accordance with Part 33 of the Local Government Act, except for the following: [Bylaw 7948, July 7, 2008]
  - "Acceptable Mark" —means <u>a filled oval or oval marked with an "x" that the vote counting unit is able to identify, and a completed arrow which the vote counting unit is able to identify, which-that has been made by an elector in the space provided on the ballot opposite the name of any candidate or opposite either "yes" or "no" on any referendum question, if <u>applicable</u>.</u>
  - "Automated Vote Counting System" —means a system that counts and records votes and processes and stores election results which comprises:
  - (a) a number of ballot scan vote counting units, each of which rests on a two compartment ballot box, one compartment of which is for:
    - i. voted ballots; and
    - ii. Returned Ballots which have been reinserted using the Ballot Return Over ride Procedure;
    - and the other for the temporary storing of voted ballots during such time as the vote counting unit is not functioning; and
  - (b) a Portable Ballot Box into which voted mail ballots are deposited, to be counted after the close of voting on general voting day.
  - "Ballot"—\_means a single ballot card designed for use in an automated vote counting system, which shows:
  - (a) the names of all of the candidates for each of the offices of Mayor, Councillor, and School Trustee; and Regional Health Board member, if applicable; and

- (b) all of the choices on all of the referendum questions on which the opinion of, or consent from, the electors is sought.
- "Ballot Return Over-ride Procedure" \_—means the use, by an election official, of a device on a vote counting unit, which causes the unit to accept a Returned Ballot.
- "Election Headquarters" —means North Vancouver City Hall, 141 West 14th Street, North Vancouver, B.C.
- "Emergency Ballot Compartment"—means a designated compartment in the b-allot box under each vote counting unit into which voted ballots are temporarily deposited in the event that the unit ceases to function.
- "Memory Pack" means a computer software cartridge which is inserted into the vote counting unit and into which is preprogrammed:
- a) the names of all of the candidates for each of the offices of Mayor, Councillor, School Trustee, and Regional Health Board member, if applicable; and
- b) the alternatives of "yes" and "no" for each referendum question,

and a mechanism to record and retain information on the number of acceptable marks made for each.

- "Memory Card"— means a flash memory card that inserts into the vote counting unit and into which is programmed:
- (a) the names of all the candidates for each of the offices of Mayor, Councillor, and School Trustee, as applicable, and with written consent of the candidate, an elector organization endorsement for the candidate; and
- (b) the alternatives of "yes" and "no" for all of the choices on all of the referendum questions on which the opinion of, or consent from, the electors is sought,

and a mechanism to record and retain information on the number of Acceptable Marks made for each.

- "Portable Ballot Box" —means a ballot box which is used in the election where a vote counting unit is not being used at the time of voting.
- "Results Tape" —means the printed record generated from a vote counting unit at the close of voting on general voting day, which shows the number of votes for each candidate for each of the offices of Mayor, Councillor, and School Trustee, and Regional Health Board member, if applicable, and the number of votes for and against each referendum question, if applicable.
- "Returned Ballot" —means a voted ballot which was inserted into the vote counting unit but which was not accepted, and which was returned with an explanation of the ballot marking error which caused the ballot not to be accepted.

The Corporation of the City of North Vancouver Bylaw, 2022, No. 8946

"Secrecy Sleeve" - means an open-ended folder or envelope used to cover ballots to conceal the choices made by each elector.

"Vote Counting Unit" —means the device into which voted ballots are inserted and which scans each ballot and counts and records the number of votes for each candidate and for and against each referendum question.

#### **AUTHORIZATION**

2.13. Authorization is hereby given for the conducting of the General Local and, School Board Election and Regional Health Board Election, using an aAutomated ✓Vote eCounting sSystem.

#### 3. AUTOMATED VOTING PROCEDURES

- 43.1 The presiding election official for each voting place and at each advance and special voting opportunity, shall may offer, and, or if requested, must ensure that a demonstration of how to vote using an Automated Vote Counting System is provided to an elector, as soon as such elector enters the voting place and before a Ballot is issued.
- 43.2 Upon completion of any voting demonstration, the elector shall proceed as instructed to the election official responsible for issuing ballots, who:
  - (a) shall ensure that the elector;
    - i. is qualified to vote in the election;
    - ii. completes the voting book as required by the *Local Government Act*; and *[Bylaw 7948, July 7, 2008]*
  - (b) upon fulfillment of the requirements of sub-section (a), shall then provide a Ballot to the elector, along with a secrecy sleeve if applicable, the Ballot marking pen, and any further instructions the elector requests.
- <u>43.3</u> Upon being <u>given provided</u> a Ballot, the elector shall immediately proceed to a voting compartment to vote.
- <u>43.4</u> The elector may vote only by making an Acceptable Mark on the Ballot:
  - (a) beside the name of each candidate of choice, up to the maximum number of candidates to be elected for each of the offices of Mayor, Councillor, and School Trustee, and Regional Health Board member, if applicable; and
  - (b) beside either "yes" or "no" in the case of each referendum question, if applicable.
- 43.5 Once the elector has finished marking the Ballot, the elector must either:
  - (a) place the Ballot into the secrecy sleeve, in the case of a two-sided Ballot or if one is otherwise provided; or
  - (b) turn the Ballot upside down in the case of a single-sided Ballot, and proceed to the ∀vote counting unit, and under the supervision of the election official in attendance,

insert the <u>ballotBallot</u> directly into the vote counting unit without the Acceptable Marks on the <u>ballotBallot</u> being exposed.

# 3.6 If:

- (a) before inserting the ballot into the vote counting unit, an elector determines that a mistake has been made when marking the ballot, or
- (b) the ballot is inserted into the vote counting unit and returned,

the elector may request a replacement ballot by advising the election official in attendance.

- 3.7 Upon being advised of the replacement ballot request for a replacement ballot, the presiding election official shall issue a replacement ballot to the elector and mark the returned ballot "spoiled" and shall retain all such spoiled ballots separately from all other ballots and they shall not be counted in the election.
- 43.68 If the elector declines the opportunity to obtain a replacement Ballot and has not damaged the Ballot to the extent that it cannot be reinserted into the vote counting unit, the election official shall, using the Ballot Return Over ride Procedure, reinsert the Returned Ballot into the vote counting unit to count any Acceptable Marks.
- 43.78 If a Ballot is returned by the vote counting unit, the election official shall state the reason for the rejection as shown on the vote counting unit and give the elector the option of:
  - (a) (a) completing a replacement Ballot; or
  - (b) (b) reinserting the Returned Ballot into the vote counting unit using the Ballot return override procedure to count any marks that have been made correctly;

and the election official shall proceed in accordance with the elector's choice.

- 4.83.9 Any Ballot accepted by the vote counting unit is valid and any Acceptable Marks contained on such Ballots will be counted in the election, subject to any determination made under a judicial recount.
- 3.104.9 Once the Ballot has been inserted into the vote counting unit and the unit indicates that the Ballot has been accepted, the elector must immediately leave the voting place.
- 3.114.10 During any period that a vote counting unit is not functioning, the election official supervising the unit shall direct electors to insert their Ballots into the Emergency Ballot Compartment, on the understanding that if the vote counting unit:
  - (a) becomes operational; or
  - (b) is replaced with another vote counting unit,

the Ballots in the Emergency Ballot Compartment shall, as soon as reasonably possible, be removed by an election official and, under the supervision of the presiding election official, shall be inserted into the vote counting unit to be counted.

- 3.124.11 Any Ballots which that were temporally temporarily stored in the Emergency Ballot Compartment during a period when the vote counting unit was not functioning, which are returned by the vote counting unit when being counted, shall, through the use of the Ballot Return Over ride Procedure, and under the supervision of the presiding election official, be reinserted into the vote counting unit to ensure that any Acceptable Marks are counted.
- 3.134.12 A sample Ballot that may be used in an election conducted under an Automated Vote Counting System is attached as Schedule "A" to this bylaw.

# 4. ADVANCE AND, SPECIAL AND MAIL BALLOT VOTING OPPORTUNITY PROCEDURES

- 54.1 Vote counting units shall be used at all advance and, special and mail ballot voting opportunities, and voting procedures at both the advance and, special and mail ballot voting opportunities shall follow as closely as possible, those described in section 43.
- <u>54.2</u> At the close of voting at each advance and special voting opportunity, the presiding election official in each case shall ensure:
  - (a) —that any remaining Ballots in the Emergency Ballot Compartment are inserted into the vote counting unit;
  - (<u>ba</u>) that no additional Ballots are inserted into <u>or withdrawn from</u> either the vote counting unit or into <u>or from</u> the Emergency Ballot Compartment;
  - (cb) that the Results Tapes in the vote counting units are not generated; and
  - (d) —that the Memory Cards in the vote counting unit are secured and remain sealed in such a manner that they cannot be accessed without breaking the seal.-
- 54.3 During any period that a vote counting unit being used at an advance or, special or mail ballot voting opportunity is not functioning, the provisions of sub-sections 43.124 and 43.132, so far as applicable, shall apply.
- 54.4 The presiding election official shall, at the close of voting at both the final advance voting opportunity and the special voting opportunity:
  - (a) ensure that any remaining Ballots in the Emergency Ballot Compartment are inserted into the vote counting unit;
  - (b) secure the vote counting unit so that no more Ballots can be inserted or withdrawn; and
  - (c) deliver the vote counting unit, together with the memory pack cards and all other election materials, to the Chief Election Officer at Election Headquarters.
- 4.5 At the close of voting for the mail ballot voting opportunity the portable ballot box containing the secrecy envelopes must be opened by an election official as directed by the Chief Election Officer, and in the presence of one other person and any scrutineers present, the mail ballots contained therein must be inserted into the vote counting unit to be counted.

#### 5. MAIL BALLOT VOTING OPPORTUNITY PROCEDURES

- 65.1 Voting by mail Ballot and elector registration by mail in conjunction with mail Ballot voting are authorized under the Local Government Act.
  - (a) The Chief Election Officer is authorized to establish the application form, time limits in relation to mail Ballot voting, determine options for distributing the mail Ballot packages, request identification from electors as applicable, and designate the locations for the receipt of completed mail Ballot packages from electors.
  - (b) An elector who wishes to vote by mail Ballot must submit a request to the Chief Election Officer using the application form and within the time limits established by the Chief Election Officer.
  - (c) Upon receipt of a completed application form and commencing as soon as practical after the final printed Ballots are available, the Chief Election Officer must make available to the elector a mail Ballot package that complies with sections 110(7) and (8) of the Local Government Act, immediately record, and upon request in person by a candidate, representative or elector, make available for inspection by any such person, the name and address of the person to whom the Chief Election Officer issued the mail Ballot package.
  - (d) <u>In order to vote using a mail Ballot, the elector must mark the Ballot in accordance with this bylaw and all instructions contained in the mail Ballot package provided by the Chief Election Officer.</u>
  - (e) It is the elector's responsibility to mail or deliver the completed mail Ballot package to a location designated by the Chief Election Officer such that the Chief Election Officer receives it no later than the close of voting on general voting day.
  - (f) If an elector unintentionally spoils a mail Ballot before returning it to the Chief Election Officer, the elector may request a replacement mail Ballot package in accordance with section 65.1(b) of the bylaw, and the election official must make available replacement mail Ballot package as soon as practical in accordance with section 65.1 (c) of the bylaw. The first mail Ballot received by the Chief Election Officer will be counted, and any other mail Ballots issued to the same elector will be marked as "rejected", the reason for rejection will be noted, and those Ballots will not be counted.
  - (g) The Chief Election Officer, or designate, must process all mail Ballot packages returned by the close of voting on general voting day.
  - (h) Upon receipt of a returned mail Ballot envelope, the Chief Election Officer, or designate, must immediately record the date of such receipt, open the return envelope and remove and examine the certification envelope and completed elector registration application, if applicable, and if satisfied as to the identity and entitlement to vote of the elector named in the certification, the completeness of the certification, and if the person is registering as a new elector, fulfilment of the requirements of section 65 or 66 of the Local Government Act, mark the certification envelope as "accepted" and place it with other certification envelopes.
  - (i) If the Chief Election Officer, or designate, is not satisfied as to the identity and entitlement to vote of the elector named in the certification, or the completeness of the certification; or is not satisfied that a person registering as a new elector has fulfilled

the requirements of section 65 or 66 of the *Local Government Act*; or receives the return mail Ballot envelope after the close of voting on general voting day, the Chief Election Officer, or designate, must not open the certification envelope and must mark the certification envelope as "rejected", note the reason for rejection, and not count the mail Ballot contained in the certification envelope in the election.

- (j) <u>Each certification envelope returned with a mail Ballot package must be securely stored by the Chief Election Officer in the event of any challenge made in accordance with section 126 of the *Local Government Act*.</u>
- 65.2 Vote counting units shall be used at the mail Ballot voting opportunity and voting procedures shall follow as closely as possible, those described in section 43.
- 65.3 During any period that a vote counting unit being used at a mail Ballot voting opportunity is not functioning, the provisions of sub-sections 43.12 and 43.13, so far as applicable, shall apply.
- 65.4 The Chief Election Officer is authorized to designate one or more locations, days and times for the counting of mail Ballots before general voting day.
- 65.5 For the counting of mail Ballots at locations, days and times designated by the Chief Election
  Officer, the Chief Election Officer, or designate, in the presence of another election official, shall:
  - (a) open certification envelopes accepted and maintained to date by the Chief Election Officer;—and
  - (b) <u>insert the secrecy</u> Ballot <u>from each certification envelope into a vote counting unit designated for counting mail Ballots;</u>
  - (c) <u>after the insertion of all mail Ballots, ensure that no additional Ballots are inserted into or withdrawn from either the vote counting unit or the Emergency Ballot Compartment;</u>
  - (d) ensure the Results Tapes in the vote counting unit are not generated; and
  - (e) <u>ensure the Memory Cards in the vote counting unit are secured and remain sealed in such a manner that they cannot be accessed without breaking the seal.</u>
- 65.6 The Chief Election Officer shall designate a location and an election official for the counting of mail Ballots on general voting day and the procedures in section 65.5- of this bylaw shall apply to the counting of such mail Ballots. After the close of voting on general voting day, the designated election official shall:
  - (a) generate two copies of the Results Tape from the vote counting unit designated for counting of mail Ballots; and
  - (b) <u>deliver one copy of the Results Tape, along with the Memory Card from vote counting unit used for counting mail Ballots, to the Chief Election Officer.</u>

[Bylaw 7948, July 7, 2008]

#### 65. PROCEDURES AFTER THE CLOSE OF VOTING ON GENERAL VOTING DAY

- 765.1 After the close of voting on general voting day, each presiding election official, except those responsible for advance, special and mail Ballot voting opportunities, shall undertake all of the following, generally in the order stipulated: [Bylaw 7948, July 7, 2008]
  - (a) ensure that any remaining Ballots in the Emergency Ballot Compartment are inserted into the vote counting unit;
  - (b) secure the vote counting unit so that no more Ballots can be inserted or withdrawn;
  - (c) generate 2-two copies of the Results Tape from the vote counting unit;
  - (d) remove the memory <u>pack\_card\_from</u> the vote counting unit and deliver it, along with one copy of the Results Tape, to the Chief Election Off-icer at Election Headquarters;
  - (e) account for the unused, spoiled and voted Ballots, and place them, packaged and sealed separately, into the election materials transfer box;
  - (f) complete the Ballot account and place the duplicate copy in the election materials transfer box;
  - (g) seal the election materials transfer box;
  - (h) place the voting books/list of electors, the original copy of the Ballot account, 4one copy of the Results Tape, completed registration acards, keys and all completed administrative forms into the Chief Election Officer portfolio; and
  - (i) deliver the sealed election materials transfer box, vote counting unit and the Chief Election Officer portfolio to the Chief Election Officer at Election Headquarters.
- 765.2 After the close of voting on general voting day, the Chief Election Officer shall direct an election official to proceed in accordance with clauses (c) to (i) inclusive of sub-section 55.1, for the advance and, special and mail-Ballot voting opportunities, so far as applicable. [Bylaw 7948, July 7, 2008]
- <u>76</u>5.3 Upon the fulfillment of the provisions of sub-sections 5.1 and 5.2 inclusive, the Chief Election Officer shall, to obtain the election results, direct an election official to place the results in a spread–sheet, which may be used for display in the City Council Chamber, indicating the total election results.

#### 67. RECOUNT PROCEDURE

- <u>876.1.</u> If a recount is required, it shall be conducted <u>under the direction of the Chief Election</u>
  <u>Officer using the Automated Vote Counting System, and generally in accordance with the <u>with the provisions of Sections 148, 149 and 150 of the Local Government Act</u>following <u>procedure</u>:</u>
  - a) the memory packs cards of all vote counting units will be cleared;
  - b) vote counting units will be designated for each voting place;

- c) all voted ballots will be removed from the sealed election materials transfer boxes, except spoiled ballots, and reinserted in the appropriate vote counting units under the supervision of the Chief Election Officer;
- d) any ballots returned by the vote counting unit during the recount process shall, through the use of the ballot return over-ride procedure, be reinserted into the vote counting unit to ensure that any acceptable marks are counted; and
- e) to obtain the election results, the Chief or Deputy Election Officer shall place the results of each voting place on a spread sheet so as to tally the total election results.

#### **REPEAL**

9.	"Automated Vote Counting System Authorization and Procedure Bylaw, 1996, No. 6815
	and all amendments are repealed on 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.

MAYOR

CORPORATE OFFICER

# Schedule "A" Sample Ballot



City of North Vancouver 2022 General Local Election Saturday, October 15, 2022

To vote, fill in the oval next to your choice(s), like this: Use only the marking pen provided.

Candidates for	Candidates for	Candidates for
Mayor	Councillor	School Trustee
Vote for ONE (1) only	Vote for not more than SIX (6)	Vote for not more than THREE (3)
AMADOPOLIS, Aristotle	O BORTON, Wendell	○ BEARDLY, Jasper BFC - Banana First Coalition
O BAILEY, Mary  ACA - Apple Citizens Association	O BOUVIER, Patty AGA - Apple Citizens Association	O BOUVIER, Selma AGA - Apple Citizens Association
O BROCKMAN, Kent	CARLSON, Carl	FLANDERS, Ned ACA - Apple Citizens Association
O POWERS, Ruth	CHALMERS, Gary BFC - Banana First Coalition	HIBBERT, Julius ACA - Apple Citizens Association
	FLANDERS, Todd  ACA - Apple Citizens Association	O LOVEJOY, Helen
	FRINK, John PFC - Pear First Coalition	<ul> <li>SIMPSON, Mona PFC - Pear First Coalition</li> </ul>
	GUMBLE, Barney BFC - Banana First Coalition	SNYDER, Roy ACA - Apple Citizens Association
	GUNDERSON, Gil ACA - Apple Ottzens Association	O VAN HOUTEN, Luann ACA - Apple Citizens Association
	HIBBERT, Bernice ACA - Apple Citizens Association	O WIGGUM, Ralph
	O HOOVER, Elizabeth PFC - Pear First Coalition	
	HUTZ, Lionel BFC - Banana First Coalition	
	O JONES, Jimbo  BFC - Banana First Coalition	
	○ KRABAPPEL, Edna ACA - Apple Citizens Association	
	<ul> <li>LEONARD, Lenny</li> <li>PFC - Pear First Coalition</li> </ul>	
	O LOVEJOY, Timothy PFC - Pear First Coalition	
	MCCLURE, Troy ACA - Apple Ottzens Association	
	MUNTZ, Nelson	
	PRINCE, Martin	
	RIVERIA, Nick PFC - Pear First Coalition	
	SIMPSON, Abraham  BFC - Banana First Coalition	
	SKINNER, Agnes	
	SMITHERS, Waylon	
	Nun - Apple Crizer's Association	ı



#### THE CORPORATION OF THE CITY OF NORTH VANCOUVER

#### **BYLAW NO. 8943**

# A bylaw to provide for the determination of various procedures for the conduct of local government elections and other voting

Under the *Local Government Act*, the Council may, by bylaw, determine various procedures and requirements to be applied in the conduct of local government elections and other voting.

Council wishes to establish various procedures and requirements under that authority.

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

#### **CITATION**

1. This bylaw shall be known and cited for all purposes as "General Local Election Bylaw, 2022, No. 8943".

#### **DEFINITIONS**

- 2. In this bylaw:
  - "**Elector**" means a resident elector or property elector of the jurisdiction as defined under the *Local Government Act*;
  - "Election" means an election for the number of persons required to fill a local government office;
  - **"Endorsement documents"** means documents required under Section 93 of the *Local Government Act*;
  - "General local election" means the elections held for the Mayor, all Councillors and School Trustees, if applicable, of the jurisdiction, which must be held every four years;

# "General voting day" means:

- (a) for a General Local Election, the 3rd Saturday of October in the year of the election:
- (b) for a by-election, the date set under Section 54 of the Local Government Act; and
- (c) for other voting, the date set under Section 170 of the *Local Government Act*;
- "Jurisdiction" means, in relation to an election, the boundaries of the City of North Vancouver;

Document: 2186809-v5

"Local Government" means, in relation to an election:

- (a) The Corporation of the City of North Vancouver; or
- (b) the municipal Council of the City of North Vancouver.

"Nomination documents" means the documents required under Section 87 of the *Local Government Act*;

"Other voting" means voting on a matter referred to under Section 170 of the *Local Government Act* and includes voting on a referendum under Sections 83 or 85 of the *Community Charter*.

#### USE OF PROVINCIAL LIST OF VOTERS AS THE REGISTER OF RESIDENT ELECTORS

- 3. As authorized under Section 76 of the *Local Government Act*, the most current available Provincial list of voters prepared under the *Election Act*, is deemed to be the register of resident electors for the Jurisdiction.
- 4. The Provincial list of voters becomes the register of resident electors no later than 52 days before General Voting Day for each Election or Other Voting for the Jurisdiction.

### **REQUIRED ADVANCE VOTING OPPORTUNITIES**

- 5. As provided under Section 107 of the *Local Government Act*, required advance voting opportunities will be held for each Election, or Other Voting, as follows:
  - (a) on the 10<sup>th</sup> day before General Voting Day; and
  - (b) on the 3rd day before General Voting Day.
- 6. Voting hours for these advance voting opportunities must be from 8:00 a.m. to 8:00 p.m.

# ADDITIONAL ADVANCE VOTING OPPORTUNITIES

7. As authorized under Section 108 of the *Local Government Act*, Council authorizes the Chief Election Officer to establish additional advance voting opportunities for each Election to be held in advance of General Voting Day and to designate the voting places, establish the date and the voting hours for these voting opportunities.

# **SPECIAL VOTING OPPORTUNITIES**

8. As authorized under Section 109 of the *Local Government Act*, Council authorizes the Chief Election Officer to establish special voting opportunities for each Election in any or all of the hospitals in the Jurisdiction and to designate the location, the date and the voting hours, within the limits set out in the *Local Government Act* for a special voting opportunity.

Document: 2186809-v5

- 9. The following restrictions apply to persons who may vote at the special voting opportunity:
  - (a) the only Electors who may vote are Electors who have been admitted to and are patients of a hospital on the date and during the voting hours for which the special voting opportunity is held.
- 10. The following procedures for voting and for conducting the voting proceedings apply to the special voting opportunity:
  - (a) where a special voting opportunity is established in a hospital, and a patient of the hospital who is a qualified voter is bedridden or unable to walk, the Presiding Election Officer may, in the presence of another election official, attend with the ballot box to a patient for the purpose of providing a ballot for voting. The voter will be instructed to mark the ballot at a far enough distance from the election officials so that privacy of the vote can be reasonably made.
- 11. Council authorizes the Chief Election Officer to limit the number of candidate representatives who may be present at the special voting opportunity.

#### RESOLUTION OF TIE VOTES AFTER JUDICIAL RECOUNT

12. In the event of a tie vote after a judicial recount, the tie vote will be determined by lot in accordance with Section 151 of the *Local Government Act*.

#### MAIL BALLOT VOTING

- 13. As authorized under Section 110 of the *Local Government Act*, voting may be done by mail ballot and registration of Election may be done by mail in conjunction with mail ballot voting.
- 14. The Chief Election Officer may establish the time limits in relation to voting by mail.
- 15. The Chief Election Officer will establish procedures for voting and registration, and must ensure that sufficient records are kept.
- 16. A mail ballot must be received by the Chief Election Officer before the close of voting on General Voting Day in order to be counted for an Election.

# **ACCESS TO NOMINATION DOCUMENTS**

17. As authorized under Sections 89 and 93 of the *Local Government Act*, public access to nomination and endorsement documents will be provided by making copies available to any person at City Hall during regular business hours, on request, and by posting on the City's website from the time of the delivery of documents to the Chief Election Officer until 30 days after the declaration of the Election results.

Document: 2186809-v5

# **REPEAL**

18.	"General Local Election Bylaw, 1993, I adoption of this bylaw.	No. 6442" and all amendments are repealed on
		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

# THE CORPORATION OF THE CITY OF NORTH VANCOUVER

# **BYLAW NO. 8944**

A Bylaw to amend "Election Sign Bylaw, 2018, No. 8643"

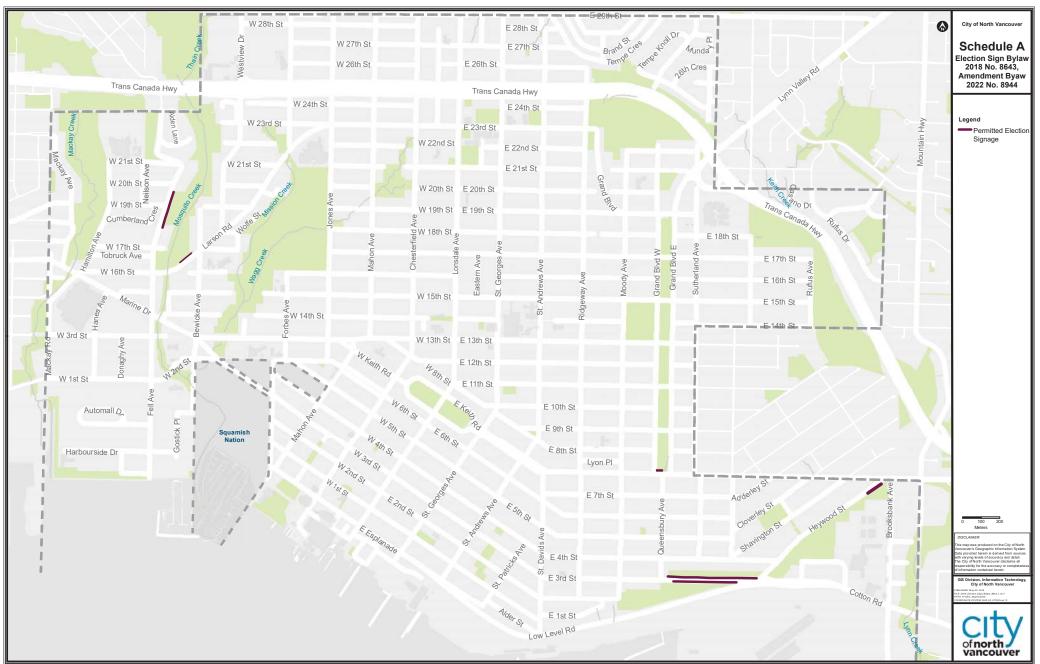
The Council of The Corporation of the City of North Vancouver, in open meeting assembled, enacts as follows:

- 1. This Bylaw shall be known and cited for all purposes as "Election Sign Bylaw, 2018, No. 8643, Amendment Bylaw, 2022, No. 8944" (Schedule A).
- 2. "Election Sign Bylaw, 2018, No. 8643" is hereby amended by deleting "Schedule A" and replacing it with the updated "Schedule A" attached to this bylaw.

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READ a third time on the <> day of <>, 20	22.
ADOPTED on the <> day of <>, 2022.	
MAYOR	

CORPORATE OFFICER

The Corporation of the City of North Vancouver Bylaw, 2022, No. 8944



#### THE CORPORATION OF THE CITY OF NORTH VANCOUVER

#### **BYLAW NO. 8946**

# **Automated Vote Counting System Authorization and Procedure Bylaw**

Under the *Local Government Act*, the Council may, by bylaw, provide for the use of automated voting machines, voting recorders or other devices for voting in an election;

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

#### **CITATION**

1. This bylaw may be cited as "Automated Vote Counting System Authorization and Procedure Bylaw, 2022, No. 8946".

#### **DEFINITIONS**

- 2. In this bylaw, all definitions shall be in accordance with Part 3 of the *Local Government Act*, except for the following:
  - "Acceptable Mark" means a filled oval or oval marked with an "x" that the vote counting unit is able to identify, and that has been made by an elector in the space provided on the ballot opposite the name of any candidate or opposite either "yes" or "no" on any referendum question, if applicable.
  - "Automated Vote Counting System" means a system that counts and records votes and processes and stores election results which comprises:
  - (a) a number of ballot scan vote counting units, each of which rests on a two compartment ballot box, one compartment of which is for:
    - i. voted ballots; and
    - ii. Returned Ballots which have been reinserted using the Ballot Return Over ride Procedure:
    - and the other for the temporary storing of voted ballots during such time as the vote counting unit is not functioning; and
  - (b) a Portable Ballot Box into which voted mail ballots are deposited, to be counted after the close of voting on general voting day.
  - "Ballot" means a single ballot card designed for use in an automated vote counting system, which shows:
  - (a) the names of all of the candidates for each of the offices of Mayor, Councillor and School Trustee: and
  - (b) all of the choices on all of the referendum questions on which the opinion of, or consent from, the electors is sought.

- "Ballot Return Over-ride Procedure" means the use, by an election official, of a device on a vote counting unit, which causes the unit to accept a Returned Ballot.
- "Election Headquarters" means North Vancouver City Hall, 141 West 14<sup>th</sup> Street, North Vancouver, B.C.
- "Emergency Ballot Compartment" means a designated compartment in the ballot box under each vote counting unit into which voted ballots are temporarily deposited in the event that the unit ceases to function.
- "Memory Card" means a flash memory card that inserts into the vote counting unit and into which is programmed:
- the names of all the candidates for each of the offices of Mayor, Councillor, and School Trustee, as applicable, and with written consent of the candidate, an elector organization endorsement for the candidate; and
- (b) the alternatives of "yes" and "no" for all of the choices on all of the referendum questions on which the opinion of, or consent from, the electors is sought,

and a mechanism to record and retain information on the number of Acceptable Marks made for each.

- "Portable Ballot Box" means a ballot box which is used in the election where a vote counting unit is not being used at the time of voting.
- "Results Tape" means the printed record generated from a vote counting unit at the close of voting on general voting day, which shows the number of votes for each candidate for each of the offices of Mayor, Councillor, and School Trustee, and the number of votes for and against each referendum question, if applicable.
- "Returned Ballot" means a voted ballot which was inserted into the vote counting unit but which was not accepted, and which was returned with an explanation of the ballot marking error which caused the ballot not to be accepted.
- "Vote Counting Unit" means the device into which voted ballots are inserted and which scans each ballot and counts and records the number of votes for each candidate and for and against each referendum question.

#### **AUTHORIZATION**

3. Authorization is hereby given for the conducting of the General Local and School Board Election, using an Automated Vote Counting System.

#### **AUTOMATED VOTING PROCEDURES**

4.1 The presiding election official for each voting place and at each advance and special voting opportunity, may offer, or if requested, must ensure that a demonstration of how to vote using an Automated Vote Counting System is provided to an elector, as soon as such elector enters the voting place and before a Ballot is issued.

- 4.2 Upon completion of any voting demonstration, the elector shall proceed as instructed to the election official responsible for issuing ballots, who:
  - (a) shall ensure that the elector;
    - i. is qualified to vote in the election;
    - ii. completes the voting book as required by the Local Government Act; and
  - (b) upon fulfillment of the requirements of sub-section (a), shall then provide a Ballot to the elector the Ballot marking pen, and any further instructions the elector requests.
- 4.3 Upon being provided a Ballot, the elector shall immediately proceed to a voting compartment to vote.
- 4.4 The elector may vote only by making an Acceptable Mark on the Ballot:
  - (a) beside the name of each candidate of choice, up to the maximum number of candidates to be elected for each of the offices of Mayor, Councillor and School Trustee, if applicable; and
  - (b) beside either "yes" or "no" in the case of each referendum question, if applicable.
- 4.5 Once the elector has finished marking the Ballot, the elector must either:
  - (a) place the Ballot into the secrecy sleeve, in the case of a two-sided Ballot or if one is otherwise provided; or
  - (b) turn the Ballot upside down in the case of a single-sided Ballot, and proceed to the vote counting unit, and under the supervision of the election official in attendance, insert the Ballot directly into the vote counting unit without the Acceptable Marks on the Ballot being exposed.
- 4.6 If the elector declines the opportunity to obtain a replacement Ballot and has not damaged the Ballot to the extent that it cannot be reinserted into the vote counting unit, the election official shall, using the Ballot Return Over ride Procedure, reinsert the Returned Ballot into the vote counting unit to count any Acceptable Marks.
- 4.7 If a Ballot is returned by the vote counting unit, the election official shall state the reason for the rejection as shown on the vote counting unit and give the elector the option of:
  - (a) completing a replacement Ballot; or
  - (b) reinserting the Returned Ballot into the vote counting unit using the Ballot return override procedure to count any marks that have been made correctly;
  - and the election official shall proceed in accordance with the elector's choice.
- 4.8 Any Ballot accepted by the vote counting unit is valid and any Acceptable Marks contained on such Ballots will be counted in the election, subject to any determination made under a judicial recount.

- 4.9 Once the Ballot has been inserted into the vote counting unit and the unit indicates that the Ballot has been accepted, the elector must immediately leave the voting place.
- 4.10 During any period that a vote counting unit is not functioning, the election official supervising the unit shall direct electors to insert their Ballots into the Emergency Ballot Compartment, on the understanding that if the vote counting unit:
  - (a) becomes operational; or
  - (b) is replaced with another vote counting unit,

the Ballots in the Emergency Ballot Compartment shall, as soon as reasonably possible, be removed by an election official and, under the supervision of the presiding election official, shall be inserted into the vote counting unit to be counted.

- 4.11 Any Ballots that were temporarily stored in the Emergency Ballot Compartment during a period when the vote counting unit was not functioning, which are returned by the vote counting unit when being counted, shall, through the use of the Ballot Return Over ride Procedure, and under the supervision of the presiding election official, be reinserted into the vote counting unit to ensure that any Acceptable Marks are counted.
- 4.12 A sample Ballot that may be used in an election conducted under an Automated Vote Counting System is attached as Schedule "A" to this bylaw.

#### ADVANCE AND SPECIAL VOTING OPPORTUNITY PROCEDURES

- 5.1 Vote counting units shall be used at all advance and special voting opportunities, and voting procedures at the advance and special voting opportunities shall follow as closely as possible, those described in section 4.
- 5.2 At the close of voting at each advance and special voting opportunity, the presiding election official in each case shall ensure:
  - (a) that any remaining Ballots in the Emergency Ballot Compartment are inserted into the vote counting unit;
  - (b) that no additional Ballots are inserted into or withdrawn from either the vote counting unit or into or from the Emergency Ballot Compartment;
  - (c) that the Results Tapes in the vote counting units are not generated; and
  - (d) that the Memory Cards in the vote counting unit are secured and remain sealed in such a manner that they cannot be accessed without breaking the seal.
- 5.3 During any period that a vote counting unit being used at an advance or special voting opportunity is not functioning, the provisions of sub-sections 4.12 and 4.13, so far as applicable, shall apply.
- 5.4 The presiding election official shall, at the close of voting at both the final advance voting opportunity and the special voting opportunity:

- (a) ensure that any remaining Ballots in the Emergency Ballot Compartment are inserted into the vote counting unit;
- (b) secure the vote counting unit so that no more Ballots can be inserted or withdrawn; and
- (c) deliver the vote counting unit, together with the memory cards and all other election materials, to the Chief Election Officer at Election Headquarters.

#### MAIL BALLOT VOTING OPPORTUNITY PROCEDURES

- 6.1 Voting by mail Ballot and elector registration by mail in conjunction with mail Ballot voting are authorized under the *Local Government Act*.
  - (a) The Chief Election Officer is authorized to establish the application form, time limits in relation to mail Ballot voting, determine options for distributing the mail Ballot packages, request identification from electors as applicable, and designate the locations for the receipt of completed mail Ballot packages from electors.
  - (b) An elector who wishes to vote by mail Ballot must submit a request to the Chief Election Officer using the application form and within the time limits established by the Chief Election Officer.
  - (c) Upon receipt of a completed application form and commencing as soon as practical after the final printed Ballots are available, the Chief Election Officer must make available to the elector a mail Ballot package that complies with sections 110(7) and (8) of the *Local Government Act*, immediately record, and upon request in person by a candidate, representative or elector, make available for inspection by any such person, the name and address of the person to whom the Chief Election Officer issued the mail Ballot package.
  - (d) In order to vote using a mail Ballot, the elector must mark the Ballot in accordance with this bylaw and all instructions contained in the mail Ballot package provided by the Chief Election Officer.
  - (e) It is the elector's responsibility to mail or deliver the completed mail Ballot package to a location designated by the Chief Election Officer such that the Chief Election Officer receives it no later than the close of voting on general voting day.
  - (f) If an elector unintentionally spoils a mail Ballot before returning it to the Chief Election Officer, the elector may request a replacement mail Ballot package in accordance with section 6.1(b) of the bylaw, and the election official must make available replacement mail Ballot package as soon as practical in accordance with section 6.1 (c) of the bylaw. The first mail Ballot received by the Chief Election Officer will be counted, and any other mail Ballots issued to the same elector will be marked as "rejected", the reason for rejection will be noted, and those Ballots will not be counted.
  - (g) The Chief Election Officer, or designate, must process all mail Ballot packages returned by the close of voting on general voting day.
  - (h) Upon receipt of a returned mail Ballot envelope, the Chief Election Officer, or designate, must immediately record the date of such receipt, open the return envelope

and remove and examine the certification envelope and completed elector registration application, if applicable, and if satisfied as to the identity and entitlement to vote of the elector named in the certification, the completeness of the certification, and if the person is registering as a new elector, fulfilment of the requirements of section 65 or 66 of the *Local Government Act*, mark the certification envelope as "accepted" and place it with other certification envelopes.

- (i) If the Chief Election Officer, or designate, is not satisfied as to the identity and entitlement to vote of the elector named in the certification, or the completeness of the certification; or is not satisfied that a person registering as a new elector has fulfilled the requirements of section 65 or 66 of the *Local Government Act*; or receives the return mail Ballot envelope after the close of voting on general voting day, the Chief Election Officer, or designate, must not open the certification envelope and must mark the certification envelope as "rejected", note the reason for rejection, and not count the mail Ballot contained in the certification envelope in the election.
- (j) Each certification envelope returned with a mail Ballot package must be securely stored by the Chief Election Officer in the event of any challenge made in accordance with section 126 of the *Local Government Act*.
- 6.2 Vote counting units shall be used at the mail Ballot voting opportunity and voting procedures shall follow as closely as possible, those described in section 4.
- 6.3 During any period that a vote counting unit being used at a mail Ballot voting opportunity is not functioning, the provisions of sub-sections 4.12 and 4.13, so far as applicable, shall apply.
- 6.4 The Chief Election Officer is authorized to designate one or more locations, days and times for the counting of mail Ballots before general voting day.
- 6.5 For the counting of mail Ballots at locations, days and times designated by the Chief Election Officer, the Chief Election Officer, or designate, in the presence of another election official, shall:
  - (a) open certification envelopes accepted and maintained to date by the Chief Election Officer:
  - (b) insert the secrecy Ballot from each certification envelope into a vote counting unit designated for counting mail Ballots;
  - (c) after the insertion of all mail Ballots, ensure that no additional Ballots are inserted into or withdrawn from either the vote counting unit or the Emergency Ballot Compartment;
  - (d) ensure the Results Tapes in the vote counting unit are not generated; and
  - (e) ensure the Memory Cards in the vote counting unit are secured and remain sealed in such a manner that they cannot be accessed without breaking the seal.
- 6.6 The Chief Election Officer shall designate a location and an election official for the counting of mail Ballots on general voting day and the procedures in section 6.5 of this bylaw shall apply to the counting of such mail Ballots. After the close of voting on general voting day, the designated election official shall:

- (a) generate two copies of the Results Tape from the vote counting unit designated for counting of mail Ballots; and
- (b) deliver one copy of the Results Tape, along with the Memory Card from vote counting unit used for counting mail Ballots, to the Chief Election Officer.

#### PROCEDURES AFTER THE CLOSE OF VOTING ON GENERAL VOTING DAY

- 7.1 After the close of voting on general voting day, each presiding election official, except those responsible for advance, special and mail Ballot voting opportunities, shall undertake all of the following, generally in the order stipulated:
  - (a) ensure that any remaining Ballots in the Emergency Ballot Compartment are inserted into the vote counting unit;
  - (b) secure the vote counting unit so that no more Ballots can be inserted or withdrawn;
  - (c) generate two copies of the Results Tape from the vote counting unit;
  - (d) remove the memory card from the vote counting unit and deliver it, along with one copy of the Results Tape, to the Chief Election Officer at Election Headquarters;
  - (e) account for the unused, spoiled and voted Ballots, and place them, packaged and sealed separately, into the election materials transfer box;
  - (f) complete the Ballot account and place the duplicate copy in the election materials transfer box:
  - (g) seal the election materials transfer box;
  - (h) place the voting books/list of electors, the original copy of the Ballot account, one copy of the Results Tape, completed registration cards, keys and all completed administrative forms into the Chief Election Officer portfolio; and
  - (i) deliver the sealed election materials transfer box, vote counting unit and the Chief Election Officer portfolio to the Chief Election Officer at Election Headquarters.
- 7.2 After the close of voting on general voting day, the Chief Election Officer shall direct an election official to proceed in accordance with clauses (c) to (i) inclusive of sub-section 5.1, for the advance and special Ballot voting opportunities, so far as applicable.
- 7.3 Upon the fulfillment of the provisions of sub-sections 5.1 and 5.2 inclusive, the Chief Election Officer shall, to obtain the election results, direct an election official to place the results in a spreadsheet, which may be used for display in the City Council Chamber, indicating the total election results.

#### RECOUNT PROCEDURE

8. If a recount is required, it shall be conducted using the Automated Vote Counting System, and generally in accordance with the provisions of Sections 148, 149 and 150 of the Local Government Act:

# **REPEAL**

9.	"Automated Vote Counting System Authorization and Procedure Bylaw, 1996, No. 6815" and all amendments are repealed on 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.
	MAYOR
	CORPORATE OFFICER

# Schedule "A" Sample Ballot

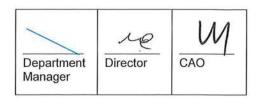


City of North Vancouver 2022 General Local Election Saturday, October 15, 2022

To vote, fill in the oval next to your choice(s), like this: Use only the marking pen provided.

Candidates for	Candidates for	Candidates for
Mayor	Councillor	School Trustee
Vote for ONE (1) only	Vote for not more than SIX (6)	Vote for not more than THREE (3)
O AMADOPOLIS, Aristotle	O BORTON, Wendell	BEARDLY, Jasper BFC - Banana First Coalition
O BAILEY, Mary  AGA - Apple Citizens Association	O BOUVIER, Patty AGA - Apple Ottzens Association	O BOUVIER, Selma ACA - Apple Citizens Association
O BROCKMAN, Kent	CARLSON, Carl	FLANDERS, Ned AGA - Apple Citizens Association
O POWERS, Ruth	CHALMERS, Gary BFC - Banana First Coalition	HIBBERT, Julius ACA - Apple Citizens Association
<i>t</i>	FLANDERS, Todd  ACA - Apple Citizens Association	O LOVEJOY, Helen
	FRINK, John	SIMPSON, Mona PFC - Pear First Coalition
	GUMBLE, Barney BFC - Banana First Coalition	SNYDER, Roy AGA - Apple Citizens Association
	GUNDERSON, Gil ACA - Apple Citizens Association	O VAN HOUTEN, Luann AGA - Apple Citizens Association
	HIBBERT, Bernice AGA - Apple Citizens Association	O WIGGUM, Ralph
	O HOOVER, Elizabeth PFC - Pear First Coalition	
	HUTZ, Lionel BFC - Banana First Coalition	
	O JONES, Jimbo  BFC - Banana First Coalition	
	KRABAPPEL, Edna ACA - Apple Citizens Association	
	CEONARD, Lenny PFC - Pear First Coaltion	
	O LOVEJOY, Timothy PFC - Pear First Coalition	
	MCCLURE, Troy ACA - Apple Ottzens Association	
	MUNTZ, Nelson	
	PRINCE, Martin	
	RIVERIA, Nick	
	SIMPSON, Abraham  BFC - Banana First Coalition	
	SKINNER, Agnes	
	SMITHERS, Waylon ACA - Apple Citizens Association	







# The Corporation of THE CITY OF NORTH VANCOUVER PLANNING & DEVELOPMENT DEPARTMENT

REPORT

To:

Mayor Linda Buchanan and Members of Council

From:

Bram van der Heijden, Planner 1

Subject:

DEVELOPMENT VARIANCE PERMIT APPLICATION: 520 EAST 1ST

STREET (WALL NORTH VANCOUVER TOWNHOME LTD.)

Date:

June 8, 2022

File No: 08-3400-20-0085/1

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

#### RECOMMENDATION

PURSUANT to the report of the Planner 1, dated June 8, 2022, entitled "Development Variance Permit Application: 520 East 1st Street (Wall North Vancouver Townhome Ltd.)":

THAT Development Variance Permit No. PLN2022-00013 (Wall North Vancouver Townhome Ltd., Inc. No. BC1138119) be considered for issuance under Section 498 of the Local Government Act and the Public Meeting be waived;

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

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

#### **ATTACHMENTS**

- 1. Project Statistics, dated May 17, 2022 (CityDocs #2170913)
- 2. Site Plan, dated May 17, 2022 (CityDocs #2180891)
- 3. Parkade Plan, dated May 17, 2022 (CityDocs #2180898)
- Development Variance Permit No. PLN2022-00013 520 East 1<sup>st</sup> Street and 114-120 St. Davids Avenue (CityDocs #2178015)

REPORT: Development Variance Permit Application: 520 East 1<sup>St</sup> Street (Wall North Vancouver Townhome

Ltd.)

Date: June 8, 2022

#### SUMMARY

Wall North Vancouver Townhome Ltd. ("Wall") has applied for a Development Variance Permit (DVP) to vary the on-site parking requirement at 520 East 1st Street (the "Development") from 104 parking spaces to 74. The applicant's intention is to operate the stratified development as a rental building. As a condition of the DVP all residential strata units would be required to be held in single ownership and secured as rental units for 20 years. The requirement for single ownership will be secured by a Section 219 covenant to be registered on title to the lands for a term of 20 years.

#### **BACKGROUND**

Applicant:	Wall North Vancouver Townhome Ltd.	
Official Community Plan Designation:	Residential Level 4B	
Existing Zoning:	CD-669	
Applicable Guidelines:	Moodyville development permit area	

# Site Context and Surrounding Use

The Development is part of the Trails development which is a multi-phase development across multiple properties in the Moodyville area. The Development, also referred to as Phase 2B at 520 East 1st, was issued a Development Permit in 2018 for a 104 unit townhome development. Most of the surrounding parcels share the same CD-669 Zone. Phase 3 – 6 of the Trails development have not yet been issued a Development Permit. All phases are owned by Wall North Vancouver Townhome Ltd.

The buildings and uses immediately surrounding the subject site are described in Table 1 below.

Table 1. Surrounding Uses

Direction Address Descript		Description	on Zoning	
North	505–565 E 2nd St.	Townhouse development (under construction) – Phase 1	CD-669	
South	519–609 E 1st St.	Vacant lot – Phase 3	CD-669	
East	602–622 E 1st St.,603–609 E 2nd St.	Vacant lot – Phase 2A	CD-669	
West	109 St. Davids Ave	Single family home	CD-669	

# **Project Description**

 The applicant has obtained a development permit and a building permit to construct the Development which consists of 104 townhouse units. The project is currently under construction and is expected to be finalized in August 2022.

- Through the development permit process, the parking requirements of the Zoning Bylaw were achieved by providing 64 residential parking stalls, 10 car share stalls which count as 4 regular stalls each and cash in lieu contributions for 5 additional stalls.
- The applicant has been unable to secure car share vehicles for the development.
   Therefore, the development no longer meets the parking requirements of the Zoning Bylaw.

On May 21, 2022, the applicant submitted a DVP application to vary the Zoning Bylaw parking requirement, including a proposal to provide all units in the development as rental units, secured through a section 219 rental covenant effectively creating a rental building with corresponding parking requirements.

#### DISCUSSION

The development that was approved through the DP process can no longer meet the parking requirements because the applicant has not been able to secure the required car share vehicles. The applicant has provided a letter of credit in the amount of \$500,000 to the City as security to ensure provision of the required car share vehicles.

# **Car Share Security**

Forfeiting the security amount would be a significant financial burden to the applicant. Also, the security amount would have limited benefit to mitigate the parking deficit because it must be allocated to new and existing off-street parking spaces, or transportation infrastructure that supports walking, bicycling, public transit or other alternative forms of transportation projects according to the Local Government Act. Since the site is part of the Trails development area (See Figure 1), most surrounding streets will see significant upgrades while the area is being fully redeveloped. For this reason it will be challenging to allocate the security amount within the immediate vicinity of the site to further improve upon any localized parking shortages.



REPORT: Development Variance Permit Application: 520 East 1<sup>St</sup> Street (Wall North Vancouver Townhome

Ltd.)

Date: June 8, 2022

# **Proposed Provision of Rental Housing**

The applicant has proposed proceeding with the project as a rental development, rather than strata. A Rental Apartment Residential Use has a lower parking requirement and the change would result in a decrease from 1.05 required stalls per unit to 0.6 stalls per unit. However, as the project has already been stratified, the site cannot meet the zoning bylaw definition of Rental Apartment Residential Use.

To secure rental housing on the site and permit the typical rental housing parking ratio, two measures are proposed: 1) a rental covenant prohibiting the sale of the units; and, 2) a parking variance to 0.71 spaces per unit. The parking variance combined with a rental covenant would ensure the property will function as a rental building for the next 20 years while exceeding the parking requirement for Rental Apartment Residential Use of 0.6 stalls per unit. This proposal, if approved, would result in the building exceeding the parking requirements for Rental Apartment Residential Use by 10 stalls.

At the end of the 20 year covenanted period (i.e. 2044), individual units could be sold as strata condos and the building would maintain the 0.7 space per unit parking ratio. It is expected that parking demand in 2044 will be significantly reduced owing to the greater availability of alternative transportation modes such as rapid transit, improved active transportation options, technological changes and compact urban development.

# Need for Family-Friendly Rental Housing

The proposed DVP combined with the 20-year rental covenant would bring large family-friendly rental homes to the area. Townhome rental units are exceedingly rare in the city and would significantly contribute to meeting needs identified in the Housing Needs Report and advance a number of goals set out in the Housing Action Plan including:

- · Family-Friendly Housing; and
- Diversity of Rental Suites.

#### FINANCIAL IMPLICATIONS

The security for the 10 car share vehicles for the amount of \$500,000 will be released if the DVP is issued.

#### INTER-DEPARTMENTAL IMPLICATIONS

No inter-departmental implications are expected.

RESPECTFULLY SUBMITTED:

Bram van der Heijden

Planner I

## Attachment 1

#### PROJECT DESCRIPTION

PROJECT NAME: The Trails - Phase 2B
PROJECT ADDRESS: 502-528 East 1st Street
LEGAL DESCRIPTION:

PID LEGAL 030-393-761 LOT 2 009-558-705 LOT 28 004-587-022 LOT 29



ZONING: CD 669
OCP: R4B
SITE DIMENSIONS: RECTANGULAR
~400' x 120'

SITE AREA: 48,037.00 SF. 4,462.78 SM.

LOT COVERAGE: Allowable Proposed 60.0% 45.1% SF.

SETBACKS

 Front Lot Line
 Required (ft)
 Provided (ft)

 Interior or Exterior Side Lot Line
 9.8
 10.00

 Rear Lot Line
 7.9
 10.00

 Rear Lot Line
 5.2
 5.2

FSRSUMMARY

FSR: 1.25 60,046.25 SF. 5,578.48 SM.

Density Bonus per CD669 Item 5(b)(ii) and Figure Cd-669 -2

MAX FSR 1.55 74,457.35 SF 6,917.31 SM.

Per CD-669 Item 5(b)(iii)
FSR Area Proposed 73,551.00

sed 73,551.00 SF 1.53

**BUILDING HEIGHT** 

MAXIMUM BUILDING HEIGHT 49.17 FT. 15.0 m

Per CD-669 Item 7(c) - height measured relative to average building grade

 Bullding A Street
 Average Building Grade
 Max Height

 Bullding A Street
 94.72
 FT.
 143.89
 FT.

 Building A Lane
 104.89
 FT.
 154.06
 FT.

 Building B
 108.67
 FT.
 157.84
 FT.

 Building C
 99.60
 FT.
 148.77
 FT.

JNIT COUNT

 Town homes - 1 bed
 6

 Town homes 2 Bed
 11

 Apartments
 65

 Adaptable/Accessible Apartments
 22

Total 10

#### PARKING AND BIKE SUMMARY

Per City of North Vancouver Pakring and Loading Standards (Part 9 Fig. 9.3)(Rental Apartment Residential) A minimum of 0.6 parking space

Total Parking Required 63
Total Parking Proposed 74
Total Reg Parking 58
Disabled parking Required 5

(INCLUDING 11 VISIOR STALLS)

Per City of North Vancouver Parking and Loading Standards minimum visitor parking requirements shall be calculated at a rate of 0.1 spaces per dwelling.

0.1 spaces per unit

Visitor Parking Required 11

Visitor Parking Proposed 11

SHORT TERM BIKE PARKING REQUIRED

Per City of North Vancouver Parking and Loading Standards, 6 spaces per every 60 units of part thereof are required.

Short Term Bike Parking Provided: 12 spaces

SECURE BIKE PARKING REQUIRED

Per City of North Vancouver Parking and Loading Standards, 1.5 spaces per unit.

Secure Bike Parking Provided: 156.

THE TRAILS - Phase 2B FSR Summary Cellar Exclusion Exclusions(Stairs 5' Below NV Level 3 (Storage, Bike, Parkade FSR Balcony & M&F, Garbage Exclusion(sft) Walkway (sft) Unit Exclusion (sft) Floor Area (sft) & exterior finish Average Grade Adaptable on walls) (sft) Exclusion(sft) Parkade P1 28,168 Level 1 19,93 Level 2 20,50 976 Level 3 20,50 Level 4 9,5 645 **Total Area** 73,551 Site Area 48 037 Average Grade (ft) 106.45 FSR 1.53 \*CNV Level 2 Exclusion ( 8 units x 20sqft = 160 sqft) CNV Level 3 Exclusion (14 units x 45 sqft = 630) total adaptable exclusion 790 sqft\*

THE TRAILS- PHASE 2B GROSS FLOOR AREA SUMMARY				
Floor	Gross Floor Area (sft)	Walkway Area (sft)	Balcony Area(sft)	
Parkade P1	40,100			
Level 1	21,678	_		
Level 2	26,969	3,604	1,558	
Level 3	26,969	3,604	1,558	
Level 4	12,757	1,719	722	
Total GFA including Parking	128,474	8,927	3,838	
10% of total GFA	12,847			
Total of Walkways + Balconies (sqft)	12,765			
Allowable: 10% total Area	12,847			

2 1/2" 6 1/2" EXC. 11 1 FAR	EX-2	3 1/8" 6 1/2"	EX-3
FAR	16" HARDER BOARD 1 10" ROBD HISBARTON (II -7.5) 1 10" ROBD HISBARTON (II -7.5) 1 10" BART HISBARTON (II -1.7) 2 16" STUD 2 16" BATT HISBARTON (II -1.7) 2 16" STUD 10" DEVENDAL 6 10" INCLUDED 2 10" EXCUADED	EXC. FAR	10" HARDIE SHINGLE 114" ARG RAP 112" RIGID INGULATION (R-7.5 112" SHEATHING 5 10" BATT HIGULATION (R-17) 2 KE 9 TUD VAPOUR BARRIER 12" DYYWALL 6 12" INCLUDED 9 16" EXCLUDED

		2B Unit Co					_		-		020-07-16
	Type	Standard		Type	Standard		Туре	Standard	Unit #	Type	Standard
		yard Storey				3rd Store			Level 4		
1	1Bed		201	28ed		301	28ed		401	38ed	
101	38ed TH		202	28ed		302	2Bed		402	28ed	
102	38ed TH		203	28ed			28ed	-		2Bed	0
103	38ed TH	1	204	28ed	10	304	2Bed	- 1	404	18ed	
104	38ed TH		205	18ed		305	18ed		405	18ed	
105	1+ TH		206	16ed	13	306	1Bed		406	18ed	
106	1+ TH		207	38ed	9	307	3Bed		407	2Bed	CONTRACTOR
107	3Bed TH		208	18ed		308	1Bed		408	2Bed	Adaptable
108	1+ TH		209	18ed	8	309	18ed		409	28ed	Adictable
109	1+ TH		210	38ed	Accessible	310	3Bed	Accessible	410	18ed	Adaptable
110	38ed TH	)	211	28ed	(2)	311	28ed	2	411	18ed	Adaptatile
111	2Bed		212	28ed		312	28ed		412	1Bed	
112	1Bed	)	213	18ed	22	313	1Bed		413	2Bed	Adeptable
113	1Bed		214	18ed		314	1Bed		414	2Bed	-
114	18ed	1	215	18ed	1	315	1Bed				
115	2Bed		216	28ed		316	25ed				
116	2Bed	Universal	217	28ed	Accessible	317	2Bed	Accessible			
117	28ed	Universal	218	28ed	Accessible	318	28ed	Accessible			
118	1Bed	Adaptable	219	18ed	Accessible	319	18ed	Accessible			
119	18ed	Adjustable	220	18ed	Accessible	320	18ed	Accessible			
120	1Bed		221	18ed		321	18ed				
121	28ed	Adaptable	222	28ed	Accessible	322	28ed	Accessible			
122	2Bed		223	28ed		323	2Bed				
128	3Bed TH		224	28ed	100	324	2Bed	2	1		
124	3Bed TH		225	28ed	B	325	28ed		I		
125	1+ TH		226	18ed		326	1Bed	-	I		
126	1+ TH		227	18ed		327	1Bed		I		
127	38ed TH		228	28ed	15	328	2Bed	-6	1		
128	3Bed TH		229	28ed	10	329	2Bed	3	1		

. %	104 Total Units	Total Units(Townhomes + Apartments)			
7.7%	8 Adaptable	City of North Vancouver Adaptable Level 2			
11.5%	12 Accessible	City of North Vancouver Adaptable Level 3			
1.9%	2 Universal	CMHC Universal Access guideline / CNV Level 2 & above			
21.2%	22 Total Adaps	table units to CNV level 2 & above			

75	87	Total Units[/	partments only considered for percentage of Adaptable units )	
9.2%	8	Adaptable	City of North Vancouver Adaptable Level 2	
13.8%	12	Accessible	City of North Vancouver Adaptable Level 3	
2.8%	2	Universal	CMHC Universal Access guideline / CNV Level 2 & Above	
25.8%	22	Total Adapat	table units to CNV Level 2 & above	

PARKING	STATISTICS	

1 Additio 01 Anonio		
CNV ZONING REQUIREMENT 0.6 PER UNIT 104 X 0.6 = 63 CONTROL OF THE PROPRIED THE PROP	لسيستا	
PER CNV PARKING AND LOADING STANDARDS MINIMUM VISITOR PARKING REQUIREMENTS 0.1 STALLS PER UNIT		
<u>0.1 STALLS PER UNIT</u> 104 x .1 = 10.40 <u>PROVIDED VISITOR STALLS</u> 11	-	SEAL
SHORT TERM BIKE PARKING           REQUIRED: 6 SPACES FOR EVERY 60 UNITS         12           PROVIDED         12		
SECURE BIKE PARKING           REQUIRED: 1.5 SPACES PER UNIT         104 X 1.5 =         15           PROVIDED         15           BREAKDOWN         15		
HORIZONTAL STALLS 10: VERTICAL STALLS 5:		
ADAPTABLE UNITS:           25% OF <u>APARTMENTS</u> REQUIRED TO BE L2 ADAPTABLE           REQUIRED         87 x .25 = 21.75           PROVIDIED         22		sus-o
DISABLED PARKING REQUIRED. FOR "LEVEL 2 & 3 ADAPTABLE" UNITS: 5		
*EV OUTLET LOCATIONS DENOTED IN GREEN		PRIME

\*EV OUTLET LOCATIONS DENOTED IN GREEN

| BING COORDINATION STORY OF THE PROPERTY OF THE PROPER

PROJECT TITLE
MOODYVILLE - THE
TRAILS - PHASE 2B

RESIDENTIAL DEVELOPMENT
PROJECT NO: 106028

DEVELOPMENT PERMIT 2019-11-15

For:

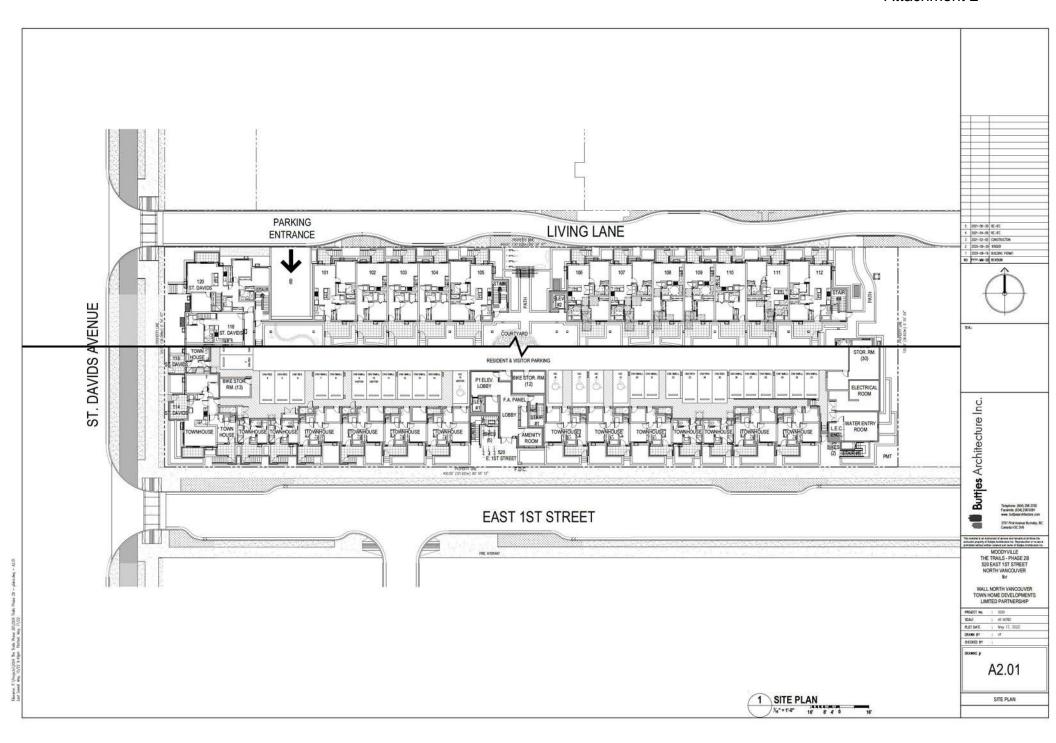
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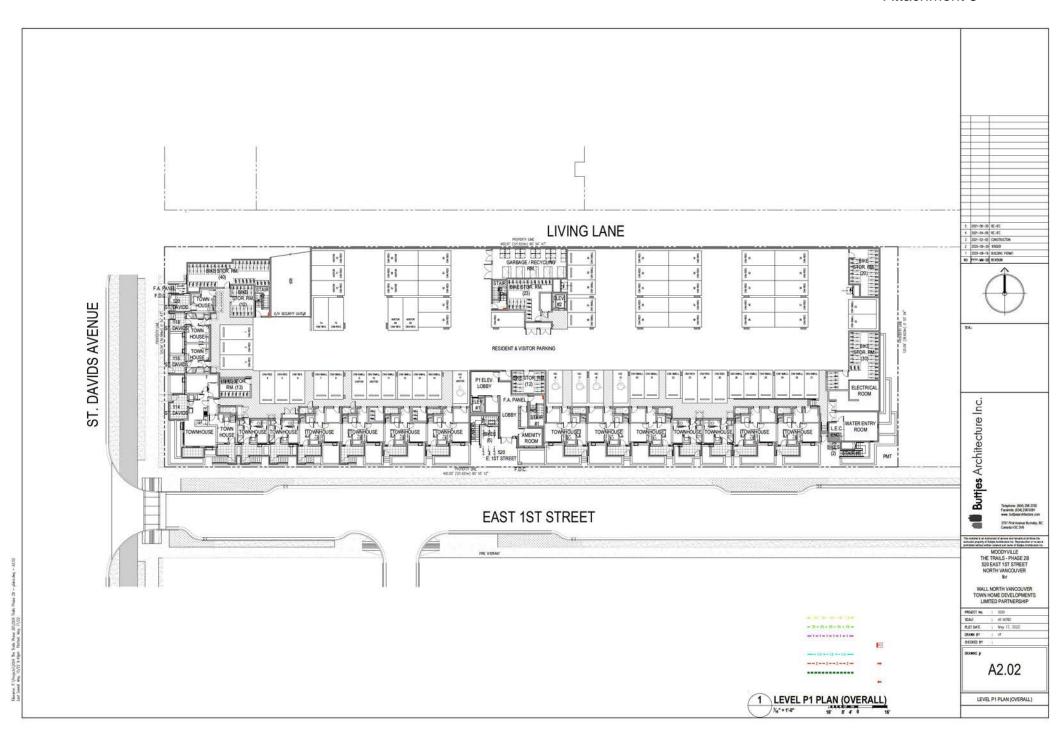
DATE: 10/25/19

SHEET TITLE

PROJECT STATISTICS

DP-A0.01







# THE CORPORATION OF THE CITY OF NORTH VANCOUVER DEVELOPMENT VARIANCE PERMIT

Permit No. PLN2022-00013

File: 08-3400-20-0085/1

Issued to owner(s): WALL NORTH VANCOUVER TOWNHOME LTD., INC. NO. BC1138119

Respecting the lands located at **520 East 1**<sup>st</sup> **Street and 114-120 St. Davids Avenue**, North Vancouver, BC, legally described as:

LOT 1 DISTRICT LOT 273 PLAN EPP104606 PID: 031-245-781

(the "Lands")

#### **List of Attachments:**

Schedule "A": List of Plans

# **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 908(8) shall be varied to reduce the minimum number of Parking Spaces required to 74 spaces.

# **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 in compliance with the regulations and conditions listed hereunder:
  - A. A Section 219 Covenant must be registered to title of the Lands to ensure:

Document: 2178015-v1

- a. All Strata units shall be held by one owner for 20 years, starting at the date permission to occupy the buildings has been granted by the City.
- b. All units shall be used as rental units for 20 years, starting at the date permission to occupy the buildings has been granted by the City.
- 4. No variances other than those specifically set out in this permit are implied or to be construed.

#### **General Terms and Conditions:**

- 5. 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.
- 6. 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*.
- 7. 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.
- 8. 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 / Mont	h / Day	
rear / Mont	II / Day	
Linda C. Buchanan, Mayor		
Karla D. Graham, Corporate Officer		
Date Signed:Year / Month / Day		
Year / Month / Day		
Note: As required by Section 503 of Vancouver shall file a notice of land described in this Permit PLN2022-00013.	this permit in the Land Title	Office stating that the
Notice filed the	day of	_, 20

THIS IS NOT A BUILDING PERMIT

# Schedule A List of Plans – 520 East 1<sup>st</sup> Street and 114-120 St. Davids Avenue

Designer	Project Name	Sheet Description	Sheet No.	Sheet Date	CityDocs File Number
Butties Architecture Inc.	520 East 1st Street	Parkade plan	A2.02	May 17, 2022	<u>2180898</u>
Butties Architecture Inc.	520 East 1st Street	Site plan	A 2.01	May 17, 2022	<u>2178015</u>







CAO



# 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 AND HERITAGE DESIGNATION APPLICATION - 328

WEST 14TH STREET (SCOTT MITCHELL / METRIC ARCHITECTURE)

Date:

June 8, 2022

File No: 08-3400-20-0067/1

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

#### RECOMMENDATION

PURSUANT to the report of the Planner 1, dated June 8, 2022, entitled "Rezoning and Heritage Designation Application – 328 West 14th Street (Scott Mitchell / METRIC Architecture)":

THAT "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8935" (Scott Mitchell / METRIC Architecture, 328 West 14th Street, CD-756) be considered and referred to a Public Hearing;

THAT "Heritage Designation Bylaw, 2022, No. 8932" (Scott Mitchell / METRIC Architecture, 328 West 14th Street) be considered and referred to the same Public Hearing;

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

AND 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.

#### **ATTACHMENTS**

- 1. Context Map (CityDocs 2183351)
- 2. Architectural and Landscape Plans, dated May 19, 2022 (CityDocs 2187217)
- 3. Public Consultation Summary (CityDocs 2158295)
- 4. Heritage Conservation Plan, dated October 1, 2021 (CityDocs 2152206)

Document Number: 2181819 V3

Date: June 8, 2022

- 5. Heritage Restoration Works Estimate, dated May 25, 2022 (CityDocs 2183898)
- 6. Heritage Advisory Commission Resolution, dated May 2, 2022 (CityDocs 2184062)
- "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8935" (CityDocs 2183358)
- 8. "Heritage Designation Bylaw, 2022, No. 8932" (CityDocs 2184574)

#### SUMMARY

This report seeks Council approval for a heritage retention and stratification application to rehabilitate an existing one-unit heritage residence into a two-unit development, each with lock-off units, in addition to providing two infill units in the rear. The proposal includes a Heritage Designation Bylaw to protect the existing Heritage 'A' building on the site in perpetuity.

#### **BACKGROUND**

Applicant & Architect:	Scott Mitchell, METRIC Architecture	
Official Community Plan Designation:	Residential Level 2 (R2)	
Existing Zoning:	RS-1	
Applicable Guidelines:	N/A	

#### DISCUSSION

### **Site Context**

This 650.5 square metre (7,002 square feet) site is located along West 14<sup>th</sup> Street with a frontage of 15.2 metre (50.0 feet). 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 the lane)	327 West 15 <sup>th</sup> Street	Single-detached home with suite	RS-1
South	327 West 14 <sup>th</sup> Street	Single-detached home	RS-1
West	330 West 14 <sup>th</sup> Street	Duplex and single-detached infill at the rear	CD-641
East	320-324 West 14 <sup>th</sup> Street	Single-detached home	RT-1

### **Heritage Designation**

Heritage Value and Character

The heritage building on site is identified on the City's Heritage Register as the Knowles Residence. The building is listed with an 'A' ranking and has been recognized as having significant heritage value. See Figure 1 below.

REPORT: Rezoning and Heritage Designation Application - 328 West 14th Street (Scott Mitchell / METRIC

Architecture)
Date: June 8, 2022

Figure 1: Heritage Register entry for Knowles Residence

KNOWLES RESIDENCE 328 West 14th Street William Knowles, Contractor (Assumed) 1909 REGISTER RANKING: A

ocal contractor William Knowles (1879-1947) built this striking house, but lived here only briefly before building a new home on Larson Road. It displays the influences of the Arts and Crafts style, but its massing and proportion distinguish it from typical examples. The massive corner turret creates a distinct picturesque quality, providing the appearance of a grand manor house. The scale of the residence reflects the desire for grand homes of the people moving into North Vancouver prior to World War One, when the local housing market was booming and people were making small fortunes in speculative building. Its unusual style and imposing silhouette are unique in the neighbourhood.



As part of this application, the ongoing protection of the Knowles Residence will be secured in perpetuity through a Heritage Designation Bylaw (Attachment 8). Any future alteration to the house will need to be authorized by a heritage alteration permit in accordance with the Heritage Conservation Plan (Attachment 4), which will be registered on title through a Heritage Conservation Covenant.

# Compatibility of Conservation with Area and Property

The site is located within close proximity to various heritage buildings sited in the blocks directly north and south. The site is within a transition area between lower to higher density areas in Central Lonsdale, with a mixture of detached housing forms and multiresidential developments that surround the block. The Residential Level 2 (R2) designation by the Official Community Plan supports duplexes and row home-type developments, which this proposal complies with.

#### PLANNING ANALYSIS

# Heritage Condition, Conservation and Additions

The proposal seeks to replace portions of the rear/north side of the building with additional floor area to the main, upper, and basement floors with new elevated decks. The building will be shifted closer towards the front property line on a new foundation, as the existing foundation was determined to be in poor condition. The existing front staircase will be replaced with a boxed-stairwell that fits appropriately with the architectural 'Arts and Crafts' style of the Knowles Residence, and the front upper-storey window will be opened up to support a balcony area for one of the two units. This improved stairwell configuration provides a better interface between the street and building entrance, and the rear decks will serve as both heritage unit's semi-private outdoor spaces.

The applicant's Heritage Conservation Plan (Attachment 4), which includes a statement of significance, further outlines the condition of the building and proposed conservation strategy for the preservation, restoration, and rehabilitation of the architectural style of the Knowles Residence, which includes:

- Preservation of rooflines and shingles, window assemblies and decorative leading, and cladding and siding throughout;
- · Restoration of fascia boards and soffits, and wood window elements and trims;
- Rehabilitation of the roof and replica wood windows as needed.

Staff have reviewed the works proposed and support the works as they do not result in a significant alteration to the existing exterior massing, and character-defining elements of the building's front face as outlined under Section 3.3 of the Heritage Conservation Plan.

## Infill Units and Economic Viability for Heritage Conservation

To help offset the costs associated with the heritage conservation efforts and building upgrades, the proposal includes two detached infill units at the rear of the site with an attached carport.

The detached infill buildings are designed to be compatible with the Knowles Residence, and the lower-profile and positioning of the buildings ensures that the heritage home remains as the focal point of the site. The infill buildings have been separated to reduce the overall massing, and the neutral colour pallet and modest exterior detailing presents a complimentary design that appears subordinate to the heritage home.

#### Heritage Density Bonusing

With the addition of the infill units, the site's proposed Gross Floor Area (GFA) will exceed the current density maximum of 0.5 FSR as per the property's Residential Level 2 (R2) land use designation. Section 2.2.1 of the Official Community Plan indicates that Council may approve additional floor area for the purposes of heritage conservation based on the individual merits of an application.

The applicant's Heritage Restoration Works Estimate (Attachment 5) provides an estimation of the construction costs of the proposed preservation, restoration, and rehabilitation works for the Knowles Residence, totaling \$436,300.

Staff are supportive of permitting the additional density on the basis that the proposed works will support the ongoing protection of the "A"-ranked heritage building, whilst introducing more diverse home ownership opportunities to the existing site.

# Vehicular and Bicycle Parking

An attached 4-stall carport is proposed alongside the infill units, which meets the minimum parking requirements. The open-faced carport further helps with reducing the

Date: June 8, 2022

massing of the infill structure as a whole. A variance will be required through the Comprehensive Development zone to exclude the carport floor area from GFA.

Bicycle storage is attached to the heritage building along the shared pathway bounding the western edge of the site. The storage will only be accessible from the exterior, and the 8-spaces meet the minimum bicycle parking requirements for multi-family units.

# Tree Retention and Landscaping

A large walnut tree at the southeastern corner of the site will be retained, along with several city street trees along West 14<sup>th</sup> Street. The other 5 existing trees on site will be removed and replaced with 11 new trees that will be distributed throughout the site. The landscaping plan, which includes the tree retention and replacement, will be secured as part of the development covenant.

Various hedging and plantings are proposed throughout the site alongside pathways. The overall landscaping in the rear yard will help to separate the buildings and provide additional privacy and wayfinding between the individual units, which leads to the shared parking along the lane.

# **Zoning Variances**

In addition to permitting additional density to incent the preservation of the heritage structure, Table 2 below outlines the other variances proposed for the Comprehensive Development 756 Zone to support this proposal.

Table 2. Requested Changes to the Zoning Bylaw

	Current Designation/Regulation (RS- 1)	Proposed Designation/Regulation (CD-756)
Principal Use	Two-Unit Residential Use	Four principal Dwelling Units; two units in heritage building, one unit per infill
Principal Building	One per lot	Three per lot; one heritage building, two infill buildings
Accessory Lock-Off Units	-	One Accessory Lock-Off Unit permitted for each heritage Dwelling Unit
GFA	Combined an in total shall not exceed the lesser of 0.3 times the Lot Area plus 92.9 sq. m metres (1,000 sq. ft) or 0.5 times the Lot Area	Combined and in total, shall not exceed 0.69 FSR  Attached carport, bicycle storage shed, and garbage and recycling storage shall be excluded
Lot Coverage	40% (30% for Principal Building)	48%

	Current Designation/Regulation (RS- 1)	Proposed Designation/Regulation (CD-756)
Siting (Principal / Infill Buildings)	Principal Buildings shall be sited not less than:  - 4.6 m (15.0 ft) from the Front Lot Line;  - 14.9 m (49.0 ft) from the Rear Lot Line;  - 1.2 m (4.0 ft) from an Interior Side Lot Line	Southernmost heritage building shall be sited not less than:  - 4.9 m (15.9 ft) from the Front Lot Line;  - 23.8 m (78.1 ft) from the Rear Lot Line;  - 3.0 m (9.9 ft) from the western Interior Lot Line;  - 1.9 m (6.2 ft) from the eastern Interior Lot Line;  Northernmost infill buildings shall be sited not less than:  - 29.8 m (97.8 ft) from the Front Lot Line;  - 3.0 m (10.0 ft) from the Rear Lot Line;  - 1.2 m (4.0 ft) from an Interior Side Lot Line;
		- 2.4 m (8.0 ft) from another infill building
Siting (Accessory Buildings / Carport)	Accessory Buildings shall not be sited less than 1.2 m (4.0 ft) from the Rear Lot Line.	Attached carport shall not be sited less than 0.6 m (2.0 ft) from the Rear Lot Line.
Heritage Building Height (southernmost building)	A Principal Building shall not exceed a maximum ridge height of 10.1 m (33.0 ft)	Heritage building shall not exceed a maximum ridge height of 10.3 m (33.7 ft) (maximum geodetic height of 260.5 ft), not including height exception for architectural spire at southwest corner of the building.
Infill Building Heights (northernmost buildings)	A Principal Building shall not exceed a maximum ridge height of 10.1 m (33.0 ft)	Infill buildings shall not exceed a maximum ridge height of 8.2 m (27.0 ft) or maximum geodetic height of 253.7 ft.
Bicycle Parking	-	8 Bicycle Parking Spaces
Bicycle Storage Height	Bicycle parking space shall have an overhead clearance of no less than 2.5 m (8.2 ft)	Bicycle parking space shall have an overhead clearance of no less than 1.5 m (5.0 ft)

REPORT: Rezoning and Heritage Designation Application – 328 West 14th Street (Scott Mitchell / METRIC

Architecture) Date: June 8, 2022

### FINANCIAL IMPLICATIONS:

According to the 2018 Density Bonusing and Community Benefits Policy, an equivalent development to permit this application's proposed density bonuses would include a suggested \$299,820 in Community Amenity Contributions.

The estimated value for heritage restoration works of \$436,300 (Attachment 5) in combination with the legal protection of this heritage building is deemed to be a value in-kind greater or equal to the Community Benefit Contribution.

Table 2. Estimated Value of Community Benefits through the 2018 Density Bonusing and

Community Benefits Policy

Density Value Calculation	Value	500
Density Bonus from 0.5 FSR (325.2 sq. m / 3,500 sq. ft) to 0.69 FSR (446.9 sq. m / 4,810 sq. ft) / OCP Category B Bonus Density (@ \$190 / sq. ft)	\$248,900	

#### ADVISORY BODY INPUT

# **Heritage Advisory Commission (HAC)**

The proposal was presented to the Heritage Advisory Commission twice, first on January 11, 2022 and a second time on April 12, 2022 to address outstanding comments and clarifications from HAC. The Commission unanimously endorsed the project subject to the following recommendations:

- Exploration for new deck and landscaping detailing to support cohesion and compatibility of the overall design of the project; and
- Exploration of the proportions and materiality of the new windows on the west façade to reflect the proportions of the existing heritage windows and their design.

With the current submission, staff are satisfied that the applicant has adequately addressed the above recommendations.

# **Advisory Design Panel (ADP)**

The proposal was presented to the Advisory Design Panel on March 16, 2022, and the panel unanimously endorsed the following resolution:

• "THAT the Advisory Design Panel has reviewed the Heritage A Revitalization and Duplex Infill for 328 West 14th Street and recommends approval of the project;

#### **COMMUNITY CONSULTATION**

A virtual Developer's Information Session was held on March 10<sup>th</sup>, 2022. No one was in attendance, and to date there has been no further feedback received from the public in respect to the project.

REPORT: Rezoning and Heritage Designation Application – 328 West 14th Street (Scott Mitchell / METRIC Architecture)
Date: June 8, 2022

As the proposal involves a Heritage Designation Bylaw, the proposed development is required to be referred to a Public Hearing under the provisions of the *Local Government Act*.

## LEGAL DOCUMENTS

Should Council approve the proposal, the following legal documents would be required to be completed prior to final adoption of the Bylaw:

- Development Covenant;
- · Servicing Agreement;
- · Good Neighbour Agreement;
- · Flooding Covenant; and
- Heritage Conservation Covenant (Section 219).

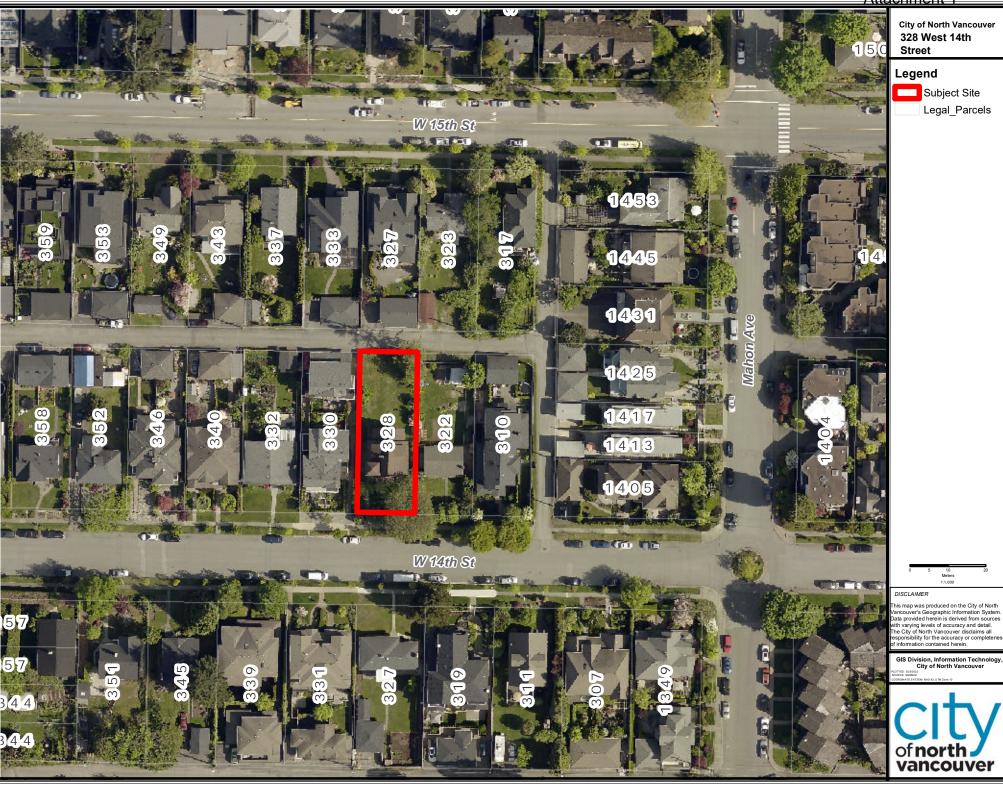
#### CONCLUSION

This application would facilitate the long term protection of an important heritage asset and contribute towards diversifying and increasing the housing stock within this neighbourhood. The proposal has been designed to be compatible with the neighbourhood context and staff consider the proposal to be supportable.

RESPECTFULLY SUBMITTED:

Huy Dang Planner 1

Attachment 1





328 W 14th Street

**KNOWLES RESIDENCE RENOVATION + ADDITION** 

CITY OF NORTH VANCOUVER, BC V7M 1P6

REVIEW MEMO #1 RESPONSE - 2022 05 19



T 604.785.4315



3022-45-19 SEAL

ISSUE

EVISION

No. Date Description 1 2021 07 23 REZONNING APP DRU 2 2021 08 27 CLIENT REVIEW 3 2021 10 01 REZONNING SUBMISS

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A8-01

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A10-00A

A10-02A

STATS

SITE PLAN

ROOF PLAN

FLEVATIONS - INFILL

ELEVATIONS - INFILL

HERITAGE SECTIONS HERITAGE SECTIONS

COURTYARD SECTIONS

INFILL SECTIONS INFILL SECTIONS

AREA PLANS

SITE COVERAGE SITE PLAN - SHARED ACCESS WASTE ENCLOSURE DETAILS

SHADOW STUDIES HERITAGE EXTERIOR PERSPECTIVES

**EXISTING PHOTOS EXISTING PHOTOS** BASEMENT AREA PLAN - HERITAGE

COURTYARD PERSPECTIVES

INFILL EXTERIOR PERSPECTIVES
AXONOMETRIC VIEW - SOUTH-WEST

AXONOMETRIC VIEW - NORTH-WEST SPATIAL SEPARATION - HERITAGE

MAIN LEVEL AREA PLAN - HERITAGE

UPPER LEVEL AREA PLAN - HERITAGE BASEMENT AREA PLANS - INFILL A20-01A MAIN LEVEL AREA PLANS - INFILL A20-02A UPPER LEVEL AREA PLANS - INFILL

SPATIAL SEPARATION - HERITAGE & INFILL SPATIAL SEPARATION - INFILL

EXISTING SITE PLAN (SURVEY)

NEW CONSTRUCTION PLANS RETENTION AXONOMETRICS

BASEMENT PLAN - HERITAGE

MAIN LEVEL PLAN - HERITAGE

UPPER LEVEL PLANS - INFILL

UPPER LEVEL PLAN - HERITAGE BASEMENT PLANS - INFILL MAIN LEVEL PLANS - INFILL

ELEVATIONS - PROPOSED HERITAGE & EXISTING ELEVATIONS - PROPOSED HERITAGE & EXISTING ELEVATIONS - PROPOSED HERITAGE & EXISTING

ELEVATIONS - PROPOSED HERITAGE & EXISTING

ELEVATIONS - HERITAGE & INFILL + REFLECTED WINDOWS

CHARACTER-DEFINING ELEMENTS EXISTING FLOOR PLANS DEMO PLANS

REVIEW MEMO #1 RESPONSE - 2022 05 19

**METRIC** 

LEVEL 2 ADAPTABLE GUIDELINES - LOCK-OFF SUITES

# PROJECT DATA

328 WEST 14TH STREET, NORTH VANCOUVER, BC CIVIC ADDRESS LEGAL DESCRIPTION LOT 19 BLOCK 47 DISTRICT LOT 271 PLAN: 1658 OCP RESIDENTIAL LEVEL 2 EXISTING ZONING: RS1 PROPOSED REZONING: CD LOT DIMENSIONS - 50 F x 140 F 7,000 SF / 650.3 m<sup>2</sup> SITE AREA RS-1 FSR 3 501 SE RS-1 FSR AREA HERITAGE BONUS (HB) 1-1/2 EXISTING 989 SF TOTAL FSR ALLOWED 4,490 SF 4,472 SF TOTAL FSR PROPOSED SITE COVERAGE PERMITTED: 35% = 2,450 SF

EXISTING: PROPOSED: 16% = 1,110 SF 46.2% = 3,246 SF (25.5% PRINCIPAL BUILDING + 18.8% INFILL + 1.9% ACCESSORY) RIDGE HEIGHT **EXISTING HEIGHT** 33'-8" PROPOSED HEIGHT MAIN RIDGE HEIGHT INFILL RIDGE HEIGHT **EXISTING SETBACKS** FRONT YARD 35.9 FT SIDE YARD WEST SIDE YARD EAST PROPOSED SETBACKS

PRINCIPAL FRONT YARD PRINCIPAL FRONT YARD PRINCIPAL REAR YARD PRINCIPAL SIDE YARD WEST PRINCIPAL SIDE YARD EAST INFILL SIDE YARD WEST INFILL SIDE YARD EAST INFILL REAR YARD

PRINCIPAL TO INFILL @ GRADE 20.7 FT PRINCIPAL TO INFILL @ MAIN LEV. 32.8 FT

#### HERITAGE & INFILL DWELLING AREA:

EXIST. HERITAGE ADDITION HERITAGE DECK	BASEMENT LEVEL 980 SF 628 SF	MAIN LEVEL 1,111 SF 226 SF	UPPER LEVEL 863 SF 403 SF uss 31 SF	1,974 SF 629 SF	2,954 SF 1,257 SF LESS 31 SF
TO BE REINSTATED	1,608 SF	1,337 SF	1,235 SF	2,572 SF	4,180 SF
INFILL WEST - UNIT 3 INFILL EAST - UNIT 4	369 SF 398 SF	375 SF 456 SF	597 SF 472 SF	972 SF 928 SF	1,341 SF 1,326 SF
	767 SF	831 SF	1,069 SF	1,900 SF	2,667 SF
	2,375 SF (EXCLUDED)	2,168 SF	2,304 SF	4,472 SF PROPOSED FSR (0.64)	6,847 SF

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NIT 1 WEST 41 SF 683 SF 633 SF 1,357 SF 1,357 SF 10CN-OFF 766 SF 0 SF 0 SF 766 SF NIT 2 EAST 41 SF 654 SF 602 SF 1,297 SF	
NIT 1 LOCK-OFF 766 SF 0 SF 0 SF 766 SF NIT 2 EAST 41 SF 654 SF 602 SF 1,297 SF	TOTAL
NIT 2 EAST 41 SF 654 SF 602 SF 1,297 SF	2,123 SF
700 CE 0 CE 0 CE	2,057 SF
INIT 2 LOCK-OFF 760 SF 0 SF 0 SF 760 SF	
NIT 3 WEST 369 SF 375 SF 597 SF 1,341 SF	,341 SF
INIT 4 EAST 398 SF 456 SF 472 SF 1,326 SF	,326 SF
2,375 SF 2,168 SF 2,304 SF 6,847 SF	

#### BY I AW ALLOWADIE EVOLUCIONS

TOTAL EXCLUSIONS	= 3,398 SF (0.48 FSF
	2,375 SF + 1,023 SF
WASTE ENCLOSURE (MAX. 150 SF)	67 SF
GREEN MECH. ROOM (MAX. 100 SF)	65 SF
HERITAGE DECK	31 SF
CARPORT	750 SF
BIKE STORAGE	110 SF
INFILL BASEMENT	767 SF
HERITAGE BASEMENT	1,608 SF - ACCESSIBLE LOCK-OFF SUITE

#### CONSULTANTS

KEVIN LESKIW UPWARD CONSTRUCTION 101-1305 WELCH ST. NORTH VANCOUVER, BC V7P 1B3 TEL: 778.403.3976

ARCHITECTURE METRIC ARCHITECTURE SCOTT C. MITCHELL ARCHITECT AIBC 671b MARKET HILL VANCOUVER B.C. V5Z 4B5

HERITAGE CONSULTANT CUMMER HERITAGE CONSULTING KATIE CUMMER 639 MOSS STREET TEL: 778.678.1913

LANDSCAPE DURANTE KREUK REYHANEH SOBHANI 102 - 1637 W 5TH AVENUE VANCOUVER BC V6J 1N5 TEL: 604,684,4611

ARRORIST DAVEY RESOURCE GROUP MARC LAVERDIERE #200, 8208 SWENSON WAY DELTA, BC V4G 1J6 TEL: 604,499,6568

SURVEYOR HOBBS WINTER & MACDONALD SURVEYS DAN MACHON

CELERITY ENGINEERING LIMITED STEFAN GERMANN 100-535 WEST 10TH AVENUE VANCOUVER, BC V5Z 1K9 TEL: 604.375.0437 x 212

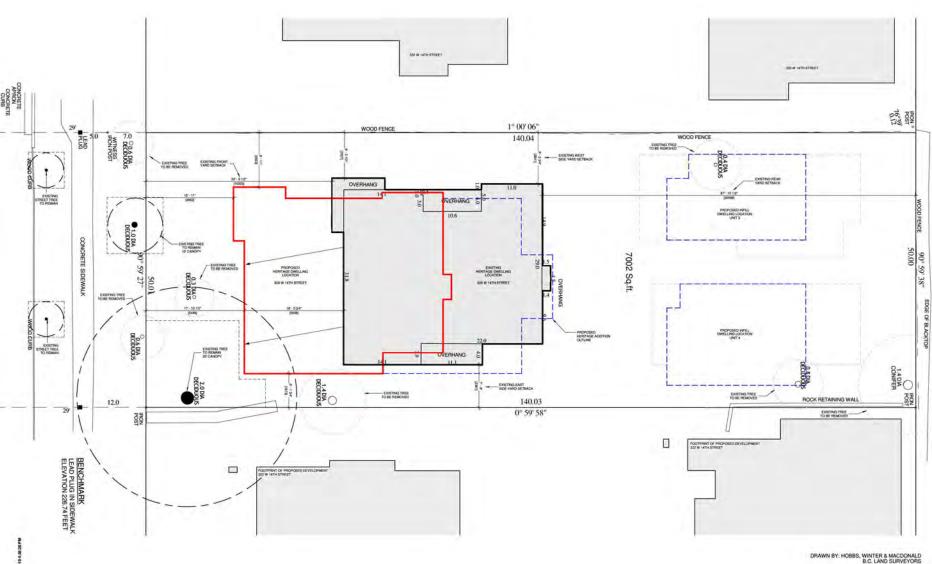
CODE CONSULTANT

CLIENT

TEL: 604.785.4315 info@metricarchitects.com

828 HARBOURSIDE DR. NORTH VANCOUVER, BC V7P 3R9 TEL: 604.986.1371





(SURVEY)

DATE 07/21/21 REVIEWED

A0-02

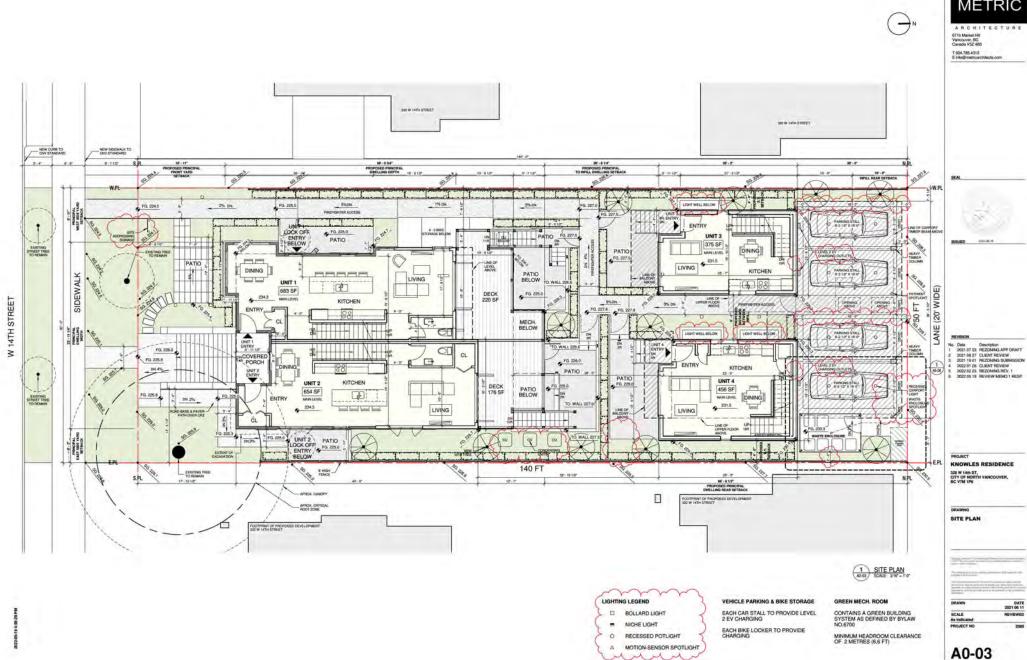
METRIC

A R C H I T 671b Market Hill Vancouver, BC Canada VSZ 4B5 T 694.785.4315 E info@metricarchi

KNOWLES RESIDENCE

EXISTING SITE PLAN

SCALE 3/16" = 1'-0" PROJECT NO



**METRIC** 

#### CHARACTER-DEFINING ELEMENTS

#### THE CHARACTER-DEFINING ELEMENTS OF THE KNOWLES RESIDENCE INCLUDE:

- A) IRREGULAR PICTURESQUE FORM, MASSIVE SCALE AND ASYMMETRICAL MASSING
- ELEMENTS OF THE ARTS AND CRAFTS STYLE INCLUDING PICTURESQUE MASSING AND THE USE OF NATURAL MATERIALS
- C) FRONT GABLE ROOF WITH OPEN EAVES AND EXPOSED PURLINS
- D) FRONT CORNER TOWER WITH BELLCAST PYRAMID ROOF
- INSET ROUND ARCHED ENTRY
- F) ARCHED INSET BALCONY AT UPPER LEVEL
- G) CEDAR SHINGLES
- H) HALF-TIMBERING IN GABLE ENDS AND ON TOWER
- LAPPED WOODEN SIDING AT FOUNDATION LEVEL
- DOUBLE-HUNG WOODEN-SASH WINDOWS; MULTIPLE ASSEMBLY CASEMENT WINDOWS IN TOWER WITH DECORATIVE LEADING





















**METRIC** T 604.785.4315 E info@metrican



No. Date Description
4 2022 01 26 CLIENT REVIEW
5 2022 02 23 REZCONING REV. 1
6 2022 05 19 REVIEW MEMO 1 RESP.

KNOWLES RESIDENCE

CHARACTER-DEFINING

ELEMENTS

A0-04

**EXISTING WEST ELEVATION** 





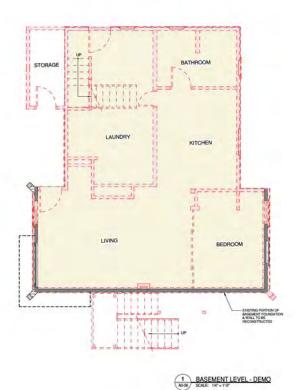


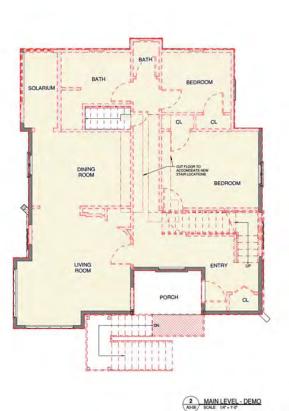
PROJECT
KNOWLES RESIDENCE
228 W 140-5T,
CITY OF NORTH VANCOUVER,
NO VM 10-5

DRAWING EXISTING FLOOR PLANS

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#### WALL STYLE LEGEND

EXISTING TO BE RETAINED
 EXISTING TO BE REMOVED



REVISION

No. Date Description
1 2021 07 23 REZONING APP DRAFT
2 2021 08 27 CLENT REVIEW
3 2021 10 01 REZONING SUBMISSION
5 2022 02 23 REZONING REV. 1
6 2022 05 19 REVIEW MEMO 1 RESP.

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DRAWING

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DRAWN DATE 07/22/21
SCALE REVIEWED As indicated PROJECT NO 2005



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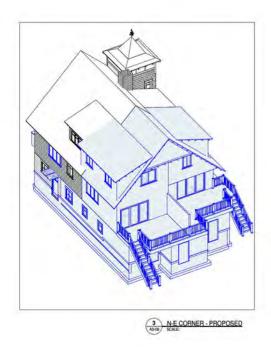
DATE 07/23/21 REVIEWED SCALE As indicated PROJECT NO







S-W CORNER - DEMO





4 S-W CORNER - PROPOSED

A0-68 SCALE:



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REVISION

ROJECT

228 W 14th ST, CITY OF NORTH VANCOUVER, BC V7M 195

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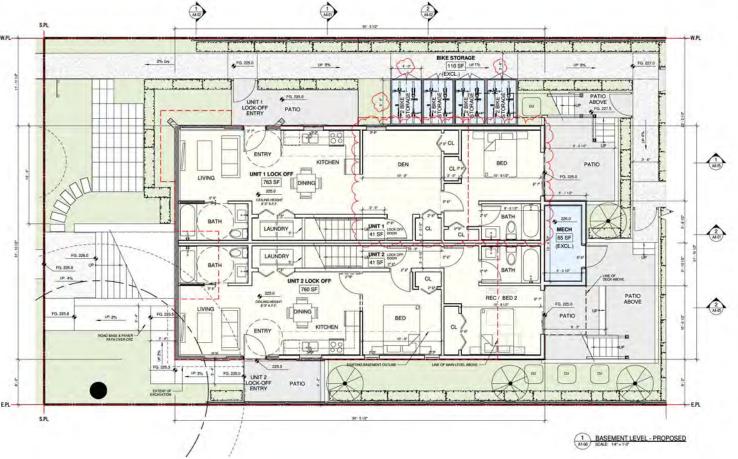
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SCALE 12" = 1'-0" PROJECT NO









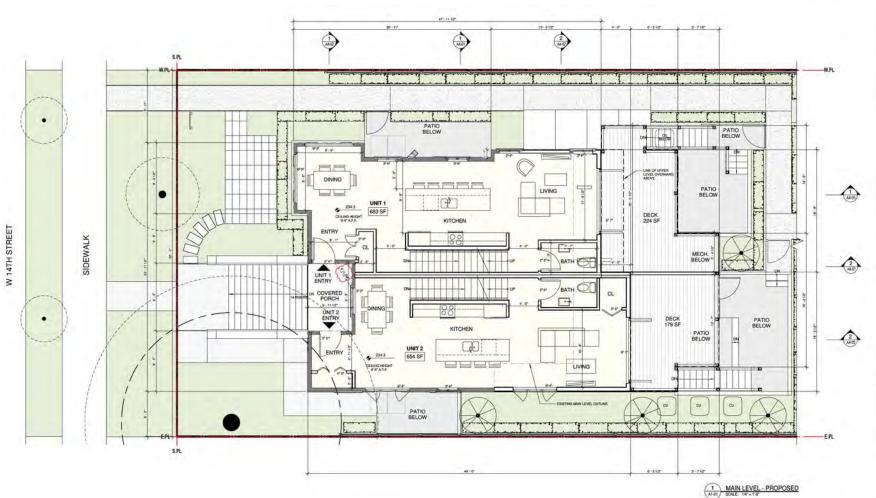
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BASEMENT PLAN -HERITAGE

DRAWW DATE 2021 06 23 REVIEWED SCALE 1/4" = 1"-0" PROJECT NO

A1-00





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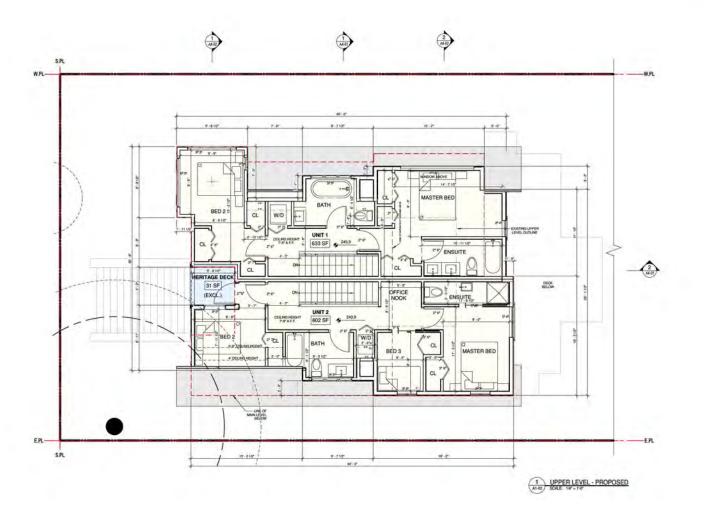
PROJECT
KNOWLES RESIDENCE
328 W 14th 5T,
CITY OF NORTH VANCOUVER,

MAIN LEVEL PLAN -HERITAGE

DRAWN DATE 07/20/21 
SCALE HEVEWED 
1/4" = 1'-0" 
PROJECT NO 2005

A1-01





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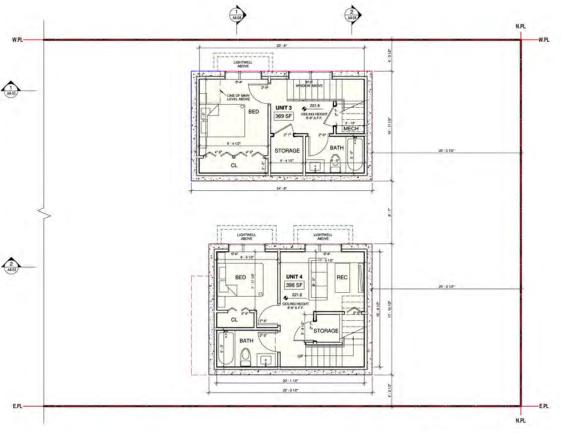
UPPER LEVEL PLAN -HERITAGE

DATE 2021 06 11 REVIEWED

SCALE 1/4" = 1'-0" PROJECT NO

A1-02





1 BASEMENT PLANS - INFILL
A2-00 SCALE 194" + 11-0"



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Vancouver, BC
Canada VSZ 485
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E info@metricarchitects.com

SEAL



REVISION

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KNOWLES RESIDENCE 328 W 14th ST, CITY OF NORTH VANCOUVER,

DRAWING

BASEMENT PLANS -

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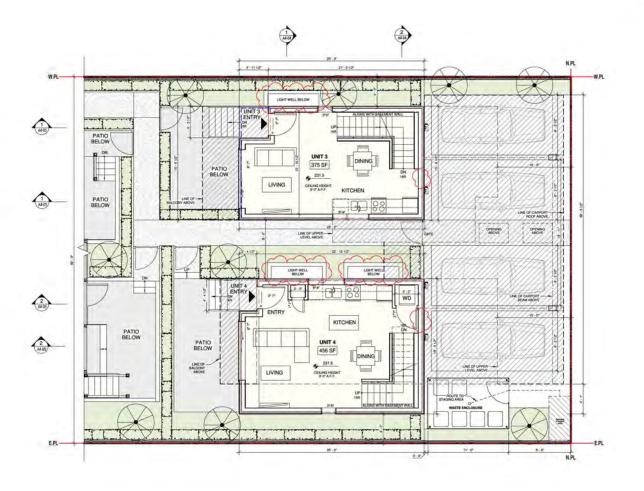
DRAWN DATE 07/23/21

SCALE HEVEWED 14" = 1'-0"

PROJECT NO 2005

A2-00





MAIN LEVEL PLANS - INFILL



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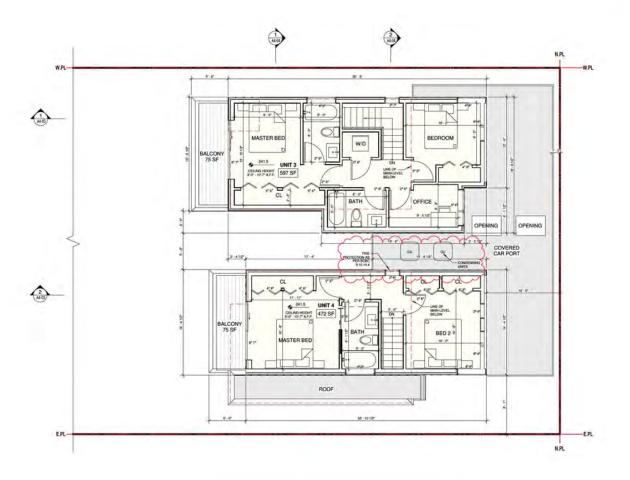


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MAIN LEVEL PLANS -

DATE 07/22/21 REVIEWED DRAWN SCALE 1/4" = 1'-0" PROJECT NO





1 UPPER LEVEL PLANS - INFILL
A2-02 SCALE: 1M\* = 1\*0\*



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SEAL



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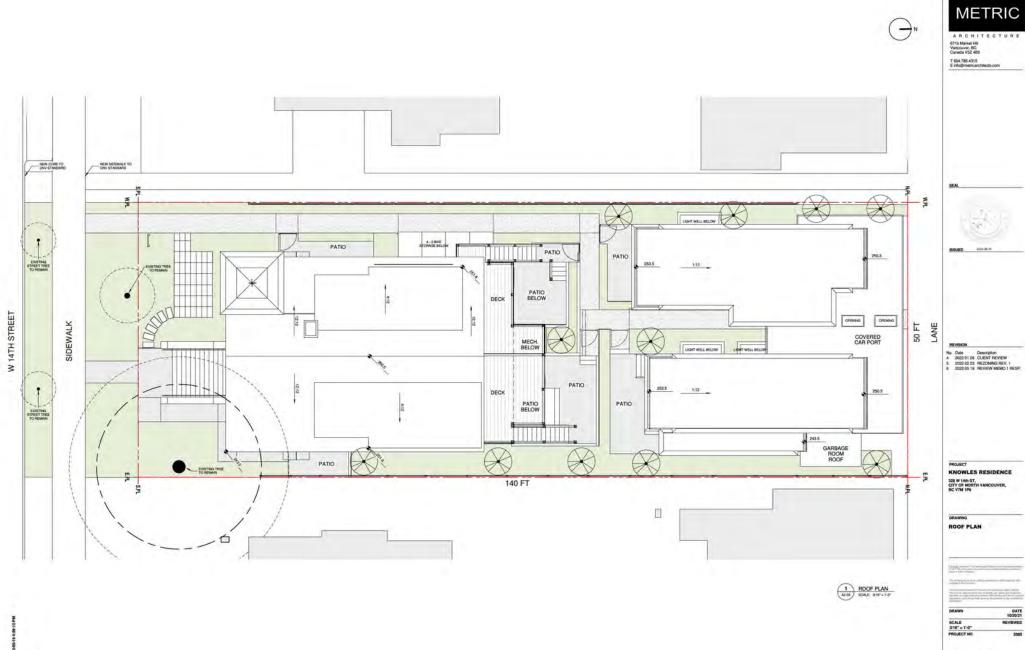
UPPER LEVEL PLANS -

DATE 07/23/21 REVIEWED

DRAWN

SCALE 1/4" = 1'-0" PROJECT NO

A2-02



A2-03

C1. CLADDING:
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D3. DOORS:
D3. DOORS:
S3. STAIRS:
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W2. WINDOWS:
W2. WINDOWS:
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R4.1. RAILING:
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PP2. PURLINS:
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B1. BIKE LOCKER: restored codar shingles restored codar shingles restored codar plantle restored codar plantle restored codar plantle restored codar plantle restored restore

#### HEIGHT ENVELOPE CALCULATION

#### 1) FRONT AND REAR PROPERTY GRADES

FRONT S/E CORNER: 226.1 S/W CORNER: 224.4

FRONT = 226.1 + 224.4 / 2 = 225.25

REAR N/W CORNER: 227.8 N/E CORNER: 230.5

REAR = 227.8 + 230.5 / 2 = 229.15

D1

2) REFERENCE GRADE REFERENCE = 225.25 + (229.15 - 225.25) X 0.4 = 226.81

3) MAX. TOP PLATE AND ROOF RIDGE MAX. TOP PLATE = 226.81 + 26.2 = 253.01 MAX. ROOF RIDGE = 226.81 + 33.0 = 259.81

#### DENTOES SCOPE OF PROPOSED ADDITION



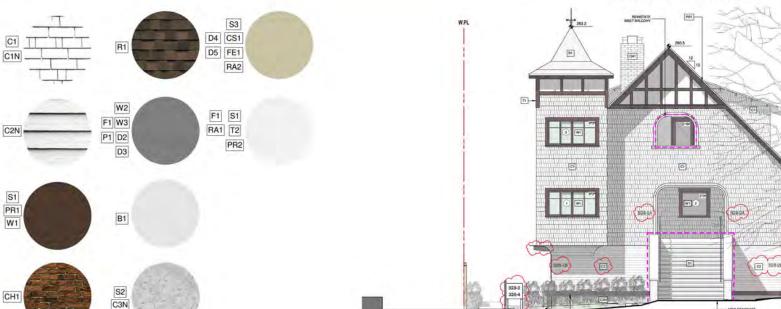
EXISTING SOUTH ELEVATION IMAGE



FG. 224.5



PROPOSED SOUTH ELEVATION





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EPL

BOOF BIDGE

US ROOF

UPPER LEVEL

MAINTEVEL

BASEMENT LEVEL

2 SOUTH ELEVATION ASOI SCALE: 14"+1"0"

FG. 225.3

KNOWLES RESIDENCE

ELEVATIONS -

PROPOSED HERITAGE & EXISTING

DATE 97/19/21

SCALE As indicated PROJECT NO

EXISTING HE	RITAGE	WINDO	WSCHEDULE
ELEVATION	TAG	SIZE	CONSERVATION OBJECTIVE
SOUTH	0	6936	Preserved and restored
	(2)	3734	Preserved and restored
	(3)	6939	Preserved and restored
	0	4534	To be removed
WEST	0	2030	To be removed
	0	6040	Preserved and restored
	0	7050	To be removed
	0	3040	Preserved and restored
	0	643¢	Preserved and restored
	(0)	5636	Preserved and restored
	0	6,3,	Preserved and restored
NORTH	(1)	2020	To be removed
	(1)	2920	To be removed
	0	2030	Preserved - relocated to east facade
	(1)	2030	To be removed
	(4)	2030	Preserved - relocated to east facade
	0	4050	To be removed
	(1)	1828	To be removed
	100	1620	To be removed
	(39)	1928	To be removed
EAST	(P)	3030	Preserved and restored
	(a)	3936	Preserved - relocated on east facade
	(2)	3036	To be removed
	(4)	2026	To be removed
	(3)	3020	To be removed
	(8)	3040	Preserved and restored
	(27)	5636	Preserved and restored



	CLADDING: FOUNDATION: CHIMNEY: DOORS: DOORS: DOORS: STAIRS: STAIRS: WINDOWS: WINDOWS: ROOF: RAILING: PURLINS:	restored cedar shingles restored cedar planks restored cedar planks an even cedar shingles to match exist, new cedar planks of march exist, new cedar planks of march exist. The cedar planks of march exist, new cedar planks of march existed planks. The cedar planks of march existing both. The cedar planks of the cedar planks
2. E1.		new painted wood new cedar fence new aluminum partition





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REVISION

No. Date Description

1 2021 07 23 REZONING APP DIVA
2 2021 08 27 CLIENT REVIEW

PROJECT
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ELEVATIONS -PROPOSED HERITAGE & EXISTING

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SCALE REVEN
As indicated
PROJECT NO 2





EXISTING NORTH ELEVATION IMAGE



restored cedar shingles restored cedar shingles restored cedar shingles restored codar planks restored codar planks in match exist. new codar planks to match exist. new codar planks to match exist. new concrete wall existing brick - restored as needed new solid entry door new sliding door with glass panel new 5 panel floring door new sliding door with glass panel new 5 panel floring door new solid entry door new collegement in match exist. new painted wood replacement new sophast shingle new painted wood restored as needed preserved to match existing new painted aluminum preserved existing vood - restored as need new painted wood restored as need new painted wood new painted such particles of the preserved to existing vood - restored as need new painted wood new painted wood new painted wood new painted wood new codar fearce or new aluminum partition C1. CLADDING:
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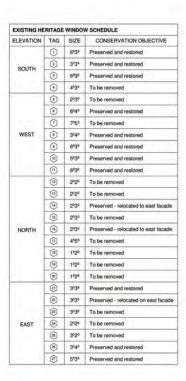
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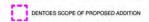
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ELEVATIONS -PROPOSED HERITAGE &

EXISTING

DATE 97/19/21 SCALE As indicated PROJECT NO





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No. Date Description
1 2021 07 22 REZONING APP DRAFT
2 2021 08 27 CLEART REVIEW
3 2021 10 01 REZONING SUBMISSION
4 2022 01 25 CLEINT REVIEW
5 2022 02 23 REZONING REV. 1
6 2022 05 16 REVIEW MEMO 1 RESP.

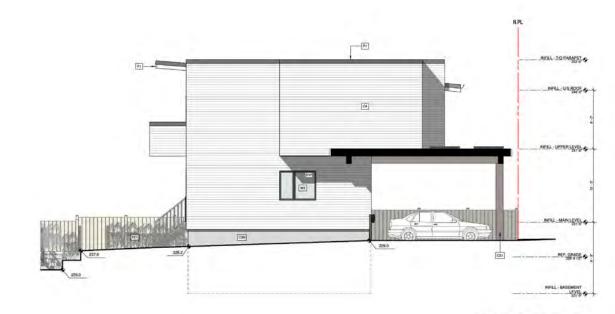
KNOWLES RESIDENCE

ELEVATIONS -PROPOSED HERITAGE &

EXISTING

SCALE As indicated PROJECT NO





# MATERIAL SCHEDULE - INFILL

new concrete wall new vinyl clapboard siding new sold entry door new siding door with plass panel new CIP concrete state new CIP concrete state new CIP concrete state new tight performance vinyl new high performance vinyl new low slope torch on new painted wood railing new painted aluminium new codor fence new painted aluminium new painted aluminium new wood structure. C3N. FOUNDATION:
C4. CLADDING:
D4. DOORS:
D5. DOORS:
D5. DOORS:
S2. STAIRS:
S3. STAIRS:
S3. STAIRS:
R2. ROOF:
R4. RAILING:
F1. FASCIA.
FE1. FENCE:
FE2. FENCE:
FE2. FENCE:
CS1. CARPORT:

1 EAST ELEVATION - INFILL UNIT 3 SCALE: 1/4" = T-Q" INTERNAL SECTION PATH



2 WEST ELEVATION - INFILL UNIT 4
AS-06 SCALE: 196" - 170"

INTERNAL SECTION PATH



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REVISION

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ELEVATIONS - INFILL

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DRAWN DATE 06/30/21 REVIEWED

SCALE As indicated PROJECT NO

A3-06







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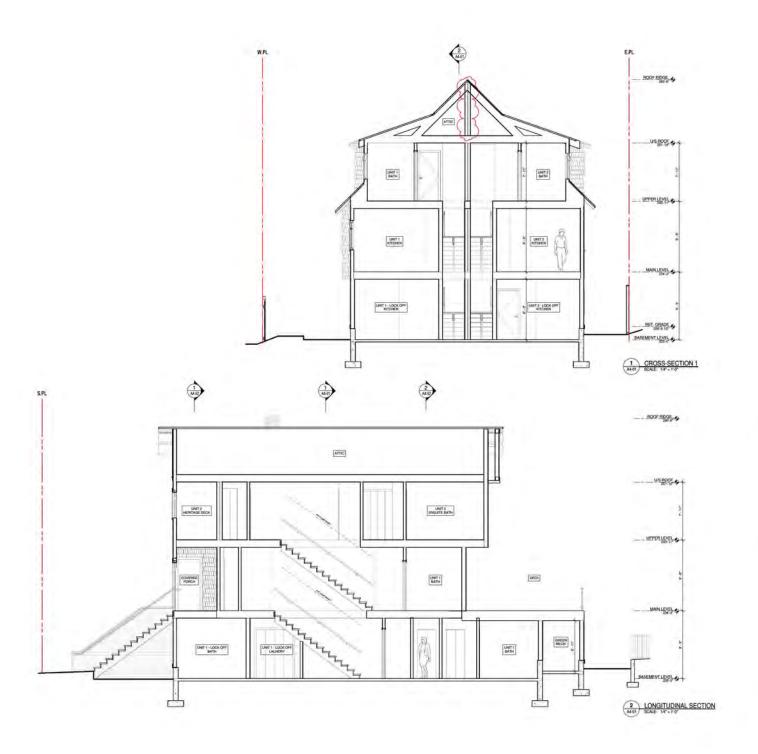
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ELEVATIONS - HERITAGE & INFILL + REFLECTED WINDOWS

SCALE 316" = 1'-0" PROJECT NO

A3-07



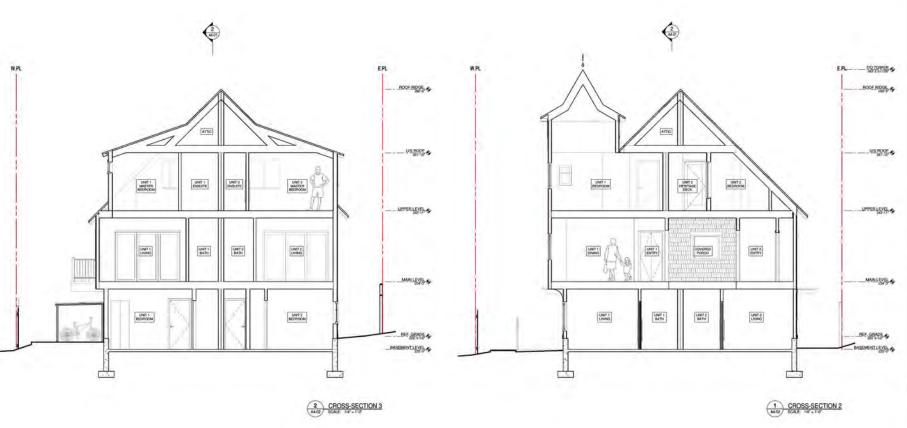
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KNOWLES RESIDENCE

HERITAGE SECTIONS

SCALE 1/4" = 1'-0" PROJECT NO



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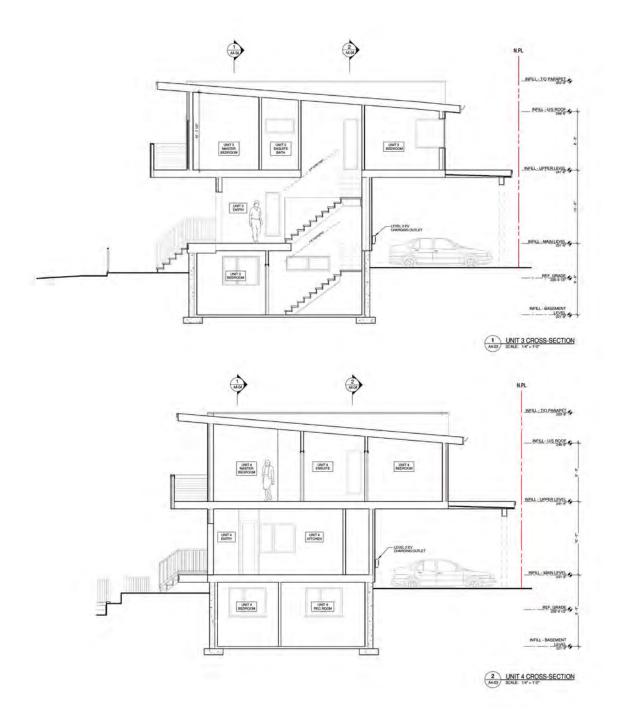
8 202200 19 REVIEW MEMO 1 RESP.

PROJECT KNOWLES RESIDENCE

HERITAGE SECTIONS

DRAWN DATE 01/11/22 SCALE NEVEWED 1/4" x 1'-0" PROJECT NO 2965

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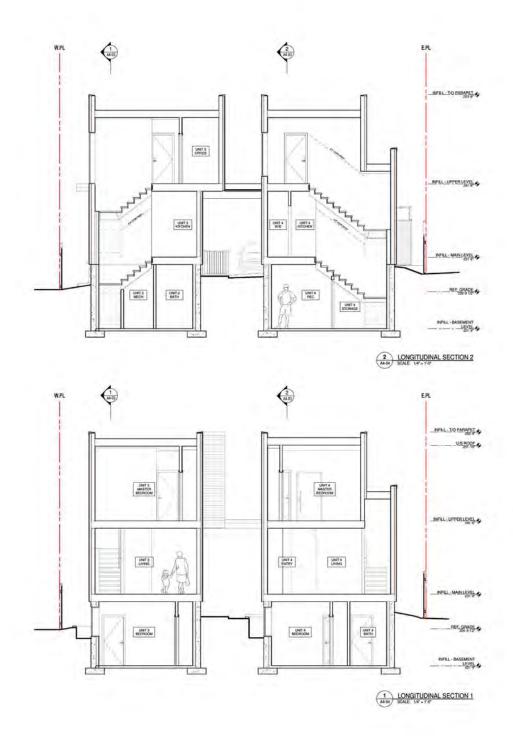
KNOWLES RESIDENCE 228 W 14th ST, CITY OF NORTH VANCOUVER, BC Y7M 1P6

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INFIEL SECTIONS

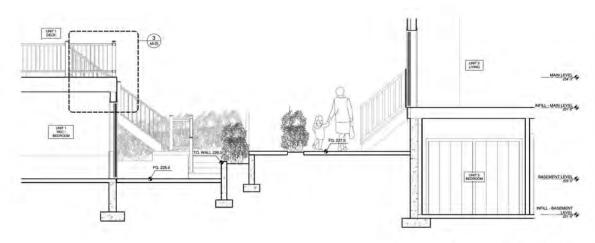
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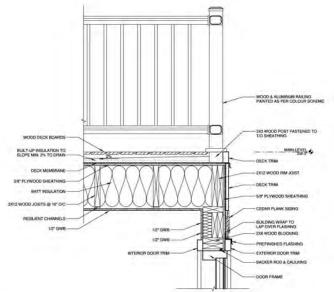
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SCALE
1/4" = 1'-0"
PROJECT NO

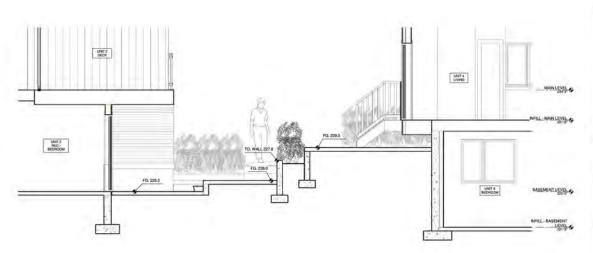




DRAWN SCALE 1/4" = 1'-0" PROJECT NO







3 HERITAGE DECK & RAILING DETAIL

2 COURTYARD SECTION - UNIT 2 & 4

1 COURTYARD SECTION - UNIT 1 & 3

METRIC

A R C H I T E C T U R E

5710 Manual Hill

Canada V/C 465

T 604-756-4315

E riedgi-mortract-filecos.com

SEAL



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REVISION

PROJECT KNOWLES RESIDENCE

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DRAWN DAZE
SCALE NEVEX
As indicated
PROJECT NO S

THOUSE I NO

# LEVEL 1

## DESIGN ELEMENTS

# BUILDING ACCESS

- Qualide static missemum degree of colour contract on noting of each static Control can have feedle and visual control can be considered to the control can be considered and control control can be co

### CIRCULATION

Comdors minimum 4" or 1220mm wide (except for service access areas)."

### FIXTURES AND FINSIHES

- Easy to need building address numbers (min. 4" or 100mm high in corressing colours).

  Easy to meet building address numbers (min. 4" or 100mm high in corressing colours).

  No coloured fresh on building early flooring (provide florings samples).

  Fracepal to procide burn, sinding down, or floring samples).

  Fracepal to procide burn, sinding down, or floring samples).

  Fracepal to procide burn, sinding down, or floring samples).

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  Fracepal to proceed the samples of the sample

Silip resistant flooring
 Colour contrasting exit doors

### ELECTRICAL

Within suites a duplex outlet is required within 6" or 200mm of a telephone jack. Wiring for visual alarm system in itving room and minimum one bedroom, connected to fire alarm.

# LEVEL 2

## FIXTURES AND FINISHES

- Easy to read building activess numbers (init. 4" or 100mm high in contrasting colours).

  It is not building actives numbers (init. 4" or 100mm high in contrasting colours) into collede fresh on building entity flooring (provide flooring samples).

  Eaced to possible fresh on building entity flooring (provide flooring samples).

  Eaced to possible contrast, risking doors, or door sapepad entity onemers, lever door handless are required on all Sirvage Procuphus common levers that every description of the contrasting colours.

  Extended to be a contrasting contrast building contrasting colours.

### CIRCULATION

Slip resistant flooring
 Colour contrasting exit doors

### BUILDING MEETING / AMENITY ROOMS

### UNIT ENTRIES

Adjustable door closers to reduce force to open door to maximum 22N or 5 lbs.
 Door hands at 40° or 1000mm above the floor, with deadbolts placed immediately above or below.

# UNIT PLOORING

Non-slip flooring in kitchen and minimum one bathroom (provide flooring samples)
 High density, low level loop carpet and underlay maximum 1/2" or 13mm height.

## PATIOS AND BALCOMES

Outdoor light fixture provided
 Electrical outlet provided

- Swhiches, controls, thermostate and the highest breaker in the salte panel, to be installed no higher than 45° or 1170mm shove trisized floor. Description of the highest breaker in the salter panel, to be installed no higher than 45° or Biocrast calcets, code or sejected within it or all others of a salephone last. Within solder advised position in the right can be interested before, connected to the alarm system. Fooder salething selection is the right can be on the installed bedown, connected to the alarm system.

Easily grasped and operated mechanism for opening and locking windows

### KITCHEN

Task lighting of at least 100 kin level at safe, stove and work areas in addition to general overhead lighting Pull-out work board in addition to a cultery drawer at 25° or \$10 min height.\*

Level handle success and cabline that middle which can be easily used with an open handleg. "O" or "J" cablinet handles.

Adjustable shelves in all cablinats.

### MIN, ONE BATHROOM

Solid blocking provided it walls of tub I shower and solid seess, and behind lowel bars."
Pressure belanced tub I shower valvies
Provision in water supply and drain to allow for a 4" (100mm) drop in varify height (offset plumbing)
Provision for varify sink removal!
Adjustable height flower flead or bard-hard shower head on adjustable tracket."

One switched electrical outlet

### BEDROOMS

### IN-SUITE STORAGE

Provide light and electrical outlet provided

### \* Bustrations available (09/2008)

Outdoor light flature provided Electrical suffet provided Minimum 5' or 1550mm turning radius on patin / histories

## DESIGN ELEMENTS

## BUILDING ACCESS

- Chickle stats micromum degree of colour contrast on nosing of each state
  Cust can three statle and related cose.
  Cust can three statle and related cose.
  Disclosure three statle and stated cose.
  Disclosure three states maint building entiturces from street/sidewalks.
  Disclosure three states in maint building entitles consisting state of 1500mm corridors; 2" or 610mm clear well
  states addisorted to dow fath?

   publicate and respringly encepticates and strange to clears.
   concepts but respringly encepticates and strange to clears.
   concepts but strange to clear to the contrast on miscential levels
   concepts but strange to clear to each unit.
  Clargory over main building entercase ST or 915mm and enterpringly and every state of strange to clear to strange to the contrast of the contrast

Accessible mailboxes for all AD Level 2 units, and 5' or 1520mm turning radius in front "

# CIRCULATION

Corridors minimum 4" or 1220mm wide (except for service access areas) \*
Provide 5" or 1520mm turning radius inside and outside the entry corridor of each dwelling unit \*

# SUITE CIRCULATION

Provide wring for an automatic door opener for the suite entry door.

Provide 2 or 610mm clear wall aspore adjacen to door latches where door swings toward user (pooket doors acceptable for betthrooms and bedrooms).

Minimum one bathroom, minimum one bedroom and storage room doors 2-10" or 860mm clear opening.

### PATIOS AND BALCONIES

Minimum one door 2" - 10" or 850mm clear door opening Minimum one patio or balcony doorsill with maximum %" or 13mm threshold" Minimum 5" or 1520mm turning radius on patio / balcony

Opening mechanism maximum 46" or 1158mm above floor (provide notation on window schiedule). Provide minimum 6-0" or 1800mm horizontal windows in living room, dining room and minimum one bedroom where sits are not more than 2" or 750mm above the floor.

Continuous counter between sink and stove\*

### MIN. ONE BATHROOM

- Toilet located adjacent to wall (min 3 or 915mm length).

  Provide Jurinia; sadius within bathroom (may result from emoval of vanity cabinet).

  3 or 915mm learness along full length of tab.

  Tub correct valve placed at outer edge of tub, with tub spout remaining in central position.

  Accessible storage.

# REVISION

No. Date Description
1 2021 07 22 REZONING APP DRAFT
2 2021 08 27 CLIENT REVIEW
3 2021 10 07 REZONING SUBMISSION
5 2022 02 23 REZONING REV. 1
6 2022 05 19 REVEW MISSION TRESP.

**METRIC** 

671b Market Hill Vancouver, BC Canada V5Z 485

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KNOWLES RESIDENCE 328 W 14th ST, CITY OF NORTH VANCOUVER, BC Y7M 1P6

LEVEL 2 ADAPTABLE **GUIDELINES - LOCK-OFF** SUITES

TWO ISSUES THE PARTY OF THE PAR

REVIEWED

SCALE As indicated PROJECT NO A5-01

Easy to read building abbess numbers print. If or 150mm high in commissing obscurs? Provide 5 or 1500mm turning either soulce and suited the entry contributed seath desilities; which was the print of the entry of the contributed on the entry of the commission of the entry of PATIO Easily grasped and operated mechanism for quering and looking eindows Opening mechanism maximum eti" or 1168mm above floor (provide nastron on elektron selection). Provide mismum 6.5 or 1800mm footproted eindows in \$v/vg morn, dining coots and mismum one bedooms where alls are not more than 2 - 6" or 750mm above the floor. Three-way switched outlief at bed area and doorway Provide light fixture in or adjacent to closel Telephone lack 00 200 ENTRY KITCHEN DEN BED D One settiched electrical outsit LIVING DINING S 225.0 Switches, controls, treamostats and the highest breaker in the suite panel, to be installed no higher tran 40° or 1170mm above finished foor 2'8" CL 25 81.61 BATH LAUNDRY Table tocated adjusent to wait into 17 or 17-thm langes.
Provide horses raised with bathform have easil from service of vacify obtained.
Provide horses raised with bathform have easil from service of vacify obtained.
Provide his registered of sales regist of the sub-based memoring in criminal position.
Accessable entries,
deal facility objects of the sales of the 1 information of the sales was and before them?
Providen in waits provided in waits of the 1 information that is exist. And before them?
Providen in waits provided in waits to bloom for a C (1)00mm) drugs in variety height primary plantation. Minimum one basinsors, minimum one bedoors and stringe room doors 2"-15" or 860mm dear operand. "In the string str Non-sip flooring in kitchen and minimum one bathroo High densits. Dw level loop carpet and underlay maximum 12" or 10mm height ADAPTABLE UNIT 1 (UNIT 2 SIMILAR)



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REVISION

KNOWLES RESIDENCE

TOTAL

2,375 SF

110 SF 750 SF

31 SF 65 SF

67 SF 3,398 SF

EXCLUSIONS

BASEMENT

BIKE STORAGE CARPORT HERITAGE DECK

GREEN MECH. ROOM

WASTE ENCLOSURE

UNIT TOTAL

2,123 SF

2,057 SF

1,341 SF

1,326 SF

1,326 SF 6,847 SF

AREA PLANS

DATE 07/20/21 SCALE 1" = 10'-0" PROJECT NO REVEWED

A6-01

HERITAGE & INFILL DWELLING AREA

EXIST. HERITAGE ADDITION HERITAGE DECK TO BE REINSTATED

INFILL WEST - UNIT 3 INFILL EAST - UNIT 4

BASEMENT LEVEL

980 SF 628 SF

1,608 SF

369 SF 398 SF 767 SF

2,375 SF

(EXCLUDED)

MAIN LEVEL

1,111 SF 226 SF

1,337 SF

375 SF

456 SF 831 SF

2,168 SF

597 SF

472 SF 1,069 SF

2,304 SF

972 SF

928 SF 1,900 SF

4,472 SF

PROPOSED FSR (0.64)

1,341 SF

1,326 SF 2,667 SF

6,847 SF

**UNIT 4 EAST** 

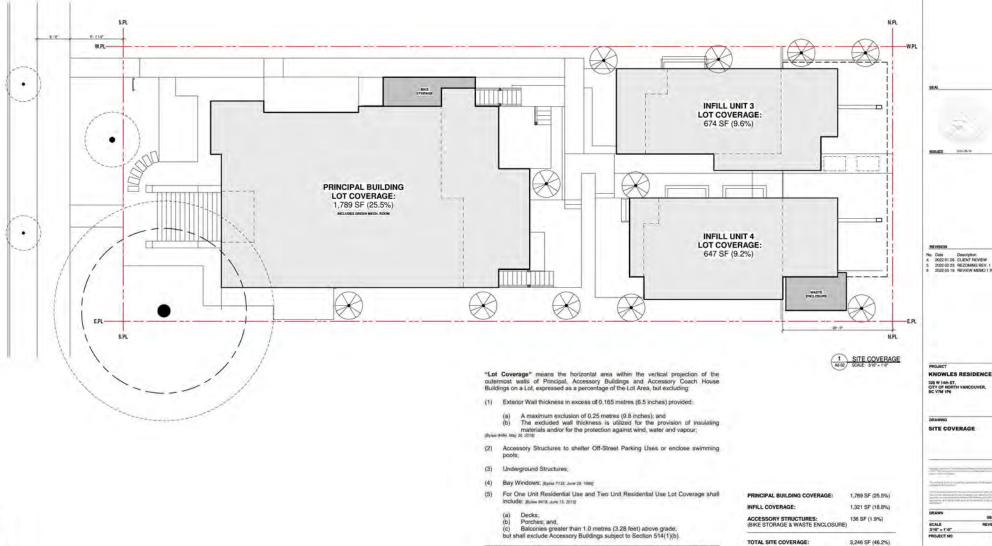
398 SF 2,375 SF

456 SF 2,168 SF

472 SF 2,304 SF







City of North Vancouver Division I: Administration

Zoning Bylaw, 1995, No. 6700

SITE AREA:

KNOWLES RESIDENCE

SITE COVERAGE

SCALE 316" = 1'-0" PROJECT NO

A6-02

7,000 SF



METRIC

A R C H I T E C T U R E

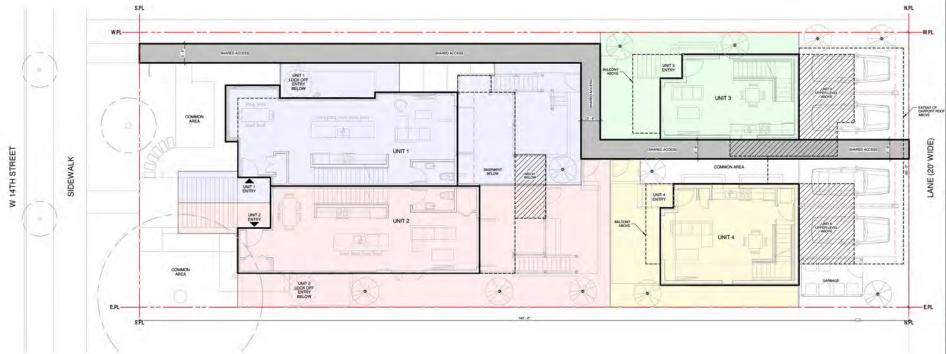
STID Materia RE

Chandra VSZ 485

T 604,785-4315

T 604,785-4315

DENTOES LOCATION OF SHARED ACCESS



1 SITE PLAN - SHARED ACCESS 8CALE: 3/16" - 1/4"



HISUED 202-9-19

| REVISION | | Description | | 4 | 2022 01 26 | CLIENT PIEVIEW | 5 | 2022 02 23 | REZONING REV. 1 | 6 | 2022 05 19 | REVIEW MEMO 1 RESP.

PROJECT
KNOWLES RESIDENCE

DRAWING

SITE PLAN - SHARED ACCESS

(A) the second of the second o

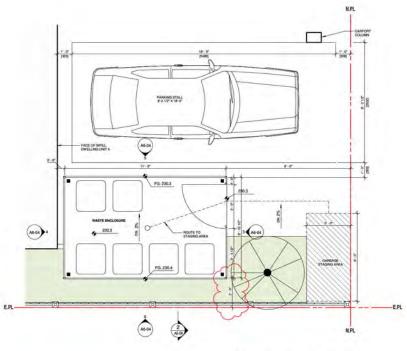
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 DATE

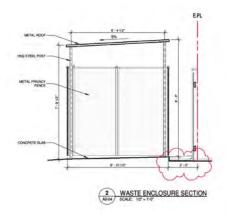
 12/10/21
 12/10/21

 SCALE
 REVIEWED

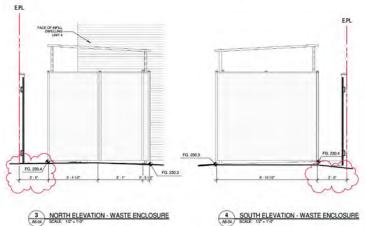
 As indicated
 PROJECT NO
 2065

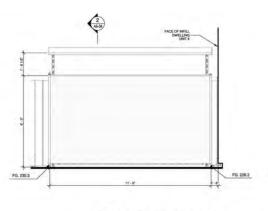
A6-03

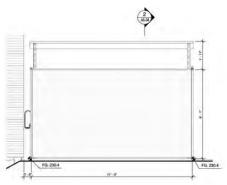




# 1 WASTE ENCLOSURE PLAN CALLOUT







4 SOUTH ELEVATION - WASTE ENCLOSURE

5 WEST ELEVATION - WASTE ENCLOSURE

6 EAST ELEVATION - WASTE ENCLOSURE

METRIC

671b Market Hill Vancouver, BC Canada V5Z 485 T 604.785.4315 E info@metricarch

No. Date Description
4 2022 01 26 CLIENT REVIEW
5 2022 02 23 REZONING REV. 1
6 2022 05 19 REVIEW MEMO 1 RESP.

KNOWLES RESIDENCE

WASTE ENCLOSURE DETAILS

DATE 01/18/22 REVIEWED DRAWW SCALE 1/2" = 1'-0" PROJECT NO

A6-04



DECEMBER 21ST @ 10:00 am



DECEMBER 21<sup>ST</sup> @ 12:00 pm



DECEMBER 21ST@ 2:00 pm



MARCH 21ST @ 10:00 am



MARCH 21ST @ 12:00 pm



MARCH 21ST @ 2:00 pm



JUNE 21ST@ 10:00 am



JUNE 21ST @ 12:00 pm



JUNE 21ST @ 2:00 pm



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SCALE 1" = 30'-0" PROJECT NO

A6-05







A R C H I 7 671b Market Hill Vancouver, BC Canada VSZ 4B5 T 604.785.4315 E info@metricarchi



HERITAGE EXTERIOR PERSPECTIVES

SCALE 1/4" = 1"-0" PROJECT NO







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COURTYARD PERSPECTIVES







A R C H I T 871b Market Hill Vancouver, BC Carneda VSZ 485 T 604.785.4315 E info@metricarchia



INFILL EXTERIOR PERSPECTIVES



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No. Date Description
4 2022 01 26 CUENT REVIEW
5 2022 02 23 REZONING REV. 1
6 2022 05 19 REVIEW MEMO 1 RESP.

KNOWLES RESIDENCE

AXONOMETRIC VIEW -SOUTH-WEST

SCALE 1/4" = 1'-0" PROJECT NO



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No. Date Description
4 2022 01 26 CLIENT REVIEW
5 2022 02 23 REZONING REV. 1
6 2022 05 19 REVIEW MEMO 1 RESP.

KNOWLES RESIDENCE

AXONOMETRIC VIEW -

SCALE 1/4" = 1'-0" PROJECT NO

# SPATIAL SEPARATION - EAST ELEVATION HERITAGE

LIMITING DISTANCE:

6.2 FT (1.9 M)

UNIT 2

AREA OF EXPOSING BUILDING FACE:

608.5 SF (56 SM)

ALLOWABLE AREA OF UNPROTECTED OPENINGS: 118 SF (10.9 SM) - 19.4 % PROPOSED AREA OF UNPROTECTED OPENINGS: 97.26 SF (9.0 SM) - 15.9 %

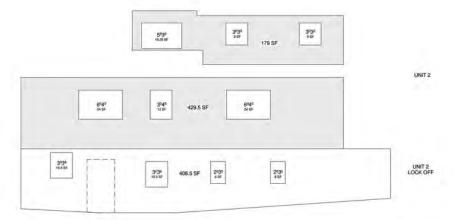
## UNIT 2 LOCK OFF

AREA OF EXPOSING BUILDING FACE:

408.5 SF (38 SM)

ALLOWABLE AREA OF UNPROTECTED OPENINGS: 85 SF (7.9 SM) - 20.8 % PROPOSED AREA OF UNPROTECTED OPENINGS: 33.0 SF (3.0 SM) - 8.0 %

BCBC 9.10.14.4.-A



EAST ELEVATION - UNPROTECTED OPENINGS

## SPATIAL SEPARATION - WEST ELEVATION HERITAGE

LIMITING DISTANCE:

9.9 FT (3.0 M)

UNIT 1

AREA OF EXPOSING BUILDING FACE:

670 SF (62.25 SM)

ALLOWABLE AREA OF UNPROTECTED OPENINGS: 236 SF (21.9 SM) - 35.2 %
PROPOSED AREA OF UNPROTECTED OPENINGS: 128.5 SF (11.9 SM) - 19.2 %

# UNIT 1 LOCK OFF

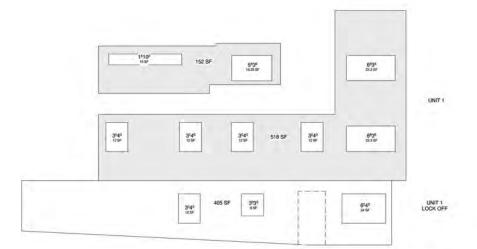
AREA OF EXPOSING BUILDING FACE:

ALLOWABLE AREA OF UNPROTECTED OPENINGS: 174 SF (16.2 SM) - 42.9 % PROPOSED AREA OF UNPROTECTED OPENINGS: 45 SF (4.1 SM) - 11.1 %

BCBC 9.10.14.4.-A

# Table 9.10.14.4.-A Maximum Aggregate Area of Unprotected Openings in Exterior Walls<sup>(1)</sup> Forming Part of Sentence 9.10.14.4.(1)

Occupancy Classification of Building Expo	Maximum Total Area				Max			of Unprote	cted Open e Area	ings,			
	ef Exposing	Limiting Distance, m											
	Building Face, m <sup>2</sup>	Less than 1.2	1.2	1.5	2.0	4.0	6.0	8.0	10.0	12.0	16.0	20.0	25.0
Residential business and	30	0	7	9	12	39	88	100	1.2	1-1	-	- 3	100
	40	0	7	8	- 11	32	69	100	7	-		-	7
personal services, and	50	0	7	8	10	28	57	100	-	6.	-	-4	-
low-hazard industrial	100	0	7	8	9	18	34	55	84	100		-	100
	Over 100	0	7	7	8	12	19	28	40	55	92	100	



2 WEST ELEVATION - UNPROTECTED OPENINGS

# Notes to Table 9.10.14.4-A:

(1) See also Sentences (6) and (7) to calculate the maximum permitted area of unprotected openings in aprinklered buildings or where wired glass or glass blocks are used.

- 6) The maximum aggregate area of superioded sponess shall be not more than twice the area determined according to Sentence (1), where the superiod dyname are glazed with
- a) armsd glass in succi frames, as described in Arricle 9.10.15.5, or
- b) glass blocks, as described in Arricle 9.10.15.7,
- 7) Where the assisting a probabilist, the miscinium aggregate area of approximal opining shall be not more than twice the area determined according to Senseric (1), provided all recent, perfectly observe and badfus-one, that are adjacent to the exposing finding for and that have approximal specing are sprinklend, notwithstanding any extemptions in the spreader translatula referenced in Arrick 3.25.3.2.

**METRIC** 

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No. Date Description
4 2022-01-26 CUEINT REVIEW
5 2022-02-23 REZONING REV. 1
6 2022-05-19 REVIEW MEMO-1 RESP.

KNOWLES RESIDENCE

SPATIAL SEPARATION -HERITAGE

REVIEWED

SCALE As Indicated PROJECT NO A8-01



LIMITING DISTANCE:

16.4 FT (5.0 M)

AREA OF EXPOSING BUILDING FACE:

ALLOWABLE AREA OF UNPROTECTED OPENINGS: 328.3 SF (30.5 SM) - 100 % PROPOSED AREA OF UNPROTECTED OPENINGS: 83 SF (7.7 SM) - 25.3 %

LIMITING DISTANCE:

13.2 FT ( 4.0 M)

UNIT 2 - LOCK OFF

AREA OF EXPOSING BUILDING FACE:

89 SF (8.3 SM)

ALLOWABLE AREA OF UNPROTECTED OPENINGS: 70 SF (6.5 SM) - 78.6 % PROPOSED AREA OF UNPROTECTED OPENINGS: 42 SF (3.9 SM) - 39.0%

BCBC 9.10.14.4.-A

3<sup>0</sup>4<sup>0</sup> 12 SF 5°4° 20 SF 328.3 SF 337 SF UNIT 2 UNIT 1 9070 63 SF 9070 63 SF 88 SF 90 SF 6070 42 SF UNIT 2 LOCK OFF 42 SF UNIT 1 LOCK OFF

SPATIAL SEPARATION - NORTH ELEVATION HERITAGE

LIMITING DISTANCE: 16.4 FT (5.0 M)

UNIT 1

AREA OF EXPOSING BUILDING FACE:

337 SF (31.3 SM)

ALLOWABLE AREA OF UNPROTECTED OPENINGS: 337 SF (31.3 SM) - 100 % PROPOSED AREA OF UNPROTECTED OPENINGS: 75 SF (6.9 SM) - 22.3 %

LIMITING DISTANCE:

13.2 FT ( 4.0 M)

13.2 FT (4.0 M)

400.4 SF (37.2 SM)

UNIT 1 - LOCK OFF

AREA OF EXPOSING BUILDING FACE:

90 SF (8.4 SM)

ALLOWABLE AREA OF UNPROTECTED OPENINGS: 70.2 SF (6.5 SM) - 78.0 % PROPOSED AREA OF UNPROTECTED OPENINGS: 42 SF (3.9 SM) - 38.8%

SPATIAL SEPARATION - SOUTH ELEVATION INFILL

PROPOSED AREA OF UNPROTECTED OPENINGS:

ALLOWABLE AREA OF UNPROTECTED OPENINGS: 271.2 SF (25.2 SM) - 67.7 % PROPOSED AREA OF UNPROTECTED OPENINGS: 112.0 SF (10.4 SM) - 28.0%

AREA OF EXPOSING BUILDING FACE:

BCBC 9.10.14.4.-A

LIMITING DISTANCE:

INFILL - UNIT 4

BCBC 9.10.14.4.-A

NORTH ELEVATION - UNPROTECTED OPENINGS

# SPATIAL SEPARATION - SOUTH ELEVATION INFILL

LIMITING DISTANCE:

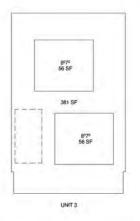
13.2 FT (4.0 M)

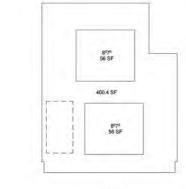
INFILL - UNIT 3

AREA OF EXPOSING BUILDING FACE: 381 SF (35.4 SM)

ALLOWABLE AREA OF UNPROTECTED OPENINGS: 289 SF (25 SM) - 70.5 % PROPOSED AREA OF UNPROTECTED OPENINGS: 112.0 SF (10.4 SM) - 29.3 %

BCBC 9.10.14.4.-A





UNIT 4

SOUTH ELEVATIONS INFILL - UNPROTECTED OPENINGS

# Table 9.10.14.4.-A Maximum Aggregate Area of Unprotected Openings in Exterior Walls<sup>(1)</sup> Forming Part of Sentence 9.10.14.4.(1)

Occupancy Classification of Building Company Building Company Building	Maximum Total Area				Max			of Unprote wilding Fed		ings.			
	et Exposing	Limiting Distance, m											
	Building Face, m <sup>2</sup>	Less than 1.2	1.2	1.5	2.0	4.0	6.0	8.0	10.0	12.0	16.0	20.0	25.0
Residential 30 business and 40	30	D	7	9	12	39	88	100	7	7	-	Y	-
	40	0	7	8	- 11	32	69	100	è	100	100	100	16
personal services, and	.50	0	7	8	10	28	57	100		- F-	-	-	-
low-trazard	100	0	7	8	9	18	34	56	84	100	-	. 6	-
industrial	Over 100	0	7	7	8	12	19	28	40	55	92	100	-

# Notes to Table 9.10.14.4.-A:

(1) See also Sentences (6) and (7) to calculate the maximum permitted area of unprotected openings in sprinklered buildings or where wired glass or glass blocks are used.

6) The maximum aggregate area of automored opening shall be not more than twice the area determined according to Sections (1), where the automored opening are glored with

a) wind glass in seel frames, as described in Article 9.10.15.5, or

b) glass blocks, as described in Article 9.19.13.7.

7) Where the soliding is grieddout, the maximum aggregate area of sepretaril opining shall be one more than notice the area desermined according as Sensince (1), provided all norms, britading closess and haltmonis that are adjacent to the opining heiding for that than have sepretarily querieg are grieddout, notwithsteading any exemptions in the spiraliter standards referenced in Article 2.8.5.1.2.

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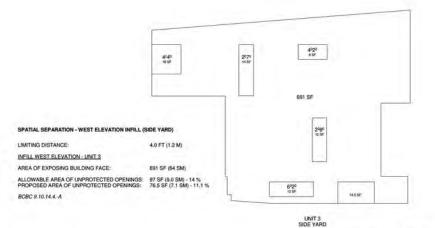
No. Date Description 4 2022 01 26 CLIENT REVIEW 5 2022 02 23 REZONING REV. 1 6 2022 05 19 REVIEW MEMO 1

KNOWLES RESIDENCE

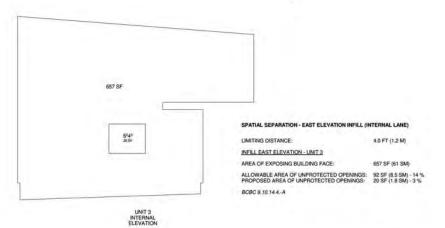
SPATIAL SEPARATION -HERITAGE & INFILL

As Indicated PROJECT NO

A8-02



WEST ELEVATION - UNIT 3 UNPROTECTED



EAST ELEVATION - UNIT 3 UNPROTECTED

# Table 9.10.14.4.-A Maximum Aggregate Area of Unprotected Openings in Exterior Walls<sup>(1)</sup> Forming Part of Sentence 9.10.14.4.(1)

Maximum Total Area				Max					ings,			
Expasing		Limiting Distance, m										
Building Building Face, m <sup>2</sup>	Less than 1.2	1.2	1.5	2.0	4.0	6.0	8.0	10.0	12.0	16.0	20.0	25.0
30	0	7	9	12	39	88	100	-	-	-	-	-
40	0	7	8	11	32	69	100	-	-	5	-	-
50	0	7	8	10	28	57	100		-	- 8	-	-
100	0	7	8	9	18	34	56	84	100	-	+	-
Over 100	0	7	7	8	12	19	28	40	55	92	100	1,00
	Total Area of Exposing Building Face. m <sup>2</sup> 30 40 50	Total Area of Exposing Building Face m² than 1.2 30 0 40 0 50 0 100 0	Total Area of Exposing Building Faco. m* than 1.2 1.2 Faco. m* than 1.2 1.2 Faco. m* of the fa	Total Area of Expressing Building Less 1.2 1.5 Face m² than 1.2 1.2 1.5 Face m² than 1.2 1.2 5.0 0 7 9 40 0 7 8 50 0 7 8 100 0 7 8	Total Area	Total Area of Expressing	Total Ares	Total Area	Total Area	Total Area	Total Area   Steposing Building Face Area	Total Area   St. of Exposing Building Face Area

Notes to Table 9.10.14.4.-A:

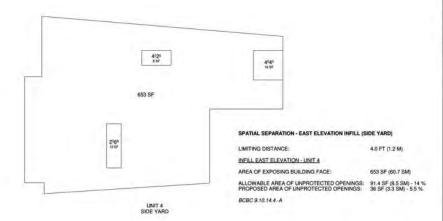
(1) See also Sentences (6) and (7) to calculate the maximum permitted area of unprotected openings in sprinklered buildings or where wired glass or glass blocks are used.

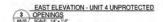
6) The maximum aggregate area of unproducted openings shall be not more than twice the area determined incording to Sections (1), where the unproduced openings are glasted with

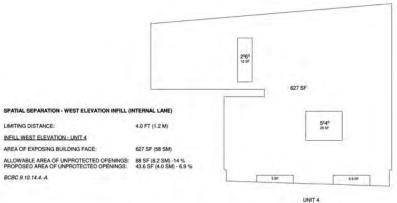
a) wired glass in steel frames, as described in Article 9.10.13.5, or

b) plass blocks, as described in Arriela 9.10.13.7.

7) Where the indiffing is printeless, the maximum aggregate area of suprained spacing shall be not more than raiser the area determined according to Souters (1), provided all moving, including closers and balancoms, that are adjusted to the expension building closers and balancoms, that are adjusted to the expension building and the face of the adjusted points are printeless, novelthat anding any exemptions in the printeless standards referenced or Arnole 3.25.12.







UNIT 4 INTERNAL ELEVATION

WEST ELEVATION - UNIT 4 UNPROTECTED

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KNOWLES RESIDENCE

SPATIAL SEPARATION -

INFILL

A8-03























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A9-01



























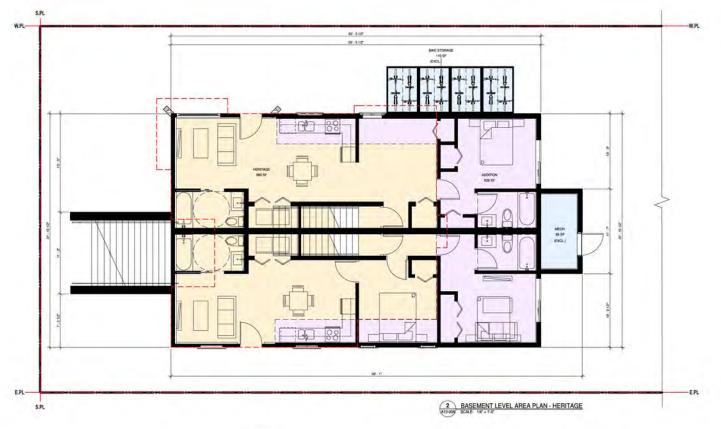


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A9-02





	BASEMENT LEVEL	MAIN LEVEL	UPPER LEVEL	ABOVE GRADE	TOTAL AREA
EXIST. HERITAGE	980 SF	1,111 SF	863 SF	1,974 SF	2,954 SF
ADDITION HERITAGE DECK	628 SF	226 SF	403 SF LESS 31 SF	629 SF LESS 31 SF	1,257 SF Less 31 SF
TO BE REINSTATED	1,608 SF	1,337 SF	1,235 SF	2,572 SF	4,180 SF
INFILL WEST - UNIT 3	369 SF	375 SF	597 SF	972 SF	1,341 SF
INFILL EAST - UNIT 4	398 SF	456 SF	472 SF	928 SF	1,326 SF
	767 SF	831 SF	1,069 SF	1,900 SF	2,667 SF
	2,375 SF	2,168 SF	2,304 SF	4,472 SF	6,847 SF
	(EXCLUDED)			PROPOSED FSR (0.64)	1

UNIT AREAS	2323222		0.42.40			EXCLUSIONS
	BASEMENT LEVEL	MAIN LEVEL	UPPER LEVEL	TOTAL AREA	UNIT TOTAL	
UNIT 1 WEST	41 SF	683 SF	633 SF	1,357 SF	2,123 SF	BASEMENT
UNIT 1 LOCK-OFF	766 SF	0 SF	0 SF	766 SF		BIKE STORAGE
UNIT 2 EAST	41 SF	654 SF	602 SF	1,297 SF	2,057 SF	CARPORT
UNIT 2 LOCK-OFF	760 SF	0 SF	0 SF	760 SF		HERITAGE DECK
UNIT 3 WEST	369 SF	375 SF	597 SF	1,341 SF	1,341 SF	GREEN MECH. ROOM
UNIT 4 EAST	398 SF	456 SF	472 SF	1,326 SF	1,326 SF	WASTE ENCLOSURE
	2,375 SF	2,168 SF	2,304 SF	6,847 SF		

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SEAL



ISSUED 202-0-15

| REVISION | | Description | | 4 | 2022 01 26 | CLIENT REVIEW | 5 | 2022 02 23 | REZONING REV. 1

OJECT

328 W 14th ST, CITY OF NORTH VANCOUVER BC V7M 1P6

DRAWING BASEMENT A

2,375 SF 110 SF 750 SF 31 SF 65 SF 67 SF 3,398 SF BASEMENT AREA PLAN -HERITAGE

DRAW DATE SCALE REVEWER 15° 15° 10° 2000

A10-00A





	BASEMENT LEVEL	MAIN LEVEL	UPPER LEVEL	ABOVE GRADE	TOTAL AREA
		MAIN LEVEL	OPPER LEVEL		
EXIST. HERITAGE	980 SF	1,111 SF	863 SF	1,974 SF	2,954 SF
ADDITION	628 SF	226 SF	403 SF	629 SF	1,257 SF
HERITAGE DECK	- 0.000	0.00 (2)	LESS 31 SF	LESS 31 SF	ums 31 SF
TO BE REMSTATED	1,608 SF	1,337 SF	1,235 SF	2,572 SF	4,180 SF
INFILL WEST - UNIT 3	369 SF	375 SF	597 SF	972 SF	1,341 SF
INFILL EAST - UNIT 4	398 SF	456 SF	472 SF	928 SF	1,326 SF
	767 SF	831 SF	1,069 SF	1,900 SF	2,667 SF
	2,375 SF	2,168 SF	2,304 SF	4,472 SF	6,847 SF
	(EXCLUDED)			PROPOSED FSR (0.64)	

UNIT AREAS						EXCLUSIONS	
	BASEMENT LEVEL	MAIN LEVEL	UPPER LEVEL	TOTAL AREA	UNIT TOTAL		TOTAL
UNIT 1 WEST	41 SF	683 SF	633 SF	1,357 SF	2,123 SF	BASEMENT	2.375 SF
UNIT 1 LOCK-OFF	766.SF	0 SF	0 SF	766 SF		BIKE STORAGE	110 SF
UNIT 2 EAST	41 SF	654 SF	602 SF	1,297 SF	2,057 SF	CARPORT	750 SF
UNIT 2 LOCK-OFF	760 SF	0 SF	0 SF	760 SF		HERITAGE DECK	31 SF
UNIT 3 WEST	369 SF	375 SF	597 SF	1,341 SF	1,341 SF	GREEN MECH. ROOM	65 SF
UNIT 4 EAST	398 SF	456 SF	472 SF	1,326 SF	1,326 SF	WASTE ENCLOSURE	67 SF
	2,375 SF	2,168 SF	2,304 SF	6,847 SF			3,398 SF



A R C H I T E C T U F 671b Market HII Varcouver, BC Canada V5Z 4B5 T 604.785.4315 E info@metrcarchitects.com

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BSURD 202-96-19

PROJECT KNOWLES RESIDENCE

DEANING

MAIN LEVEL AREA PLAN - HERITAGE

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671b Market Hill Vancouver, BC Canada V5Z 4B5
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E info@metricarchilects.com



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TO BE REINSTATED	1,608 SF	1,337 SF	1,235 SF	2,572 SF	4,180 SF
INFILL WEST - UNIT 3 INFILL EAST - UNIT 4	369 SF 398 SF	375 SF 456 SF	597 SF 472 SF	972 SF 928 SF	1,341 SF 1,326 SF
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UNIT 1 LOCK-OFF	766 SF	0.SF	0 SF	766 SF	
UNIT 2 EAST	41 SF	654 SF	602 SF	1,297 SF	2,057 SF
UNIT 2 LOCK-OFF	760 SF	0 SF	0 SF	760 SF	
UNIT 3 WEST	369 SF	375 SF	597 SF	1,341 SF	1,341 SF
UNIT 4 EAST	398 SF	456 SF	472 SF	1,326 SF	1,326 SF
	2,375 SF	2,168 SF	2,304 SF	6,847 SF	

EXCLUSIONS

BASEMENT BIKE STORAGE CARPORT HERITAGE DECK GREEN MECH. ROOM WASTE ENCLOSURE

2,375 SF 110 SF 750 SF 31 SF 65 SF 67 SF 3,398 SF

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No. Date Description 4 2022/01/26 CLIENT REVIEW 5 2022/02/23 REZONING REV. 1

UPPER LEVEL AREA PLAN - HERITAGE

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KNOWLES RESIDENCE 328 W 14th ST, CITY OF NORTH VANCOUVER,

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980 SF 628 SF

1,608 SF

369 SF

398 SF 767 SF

2,375 SF

(EXCLUDED)

MAIN LEVEL 1,111 SF 226 SF

1,337 SF

375 SF

456 SF 831 SF

2,168 SF

UPPER LEVEL 863 SF 403 SF LIBS 31 SF

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4,472 SF PROPOSED FSR (0.64)

972 SF

2,954 SF 1,257 SF

4,180 SF

1,341 SF

1,326 SF 2,667 SF 6,847 SF





1 MAIN LEVEL AREA PLANS - INFILL

EXIST. HERITAGE ADDITION HERITAGE DECK	BASEMENT LEVEL 980 SF 628 SF	1,111 SF 226 SF	UPPER LEVEL 863 SF 403 SF LIDS 31 SF	1,974 SF 629 SF 1,858 31 SF	2,954 SF 1,257 SF
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	2,375 SF (EXCLUDED)	2,168 SF	2,304 SF	PROPOSED FSR (0.64)	6,847 SF

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KNOWLES RESIDENCE 328 W 14th ST, CITY OF NORTH VANCOUVER,

DRAWING

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671b Market HII Vancouver, BC Canada V5Z 4B5 T 604.765.4315 E info@metricarch



BASEMENT LEVEL

41 SF 766 SF 41 SF

760 SF 369 SF

398 SF 2,375 SF MAIN LEVEL

683 SF 0 SF 654 SF 0 SF 375 SF

456 SF 2,168 SF UPPER LEVEL

633 SF 0 SF

602 SF 0 SF 597 SF

472 SF 2,304 SF UNIT TOTAL

2,123 SF

2,057 SF

1,341 SF

1,326 SF

BASEMENT

BIKE STORAGE CARPORT HERITAGE DECK

GREEN MECH. ROOM

WASTE ENCLOSURE

1,357 SF 766 SF 1,297 SF 760 SF 1,341 SF

1,326 SF 6,847 SF KNOWLES RESIDENCE
220 W 14th ST,
CITY OF MORTH VANCOUVER,
BC V7M 1P6

DRAWNO

UPPER LEVEL AREA

TOTAL

2,375 SF 110 SF 750 SF 31 SF 65 SF

67 SF 3,398 SF PLANS - INFILL

No. Date Description 4 2022 01 26 CLIENT REVIEW 5 2022 02 23 REZONING REV.

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HERITAGE & INFILL DWELLING AREA

EXIST. HERITAGE ADDITION HERITAGE DECK TO BE REINSTATED

INFILL WEST - UNIT 3 INFILL EAST - UNIT 4 BASEMENT LEVEL

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ABOVE GRADE 1,974 SF 629 SF LBSS 31 SF

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4,472 SF PROPOSED FSR (0.64)

972 SF

2,954 SF 1,257 SF

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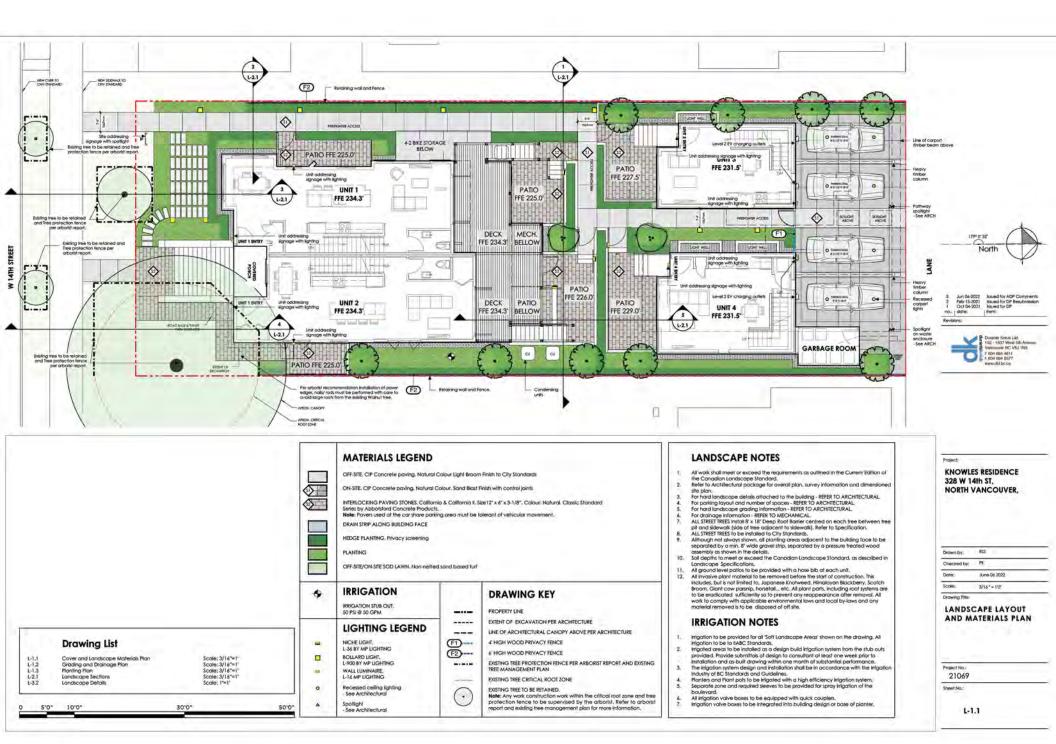
6,847 SF

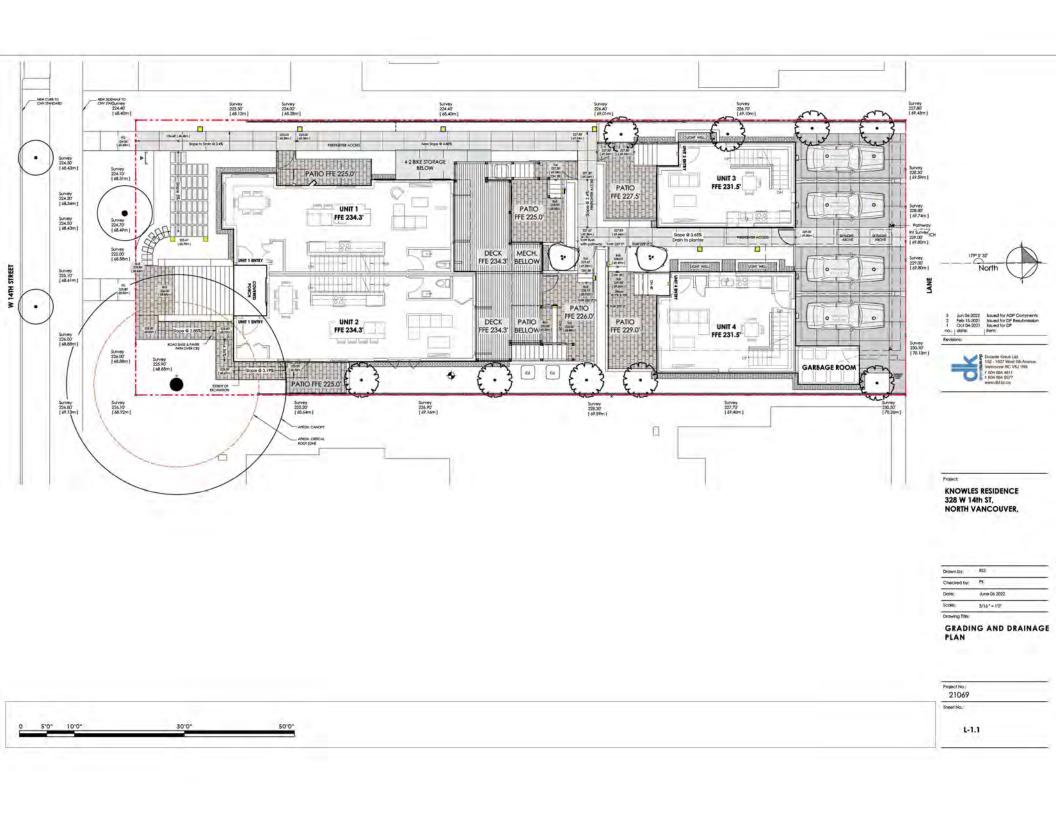
UNIT 1 WEST

**UNIT 4 EAST** 

UNIT 1 LOCK-OFF

UNIT 2 LOCK-OFF UNIT 3 WEST







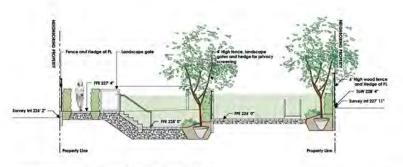
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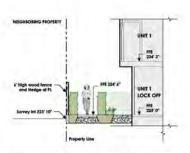
L-1.1

5'0" 10'0" 30'0" 50'0"

Purple Lace rhododendron Japanese spurge #3 Pot. 36" O.C. #1 Pot. 24" O.C.

Rhododendron 'Purple Lace' Pachysandra terminalis

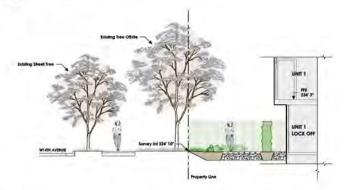




SECTION THROUGH ONSITE PATHWAY AND PRIVATE PATIOS AT UNIT 1 AND 2

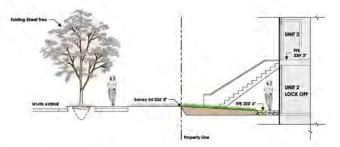
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SECTION THROUGH ONSITE PATHWAY AND PLANTING AT UNIT 1 SCALE = 1:64 (3/16'=1'0')



SECTION THROUGH EXISTING OFFSITE STREETSCAPE AT W14TH AVE AND FRONT PATIO LANDSCAPE

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SECTION THROUGH STREET SCAPE AT W14TH AVE SCALE = 1:64 (3/16"=1"0")

UNIT 1 DECK PR 234 5 -UNIT 2 LOCK OFF FFE 225 0" -SECTION THROUGH PRIVATE PATIOS AT UNIT 2 AND 4



# KNOWLES RESIDENCE 328 W 14th ST, CITY OF NORTH VANCOUVER,

Drawn by: Checked by: Pt. Date: June 06 2022 Scale: Drawing Title:

# LANDSCAPE SECTIONS

21069

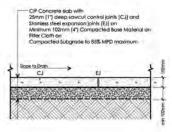
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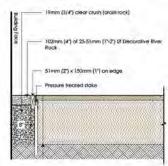


# CITY OF NORTH VANCOUVER STANDARD DETAILS

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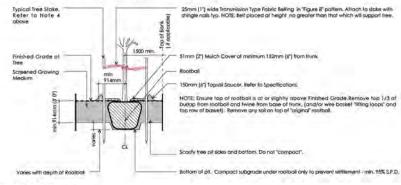
# CIP CONCRETE - ON GRADE (PEDESTRIAN AREAS ONLY)



DRAIN STRIP AT BUILDING FACE

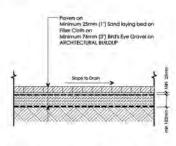
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Protect free from damage during planting. Ensure motibal protected from Sun, Frast or Desiccation.
 Ensure free location does not conflict with Underground Services. "Call before digging".



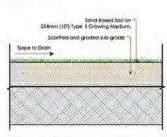
TYPICAL TREE PLANTING

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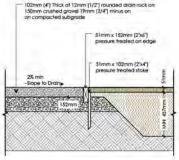


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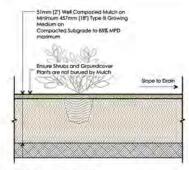
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## KNOWLES RESIDENCE 328 W 14th ST. CITY OF NORTH VANCOUVER,

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# LANDSCAPE DETAIL

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101-1305 Welch St. | North Vancouver, B.C., V7P 1B3 | 778-340-1355 | info@upwardconstruction.ca

# Public Consultation Summary - 328 W 14th St

The purpose of this Public Consultation Summary is to outline for the opportunities for public input, detail the public interest received and provide a brief overview of the DIS (Developer Information Session) held on Thursday, March 10th, 2022, for the proposed development at 328 W 14th St, North Vancouver.

# **Public Notifications**

The following public notification requirements were fulfilled in alignment with city requirements as follows:

- **Signage** Leah Karlberg, City Planner provided a pdf for the site signage; Upward Construction printed the 4'x3' sign and placed it on the subject property 10 days prior to the DIS. Photos of the sign were sent to Leah Karlberg.
- Mail-Outs City approved mail-outs were hand delivered to properties within a 40-meter radius on February 25th, 2022, thus fulfilling the 10-day notification requirement. Leah Karlberg, City Planner was notified when this was complete.
- Newspaper Ads The news ads were published on March 2nd, 2022, and March 9th,2022 respectively in the North Shore News. Copies of the ads and screenshots were provided to Leah Karlberg, City Planner.

# **Public Engagement – Interest Received**

Despite the above opportunities for public input, none of our team members received any inquiries or interest through any of the available channel's (I.e phone, email or web forms)

# **DIS Overview**

The DIS was held via **Zoom on March 10th, 2022, at 7 pm.** There were zero participants and a total of five attendees on behalf of the applicant team and City: Kevin Leskiw, Owner of Upward Construction and owners representative, Scott Mitchel, Principal of Metric Architecture, Leah Karlberg, City Planner, Brandon Todd, Modeler from Metric Architecture and Carla Mugleston from Upward Construction. As mentioned above, we had no registrations or inquiries about the proposed development or the DIS. All attendees waited 15 minutes on the Zoom call ready to answer questions and to ensure that there were no day-of registrations.



# **Heritage Conservation Plan**

Knowles Residence, 328 West 14th Street, North Vancouver, BC October 1, 2021



Fig. 1: Front view of the Knowles Residence at 328 W 14th Street, North Vancouver, BC, 2020. (Source: Spotzl)

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#### 1.0 Introduction

The subject house, Knowles Residence, is a two-storey wood-frame construction with concrete foundation located at 328 W 14th Street in North Vancouver (Fig. 2). It is located in the Central Lonsdale neighbourhood of the City of North Vancouver.



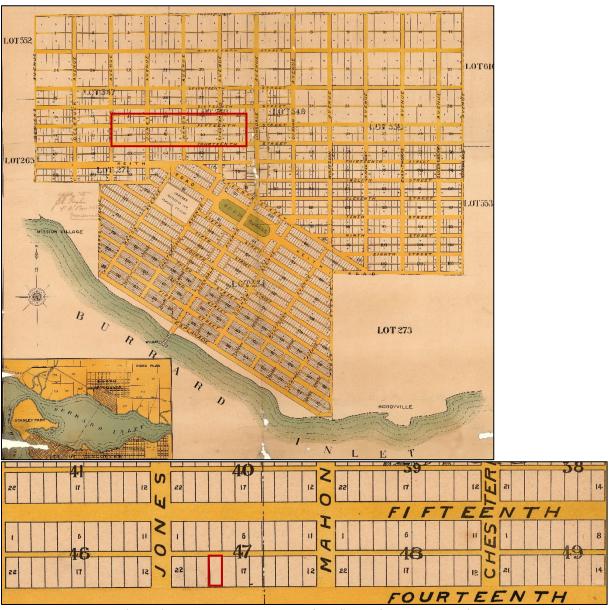
Fig. 2: Map of the area surrounding 328 W 14th Street, outlined in red. (Source: City of North Vancouver Map Viewer, CityMAP)



Fig. 3: Aerial view of 328 W 14th Street, outlined in red. (Source: Google, 2021)

#### 2.0 Historic Context

Although situated on the land of the Tsleil-Waututh, Squamish and Musqueam First Nations, the colonial history of the City of North Vancouver dates back to 1862 when contractors came to build a sawmill (Davis 1997, p. 124). The broader area was incorporated in 1891 as the District of North Vancouver and the City of North Vancouver (previously labelled a townsite) decided to incorporate in 1907 (Blair 1997, p. 122). "When the 1,012-hectare North Vancouver City was carved out of the surrounding district, it had almost 2,000 residents and possessed 53 businesses, a bank, two hotels and a school...By 1910 there were 5,000 residents, a board of trade, a high school — and land prices had soared" (*Ibid.*). The captioned house at 328 W 14th Street is part of this very early development of the City of North Vancouver. As was typical at the time, the area was developed in a grid pattern overlooking the Burrard Inlet (Figs. 4a and 4b). The development and growth of this area is discernible in comparing an 1890s map of the area to a 1930s Fire Insurance Plan (Fig. 5).



Figs. 4a and 4b: Fig. 4a (above) shows the wider context of the "Plan of the Townsite of North Vancouver," from the 1890s. In Fig. 4a (above), the immediate neighbourhood of 328 W 14th Street is outlined in red, shown in detail in Fig. 4b (below), where its lot (19) is outlined in bolded red. (Source: City of Vancouver Archives, AM1594-MAP 621)

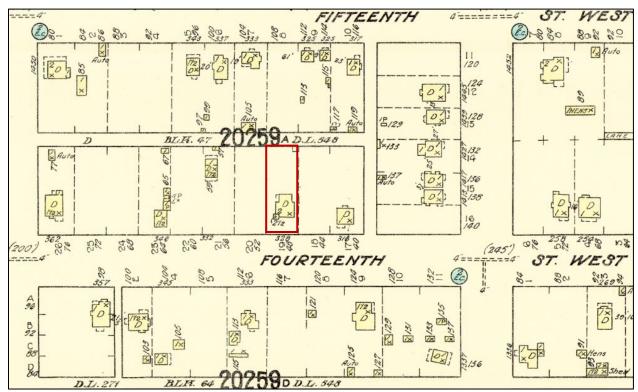


Fig. 5: Detail view of a Fire Insurance Plan of North Vancouver from 1930, showing the immediate neighbourhood of 328 W 14th Street, the lot of which is outlined in red. (Source: MONOVA MP 123 – Sheet 2025)

The house at 328 W 14th Street has been an eye-catching fixture of the neighbourhood since its development in 1909. It was first recognized in 1995 as having heritage significance and added to the City of North Vancouver's Heritage Register, being photographed and described as follows (Fig. 6). It was also illustrated and celebrated in an early 1990s newspaper article outlining its various unique features (Fig. 7). These elements have persisted and directly influence the site's Statement of Significance, outlined in the following section (Section 3.0).

KNOWLES RESIDENCE 328 West 14th Street William Knowles, Contractor (Assumed) 1909 REGISTER RANKING: A

ocal contractor William Knowles (1879-1947) built this striking house, but lived here only briefly before building a new home on Larson Road. It displays the influences of the Arts and Crafts style, but its massing and proportion distinguish it from typical examples. The massive corner turret creates a distinct picturesque quality, providing the appearance of a grand manor house. The scale of the residence reflects the desire for grand homes of the people moving into North Vancouver prior to World War One, when the local housing market was booming and people were making small fortunes in speculative building. Its unusual style and imposing silhouette are unique in the neighbourhood.



Fig. 6: Heritage inventory photograph and description of 328 W 14th Street. (Source: City of North Vancouver 2013, p. 111)



Fig. 7: Newspaper article by Dorothy Foster on 328 W 14th Street, North Vancouver. Although the article is undated in the archives, it is likely from the early 1990s, as the author (Dorothy Foster) was active with the North Shore Newspaper from 1991 to 1994. (Source: North Shore News, n.d.)

For ease of reading, the relevant excerpts of the above newspaper are transcribed here:

This home is unusual for its style of architecture and the date in which it was built. Other homes at that time in the area were being built in the Edwardian builder style,

in the Craftsman style, or in a combination of both.

This home is very different. It is a combination of elements of a picturesque European manor house and the Craftsman design.

The house has a bellcast pyramidal roof on the tower, and perched on top of the tower is an eye-catching weather vane.

Borrowed from the Craftsman style are the exposed purlin ends, and the set round arched entry.

Other design elements of note are the half-timbering on the gable ends and on the tower, and the decorative lead treatment of the windows.

(Foster n.d.)

#### 3.0 Statement of Significance

The following is the Statement of Significance of the Knowles Residence at 328 W 14th Street, as articulated when it was formally recognized on the Canadian Register of Historic Places, based on the Heritage Planning Files of the City of North Vancouver (Canada's Historic Places, 2005).

#### 3.1 Description of Historic Place

The Knowles Residence is a two-storey plus basement wood-frame residence that combines picturesque European manor house elements with an Arts and Crafts influence. Its distinctive features include a tall corner tower with a bellcast hip roof.

#### 3.2 Heritage Value of Historic Place

Built in 1909, this house is valued for its unique architecture. Designed with strong influences from the Arts and Crafts style, its massing and unusual detailing distinguish it from other Arts and Crafts houses built in North Vancouver before World War 1. The massive corner turret creates a distinct picturesque quality, and its unique style and imposing silhouette contribute to its prominence in the neighbourhood. William Knowles, a contractor, was the first owner and resident. A recent emigrant from England, Knowles (1879-1947) lived only briefly in this house but remained in North Vancouver, working as a carpenter and builder until his death.

The house reflects the desire for grand and personalized homes of the people moving into North Vancouver prior to the First World War. This was a time of faith in continued prosperity, based on speculative growth, and the scale of house construction reflected this sense of unlimited optimism. The boom period was short-lived, and housing after the end of World War One was often built at a much smaller scale, demonstrating the strictures of the postwar economy and resultant social changes such as the move away from domestic servants. One of the earliest houses in this neighbourhood, the Knowles Residence is also one of the largest.

#### 3.3 Character-Defining Elements

Key elements that define the heritage character of the Knowles Residence at 328 W 14th Street include its:

- Irregular picturesque form, massive scale and asymmetrical massing.
- Elements of the Arts and Crafts style including picturesque massing and the use of natural materials
- Front gable roof with open eaves and exposed purlins.
- Front corner tower with bellcast pyramidal roof.
- Inset round arched entry with arched inset balcony\* above.
- Variety of cladding including cedar shingles, half-timbering in gable ends and on tower, and lapped wooden siding at foundation level.
- Double-hung wooden-sash windows; multiple-assembly casement windows in tower with decorative leading.

<sup>\*</sup>CHC Note: Please note that, since the time this Statement of Significance was written in 2005, the "arched inset balcony" has been closed in, however, as part of the proposed work on the building, this character-defining element (CDE) will be restored.

#### 4.0 Research Findings

Neighbourhood: Central Lonsdale

Address & Postal Code: 328 W 14th Street, V7M 1P6 Parcel Roll Number & PID: 047020.000 & 014-493-004 Legal Description: Lot 19; Block 47; DL 271; Plan 1658

Zoning: RS-1

Builder: William Knowles Date of completion: 1909

The following tables are a consolidated summary of the residents of 328 W 14th Street in North Vancouver, as determined from the available city directories, as well as a list of the construction dates of the surrounding properties, illustrating the range of ages to this section of the street (visualized in Fig. 8 and with a comparative aerial view in Fig. 9.

Table 1: Consolidated list of the known occupants of 328 W 14th Street from the available city directories (Source: Vancouver Public Library, 1909 to 1955)

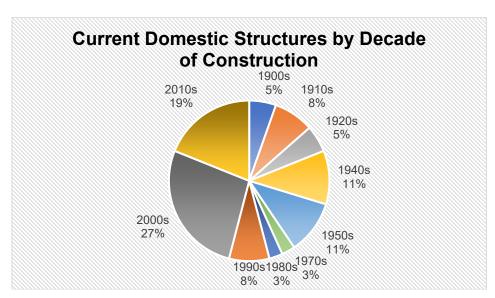
Year(s)	Name(s)	Occupation (if listed)	
1910	Knowles, William	Carpenter	
1911 to 1924	Data not	available	
1925	David M. Moore	Principal, Capilano School	
1930	Vac	Vacant	
1935, 1940	Allan Wheeler (Jessie T.)	Warehouseman, Home Oil	
1945	Eric H. Church (Marion L.)	booman, Horne Brothers	
1950	Henry F. Redmile (Lily)	Baker, Old Country Bakery	
	Frederick H. Redmile (Emma E)	Retired	
1955	Mrs. Betty J. Boak	Teller, Canadian Bank of Canada;	
	Thomas V. Dixon	Driver, Palm Dairies	

Table 2: Consolidated list of the construction dates for the properties surrounding 328 W 14th Street, North Vancouver, BC. (Source: BC Assessment)

Address	Year Built	Configuration
1413 Mahon Ave.	2016	4 Bedrooms, 5 Baths
1417 Mahon Ave.	2016	4 Bedrooms, 5 Baths
1425, 1427 Mahon Ave. (Duplex)	1997	3 Bedrooms, 3 Baths; 3 Bedrooms, 3 Baths
1431, 1433 Mahon Ave. (Duplex)	1980	3 Bedrooms, 3 Baths; 3 Bedrooms, 3 Baths
1445, 1447 Mahon Ave. (Duplex)	2004	3 Bedrooms, 3 Baths; 3 Bedrooms, 3 Baths
1453 Mahon Ave.	1950	4 Bedrooms, 2 Baths
303 14 <sup>th</sup> St. W; 1349-1, 1349-2	2002	3 Bedrooms, 3 Baths; 3 Bedrooms,
Mahon Ave.		3 Baths; 3 Bedrooms, 3 Baths
307, 309 14 <sup>th</sup> St. W (Duplex)	2000	5 Bedrooms, 3 Baths; 5 Bedrooms, 3 Baths
308 14 <sup>th</sup> St. W; 1405 Mahon Ave.	2000	3 Bedrooms, 3 Baths; 3 Bedrooms,
(Duplex)		3 Baths
310, 312 14 <sup>th</sup> St. W (Duplex)	2009	3 Bedrooms, 4 Baths
311 14 <sup>th</sup> St. W	1910	4 Bedrooms, 2 Baths
319, 321, 323 14 <sup>th</sup> St. W	2018	4 Bedrooms, 4 Baths; 4 Bedrooms,
(Townhouse)		3 Baths; 4 Bedrooms, 4 Baths
322 14 <sup>th</sup> St. W	1953	2 Bedrooms, 1 Bath

Address	Year Built	Configuration
327 14 <sup>th</sup> St. W	1952	6 Bedrooms, 2 Baths
328 14 <sup>th</sup> St. W	1909	5 Bedrooms, 2 Baths
330 14 <sup>th</sup> St. W (Townhouse, 1 – 3)	2015	3 Bedrooms, 3 Baths; 4 Bedrooms, 4 Baths; 3 Bedrooms, 4 Baths
331, 333, 335 14 <sup>th</sup> St. W (Townhouse)	2006	3 Bedrooms, 3 Baths; 3 Bedrooms, 3 Baths; 2 Bedrooms, 2 Baths
332 14 <sup>th</sup> St. W	1970	6 Bedrooms, 2 Baths
339, 341, 343 14 <sup>th</sup> St. W (Townhouse)	2005	3 Bedrooms, 3 Baths; 3 Bedrooms, 3 Baths; 3 Bedrooms, 3 Baths
340 – 342 14 <sup>th</sup> St. W (Duplex)	2001	3 Bedrooms, 3 Baths; 4 Bedrooms, 3 Baths
345 14 <sup>th</sup> St. W	1953	2 Bedrooms, 2 Baths
346 – 348 14 <sup>th</sup> St. W (Duplex)	1994	3 Bedrooms, 3 Baths; 3 Bedrooms, 3 Baths
352 14 <sup>th</sup> St. W	1946	5 Bedrooms, unknown baths
351 14 <sup>th</sup> St. W	1927	3 Bedrooms, 1 Bath
357 14 <sup>th</sup> St. W	1913	4 Bedrooms, 2 Baths
358 14 <sup>th</sup> St. W	1940	6 Bedrooms, 2 Baths
362 14 <sup>th</sup> St. W (Duplex, 1 - 2)	1994	5 Bedrooms, 4 Baths; 5 Bedrooms, 4 Baths
317 15 <sup>th</sup> St. W	1923	3 Bedrooms, 2 Baths
323 15 <sup>th</sup> St. W	1948	4 Bedrooms, 2 Baths
327 15 <sup>th</sup> St. W	2014	7 Bedrooms, 6 Baths
333 15 <sup>th</sup> St. W	2008	6 Bedrooms, 6 Baths
337 15 <sup>th</sup> St. W	1910	3 Bedrooms, 1 Bath
343 15 <sup>th</sup> St. W	2002	4 Bedrooms, 5 Baths
349 15 <sup>th</sup> St. W	1949	3 Bedrooms, 3 Baths
353 15 <sup>th</sup> St. W	2017	7 Bedrooms, 6 Baths
359 15 <sup>th</sup> St. W	2013	5 Bedrooms, 5 Baths
1415 Jones Ave	1907	4 Bedrooms, 3 Baths

In summary, there are 37 residential structures along this section of 14th and 15th Streets West, between Mahon Ave and Jones Avenue. As a point of reference for understanding the surrounding neighbourhood and streetscape, their time periods breakdown as follows:



Decade	Houses
1900s	2
1910s	3
1920s	2
1930s	0
1940s	4
1950s	4
1960s	0
1970s	1
1980s	1
1990s	3
2000s	10
2010s	7
2020s	0



Fig. 8: Map of the area surrounding 328 W 14th Street in North Vancouver, outlined in red, with the construction years listed for the buildings in the immediate vicinity of the study site. Note the range of years. (Source: BC Assessment)



Fig. 9: Map of the area surrounding 328 W 14th Street West in North Vancouver, outlined in red. (Source: Google Maps)

#### **5.0 Archival Photographs**

Unfortunately, no historical photographs of the property were available beyond the drawing from the early 1990s newspaper article (Fig. 7 above) and an undated archival photograph (Fig. 10). Without additional archival images it is difficult to know changes to the property over time.



Fig. 10: Undated archival image of 328 W 14th Street, North Vancouver, BC. (Source: MONOVA)

## **6.0 Current Photographs**



Fig. 11: Southwest corner view of the front of the Knowles Residence at 328 W 14th Street, 2021. (Source: Leskiw)



Fig. 12: Back view of the Knowles Residence at 328 W 14th Street, 2021. (Source: Leskiw)

#### 7.0 Conservation Objectives

The Knowles Residence at 328 W 14th Street will be preserved, with heritage bonus areas granted and distributed over a stratified extension to the back of the house as well as an added infill laneway house, to help increase the density on the lot and provide additional housing to the neighbourhood. The interior has undergone various changes and renovations over the years and does not appear to be of great heritage significance. The interior elements, therefore, do not require conservation.

The proposed changes do not affect the heritage values nor the character-defining elements of this historic place. If anything, in fact, the proposed increased density connects to the house's historical legacy of being "one of the largest" houses on the street (Canada's Historic Places) and "of providing the appearance of a grand manor house. The scale of the residence reflects the desire for grand homes of the people moving into North Vancouver prior to World War One, when the local housing market was booming" (City of North Vancouver 2013, p. 111). Over 100 years later, there is a different booming housing market and an increased need for more available housing, which is attainable, adaptive, family-and ground-oriented. As outlined in the City's Housing Action Plan, this is "to ensure there are diverse and appropriate housing options for current and future residents of all ages, incomes, and abilities" (City of North Vancouver 2016, p. 6). The proposed redevelopment of this site helps to provide such additional needed housing, while protecting the heritage asset; adding a new layer to the history and story of this heritage place.

**Preservation**, **Restoration** and **Rehabilitation** are the conservation objectives for the building. As defined by the *Standards and Guidelines for the Conservation of Historic Places in Canada* ( $2^{nd}$  *edition*):

*Preservation:* The action or process of protecting, maintaining and/or stabilizing the existing materials, form and integrity of an historic place or of an individual component, while protecting its heritage value.

*Restoration:* The action or process of accurately revealing, recovering or representing the state of a historic place or of an individual component, as it appeared at a particular period in its history, while protecting its heritage value.

*Rehabilitation:* The action or process of making possible a continuing or compatible contemporary use of an historic place or of an individual component, through repair, alterations, and/or additions, while protecting its heritage value.

(Canada's Historic Places 2010, p. 255)

The conservation of the Knowles Residence is focused on the preservation of the heritage house exterior, including its various character-defining elements; restoration of its front arched balcony and other wood elements, as needed; and rehabilitation of the foundation, roof and front staircase. The following table summarizes the specific elements of the Knowles Residence to be preserved, restored and rehabilitated.

Table 3: List of the Knowles Residence elements that are to be preserved, restored and rehabilitated.

Preserved	Restored	Rehabilitated
Overall structure, including its irregular picturesque form, scale and massing, along with its arts and crafts detailing, including its inset round arched entry way	Arched inset balcony (above the front entry)	New foundation in a new location on the lot, with a new, more grand front staircase
Front corner tower with bellcast pyramidal roof	Masonry chimney elements, as needed (following the house relocation)	

Table 3 (continued).

Preserved	Restored	Rehabilitated
Rooflines, including its front gable roof with open eaves and exposed purlins	Fascia boards and soffits, as needed	New roof
All double-hung wooden-sash windows; multiple-assembly casement windows in tower with decorative leading	Wood window elements, such as trims and sills, as needed	New replica wood windows, if and as needed
Variety of cladding including cedar shingles, half-timbering in gable ends and on tower, and lapped wooden siding at foundation level		

#### 8.0 Building Description

The Knowles Residence is a two-storey plus basement wood-frame residence that combines picturesque European manor house elements with an Arts and Crafts influence, as well as with elements from the Queen Anne Revival style (particularly its asymmetry and corner tower) and the Tudor Revival style (with its half-timbering in his front gable and leaded diamond-patterned windows). Its distinctive features include a tall corner tower with a bellcast hip roof. It has a mix of horizontal wood siding on the house, particularly along the lower levels with cedar shingles on most of the front of the house and areas of the sides and back gable. It also has two dormers in the middle of its roof, with one on each side of the house. The house is a prominent landmark along W 14th Street, between Mahon Avenue and Jones Avenue in the Central Lonsdale neighbourhood. It is one of the few early 20<sup>th</sup> century houses remaining in the neighbourhood.

#### 9.0 Condition Assessment

The exterior of the Knowles Residence at 328 W 14th Street appears to be in good condition, overall, based on the available exterior photographs. As outlined below there are a few areas in need of attention.

#### 9.1 Structure and Foundations

Overall, the condition of the walls and building envelope of the residence, appears to be good and having aged well. However, sections of the foundation appear to be in poor condition. In particular, at the front, "the house has settled 3 to 6 inches in the front room and entry area" (Leskiw personal correspondence, 2021). This issue will be resolved when the house is moved and put on a new foundation and lower-level walls.

#### 9.2 Wood Elements

The visible, exterior wood elements, such as the doors, door frames, roof fascia and windows are, for the most part, in good condition. Any signs of deterioration are largely cosmetic, as illustrated and discussed further in the relevant sections below. Please note an internal inspection was not conducted to inspect the internal timber elements.

#### 9.3 Roofing and Waterworks

The roof is in fair to poor condition and in need of replacement. It appears to be a decades-old roof, with signs of deterioration and shingles missing in places (Fig. 13). It is difficult to determine the condition of the waterworks system from photographs, however, it is recommended that these be cleaned and replaced, as needed, when the roof is being redone. Going forward, they should be checked regularly to ensure their continued efficient functioning.



Fig. 13: Front view of the Knowles Residence at 328 W 14th Street, 2021. Note the missing shingles and signs of deterioration, pinpointed with red arrows. (Source: Leskiw)

## 9.4 Chimney

There is a chimney on the house, with intact chimney caps, that it is in fair condition (Fig. 14). It is worth noting that there are some signs of deterioration (loss of mortar) and possible efflorescence (white deposits). This should be checked by a chimney sweep, prior to relocation.



Fig. 14: Close up view of the Knowles Residence chimney, from the back of the property. (Source: Leskiw)

#### 9.5 Windows and Doors

Most of the windows on the house are original and in largely good condition, considering the age of the building (Fig. 15). The six windows visible below, on either side of the tower and along the western side of the house are all original, featuring leaded diamond patterned panes in the upper lites of the windows. There is one upper-level window whose trim appears to be in need of maintenance, pinpointed below. The window in the arched trim above the arched entryway is a later addition, which is why it is a different and simpler window design. There is a range of window sizes and styles on the back of the house (Fig. 16), possibly suggesting a range of time periods. The condition of these windows is, for the most part, good.



Fig. 15: Southwest corner view of the Knowles Residence at 328 W 14th Street, 2021, illustrating the largely good condition of its original windows, with leaded diamond patterned panes in the upper lites of the windows. (Source: Leskiw)



Fig. 16: Back view of the Knowles Residence at 328 W 14th Street, 2021, illustrating the range of sizes and styles of windows, which are largely in good condition. (Source: Leskiw)

The front door of the property is not visible in the available photographs.

#### 9.6 Cladding and Trimwork

There is a mix of horizontal wood siding on the house, particularly the lower levels of the house with cedar shingles on most of the front of the house and areas of the sides and back gable. These are, for the most part, in good condition with some areas in need of cleaning, particularly at the back (see Fig. 16 above). As for the trimwork, as mentioned above, there is one trim at the front requiring attention (visible in Fig. 15 above), however, the remaining appears to be in good condition throughout, at least as discernible from the available photographs.

#### 9.7 Finishes

The finishes of the house are in good condition, overall, with just minor touch-ups required in places.

#### 9.8 Landscaping

The landscaping on site is good, overall, although there are some areas where the landscaping is growing possibly too near to the structure. This is an issue that will be addressed when the house is moved.

Despite these minor issues and concerns stated above, the overall condition of the property is good.

#### **10.0 Recommended Conservation Procedures**

#### 10.1 Structure and Foundations – Preservation and Rehabilitation

- The main one and a half storey structure will be preserved.
- The foundation will be **rehabilitated** with a new foundation laid when the house is moved.

#### 10.2 Wood Elements – Preservation and Restoration

As addressed in greater detail in the relevant sections below, the wood elements will be
preserved, as much as possible and restored, as needed.

#### 10.3 Roofing and Waterworks – **Rehabilitation**

- The roofing and waterworks should be **rehabilitated**, with a new roof and cleaned/replaced waterworks, as needed.
- Once a new roof is installed, it should be regularly monitored and maintained to ensure and extend its ongoing good condition.

#### 10.4 Chimney – Preservation and Restored

- The chimney should be **preserved**, and **restored**, if needed. Prior to relocation, the chimney should be checked by a chimney sweep.
- It may not survive the relocation process. If that is the case, it should be dismantled to the roofline, the bricks should be cleaned and then re-used to rebuild the chimney with its original bricks, as much as possible.
- Following relocation (and rebuilding, if needed), the chimney should be regularly monitored and repointed by certified professionals, as needed, to avoid it needing to be rebuilt again.

#### 10.5 Windows and Doors – Preservation and Restoration

- The arched front entryway should be **preserved**.
- All remaining original wood windows should be **preserved** and **restored**, as needed.
- With some of the proposed changes to the building (such as the back extension), the current placement of the windows are impacted. These windows will be installed elsewhere on the building (as opposed to installing new windows throughout). This allows for these original elements to be repurposed and preserved on their original building (as opposed to being salvaged/recycled for another project/building or, worse, ending up in a landfill). The following figures outline the proposed location and placement of the repurposed and preserved windows (Figs. 17a and 17b).
- If there are concerns with regards to the performance of the original windows, an immediate measure to allow for better protection of them (while address heating and sound issues), is to install exterior wood storm windows on them. This would be the best conservation approach for their long-term preservation, if so desired, however, this is not a requirement.
- If this route is taken, the proposed storm windows should be traditional wood storm windows: Single pane, single light and of similar sash dimension to the window sash itself, to minimise the visual impact on the building and to allow the windows to continue to be visible on the exterior. They should be painted the same colour as the current.

• This is a reversible measure that would immediately benefit the building, providing greater protection to the house and improving its performance in relation to temperature control, energy efficiency and also from a noise perspective.



Figs. 17a and 17b: Top (Fig. 17a) shows the western side view of the Knowles Residence at 328 W 14th Street, 2021, and the bottom (Fig. 17b) shows the eastern side view. Note that the brown windows with the thicker casings are the heritage windows that will be preserved either in-situ (as is the case with those illustrated in 17a), or with those repurposed from the back elevation to along the eastern side (as is the case with some of the windows illustrated in 17b). Any new windows introduced on the building are distinguishable as new, but are compatible in design being the inverse of the heritage windows. (Source: METRIC Architecture)

#### 10.6 Cladding and Trimwork – **Preservation** and **Restoration**

The horizontal wood siding and cedar shingles should be preserved.

• The trims should be **preserved** and **restored**, as needed.

#### 10.7 Finishes – **Preservation**

- Although the house is described as having Arts and Crafts features, it does also have elements of the Queen Anne Revival style (its asymmetry and turret in particular) and the Tudor Revival style as well (particularly with its half-timbering and leaded diamond-patterned windows). The current finish is in keeping with Tudor Revival colouring, with "earth tone body with dark trim & dark sash" (Halfnight and Luxton 2001, p. 4).
- The current finish and colour scheme will be preserved, with touching up in the areas requiring attention.
- If a full repainting is desired, for any re-painting, follow Master's Painters' Institute, Repainting
  Manual procedures, including removing loose paint down to next sound layer, clean surface with
  mild TSP solution with gentlest means possible and rinse with clean water; do not use powerwashing.

#### 10.8 Landscaping

Any additional landscaping being put in should have a minimum 2-ft clearance between the
vegetation and the building face. This is preferable to ensure there is sufficient space from the
structure and to remove any threat to the foundation or the building's finishes over time.

#### 11.0 Proposed Alterations and Future Changes

#### 11.1 Proposed Alterations

The major proposed alterations to the property are as follows and illustrated in Figs. 18 to 20 below:

- 1) Moving the heritage house forward on the lot onto a new foundation, better aligning with the neighbouring properties and allowing the heritage house to be more prominent and visible in the streetscape:
- Adding a more grand, front-facing set of stairs to the main entrance of the building;
- 3) Building an extension to the back of the house to provide more livable space;
- 4) Building a subordinate and distinguishable infill duplex laneway house at the back of the lot; and
- 5) Stratifying the property.

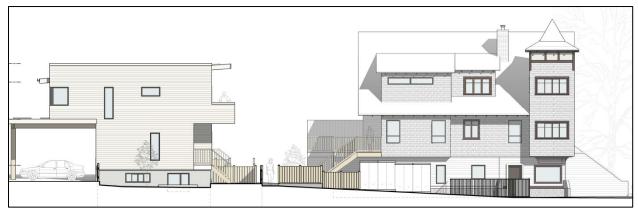


Fig. 18: Western elevation view of the proposed alterations to 328 W 14th Street, 2021, including its back extension as well as the infill development at the back of the lot. (Source: METRIC Architecture)



Fig. 19: Eastern elevation view of the proposed alterations to 328 W 14th Street, 2021, including its back extension as well as the infill development at the back of the lot. (Source: METRIC Architecture)



Fig. 20: 3D render, from the southwest corner of the property, illustrating the proposed alterations to 328 W 14th Street, 2021. (Source: METRIC Architecture)

Without any historical photographs of the property to refer to, it is difficult to know what the original front staircase looked like. However, considering the Arts and Crafts inspiration and the age of the building a more grand, front-facing staircase seems appropriate, particularly considering that "Architect Samuel Maclure's grand mansion of the Edwardian era are the best representatives of the Arts & Crafts Style in British Columbia" (VHF, n.d.) and how often his buildings had a front-facing main set of stairs (Segger 1986 and Gamble 2016), as opposed to the current set of front stairs that seem more like a set one would see off the back deck of a house.

The proposed alterations for 328 W 14th Street are considered reasonable interventions given generally accepted conservation standards, site conditions and housing needs. These proposed changes do not affect the heritage values nor the character-defining elements of the building and are in keeping with the

Standards and Guidelines for the Conservation of Historic Places in Canada (Second Edition), particularly Standard 11 with regards to new additions:

11. Conserve the heritage value and character-defining elements when creating any new additions to an historic place or any related new construction. Make the new work physically and visually compatible with, subordinate to and distinguishable from the historic place.

(Canada's Historic Places 2010, p. 23, with author bolding)

#### 11.2 Future Changes

Any future changes to the building should be carefully considered for minimal effect on the heritage values as embodied in the character-defining elements (CDEs) listed in the building's Statement of Significance.

#### 12.0 Maintenance Plan

Following completion of the outlined conservation work, the owner must maintain the building and land in good repair and in accordance with generally accepted maintenance standards. All work should follow the *Standards and Guidelines for the Conservation of Historic Places in Canada (2<sup>nd</sup> Edition)*. As general upkeep is frequently overlooked and will lead to the deterioration of heritage resources, maintenance standards warrant special attention to help to extend the physical life of a heritage asset. Any building should be kept in a reasonable condition so that it continues to function properly without incurring major expenses to repair deterioration due to neglect. The most frequent source of deterioration problems is from poorly maintained roofs, rainwater works and destructive pests. It is important to establish a maintenance plan using the information below:

#### 12.1 Maintenance Checklist

- a. Site
- Ensure site runoff drainage is directed away from the building.
- Maintain a minimum 2-ft clearance between vegetation and building face and a 12-inch-wide gravel strip against the foundation in planted areas, if possible.
- Do not permit vegetation (such as vines) to attach to the building.
- b. Foundation
- Review exterior and interior foundations, where visible, for signs of undue settlement, deformation or cracking.
- If encountered, seek advice from a professional Engineer, immediately.
- Ensure perimeter drainage piping is functional.
- Arrange a professional drainage inspection every three to five years.
- c. Wood Elements
- Maintaining integrity of the exterior wood elements is critical in preventing water ingress into the building. Annual inspection of all wood elements should be conducted.
- Closely inspect highly exposed wood elements for deterioration. Anticipate replacement in kind of these elements every 10 to 15 years.
- Any signs of deterioration should be identified and corrective repair/replacement action carried out. Signs to look for include:
  - Wood in contact with ground or plantings;
  - Excessive cupping, loose knots, cracks or splits;

- Open wood-to-wood joints or loose/missing fasteners;
- Attack from biological growth (such as moss or moulds) or infestations (such as carpenter ants);
- Animal damage or accumulations (such as chewed holes, nesting, or bird/rodent droppings). These should be approached using Hazardous Materials procedures; and
- Signs of water ingress (such as rot, staining or mould).
- Paint finishes should be inspected every three to five years and expect a full repainting every seven to ten years. Signs to look for include:
  - o Bubbling, cracks, crazing, wrinkles, flaking, peeling or powdering; and
  - Excessive fading of colours, especially dark tones.
- Note all repainting should be as per the recommended historic colours in section 10.7 above.
- d. Windows and Doors
- Replace cracked or broken glass as it occurs.
- Check satisfactory operation of windows and doors. Poor operation can be a sign of building settlement distorting the frame or sashes or doors may be warped.
- Check condition and operation of hardware for rust or breakage. Lubricate annually.
- Inspect weather stripping for excessive wear and integrity.
- e. Roofing and Rainwater Works
- Inspect roof condition every five years, in particular looking for:
  - Loose, split or missing shingles, especially at edges, ridges and hips;
  - o Excessive moss growth and/or accumulation of debris from adjacent trees; and
  - Flashings functioning properly to shed water down slope, especially at the chimney.
- Remove roof debris and moss with gentle sweeping and low-pressure hose.
- Plan for roof replacement at around 18 to 22 years.
- Annually inspect and clean gutters and flush out downspouts. Ensure gutters positively slope to downspouts to ensure there are no leaks or water splashing onto the building.
- Ensure gutter hangers and rainwater system elements are intact and secure.
- Ensure downspouts are inserted into collection piping stub-outs at grade and/or directed away from the building onto concrete splash pads.
- f. General Cleaning
- The building exterior should be regularly cleaned depending on build up of atmospheric soot, biological growth and/or dirt up-splash from the ground.
- Cleaning prevents build up of deleterious materials, which can lead to premature and avoidable maintenance problems.
- Windows, doors and rainwater works should be cleaned annually.
- When cleaning always use the gentlest means possible, such as soft bristle brush and low-pressure hose. Use mild cleaner if necessary, such as diluted TSP or Simple Green ©.
- Do not use high-pressure washing as it will lead to excessive damage to finishes, seals, caulking and wood elements and it will drive water in wall assemblies and lead to larger problems.

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May 25, 2022

City of North Vancouver
Planning & Development
141 W 14th Street
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RE: 328 W 14th Street Restoration Valuation Estimation

This letter provides my professional perspective on the proposed revitalisation of the Knowles Residence at 328 W 14th Street in the City of North Vancouver. The estimated value of the proposed preservation, restoration and rehabilitation work, as outlined in the project's Heritage Conservation Plan (Cummer 2021), breaks down as follows:

Proposed Work	Estimated Cost
Moving the house and making it level	\$25,000 + \$85,000 = \$110,000
New foundation	\$ <i>75</i> ,000
New front staircase	\$22,000
New front path	\$8,500
New roof	\$12,500
New wood windows	\$48,500
Restoration of the arched inset balcony	\$12,500
Restoration of the chimney (after moving the house)	\$6,800
Restoration of the fascia boards and soffits, as needed	\$35,000
Restoration of the siding (cedar shingles), as needed	\$64,000
Restoration of the wood window elements, as needed	\$24,000
Repainting	\$1 <i>7,</i> 500
Total estimated amount for the proposed preservation, restoration and rehabilitation work	\$436,300

I hope this helps to provide the necessary reference information for the estimated cost of the proposed conservation work for 328 W 14th Street in the City of North Vancouver. If you have any further questions or would like me to clarify anything, please feel free to contact me by email at <a href="mailto:kcummer@gmail.com">kcummer@gmail.com</a> or by phone at (778) 678 1913.

Thank you for your time.

Sincerely,

Katie Cummer, PhD CAHP

Principal, Cummer Heritage Consulting (CHC)



HERITAGE ADVISORY COMMISSION

CITY OF NORTH VANCOUVER T 604 985 7761 141 WEST 14TH STREET F 604 985 9417 NORTH VANCOUVER BC / CANADA / V7M 1H9

INFO@CNV.ORG CNV.ORG

May 2, 2022

VIA EMAIL: scott@metricarchitects.com

Scott Mitchell, Metric Architects 671b Market Hill Vancouver, BC V5Z 4B5

Dear Mr. Mitchell:

## Re: 328 West 14<sup>th</sup> Street – Knowles Residence (Heritage Revitalization Agreement)

At their regularly scheduled meeting on April 12, 2022, the Heritage Advisory Commission received a presentation regarding the above. Following review and discussion, the following motion was made:

"THAT the Heritage Advisory Commission, having reviewed the presentation from Metric Architecture for the property located at 328 West 14<sup>th</sup> Street, supports the project and encourages the applicant to further explore the following with the input of City Staff:

- Exploration for new deck and landscaping detailing to support cohesion and compatibility of the overall design of the project; and
- Exploration of the proportions and materiality of the new windows on the west façade to reflect the proportions of the existing heritage windows and their design;

AND THAT the Heritage Advisory Commission thanks the applicant for their presentation."

The recommendations of the Heritage Advisory Commission do not, in any way, represent Council and/or staff approval or rejection of this proposal.

Yours truly,

T. Huckell

Committee Clerk-Secretary

J. Hinliell

Cc: E. Chow, Planner 2, Planning and Development

H. Dang, Planner 1, Planning and Development

K. Cummer, Heritage Consultant

K. Leskiw, Owner

Document Number: 2174980-v1



#### THE CORPORATION OF THE CITY OF NORTH VANCOUVER

#### **BYLAW NO. 8935**

#### 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. 8935" (Scott Mitchell / METRIC Architecture, 328 West 14<sup>th</sup> Street, CD-756).
- 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-756 (Comprehensive Development 756 Zone):

Lots	Block	D.L.	Plan	
19	47	271	1658	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-755 Comprehensive Development 755 Zone":
    - "CD-756 Comprehensive Development 756 Zone"
  - B. Adding the following to Section 1101, thereof, after the "CD-755 Comprehensive Development 755 Zone":
    - "CD-756 Comprehensive Development 756 Zone"
    - In the CD-756 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) Three Principal Buildings shall be permitted on one Lot;
    - (2) The permitted Principal Use on the Lot shall be limited to:
      - (a) Two Principal Dwelling Units in the southernmost heritage building;
        - (i) One Accessory Lock-Off Unit is permitted for each Dwelling Unit;
      - (b) Two Principal Dwelling Units in the two northernmost infill buildings;
    - (3) The Principal Buildings shall not exceed a combined Gross Floor Area of 0.69 times the Lot Area. For the purposes of CD-756 the following areas shall be excluded from Gross Floor Area calculations:

- (a) The attached carport area connected to the northernmost infill buildings;
- (b) Bicycle parking storage;
- (c) Garbage and recycling enclosure area;
- (4) The Principal Buildings shall not exceed a combined Lot Coverage of 48 percent;
- (5) The Principal Buildings shall be sited as follows:
  - (a) The southernmost Principal Building (heritage home) shall be not less than:
    - (i) 4.9 metres (15.9 feet) from the Front Lot Line;
    - (ii) 23.8 metres (78.1 feet) from the Rear Lot Line;
    - (iii) 3.0 metres (9.9 feet) from the western Interior Lot Line;
    - (iv) 1.9 metres (6.2 feet) from the eastern Interior Lot Line;
  - (b) The northernmost Principal Buildings (infill buildings) shall be not less than:
    - (i) 29.8 metres (97.8 feet) from the Front Lot Line;
    - (ii) 3.0 metres (10.0 feet) from the Rear Lot Line;
    - (iii) 1.2 metres (4.0 feet) from the Interior Lot Line;
    - (iv) 2.4 metres (8.0 feet) from another infill building;
- (6) The attached carport shall be sited not less than 0.6 metres (2.0 feet) from the Rear Lot Line
- (7) The southernmost Principal Building (heritage home) shall not exceed a Height of 10.3 metres (33.7 feet) (maximum geodetic height of 260.5 feet)
- (8) The northernmost Principal Buildings (infill buildings) shall not exceed a Height of 8.2 metres (27.0 feet) (maximum geodetic height of 253.7 feet)
- (9) Each Dwelling Unit shall have access to 2 secure Bicycle Parking Spaces and a total of 8 shall be provided;

The Corporation of the City of North Vancouver
Bylaw, 2022, No. 8935
Docu

(10)	Section 10A02(1)(c) shall be voclearance height of no less that	varied to permit Bicycle Parking Space overhead in 1.5 metres (5.0 feet).
		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



#### THE CORPORATION OF THE CITY OF NORTH VANCOUVER

#### **BYLAW NO. 8932**

#### A Bylaw to Designate a Municipal Heritage Site

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 "Heritage Designation Bylaw, 2022, No. 8932" (Scott Mitchell / METRIC Architecture, 328 West 14<sup>th</sup> Street).
- 2. Pursuant to the *Local Government Act*, the following lands, buildings and structures are, in their entirety, designated as a protected heritage property:

**Street Address:** 328 West 14<sup>th</sup> Street, North Vancouver

Common Name / Description: Knowles Residence

LOT 19, BLOCK 47, DISTRICT LOT 271, PLAN

1658 PID 014-493-004

3. Pursuant to the *Local Government Act*, this bylaw requires adherence to the City of North Vancouver's "Heritage Conservation Procedures Bylaw, 2013, No. 8292".

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

READ a second time on the <> day of <>,

2022.

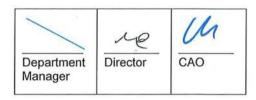
READ a third time on the <> day of <>, 2022.

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

MAYOR

CORPORATE OFFICER







# 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 144 WEST 21ST STREET

(CONFIDE ENTERPRISES / ANKENMAN MARCHAND ARCHITECTS)

Date:

June 8, 2022

File No: 08-3400-20-0079/1

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

#### RECOMMENDATION

PURSUANT to the report of the Planner 2, dated June 8, 2022, entitled "Zoning Bylaw Amendment for 144 West 21st Street (Confide Enterprises / Ankenman Marchand Architects)":

THAT "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8939" (Confide Enterprises Inc. / Ankenman Marchand Architects, 144 West 21st Street, CD-758) be considered and no Public Hearing be held, in accordance with the *Local Government Act*;

THAT "Housing Agreement Bylaw, 2022, No. 8940" (Confide Enterprises Inc. / Ankenman Marchand Architects, 144 West 21st Street, CD-758, Rental Housing Commitments) be considered;

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

AND 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.

Document Number: 2182678 V1

#### **ATTACHMENTS**

- 1. Context Map (CityDocs 2182683)
- 2. Architectural Plans, dated May 2022 (CityDocs 2186389)
- 3. Landscape Plans, dated May 2022 (CityDocs 2186390)
- 4. Public Consultation Summary (CityDocs 2188181)
- 5. Sustainability Checklist (CityDocs 2186392)
- "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8939" (CityDocs 2186866)
- 7. "Housing Agreement Bylaw, 2022, No. 8940" (CityDocs 2186871)

#### **PURPOSE**

This report presents, for Council's consideration, details of a rezoning application for 144 West 21<sup>st</sup> Street to permit a 5-storey rental apartment building consisting of 73 units, seven of which are mid-market rental units.

#### BACKGROUND

Applicant:	Daisen Gee Wing, Confide Enterprises Inc.
Architect:	Timothy Ankenman, Ankenman Marchand Architects
Official Community Plan Designation:	Residential Level 5
Existing Zoning:	RM-1 (Apartment Residential)
Applicable Guidelines:	N/A

A previous application for this property had been brought to Council earlier this year. At the February 7<sup>th</sup>, 2022 meeting, Council rejected the previous proposal based on discussion regarding height and siting as they related to impacts on neighbours. On February 28<sup>th</sup>, 2022, a new application was received by the City for a proposal similar to the previous one, but with a reduction of one storey and a shifting of building site by approximately 2.1 m (7 ft) to the south (away from rear neighbours) in response to comments received from Council. This new application is the subject of this report.

#### DISCUSSION

## Site Context and Surrounding Use

The subject site is located in the Central Lonsdale neighbourhood, on the north side of West 21<sup>st</sup> St between Chesterfield and Lonsdale avenues. The site fronts on the designated Green Necklace urban greenway route and is within close proximity of the shops, services and public transit of the Lonsdale corridor.

The buildings and uses immediately surrounding the site are described in Table 1 below.

REPORT: Zoning Bylaw Amendment for 144 West 21st Street (Confide Enterprises / Ankenman Marchand Architects)

Date: June 8, 2022

**Table 1. Surrounding Uses** 

Direction	Address	Description	Zoning
North	119-159 W 22 <sup>nd</sup> St	5-storey apartment residential	CD-578
West	156 W 21st St	3-storey apartment residential	CD-017
South	135 W 21st St	3-storey apartment residential	RM-1
East	128 W 21st St	4-storey apartment residential	CD-368

## **Policy Context**

The site and surrounding area have Official Community Plan (OCP) land use designation of Residential Level 5 (R5) for mid-rise apartment development. The intent of this designation is to provide quality multi-family housing with a mix of unit sizes, and a focus on creating attractive and active streets. The R5 designation allows for a maximum density of 2.6 FSR (including 1.0 FSR bonus density) and a maximum height of 6 storeys.

## **Project Description**

The site currently contains a 3-storey rental apartment building with 35 units. Built in 1978, the building is in need of significant maintenance. The site is approximately 53.4 m (188.27 ft) wide and 36.6 m (120.03 ft) deep, and slopes down significantly from northeast to southwest by approximately 5 m (17 ft). The site is located mid-block and not serviced by a lane. The rear of the site faces a public non-vehicular greenway.

The proposal replaces the existing building with a 5-storey rental apartment containing 73 units. The proposed mix of unit types is as follows:

Table 2. Proposed Unit Breakdown

Unit Type	Number of Units	Size
One-bedroom	54	543 - 602 sqft
Two-bedroom	11	738 - 961 sqft
Three-bedroom	8	859 - 870 sqft

Seven of the units (10%) are proposed as mid-market units that would be secured through a Housing Agreement for the life of the building. Fifty of the units (68%) are proposed to meet Level 2 of the Adaptable Design guidelines.

The proposal includes generous front and rear setbacks, as well as thoughtful landscape design to integrate the development with adjacent greenways. A public walkway along the east lot line is proposed to serve as a mid-block pedestrian connection between West 21st Street and the rear greenway.

The top floor is further setback (approximately 2.6 m (8.5 ft) from front and 3.3 m (11 ft) from rear) to help reduce massing and mitigate impacts on views and shading. About 100 sqm (1,090 sqft) of indoor amenity space is provided on Level 1, as well as a children play area and outdoor gardening plots in the front yard.

Proposed vehicle access and main residential entry are both off West 21st Street. The proposed parking is provided within a level that is mostly below grade, with access located at the southwest of the site allowing it to be at-grade due to the natural slope of the site.

To facilitate the proposal, the proposed bylaw would vary the RM-1 zone FSR, lot coverage, height, side setback and building length requirements.

Table 3. Summary of Proposed Zoning Changes

	BASE RM-1 ZONE	PROPOSED CD-745 ZONE
Permitted Principal Uses	Various Residential Uses	Rental Apartment Residential Use
Density Maximum	1.6 FSR	2.3 FSR
Lot Coverage Maximum	50 percent	94 percent
Height Maximum	13 m	15 m
Setbacks	Front/Rear/Exterior Side: 6.096 m (20 ft) Interior Side: 4.57 m (15 ft)	Front/Rear: 6.31 m (20.7 ft) Side (east): 4.58 m (15.0 ft) Side (west): 4.00 m (13.1 ft)
Building Width & Length	Maximum 30.48 m (100 ft) above third storey	(waived)

## PLANNING ANALYSIS

## Policy Alignment

The proposal is consistent with the OCP land use designation and below OCP height and density limits for the site. 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 key actions of the *Housing Action Plan* for midmarket rental units and a minimum of 10% three-bedroom units to support families. Also, the proposed 100% secured rental housing of 85 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 some Active Design Guidelines through provision of indoor and outdoor amenity spaces.

REPORT: Zoning Bylaw Amendment for 144 West 21st Street (Confide Enterprises / Ankenman Marchand

Architects)
Date: June 8, 2022

### **Building Setbacks**

Setbacks in the proposal are generally more than required except from the west side lot line, where it is slightly reduced from 4.57 m (15 ft) to 4.00 m (13.1 ft). The setback along the frontage provides ample space for outdoor amenity, including garden plots and children play area, as well as landscaping integration with the adjacent Green Necklace greenway.

### Lot Coverage

Lot coverage is significantly increased in the proposal due to the natural slope of the site, which results in a large portion of the underground parking level to protrude more than 0.9 m (3 ft) above grade and be considered part of lot coverage. The proposed amount of lot coverage is acceptable due to the ample proposed landscaping and adequate building setbacks.

### Parking

Vehicle and bicycle parking exceed the minimum provision required under the *Zoning Bylaw* by approximately 16% and 2%, respectively. Given the high demand of on-street parking in the area, staff support the proposed amount of off-street parking.

### Infrastructure and Servicing

The proposed pedestrian walkway will require a statutory right-of-way placed on title. Currently, the site contains a covenant and right-of-way for stormwater management of previous development, which are no longer needed. Staff recommend that both covenant and right-of-way be discharged from title.

The proposal will require new utility and communications service connections, stormwater management features, upgrading of the northern greenway, as well as improvements along frontage that meet City standards for road works, streetscaping and the Green Necklace. These requirements will be secured through a Servicing Agreement with the City.

## **Density Bonus and Community Benefits**

The City's *Density Bonus and Community Benefits Policy*, in conjunction with the OCP, allows for density bonuses beyond 1.6 FSR in the Residential Level 5 designation, up to a maximum of 2.6 FSR.

The policy provides a number of community benefits options for projects seeking additional density and seeks to ensure the City receives value for additional density granted. However, sites with existing rental housing, such as the subject site, may only seek density bonus through provision of secured rental housing. The community benefit offered by this proposal is an increase of the City's rental housing stock by 38 units (73 units total), seven of which will be mid-market rental units, secured for the life of the building through a Housing Agreement with the City.

REPORT: Zoning Bylaw Amendment for 144 West 21st Street (Confide Enterprises / Ankenman Marchand

Architects)
Date: June 8, 2022

The value of the density bonus (0.7 FSR = 15,820 sqft) may be estimated at \$3,005,644 based on the standard rate for the Lonsdale City Centre (\$190/sqft).

In addition to secured market and mid-market rental units, staff is seeking Council direction to secure the following items as conditions of this rezoning:

- Statutory right-of-way for mid-block pedestrian connection between West 21st Street and the greenway to the north of site;
- Upgrades to greenway north of site;
- Streetscape and public realm improvements for Green Necklace along frontage;
- Sanitary and water line upgrades from Chesterfield Avenue to site.

### **Legal Agreements**

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

- Development Covenant
- Housing Agreement
- Servicing Agreement
- Pedestrian Statutory Right-of-Way
- Community Good Neighbour Agreement
- · Shoring, Crane Swing, and Staging License Agreement
- Flooding Covenant
- Community Energy Agreement

### RESIDENTIAL TENANT RELOCATION

The applicant has prepared a Tenant Relocation Plan that meets the requirements of the current *Residential Tenant Displacement Policy*, including financial compensation and relocation assistance.

A Tenant Relocation Coordinator has been communicating with tenants and providing information on available units in the general rental market, as well as resources for government housing programs.

At time of writing this report, 19 of the 35 existing units were occupied.

#### ADVISORY BODY INPUT

The application was reviewed by the Advisory Design Panel (ADP) on May 18, 2022. The Panel unanimously endorsed the proposal with no concerns to be addressed.

Date: June 8, 2022

#### COMMUNITY CONSULTATION

A Developer Information Session was held on June 7, 2022 via the Zoom online platform. One person attended and one comment form was submitted.

The one attendee had concerns around impacts of the proposal to on-street parking, views and crime prevention. The one comment form received expressed support for the project, citing the need for renewal of the site and also wanted to see some residential strata options included.

### SUSTAINABILITY COMMENTS

The proposal addresses the OCP's Sustainable City Framework through natural systems, physical structure/infrastructure, local economy, human potential, social connections and cultural diversity. The proposed landscaping will be primarily native species using rainwater collection and water efficient irrigation system. Building construction will meet Energy Step Code 3 and provide indirect economic benefits. The following are included in the proposal to promote social interaction, inclusion and community building:

- Amenity spaces for shared office use, gardening, children play area, informal and formal gatherings
- Significant portion of units are proposed to meet Level 2 Adaptable Design
- · Fully landscaped frontage to contribute to public realm and user experience

### PROCESS WHEN NO PUBLIC HEARING HELD

The Local Government Act assumes no Public Hearing is held for proposed zoning bylaw amendments if the bylaw is consistent with the OCP. A local government must pass a resolution if it wishes to hold a public hearing.

Given the proposal's consistency with the OCP, and minimal feedback from the public during the consultation period, staff recommend that no public hearing be held for this application.

Should Council wish to refer the application to a Public Hearing, the first two active clauses in the resolution should be amended to read:

THAT "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8939" (Confide Enterprises Inc. / Ankenman Marchand Architects, 144 West 21st Street, CD-758) be considered and referred to a Public Hearing;

THAT "Housing Agreement Bylaw, 2022, No. 8940" (Confide Enterprises Inc. / Ankenman Marchand Architects, 144 West 21st Street, CD-758, Rental Housing Commitments) be considered and referred to the same Public Hearing;

REPORT: Zoning Bylaw Amendment for 144 West 21st Street (Confide Enterprises / Ankenman Marchand Architects)

Date: June 8, 2022

### 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 \$3.0 million.

#### CONCLUSION

This proposal is in alignment with goals and objectives of the OCP and Council Strategic Plan to intensify residential development within the Lonsdale Regional City Centre and increase rental and mid-market units in the City while contributing to important active transportation infrastructure, such as the Green Necklace.

RESPECTFULLY SUBMITTED:

Planner 2

Emma Chow





Context Map: 144 West 21st Street





# **144 WEST 21ST STREET**

Issued for Rezoning - April , 2019

Response to PTC - October 25, 2021

Reissued for Rezoning - Februrary 28, 2022 Response to PTC - May 31, 2022

Landscape



SHEET NUMBER	SHEET NAME
•	
A001	COVER PAGE & DRAWING LIST
A003	STATISTICS
A004	STATISTICS
A007	DESIGN DATA
A008	DESIGN DATA
A032	SITE CONTEXT AERIAL VIEW
A033	SITE CONTEXT PHOTOS
A035	STREETSCAPE
A040	SHADOW STUDIES
A100	SURVEY
A101	SITE PLAN
A105	PARKING LEVEL FLOOR PLAN
A110	LEVEL 1 FLOOR PLAN
A120	LEVEL 2 FLOOR PLAN
A130	LEVEL 3 FLOOR PLAN
A140	LEVEL 4 FLOOR PLAN
A150	LEVEL 5 FLOOR PLAN

SHEET NUMBER	SHEET NAME
A160	ROOF FLOOR PLAN
A200	ELEVATION - SOUTH
A210	ELEVATION - EAST & WEST
A220	ELEVATIONS - NORTH
A300	SECTIONS
A310	SECTIONS
A600	3D REPRESENTATIONS
A610	3D REPRESENTATIONS
A810	AREA OVERLAY - LEVEL 1
A820	AREA OVERLAY - LEVEL 2
A830	AREA OVERLAY - LEVEL 3
A840	AREA OVERLAY - LEVEL 4
A850	AREA OVERLAY - LEVEL 5
A870	TYPICAL ADAPTABLE UNIT FLOOR PLANS
A880	BALCONIES WALLS, OPENING AREA
A890	BALCONIES WALLS, OPENING AREA
A895	BALCONIES WALLS, OPENING AREA

ARCHITECTS	
1845 West 5th Avenue Vancouver, BC V6J 1N5	
Tel: (6th) 872-2565Fax. (6th) 872-2565 Email: office@Mwkenleds.com	)
rroject: 1756 44 - West 21st dress: 44 - w21st Street, North Vancouver trawing: OVER PAGE & DRAWING IST	
roject Status: REZONING	
SUBMISSION  Date Description	_
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2022-02-28 Reissued for Rezoning 2022-05-31 Response to PTC	
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REVISION No. Date Description	
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All Drawings in this set to be read in conjunction with each other. Any errors or discrepancies to be reported to the Architect before commencing work. Contractors are responsible to ensure that all work is executed to the requirements of the appropriate Building Code Authority.

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Scale:	

## **144 WEST 21ST STREET**

Issued for Rezoning - April . 2019 Response to PTC - October 25, 2021

Reissued for Rezoning - Februrary 28, 2022

TC - May 31, 2022

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FSR CALCULA		# OF UNITS	UNITS FLOOR AREA	CIRCULATION & SHAFT FLOOR AREA	GROSS FLOOR AREA	AMENITY/SERVICE Amenity, Mezzanine, Mech,/Elec., at or below grade	STAIR & LOBBY AREA Active design (Excluded)	ADAPTABLE FLOOR AREA (Excluded)	WALL AREA (Excluded)	HRV (Extuded)	NET FLOOR AREA for total FSR calc.	FSR	AREA	OPEN BALCON
			SQ.FT.	SQFT.	SQ FT. D = B+C+E+H	SQ.FT.	SQ.FT.	SQ FT.	SQFT.	-	SQFT. N=0-EF-QH-J		SQ.FT.	-
LEVEL 1		Α.	-	-	0 - 8-6-644			- 0		-	K-0-67-081/		-	
CEVEL 1	RESIDENTIAL	13	8.333.48	1.682.48	11,296.74	1.067.92	881.60	240.00	212.86		8.894.36	0.39		
LEVEL 2												-		
	RESIDENTIAL	16	10,029,42	1,150.31	11,425.99		166.60	340.00	246.25		10,773.14	0.48	826.34	7.67%
TEAET 3	RESIDENTIAL	16	10.029-48	1.150.22	11.425.97		166.60	240.00	246.27		10,773.10	0.40	938.08	8.71%
LEVEL 4				-			250000						735,73	
	RESIDENTIAL	16	10.031.43	1.147.47	11,426.06		163.76	240.00	247.16		10,775.14	0.48	938.16	8.71%
LEVEL 5	RESIDENTIAL	12	7.579.17	1.086.94	8.850.56		162.16	40.00	184.45		5.463.95	0.37	829.73	6.26%
TOTAL RESIDE	ENTIAL	73	46,002.96	6,217,42	54.425.31	1,007.92	1,540.72	1,000.00	1,136.99		49,679.68	2.20	3,232,30	0.51%
TOTAL		73	46,002.98	6,217.42	54,425.31	1,067.92	1,540.72	1,000,00	1,136.99		49,679.68	2.20		
									FSR +		49,579,68	2.20		-

#### STATISTICS:

Legal Description: Lot A of Lot 10. Block 206. District Lot 545. G1. NWD. Plan 17051

Civic Address: 144 West 21st Street, North Vancouver, BC V7M 1H1

Zoning: Current: RM-1

Proposed Use: Proposed: CD

Survey Information:

Based on survey information by Bennett Land Surveying Ltd. Dated: April 10th, 2018

#### UNIT COUNTS:

#### Unit Breakdown:

Type:	Percent:	Number:
1 Bedroom	74%	54
2 Bedroom	14%	10
2 Bedroom + Den	1%	1
3 Bedroom	11%	8
Total Residential Ur	ite	72

#### MMR Unit Breakdown:

Type:	Number:
1 Bedroom 2 Bedroom 3 Bedroom	5 1 1
Total MMR Units	7

	UNIT COUNT	S
Level	UNIT TYPE	UNIT COUNT
LEVEL 1	1BDR	10
LEVEL 1	2BDR + DEN	
LEVEL 1	3BDR	2
LEVEL 1: 1	13	•
LEVEL 2	1BDR	12
LEVEL 2	2BDR	2
LEVEL 2	3BDR	2
LEVEL 2: 1	16	
LEVEL 3	1BDR	12
LEVEL 3	2BDR	2
LEVEL 3	3BDR	2
LEVEL 3: 1	16	
LEVEL 4	1BDR	12
LEVEL 4	2BDR	2
LEVEL 4	3BDR	2
LEVEL 4: 1	16	
LEVEL 5	1BDR	8
LEVEL 5	2BDR	4
LEVEL 5: 1	12	
TOTAL NIL	MDED OF LIMITS, 72	

TOTAL NUMBER OF UNITS: 73

#### **DEVELOPMENT DATA SUMMARY:**

Site Area:		

2,099.52 m2 (22,599 SF)

	Permitted FSR: Per RM-1 allowable FSR 1.6	=	. 36,158.4 SF
	Per OCP: R5 bonus FSR 1.0		3 22.599.0 SF
		=	
	Allowable total FSR 2.6	~ ~ ·	58.757.4 SF
1	$\sim$ $\sim$ $\sim$ $\sim$	$\mathcal{A} \mathcal{A}$	
- (	Proposed FSR:		1
- }	Per OCP = 2.20		49,679.68 SF
1	Permitted Site Coverage:		
	Dor DM 1 50%	_	11 300 SE

Proposed Site Coverage:	94%	21,243.1 SF

### HEIGHT:

Permitted Height: Per RM-1 3 Storeys or 42.65 ft (13 m)

Proposed Height: Per OCP 5 Storeys, 47 ft (14.33m)

#### SETBACKS:

Original Zoning as per RM-1 512.

(4)(a) - shall be sited not less than 6.096 metres (20 feet) from a Lot line Exterior Side Lot Line. (4)(a) - shall be sited not less than 4.57 metres (15 feet) from a Lot line Interior Side

Proposed: Exterior Front, South: Interior, North: Interior, East: Interior, West: 6.32 m (20.75') - No relaxation 6.31 m (20.70') - No relaxation 4.58 m (15.03') - No relaxation 3.99 m (13.08') - 0.58 m relaxation from RM-1 512 (4)(a)

#### ADAPTABLE UNITS BRAKDOWN:

DESIGN LEVEL 1	TWO:	EALC. AREA 200F - ADAF TABLE DESIGN LEVEL
	41	UNITS: 112
BDR UNITS:	8	
TOTAL UNITS:	50	

#### EXLC. AREA 20SF - ADAPTABLE DESIGN LEVEL 2

UNITS:	
106, 107	
206, 207	
306, 307	
406, 407	

West ouver,

ARCHITECTS

t 5th Avenue r, BC V6J 1N5 Tel

# 1756

144 - West 21st

STATISTICS

### Project Status: REZONING

SUBMISSION

Date	Description
2019-05-30	Issued for Rezoning
2021-03-03	Response to PTC
2021-10-25	Response to PTC
2022-02-28	Reissued for Rezoning
2022-05-31	Response to PTC

#### REVISION

3	2022-05-31	Revision per City comments	
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Scale:



## 144 WEST 21ST STREET

Issued for Rezoning - April . 2019

Response to PTC - October 25, 2021

Reissued for Rezoning - Februrary 28, 2022 Response to PTC - May 31, 2022

#### PARKING CALCULATIONS:

#### REQUIRED:

Rental Residential [per 6700, section 908, Figure 9-3]: 0.6 spaces per unit x 73 units:

Residential Visitor [per 6700, section 908 (7)]: 0.1 spaces per unit x 73 units (portion of the required): 7 etalle

Residential Disability Parking [per 6700, section 908 (11)]: 0.038 spaces per unit x 73 units (portion of the required):

Total Parking Stalls Required:

PROPOSED:

51 stalls Residential Visitor (portion): 7 etalle

Disability Parking (portion): 3 stalls (1 visitor, 2 residents)

Total Residential proposed: 51 stalls ( (9 small cars = 17.6%)

44 stalls

44 stalls

Residential EV Reeady stalls (Level2): 100% of the residential parking stalls

#### LOADING CALCULATIONS:

#### REQUIRED:

Residential:

PROPOSED:

#### BICYCLE PARKING CALCULATIONS:

#### BICYCLE PARKING REQUIRED:

Total Secure Bicycle spaces required = 110 spaces

Secure Bicycle Parking Spaces: Residential: (per 6700, Part 10A, 1.5 per unit) based on 73 units = 109.5 = 110 spaces (Verticals stalls = 35% max. of total =  $110 \times 0.35 = 38.5 = 39$  spaces) (Horizontal stalls = 110 - 39 = 71 spaces)

Short-Term Bicycle Parking Spaces: Residential: (per 6700 1 c, Part 10A, 6 per 60 units or part thereof) based on 73 units =7.3= 8 spaces

Total Short-Term Bicycle spaces required = 8 spaces

Electrical Outlets Required for Secure Parking: 1 outlet per 4 spaces = 110/4 = 27.5=28 Electrical Outlets

#### BICYCLE PARKING PROPOSED:

Residential:

76 Horizontal bicycle spaces 36 Vertical bicycle spaces

Total bicycle spaces = 76 + 36 = 112

Short-Term: 15 Horizontal bicycle spaces

Total bicycle spaces = 15

Total Bicycle spaces proposed (Secure = 112 + Short-Term = 15) = 127 Spaces

Electrical Outlets Proposed for Secure Parking: 60 Electrical Outlets

#### REFUSE SPACE CALCULATIONS:

Residential:

(Per Guidelines for Recycling and Garbage Storage Space and Access in Multiple Unit Residential, Commercial, Industrial and Institutional Developments) based on: 73 units

MIN. Required area: 11 m2 (118.4 sq.ft) Storage needs = 0.486 m2 (5.23 sq.ft.) per unit

0.486 m2 X 73 units = 35.47 m2 (381.80 sq.ft) Total= 11 m2+ 35.47 m2= 46.48 m2 (500.30 sq.ft)

- 3 x 3 yard bin (garbage) 2 x 360L carts (newsprints) 3 x 360L carts (mixed papers)
- 2 x 360L carts (mixed containers recycling) 1 x 2 yard bin (cardboard)
- 5 x 240L carts (compostables)

#### PROPOSED

RESIDENTIAL REFUSE SPACE PROPOSED = 48.30 m2 (520.00 sq.ft.)

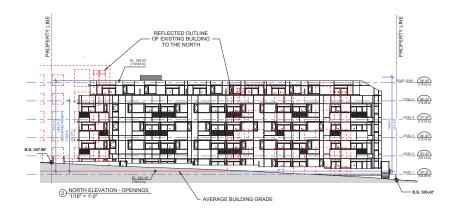


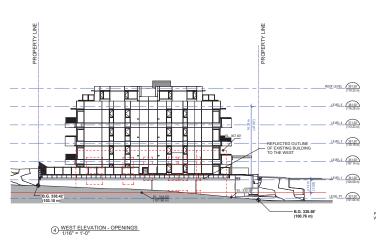
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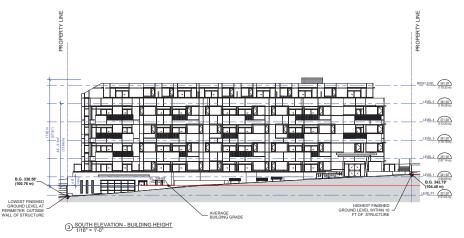
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ARCHITECTS

Project: # 1756

15 West 5th Avenue ncouver, BC V6J 1N5

Tel

(604) 872-2595Fax: (604) 872-2505 Email: office@AMArchitects.com

144 - West 21st

Adress: 144 - w21st Street, North Vancouver

DESIGN DATA

Project Status: REZONING

SUBMISSION

Date Description

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All Drawings in this set to be read in conjunction with each other. Any errors or discrepancies to be reported to the conjunction with the conjunction of the conjunc

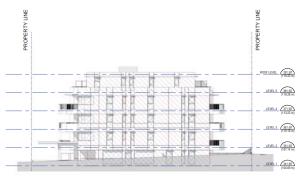
Scale: 1/16" = 1'-0"

DWG. NO:

### CALCULATION OF SPRINKLERED BLDG EXPOSING BLDG FACE: BCBC 2018 TABLE 3.2.3.1.D - EAST ELEVATION

4.5m 3,477.25 sf (323 m2 > 150m2) 806.37 sf (74.9 m2) WALL AREA: OPENING AREA: ALLOWED %: PROPOSED %: 35% 23%

BASED ON BCBC 2018 Table 3.2.3.7
ALLOWED CONSTR+CLADDING:
45 min Combust. or Noncombust. Constr. + Noncombust. Clad
PROPOSED CONSTR-CLADDING:
45min Combust. Constr. + Noncombust. Clad



EXPOSED AREA

OPENING

1/16" = 1'-0"

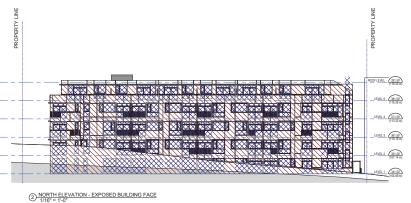
# EXPOSED AREA CALCULATION OF SPRINKLERED BLDG EXPOSING BLDG FACE: BCBC 2018 TABLE 3.2.3.1.D - WEST ELEVATION LIMITING DIST.: WALL AREA: OPENING AREA: ALLOWED %: PROPOSED %: 2.5m 3,733.5 sf (346.8 m2 > 150m2) 700.9 sf (65.11 m2) OPENING 20% 18.8% BASED ON BCBC 2018 Table 3.2.3.7 BASEL ON BUBL 21/16 Table 3.2.3/ ALLOWED CONSTR+CLADDING: 1hr Combust or Noncombust. Constr. + Noncombust. Clad PROPOSED CONSTR+CLADDING: 1hr Combust. Constr. + Noncombust. Clad LEVEL 5 381.50°

3 WEST ELEVATION - EXPOSED BUILDING FACE 1/16" = 1'-0"

### CALCULATION OF SPRINKLERED BLDG EXPOSING BLDG FACE: BCBC 2018 TABLE 3.2.3.1.D - NORTH ELEVATION

LIMITING DIST.: WALL AREA: OPENING AREA: 9.3m 8,049.5 sf (747.8 m2 > 150 m2) 4,488.5 sf (417 m2) ALLOWED %: PROPOSED %: BASED ON BCBC 2018 Table 3.2.3.7

ALLOWED CONSTR+CLADDING:
45min. Combust. or Noncombust. Clad
PROPOSED CONSTR+CLADDING:
45min. Combust. Constr. + Combust. or Noncombust. Clad
PROPOSED CONSTR+CLADDING:
45min. Combust. Constr. + Noncombust. Clad



#### CALCULATION OF SPRINKLED BLDG EXPOSING BLDG FACE:

CALCULATION OF SPRINKLED BLDG
BCBC 2018 TABLE 3:2.3.1.D
SOUTH ELEVATION FACES STREET:
LIMITING DIST.: >9m
WALL AREA: >150m2
ALLOWED %: 100%
PROPOSED %: <100% BASED ON BCBC 2018 Table 3.2.3.7 ALLOWED CONSTR+CLADDING:



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West: t 5th Avenue r, BC V6J 1N5

EXPOSED AREA

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> Project: # 1756

144 - West 21st

Adress: 144 - w21st Street, North Vancouver

DESIGN DATA

Project Status:

SUBMISSION	
Date (mm-MM-DD)	Description
019-05-30 Issued fo	r Rezoning
121-03-03 Respons	e to PTC
21-10-25 Respons	se to PTC
122-02-28 Reissue	d for Rezoning
122-05-31 Respons	se to PTC
	REVISION
	Descripti

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### **SITE CONTEXT - AERIAL VIEW:**



-SUBJECT SITE - 144 WEST 21ST STREET

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t 5th Avenue r, BC V6J 1N5

 $\bigcirc$ 

# 1756

144 - West 21st

SITE CONTEXT AERIAL VIEW

Project Status: REZONING

SUBMISSION

Date 2019-05-30 Issued for Rezoning 2021-03-03 Response to PTC 2021-10-25 Response to PTC 2022-02-28 Reissued for Rezonin

REVISION

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Scale: 1" = 50'-0"

### **SITE CONTEXT - PHOTOS:**



CONTEXT PLAN













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Tel: (604) 872-2595Fax: (604) 872-2505 Email: office@AMArchitects.com

Project: # 1756

144 - West 21st

Adress: 144 - w21st Street, North Vancouver

Drawing: SITE CONTEXT PHOTOS

Project Status: REZONING

SUBMISSION

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Scale: 1" = 160'-0" DWG. NO:

4

### STREETSCAPES:



**EXISTING SOUTH STREETSCAPE** 



PROPOSED SOUTH STREETSCAPE

1645 West 5th Avenue

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Project: # 1756

144 - West 21st

Adress: 144 - w21st Street, North Vancouver

Drawing: STREETSCAPE

Project Status: REZONING

2022-02-28 Reissued for Rezoning 2022-05-31 Response to PTC

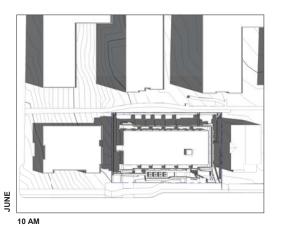
REVISION

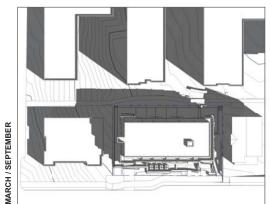
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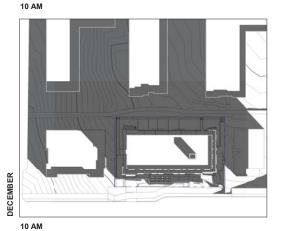
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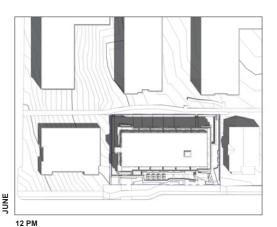
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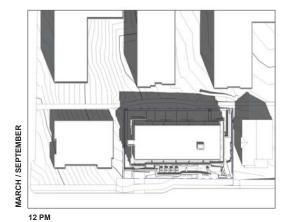
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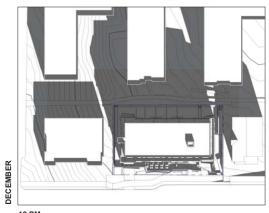


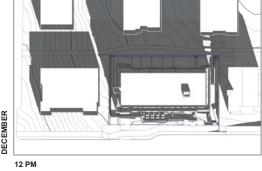


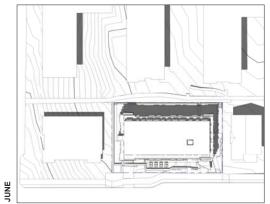


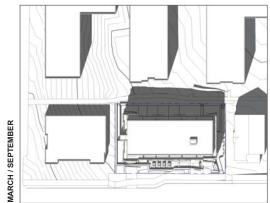




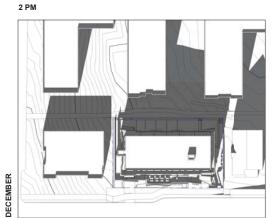


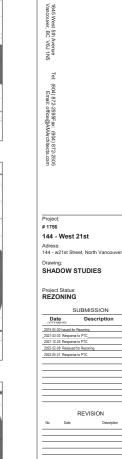






2 PM





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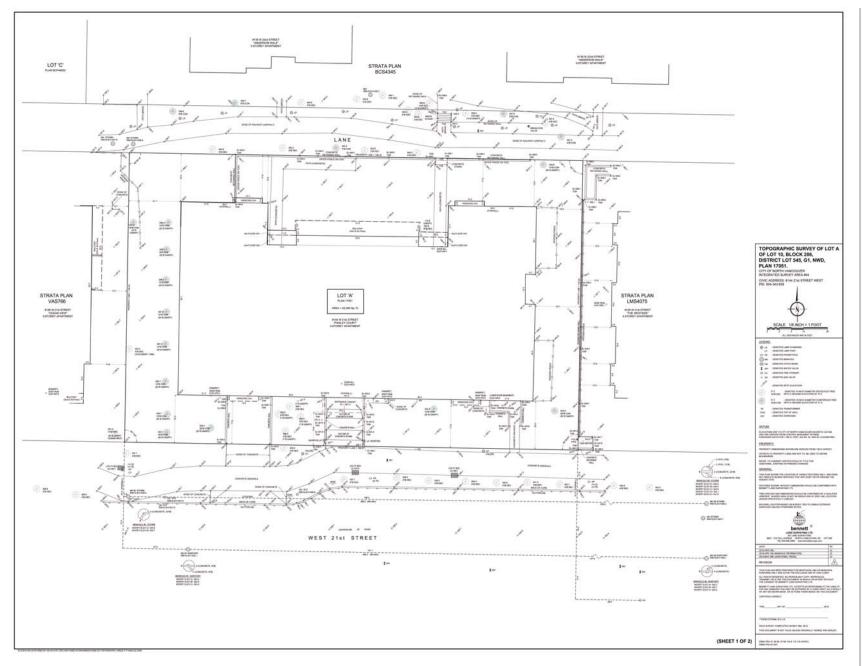
REVISION

Description



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2 PM



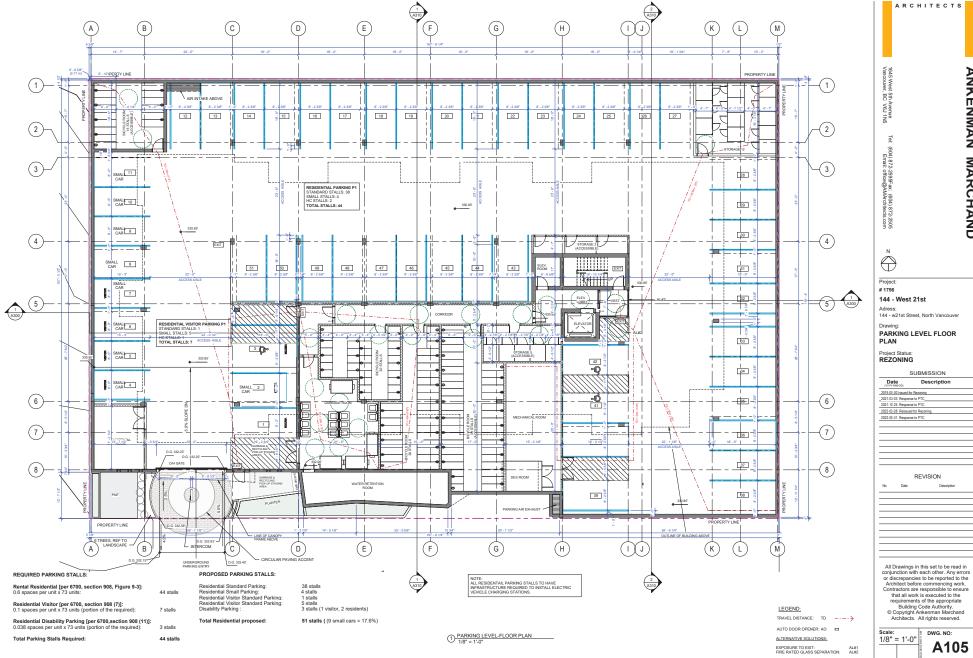
ARCHITECTS 1645 West 5th Avenue Vancouver, BC V6J 1N5 ANKENMAN MARCHAND Tel: (604) 872-2595Fax: (604) 872-2505 Email: office@AMArchitects.com  $\bigcirc$ Project: # 1756 144 - West 21st Adress: 144 - w21st Street, North Vancouver SURVEY Project Status: REZONING SUBMISSION Description Date 2019-05-30 Issued for Rezoning 2021-03-03 Response to PTC 2021-10-25 Response to PTC 2022-02-28 Reissued for Rezonin REVISION Date

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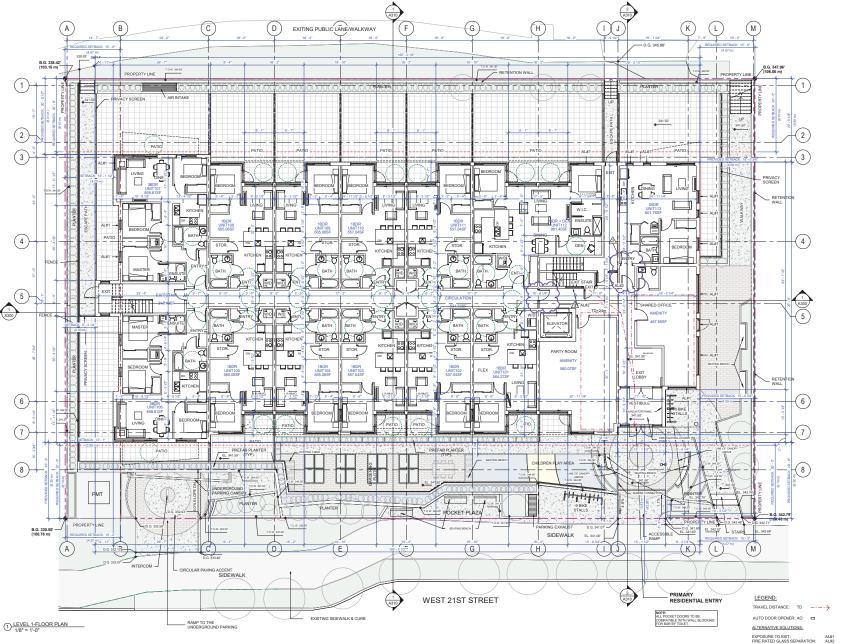
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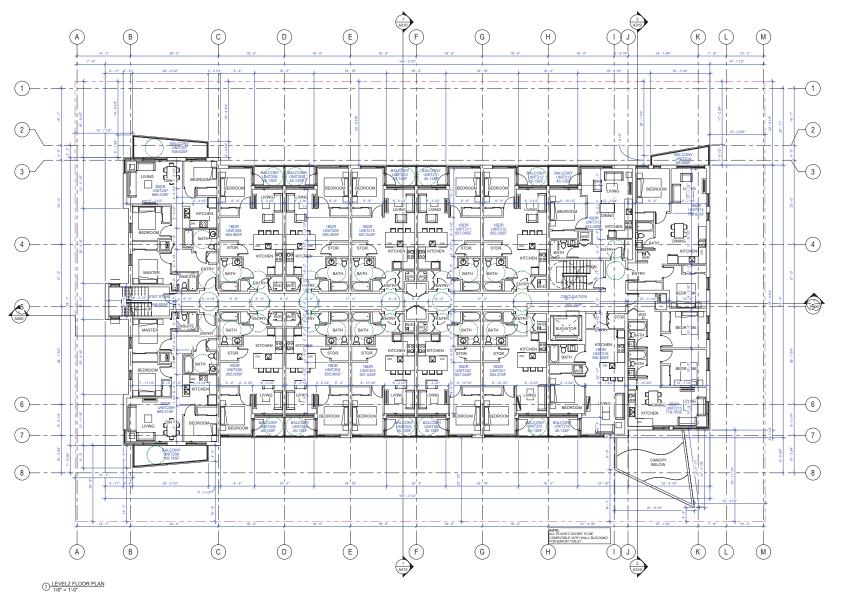


ANKENMAN MARCHAND 15 West 5th Avenue ncouver, BC V6J 1N5 Tel: (604) 872-2595Fax: (604) 872-2505 Email: office@AMArchitects.com  $\bigcirc$ Project: # 1756 144 - West 21st Adress: 144 - w21st Street, North Vancouver LEVEL 1 FLOOR PLAN Project Status: REZONING SUBMISSION Date Description 2019-05-30 Issued for Rezoning 2021-03-03 Response to PTC 2021-10-25 Response to PTC 2022-02-28 Reissued for Rezonin 2022-05-31 Response to PTC REVISION All Drawings in this set to be read in conjunction with each other. Any error of discrepancies to be reported to the Architect before commencing work. Contractors are responsible to ensure that all work is executed to the requirements of the appropriate Building Code Authority. © Copyright Ankenman Marchand Architects. All rights reserved.

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

A110

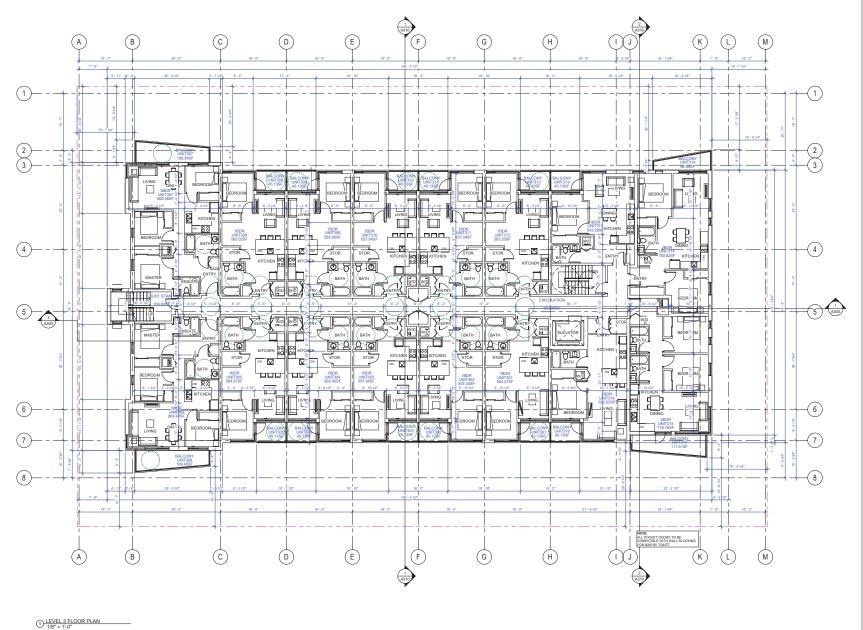
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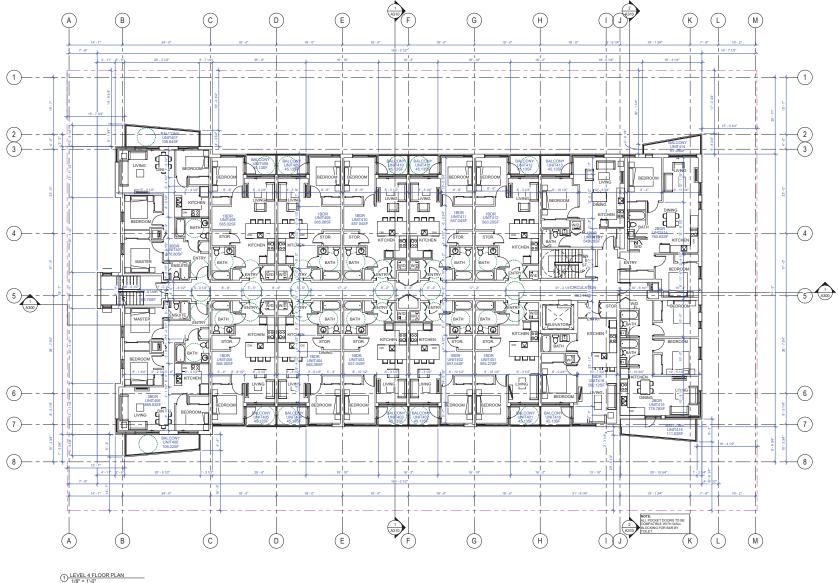
1645 West 5th Avenue Vancouver, BC V6J 1N5 ANKENMAN MARCHAND Tel: (604) 872-2595Fax: (604) 872-2505 Email: office@AMArchitects.com  $\bigcirc$ Project: # 1756 144 - West 21st Adress: 144 - w21st Street, North Vancouver LEVEL 2 FLOOR PLAN Project Status: REZONING SUBMISSION Description Date 2019-05-30 Issued for Rezoning 2021-03-03 Response to PTC 2021-10-25 Response to PTC 2022-02-28 Reissued for Rezonin 2022-05-31 Response to PTC REVISION All Drawings in this set to be read in conjunction with each other. Any errors or discrepancies to be reported to the Architect before commencing work. Contractors are responsible to ensure that all work is executed to the requirements of the appropriate Building Code Authority, Copyright Architects. All rights reserved. Scale: 1/8" = 1'-0"

A120

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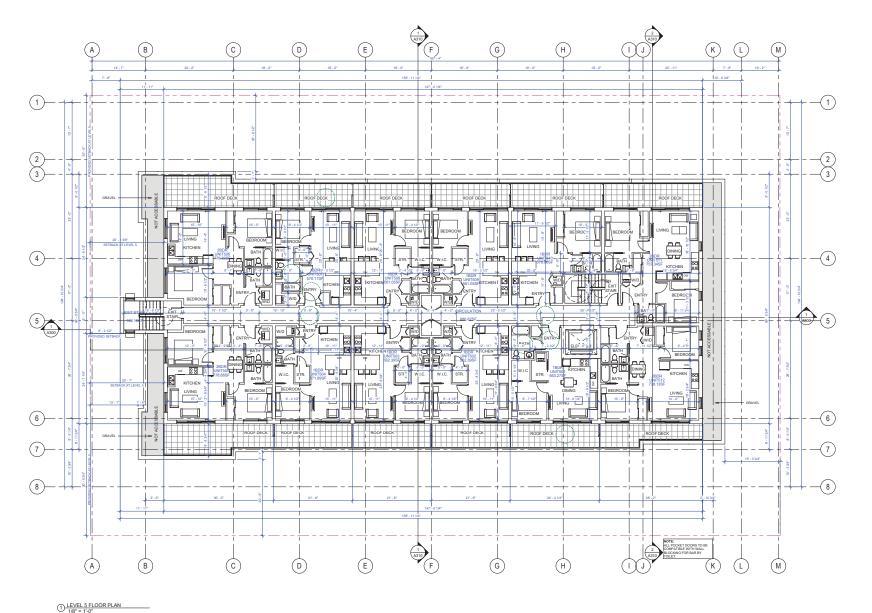
ARCHITECTS 1645 West 5th Avenue Vancouver, BC V6J 1N5 ANKENMAN MARCHAND Tel: (604) 872-2595F ax: (604) 872-2505 Email: office@AMArchitects.com  $\bigcirc$ Project: # 1756 144 - West 21st Adress: 144 - w21st Street, North Vancouver LEVEL 3 FLOOR PLAN Project Status: REZONING SUBMISSION Description Date 2019-05-30 Issued for Rezoning 2021-03-03 Response to PTC 2021-10-25 Response to PTC 2022-02-28 Reissued for Rezonin 2022-05-31 Response to PTC REVISION All Drawings in this set to be read in conjunction with each other. Any errors or discrepancies to be reported to the Architect before commencing work. Contractors are responsible to ensure that all work is executed to the requirements of the appropriate Building Code Authority, Copyright Architects. All rights reserved. Scale: 1/8" = 1'-0" A130



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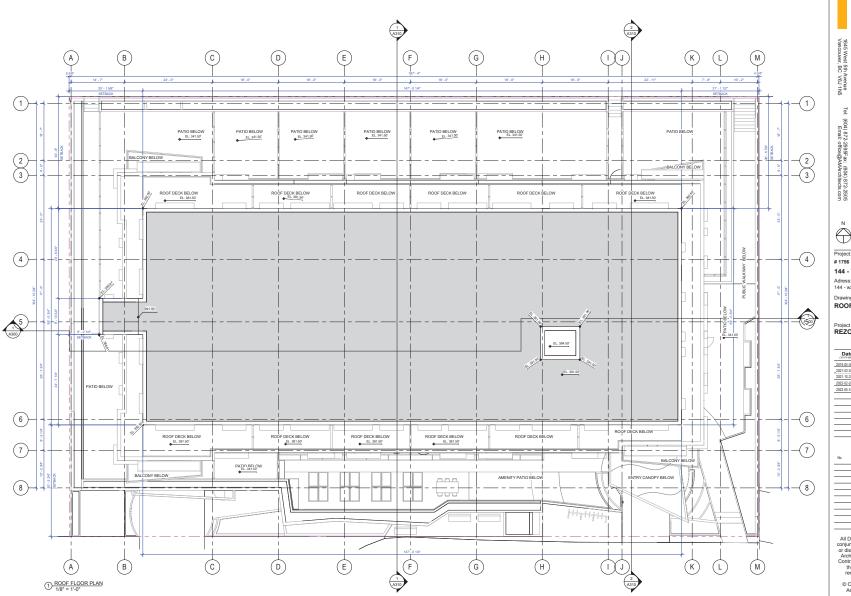
1645 West 5th Avenue Vancouver, BC V6J 1N5 ANKENMAN MARCHAND Tel: (604) 872-2595Fax: (604) 872-2505 Email: office@AMArchitects.com  $\bigcirc$ Project: # 1756 144 - West 21st Adress: 144 - w21st Street, North Vancouver LEVEL 5 FLOOR PLAN Project Status: REZONING SUBMISSION Description Date 2019-05-30 Issued for Rezoning 2021-03-03 Response to PTC 2021-10-25 Response to PTC 2022-02-28 Reissued for Rezonin 2022-05-31 Response to PTC REVISION All Drawings in this set to be read in conjunction with each other. Any errors or discrepancies to be reported to the Architect before commencing work. Contractors are responsible to ensure that all work is executed to the requirements of the appropriate Bullding Code Authority.

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

A150

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ARCHITECTS

 $\bigcirc$ Project:

Tel:

# 1756

144 - West 21st

Adress: 144 - w21st Street, North Vancouver

ROOF FLOOR PLAN

Project Status: REZONING

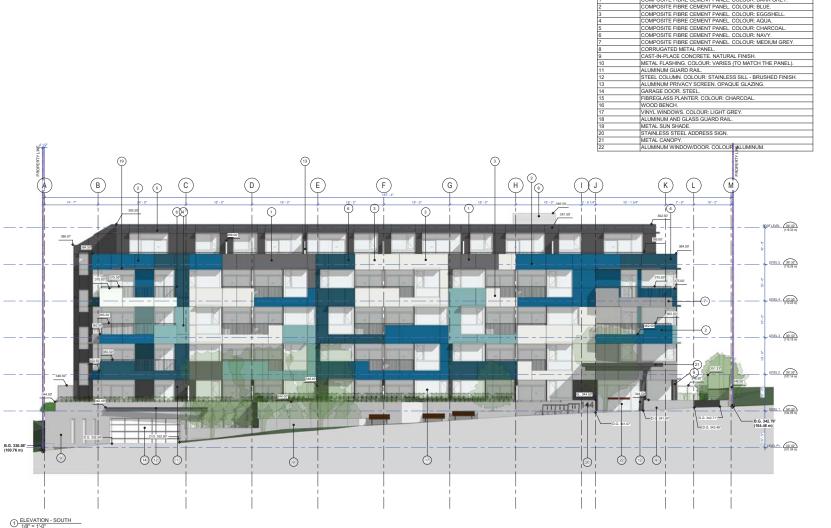
SUBMISSION

Description Date 2019-05-30 Issued for Rezoning 2021-03-03 Response to PTC 2021-10-25 Response to PTC 2022-02-28 Reissued for Rezonin 2022-05-31 Response to PTC

> REVISION Date

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1645 West 5th Avenue Vancouver, BC V6J 1N5

Keynote Legend

Keynote Text COMPOSITE FIBRE CEMENT PANEL. COLOUR: DARK GREY.

Key Value

Project: # 1756

144 - West 21st

Adress: 144 - w21st Street, North Vancouver

ELEVATION - SOUTH

Project Status: REZONING

2022-05-31 Response to PTC

SUBMISSION Description Date 2019-05-30 Issued for Rezoning 2021-03-03 Response to PTC 2021-10-25 Response to PTC 2022-02-28 Reissued for Rezoning

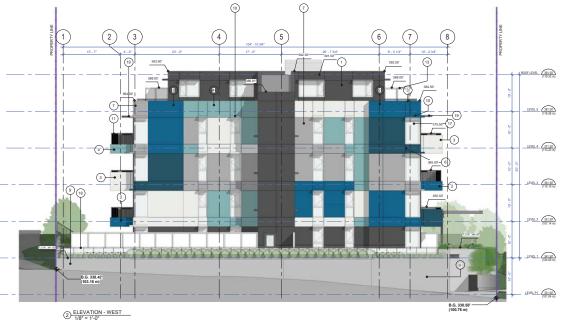
REVISION

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





	Keynote Legend
Key Value	Keynote Text
1	COMPOSITE FIBRE CEMENT PANEL. COLOUR: DARK GREY.
2	COMPOSITE FIBRE CEMENT PANEL. COLOUR: BLUE.
3	COMPOSITE FIBRE CEMENT PANEL. COLOUR: EGGSHELL.
4	COMPOSITE FIBRE CEMENT PANEL. COLOUR: AQUA.
5	COMPOSITE FIBRE CEMENT PANEL. COLOUR: CHARCOAL.
6	COMPOSITE FIBRE CEMENT PANEL. COLOUR: NAVY.
7	COMPOSITE FIBRE CEMENT PANEL. COLOUR: MEDIUM GREY.
8	CORRUGATED METAL PANEL.
9	CAST-IN-PLACE CONCRETE. NATURAL FINISH.
10	METAL FLASHING. COLOUR: VARIES (TO MATCH THE PANEL).
11	ALUMINUM GUARD RAIL.
12	STEEL COLUMN. COLOUR: STAINLESS SILL - BRUSHED FINISH.
13	ALUMINUM PRIVACY SCREEN. OPAQUE GLAZING.
14	GARAGE DOOR. STEEL.
15	FIBREGLASS PLANTER. COLOUR: CHARCOAL.
16	WOOD BENCH.
17	VINYL WINDOWS, COLOUR: LIGHT GREY.
18	ALUMINUM AND GLASS GUARD RAIL.
19	METAL SUN SHADE.
20	STAINLESS STEEL ADDRESS SIGN.
21	METAL CANOPY.
22	ALUMINUM WINDOW/DOOR, COLOUR; ALUMINUM.

ANKENMAN MARCHAND

1645 West 5th Avenue Vancouver, BC V6J 1N5

Tel: (604) 872-2595Fax: (604) 872-2505 Email: office@AMArchitects.com

Project: # 1756

144 - West 21st

Adress: 144 - w21st Street, North Vancouver

ELEVATION - EAST & WEST

Project Status: REZONING

REZONING

SUBMISSION

Date Description

| Date | Pesc |

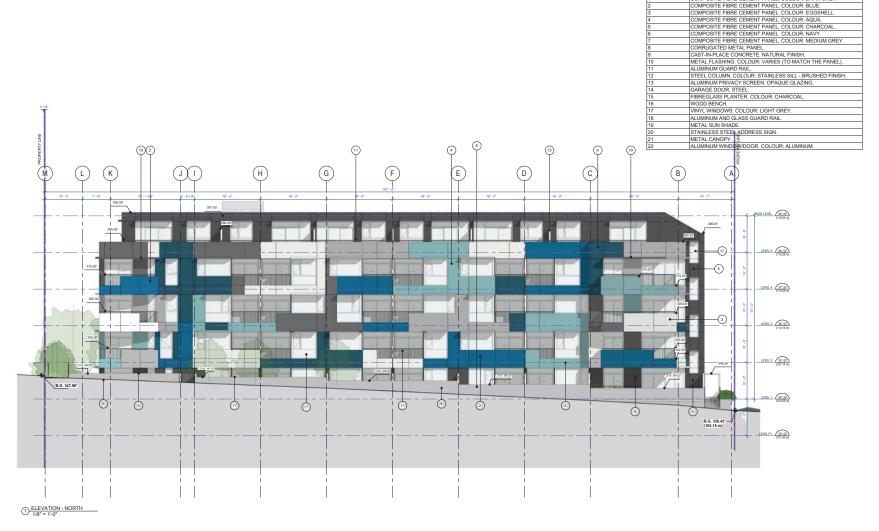
REVISION

Date Des

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DWG. NO: **A210** 



Tel: (604) 872-2595Fax: (604) 872-2505 Email: office@AMArchitects.com

1645 West 5th Avenue Vancouver, BC V6J 1N5

Keynote Legend

Keynote Text

COMPOSITE FIBRE CEMENT PANEL. COLOUR: DARK GREY.

Key Value

Project: # 1756

144 - West 21st

Adress: 144 - w21st Street, North Vancouver

Drawing:

ELEVATIONS - NORTH

Project Status: REZONING

SUBMISSION

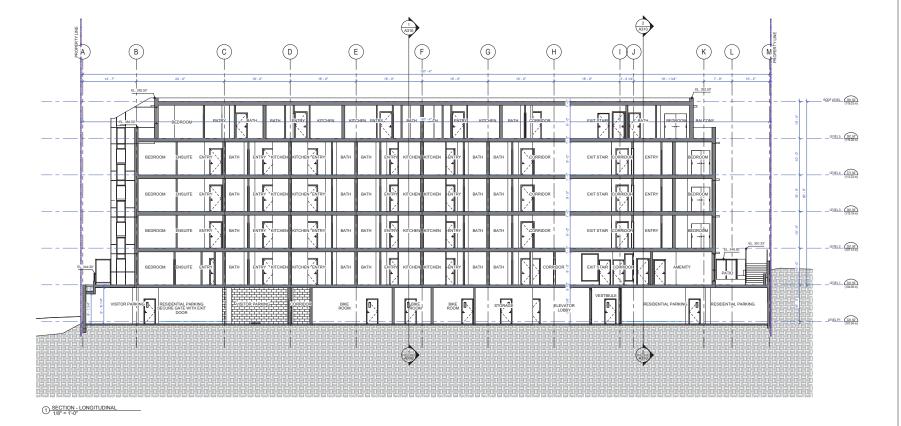
REVISION Described

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

DWG. NO:



1645 West 5th Avenue Vancouver, BC V6J 1N5 ANKENMAN MARCHAND Tel: (604) 872-2595Fax: (604) 872-2505 Email: office@AMArchitects.com Project: # 1756 144 - West 21st Adress: 144 - w21st Street, North Vancouver SECTIONS Project Status: REZONING SUBMISSION Date (mm-MM-DD) Description 2022-02-28 Reissued for Rezoning 2022-05-31 Response to PTC

ARCHITECTS

2019-05-30 Issued for Rezoning 2021-03-03 Response to PTC 2021-10-25 Response to PTC

REVISION

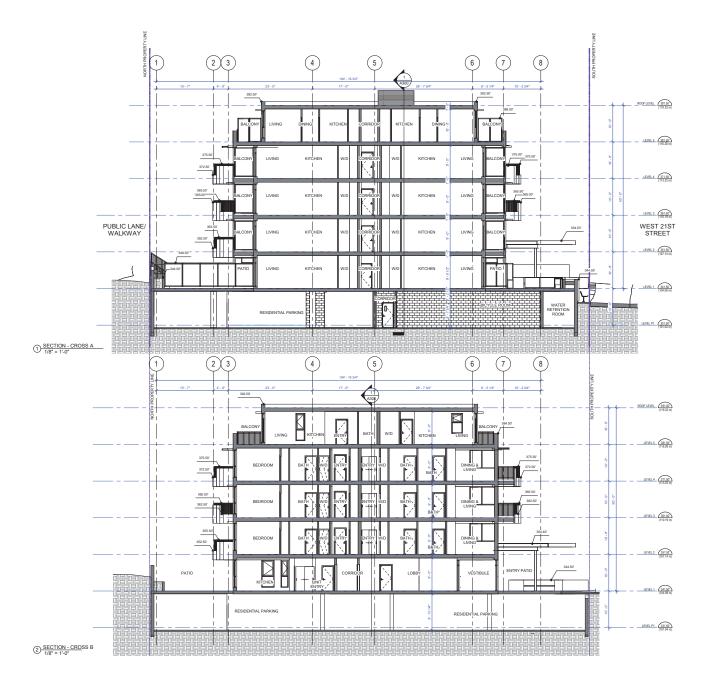
Date

All Drawings in this set to be read in conjunction with each other. Any errors or discrepancies to be reported to the Architect before commencing work. Contractors are responsible to ensure that all work is executed to the requirements of the appropriate Building Code Authority.

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

DWG. NO: A300



Vanoouver, BC V6J HV6  Tel: (6A) 872-2565  Tel
Project: # 1756  144 - West 21st  Adress: REZONING  SUBMISSION  Project Status: REZONING  Description  2015-63 Reporte to PTC  2021-03 Reporte to PTC  REVISION
# 1756 144 - West 21st 144 - West 21st Radress: 144 - W21st Street, North Vancouver Drawing: SECTIONS Project Status: REZONING SUBMISSION Date Description Overvatures Description 2019-69 Shand for Reserving 2019-69 Shand for Reserving 2019-69 Shand for Reserving 2019-69 Shand for Proceeding 2019-69 Shand for Proceeding 2019-69 Shand for Reserving 2019-69 Shand
Date
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2021-03 Response to PTC 2021-03 Response to PTC 2022-03 28 Reteased for Resource 2022-05-31 Response to PTC  REVISION
2022.03.28 Retensed for Recovery 2022.05.31 Response to PTC  REVISION
REVISION
No. Date Description
All Drawings in this set to be read in conjunction with each other. Any errors or discrepancies to be reported to the Architect before commending work. October 1997 of the Property of the Control of the Property of the Pro

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

A310

ARCHITECTS

ANKENMAN MARCHAND



VIEW FROM WEST 21ST STREET - SE



VIEW FROM NORTH PATHWAY - NE



VIEW FROM WEST 21ST STREET - SW



VIEW FROM NORTH PATWAY - NW

1645 West 5th Avenue Vancouver, BC V6J 1N5

ARCHITECTS

Tel: (604) 872-2595Fax: (604) 872-2505 Email: office@AMArchitects.com

Project: # 1756

144 - West 21st

Adress: 144 - w21st Street, North Vancouver

Drawing:
3D REPRESENTATIONS

Project Status: REZONING

-----

l	Date (mm-MM-DD)	Description
П	2019-05-30 Issued for F	Rezoning
ı	_2021-03-03 Response	to PTC
	2021-10-25 Response	to PTC
	2022-02-28 Reissued f	or Rezoning
	2022-05-31 Response	to PTC

REVISION

All Drawings in this set to be read it

All Drawings in this set to be read in conjunction with each other. Any errors or discrepancies to be reported to the Architect before commencing work. Contractors are responsible to ensure that all work is executed to the requirements of the appropriate Bullding Code Authority.

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Scale:



VIEW FROM EAST PATHWAY - SE



NORTH FACADE DETAIL VIEW - NE



SOUTH FACADE DETAIL VIEW - SE



PARKING ENTRANCE VIEW- SW

1645 West 5th Avenue Vancouver, BC V6J 1N5

ARCHITECTS

Tel:

Project: # 1756

144 - West 21st

Adress: 144 - w21st Street, North Vancouver

Drawing:
3D REPRESENTATIONS

Project Status: REZONING

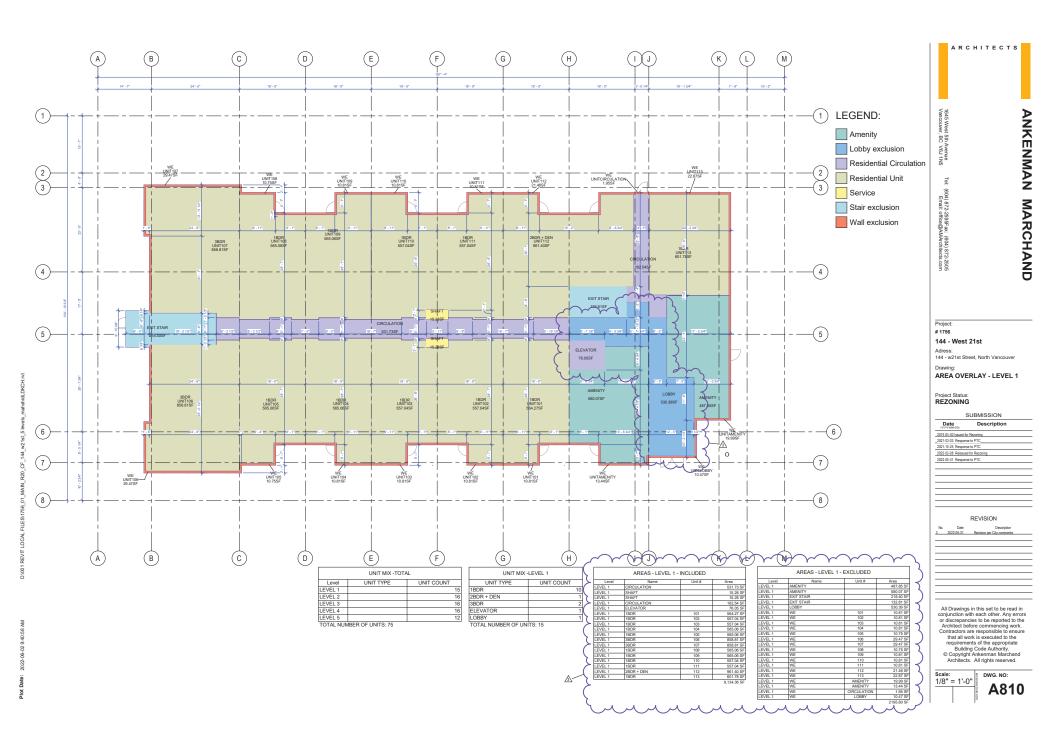
SUBMISSION

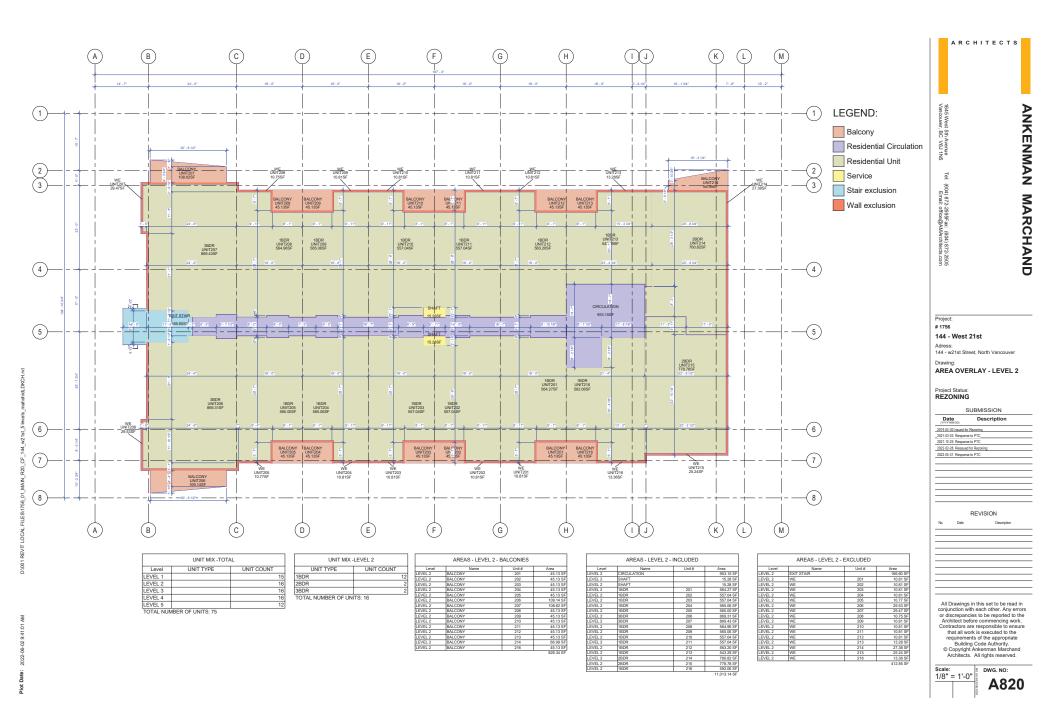
2019-05-30 les	ued for Rezonina
	esponse to PTC
2021-10-25 Re	esponse to PTC
2022-02-28 Re	eissued for Rezoning
2022-05-31 Re	esponse to PTC

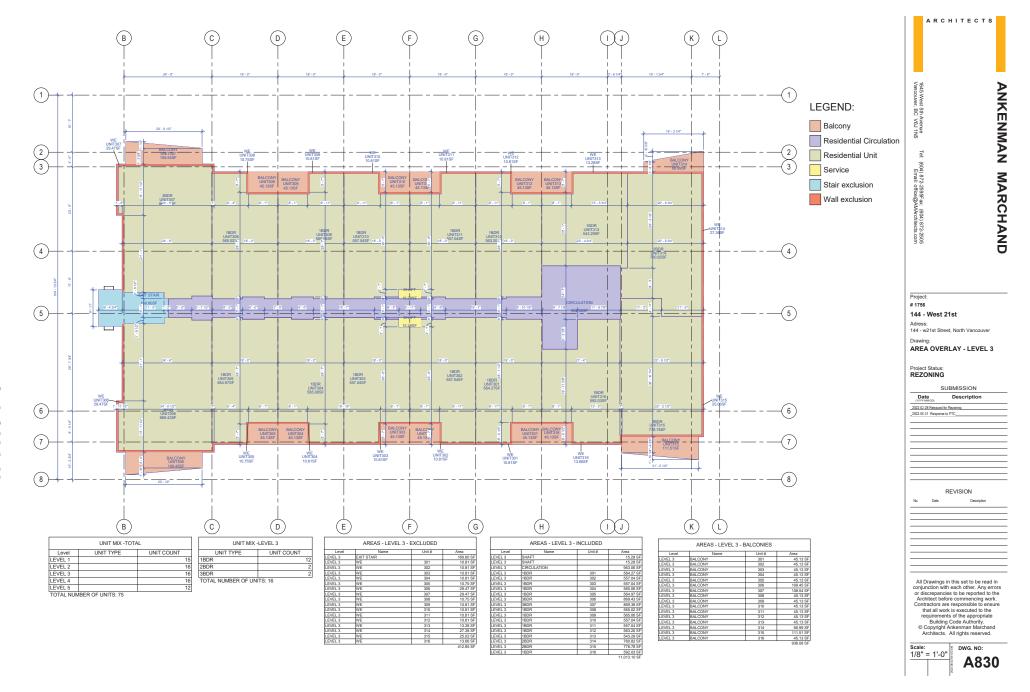
REVISION

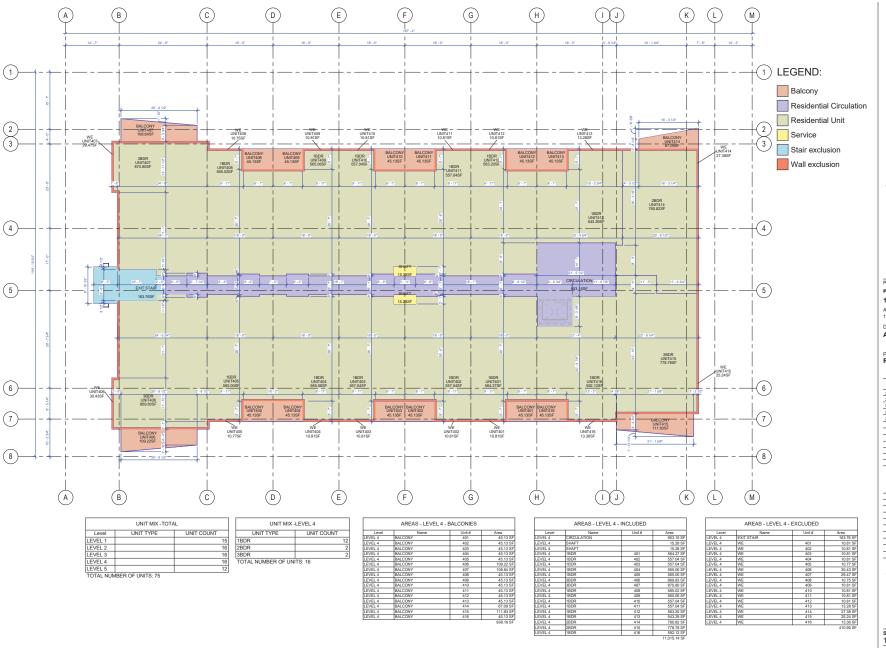
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West t 5th Avenue r, BC V6J 1N5 Tel (604) 872-2595F ax: (604) 872-2505 Email: office@AMArchitects.com Project: # 1756 144 - West 21st Adress: 144 - w21st Street, North Vancouver AREA OVERLAY - LEVEL 4 Project Status: REZONING SUBMISSION Description Date 2019-05-30 Issued for Rezoning 2021-03-03 Response to PTC 2021-10-25 Response to PTC 2022-02-28 Reissued for Rezonin REVISION

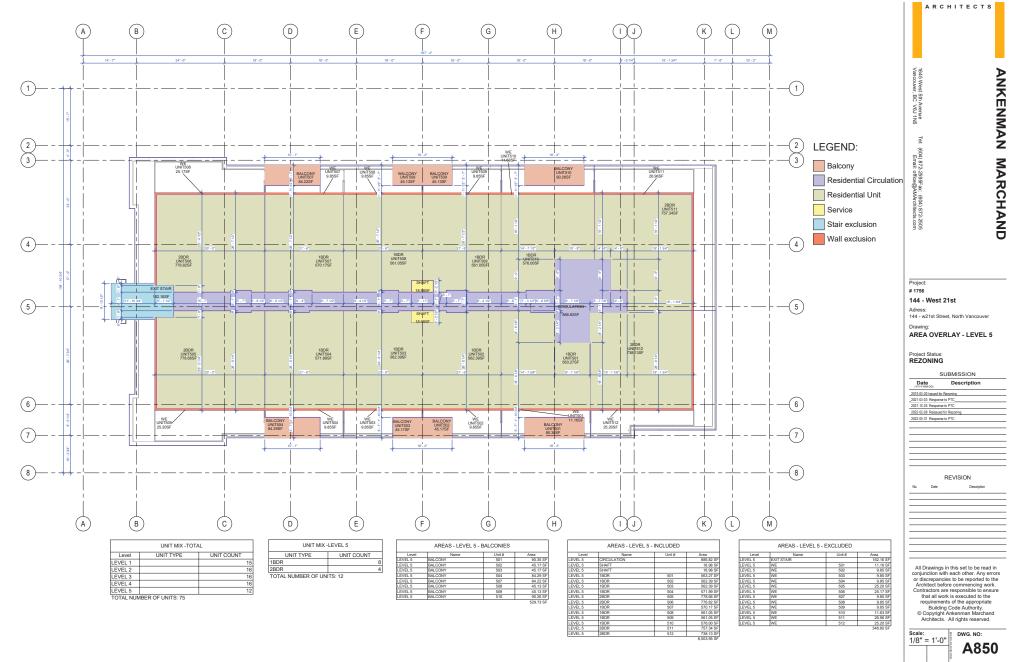
ARCHITECTS

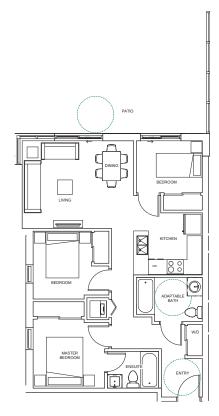
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### 1/4" = 1'-0"

EXLC. AREA 20SF - ADAPTABLE DESIGN LEVEL 2

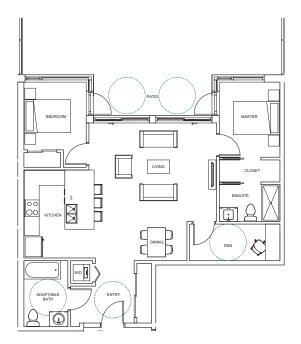
UNITS: 106, 107 206, 207 306, 307 406, 407



#### 2 TYPICAL 1-BEDROOM ADAPTABLE UNIT PLAN 1/4" = 1'-0"

EXLC. AREA 20SF - ADAPTABLE DESIGN LEVEL 2

UNITS: 101, 102, 103, 104, 105, 108, 109, 110, 111 201, 202, 203, 204, 205, 208, 209, 210, 211, 212 301, 302, 303, 304, 305, 308, 309, 310, 311, 312 401, 402, 403, 404, 405, 408, 409, 410, 411, 412 501,507



#### 3 TYPICAL 2-BEDROOM ADAPTABLE UNIT PLAN

EXLC. AREA 20SF - ADAPTABLE DESIGN LEVEL 2

UNITS: 112



All Drowings in this set to be read in conjunction with each other. Any errors or discrepancies to be reported to the Architect before commencing work. Contractors are responsible to ensure that all work is executed to the requirements of the appropriate Confunction of the confu

REVISION

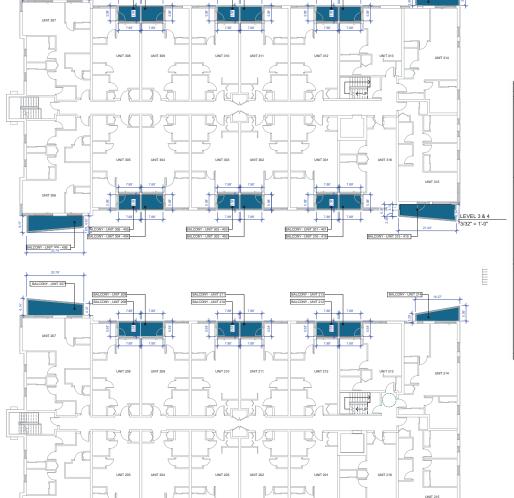
Scale:	
1/4" =	= 1'-0"

ARCHITECTS

BALCONY - UNIT 307 - 407

BALCONY - UNIT 206

BALCONY - UNIT 308 - 408



BALCONY - UNIT 312 - 412

Level #	Unit #	Wall Area (Sq. Ft.)	Celling Area (Sq. Ft.)	Parapet Area (Sq. Ft.)	(Sq. Ft.)	Belcony Opening Area (Sq. F1.)	Opening Percentage
A	В	C	D	E	F=C+D+E	G	H+G*100.F
Level 2	201	171.36	43.97	27.58	242.91	39.40	16.2
10000000	202	171.36	43.97	7.88	223.21	59.10	26.4
	203	171.36	43.97	17.45	232.78	49.45	21.2
	204	171.36	43.97	17.97	233.30	48.93	20.9
	205	171.36	43.97	27.58	242.91	39.40	16.2
	206	187.11	109.15	70.47	366.72	195.50	53.3
	207	187.11	108.63	78.47	374.20	187.08	49.9
	208	171.36	43.97	17.97	233.30	48.93	20.9
	209	171.36	43.97	27.58	242.91	39.40	16.2
	210	171.36	43.97	7.88	223.21	59.10	26.4
	211	171.36	43.97	17.45	232.78	49.45	21.2
	212	171.36 171.36	43.97 43.97	7.88 27.58	223.21	59.10 39.40	26.4 16.2
	213	146.43	43.97	27.58 57.05	270.43	154.55	16.2
	215	N/A	N/A	N/A	N/A	N/A	N/A
	216	171.36	43.97	17.97	233.30	48.93	20.5
Level 3	301	171.36	43.97	7.88	223.21	59.10	26.4
	302	171.36	43.97	27.58	242.91	39.40	16.2
	303	171.36	43.97	7,88	223.21	59.10	26.4
	304	171.36	43.97	17.45	232.78	49.45	21.2
	305	171.36	43.97	7.66	223.21	59.10	26.4
	306	187.11	109.15	57.62	353.67	200.10	56.5
	307	187.11	108.63	83.14	378.88	182.48	48.1
	308	171.36	43.97	27.58	242.91	39.40	16.2
	309	171.36	43.97	17.97	233.30	48.93	20.9
	310	171.36	43.97	17.45	232.78	49.45	21.2
	311	171.36	43.97	7.88	223.21	59.10	26.4
	312	171.36	43.97	17.45	232.78	49.45	21.2
	313	171.36	43.97	7.88	223.21	59.10	26.4
	314	146.43	66.95	65.53	278.91	142.73	51.1
	315	208.26	111.72	65.46	385.44	185.80	48.2
	316	171.36	43.97	27.58	242.91	39.40	16.2
Level 4	401	171,36	43.97	17.45	232.78	49.45	21.2
Condia	402	171.36	43.97	27.58	242.91	39.40	16.2
	403	171.36	43.97	27.58	242.91	39.40	16.2
	404	171.36	43.97	7.88	223.21	59.10	26.4
	405	171.36	43.97	27.58	242.91	39.40	16.2
	406	187.11	0.00	62.09	249.20	203.88	
							81.8
	407	187.11	0.00	70.27	257,38	195.28	79.8
	408	171.36	43.97	7.88	223.21	59.10	26.4
	409	171.36	43.97	27.58	242.91	39.40	16.2
	410	171.36	43.97	7,88	223.21	59.10	26.4
	411	171.36	43.97	27.58	242.91	39.40	16.2
	412	171.36	43.97	7.88	223.21	59.10	26.4
	413	171.36	43.97	17,45	232.78	49.45	21.2
- 1	414	146.43	0.00	57.64	204.07	150.70	73.8
	415	208.26	0.00	55.82	264.08	200.00	75.7
	416	171.36	43.97	7.88	223.21	59.10	26.4
TOTAL					11762.46	3780.95	32.1

LEVEL 2

3/32" = 1'-0"

1645 West 5th Avenue Vancouver, BC V6J 1N5 Tel: (604) 872-2595Fax: (604) 872-2505 Email: office@AMArchitects.com Project: # 1756 144 - West 21st Adress: 144 - w21st Street, North Vancouver Drawing: BALCONIES WALLS, OPENING AREA Project Status: REZONING SUBMISSION Description 2021-03-03 Response to PTC 2021-10-25 Response to PTC 2022-02-28 Reissued for Rezon 2022-02-28 Reissued for Rezonin REVISION All Drawings in this set to be read in conjunction with each other. Any errors or discrepancies to be reported to the Architect before commencing work. Contractors are responsible to ensure that all work is executed to the requirements of the appropriate Building Code Authority. © Copyright Ankenman Marchand Architects. All rights reserved.

Scale: DWG. NO: 3/32" = 1'-0"

A880



1) NORTH ELEVATION -BALCONIES 3/32" = 1'-0"



② SOUTH ELEVATION -BALCONIES 3/32" = 1'-0"

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ARCHITECTS

Project: # 1756

1645 West 5th Avenue Vancouver, BC V6J 1N5

Tel:

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144 - West 21st Adress: 144 - w21st Street, North Vancouver

BALCONIES WALLS, OPENING AREA

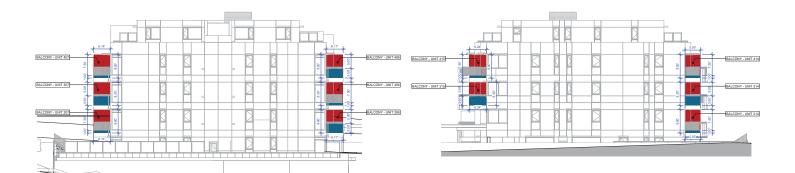
Project Status: REZONING

Date (************************************	Description
121-03-03 Respon	se to PTC
021-10-25 Respon	ise to PTC
022-02-28 Reissu	ed for Rezoning
022-02-28 Reissu	ed for Rezoning
022-05-31 Respon	ise to PTC
No Date	REVISION Description

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A890



① WEST ELEVATION - BALCONIES
3/32" = 1'-0" 2 EAST ELEVATION - BALCONIES
3/32" = 1'-0" ANKENMAN MARCHAND

ARCHITECTS

Project: # 1756

1645 West 5th Avenue Vancouver, BC V6J 1N5

Tel:

(604) 872-2595Fax: (604) 872-2505 Email: office@AMArchitects.com

144 - West 21st

Adress: 144 - w21st Street, North Vancouver

Drawing: BALCONIES WALLS, OPENING AREA

Project Status: REZONING

021-03-03 Response to PTC	
021-10-05 Response to PTC	
2022-02-28 Reissued for Rez	toning
022-02-28 Reissued for Rez	coning
2022-05-31 Response to PTC	

	REVISIO	V
te		Desc

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A895

# 144 West 21 Street

# Issued for Rezoning/Development Permit

Contact Information	Other Key Contacts:				
VDZ+A Project Landscape Architecture Fort Langley Studio 102 - 9181 Church Street Fort Langley, Brish Columbia, V1M 2R8 Mount Pleasant Studio 102 - 355 Kingsway Vancouver, Brishin Columbia, V5T 3J7 Pimary project contact:	Confide Enterprises Ltd. c/o BDK Development Corporation Project Covers 8100 - 750 Pacific Bouleward Vancouver, BC VBS 827 Tet: 604 682 0777				
Micole Wu	Legal Address and Description:				
micole@vdz.ca 604540926 (Ext 107) Allernate confacts (in case away): Mark van det Zalm Principal Landscape Architect mark@vdz.ca 6,604.646.0920	TOPOGRAPHIC SURVEY OF LOT A OF LOT 10, BLOCK 266, DRITTER LOT 56, G1, NMD, PLAN 17051.				

## Sheet List Table

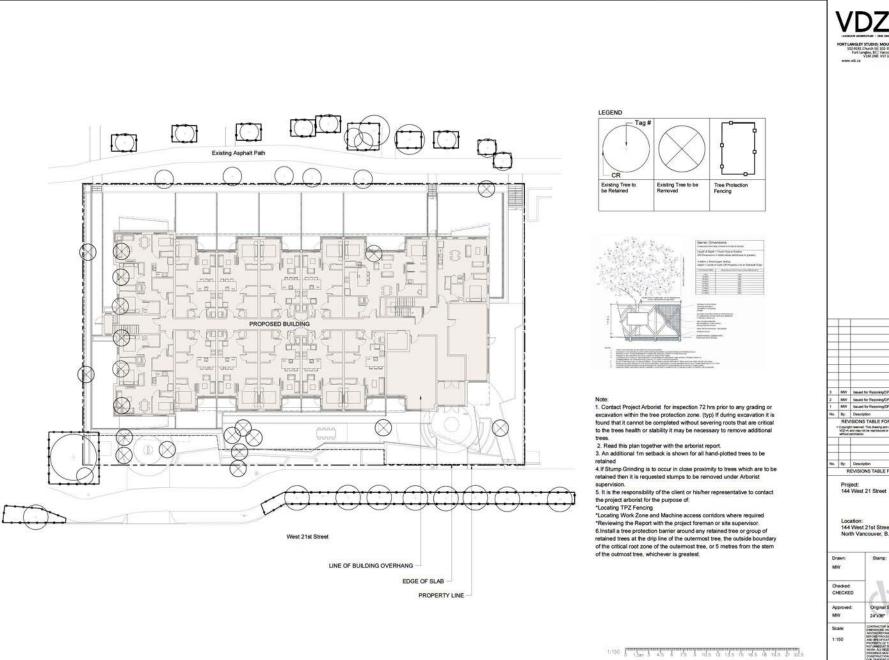
Sheet Number	Sheet Title
L-01	COVER SHEET
L-02	TREE PROTECTION AND REMOVAL PLAN
L-03	LANDSCAPE PLAN
L-04A	PLANTING PLAN - WEST
L-04B	PLANTING PLAN - EAST
L-05	GRADING PLAN
L-06	LIGHTING PLAN
LS-01	SECTIONS
LS-02	SECTIONS
LS-03	SECTIONS
LD-01	DETAILS
LD-02	DETAILS
LD-03	DETAILS



COVER SHEET Project: 144 West 21 Street VDZ Project #: 2020-68 Location: 144 West 21st Street, North Vancouver, B.C.

1 SITE PLAN OVERVIEW
Scale 1:200

2 LOCATION MAP



PROTECTION AND REMOVAL PLAN

MW Issued for Resoning/CP May 26, 2022 Feb 25, 2022 Jan 26, 2021 No. By Description Date
REVISIONS TABLE FOR DRAWINGS

NORTH

VDZ Project #: 2020-68

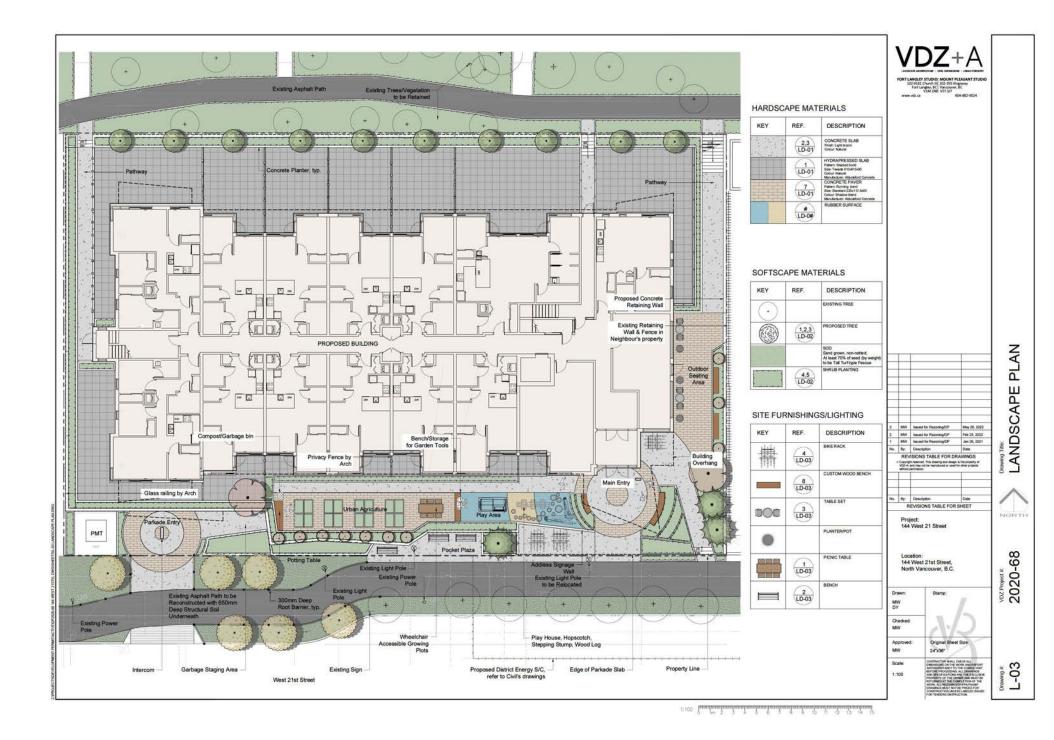
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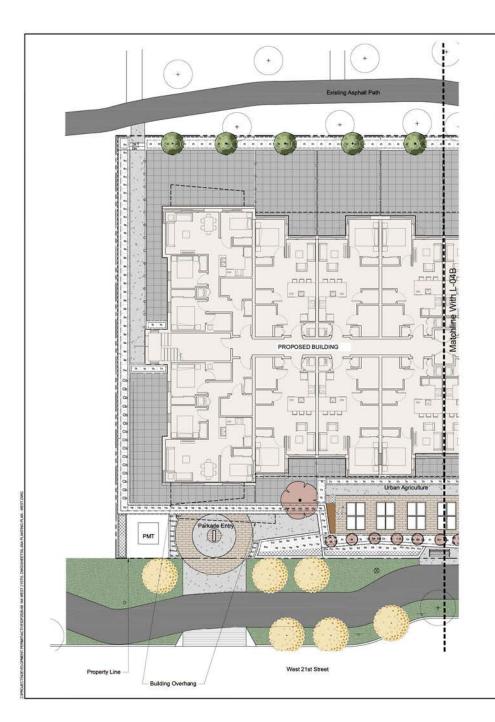
Drawing Title.

TREE

Location: 144 West 21st Street, North Vancouver, B.C.

Original Sheet Size: 24"x36"





#### TREE SCHEDULE

OOTILDOLL				
BOTANICAL / COMMON NAME	CONT	NATIVE	QTY	DETAIL
Aper circinatum / Vine Maple	B&B, 2.0m Ht, multi-stem	Locally Native	10	
Amelanchier strifolis / Sen/ceberry	B&B 6cm cal, 2.0m Std.	Locally Native	2	
Liquidambar styracifius "Siender Silhouette" / Columnar Sweet Gum	B&B 6cm cal, 2.0m Std.		10	
Picea omorika / Serbian Spruce	3.0m ht	Near Native	3	
Syringa reticulata "Ivory Silk" / Ivory Silk Japanese Tree Lilac	888; 6cm cal, 2.0m Std.		6	
	Acer chrinkum I Vinne Maglie Amelandrier sinfolia I Senoteborry Llouklambar skyrachius "Sender Silhouetta" / Columner Sweet Gum Pioce omorita / Sentian Spruce	Acer circinatum / Vine Majole 858, 2.0m Hz, multi-atem Amelandrier sinfolia / Senotebony 858, 6cm cai, 2.0m Std. Liquidambar skyrachia "Sender Silhouetta" / Columnar Sweet Gum B465, 6cm cai, 2.0m Std. Pioce comorbia / Serbian Spruce 3.0m Hz.	Acer circinatum / Vine Magine B&B. 2 0m Hz. mulfi-ellem Locally Native Americandrier stratilar 5 Sendrochemy B&B. 6 0m aut. 2 0m Std. Locally Native Liquidambar styracthus 5 Sender Silmouetter / Columner Sweet Own Picee omorika / Sentian Spruce 3 0m hz. Near Native	Acer circinatum / Vine Majole B&B. 2 0m Ht. mulfi-stem Locally Native 10 Amelandiser alinfolia / Senicoblemy B&B. 6 cm call, 2 0m Std. Locally Native 2 Lipuklambar alymochia - Senider Sitrouettai / Columnar Sweet Qum B&B. 6 cm call, 2 0m Std. 10 Pices comortia / Sentian Spruce 3 0m ht. Near Native 3

#### PLANT SCHEDULE

SHRUBS	BOTANICAL / COMMON NAME	CONT	SPACING	QTY	REMARKS
Au	Arbutus unedo 'Compacta' / Dwarf Strawberry Yree	#3	0.75m	7	Drought Tolerant
Ct	Choisya ternata / Mexican Orange	#3	0.75m	8	Drought Tolerant
Cb	Comus serices 'Bud's Yellow' / Yellow Twig Dogwood	#2	0.75m	15	
Gs	Gaultheria shallon / Salal	82	0.45m	55	Native
Hp	Hebe pinguitolia "Sutherlandi" / Pagel Hebe	#2	0.6m	47	Drought Tolerant
Mn	Mahonia Nervosa / Oregon Grape	82	0.65m		Native
PI	Prunus Iusitanica / Portugal Laurel	1.2m M	0.75m	70	88
Rw	Ribes sanguineum "White loicle" / White Flowering Currant	85	1m	3	Near-Native
RI	Rosa woodsii / Mountain Rose	#2	0.75m	8	Native
Rs	Rubus spectabilis / Salmonberry	#2	0.75m	19	Native
Sd	Spiraea douglasii / Western Spirea	82	0.65m	20	Native
Sa	Symphoricarpos albus / Common White Snowberry	#2	0.75m	25	Native
T)	Taxus baccata Repandens / Spreading English Yew	12	0.6m	12	CONTRACT
Th	Taxus x media "Hicksi" / Hicks Yew	1.2m ht	0.75m	60	BAR
Vt	Vaccinium ovatum "Thunderbird" / Evergreen Huckleberry	#3	0.75m 0.65m	8	Native
VI.		#2		6	Native
VX	Vaccinium vitis-idaea 'Koralle' / Lingonberry	#2	0.45m	6	Native
FERNS	BOTANICAL / COMMON NAME	CONT	SPACING	OTY	REMARKS
Re	Blechnum spicant / Deer Fern	81	0.45m	15	Native
Pm	Polystichum munitum / Western Sword Fern	#2	0.5m	19	Native
PERENNALS	BOTANICAL / COMMON NAME	CONT	SPACING	QTY	REMARKS
As	Aster subspicatus / Douglas Aster	81	0.3m	33	Native
Da	Digentra spectabilis / Bleeding Heart	81	0.45m	8	144410
Hm	Heuchera micrantha / Crevice Alum Root	#1	0.45m	51	Native
Mo	Mukdenia rossii "Crimson Fans" / Crimson Fans Mukdenia	41	0.30	15	reasive.
Mo:	Mukdenia rossii. Crimson Fans. / Crimson Fans Mukdenia		U.3m	10	
VINES	BOTANICAL / COMMON NAME	CONT	SPACING	QTY	REMARKS
Pt	Parthenocissus tricuspidata / Boston (vy.	#1	0.65m	2	Staked
GROUND COVERS	BOTANICAL / COMMON NAME	CONT	SPACING	QTY	REMARKS
	Claytonia perfoliata / Miner's Lettuce	10om	300mm	14	Native
	Elymus mollis / American Dunegrasa	**	300mm	119	Native
	Fragaria vesca / Woodland Strawberry	#1	300mm	17	Native

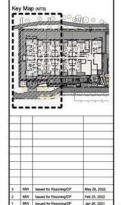
#### PLANTING NOTES

- PLANTS IN THIS PLANT LIST ARE SPECIFIED ACCORDING TO THE CANADIAN NURSERY LANDSCAPE ASSOCIATION
  CANADIAN STANDARDS FOR NURSERY STOCK AND SECTION 12, CONTAINER GROWN PLANTS OF THE BC LANDSCAPE
  STANDARD, CURRENT EDITION.
- 2. ALL PLANT MATERIAL SHALL MEET OR EXCEED STANDARDS REQUIRED BY BCLNA OR BCSLA GUIDELINES PLANT MATERIAL TO BE APPROVED BY LANDSCAPE ARCHITECT PRIOR TO DELIVERY TO SITE
- 3. TOPSOIL SUPPLIED SHALL BE FROM A REPUTABLE SOURCE. A FULL ANALYSIS OF THE TOPSOIL WILL BE REQUIRED AT THE CONTRACTOR'S EXPENSE, SUBMIT TO LANDSCAPE CONSULTANT FOR APPROVAL.
- 4. AMEND TOPSOIL PER SOIL ANALYSIS RECOMMENDATIONS PRIOR TO SPREADING ON SITE, REJECTED TOPSOIL SHALL BE REMOVED OFF SITE IMMEDIATELY AT THE LANDSCAPE CONTRACTORS EXPENSE.
- 5. TOPSOIL DEPTHS FOR PLANTING AS FOLLOWS:

  - A. SHRUBS: 450MM B. SOD: 150MM C. TREE PITS: 1000MM WITH 300MM (BELOW ROOT BALL)
- 6. 2" MINUS COMPOST MULCH TO BE INSTALLED IN ALL SHRUB PLANTING AREAS.
- 7. INSTALL 900MM CONTINUOUS SOIL TRENCH IN BOULEVARDS WHERE STREET TREES ARE PROPOSED.
- 8. AREA BETWEEN BACK OF SIDEWALK AND PL TO RECEIVE 600MM SOIL AND 300MM DEPTH OF "TURF-BLEND" SOIL.
- 9. SCARIFY TOP 50MM OF SUBGRADE PRIOR TO PLACEMENT OF GROWING MEDIUM.

1. ALL AREAS TO BE IRRIGATED. IRRIGATION SYSTEM TO MEET OR EXCEED HABC STANDARDS, LANDSCAPE ARCHITECT TO REVIEW IRRIGATION PLANS.





Project: 144 West 21 Street

No. By: Description

No. By Description Date
REVISIONS TABLE FOR DRAWINGS

Location: 144 West 21st Street, North Vancouver, B.C.

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VDZ Project #: 2020-68

- WEST

PLAN

PLANTING

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#### PLANT SCHEDULE

-	Automotive and a second	/ tatemen	10000000000000000000000000000000000000	101000	STATE OF THE STATE OF
SHRUBS	BOTANICAL / COMMON NAME	CONT	SPACING	QTY	REMARKS
Au	Arbutus unedo 'Compacta' / Dwarf Strawberry Tree	#3	0.75m	7	Drought Toleran
Ct	Choisya ternata / Mexican Orange	#3	0.75m	8	Drought Toleran
Cb	Comus sericea 'Bud's Yellow' / Yellow Twig Dogwood	#2	0.75m	15	
Gs	Gaultheria shallon / Salai	#2	0.45m	55	Native
Hp	Hebe pinguifolia "Sutherlandii" / Pagei Hebe	#2	0.6m	47	Drought Toleran
Mn	Mahonia Nervosa / Oregon Grape	#2	0.65m	8	Native
PI	Prunus Iusitanica / Portugal Laurel	1,2m ht	0.75m	70	88
Rw	Ribes sanguineum 'White Idde' / White Flowering Currant	#5	1m	3	Near-Native
RI	Rosa woodsii / Mountain Rose	#2	0.75m	8	Native
Rs	Rubus spectabilis / Salmonberry	#2	0.75m	19	Native
Sd	Spiraea douglasii / Western Spirea	#2	0.65m	20	Native
Sa	Symphoricarpos albus / Common White Snowberry	#2	0.75m	25	Native
Ti.	Taxus baccata Repandens / Spreading English Yew	#2	0.6m	12	
Th	Taxus x media 'Hicksi' / Hicks Yew	1.2m ht.	0.75m	60	B&B
VI.	Vaccinium ovatum "Thunderbird" / Evergreen Huckleberry	#3	0.65m	8	Native
Vk.	Vaccinium vitis-idaea 'Koralle' / Lingonberry	#2	0.45m	6	Native
FERNS	BOTANICAL / COMMON NAME	CONT	SPACING	QTY	REMARKS
Ba	Blechnum spigant / Deer Fern	#1	0.45m	15	Native
Pm	Polystichum munitum / Western Sword Fern	#2	0.5m	19	Native
PERENNIALS	BOTANICAL / COMMON NAME	CONT	SPACING	QTY	REMARKS
An	Aster subspicatus / Douglas Aster	#1	0.3m	33	Native
De	Dicentra spectabilis / Bleeding Heart	#1	0.45m	8	
Hm	Heuchera micrantha / Crevice Alum Root	#1	0.45m	51	Native
Мс	Mukdenia rossii 'Crimson Fans' / Crimson Fans Mukdenia	#1	0.3m	15	
VINES	BOTANICAL / COMMON NAME	CONT	SPACING	QTY	REMARKS
PI	Parthenocissus tricuspidata / Boston by	#1	0.65m	2	Staked
GROUND COVERS	BOTANICAL / COMMON NAME	CONT	SPACING	QTY	REMARKS
ROSSESSES					
88888	Claytonia perfoliata / Miner's Lettuce	10cm	300mm	14	Native
coocca					
IIIII	Elymus mollis / American Dunegrass	360	300mm	119	Native
SSSSSSS	aginarian resident array and	200			
22222					
7-7-7-7-	Fragaria vesca / Woodland Strawberry		300mm	17	Matter
FFFFF	riagana vesca i moosano strawterry	#1	JUANIEN	35	Native

#### PLANTING NOTES:

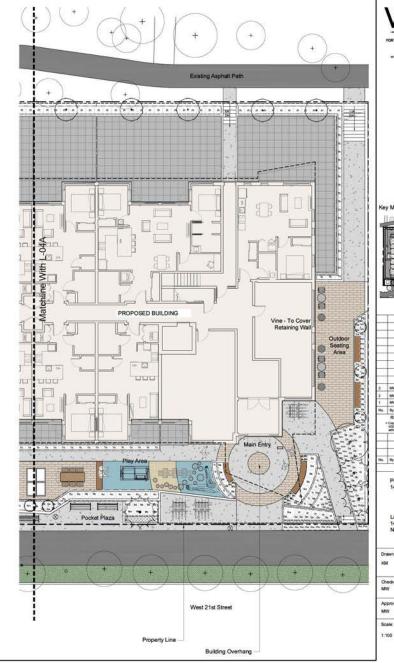
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Key Map (NTS) EAST . PLAN. PLANTING MW Issued for Resoning/CP May 26, 2022 Jan 26, 2021 REVISIONS TABLE FOR DRAWINGS Project: 144 West 21 Street Location: 144 West 21st Street, North Vancouver, B.C. км Checked: MW

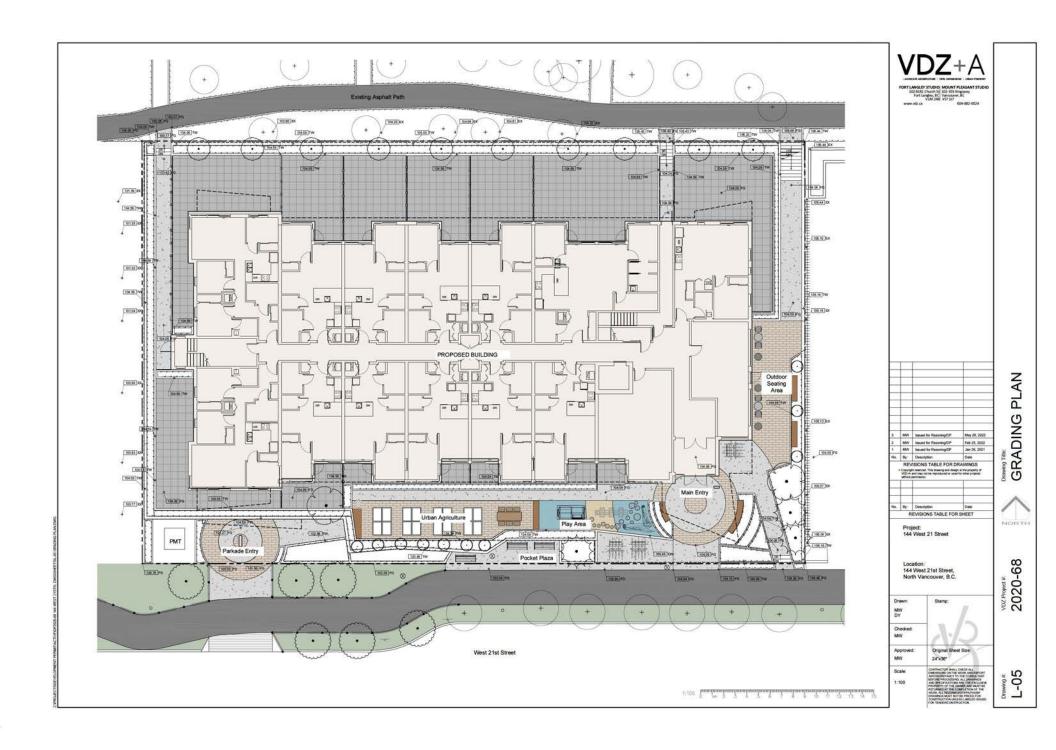
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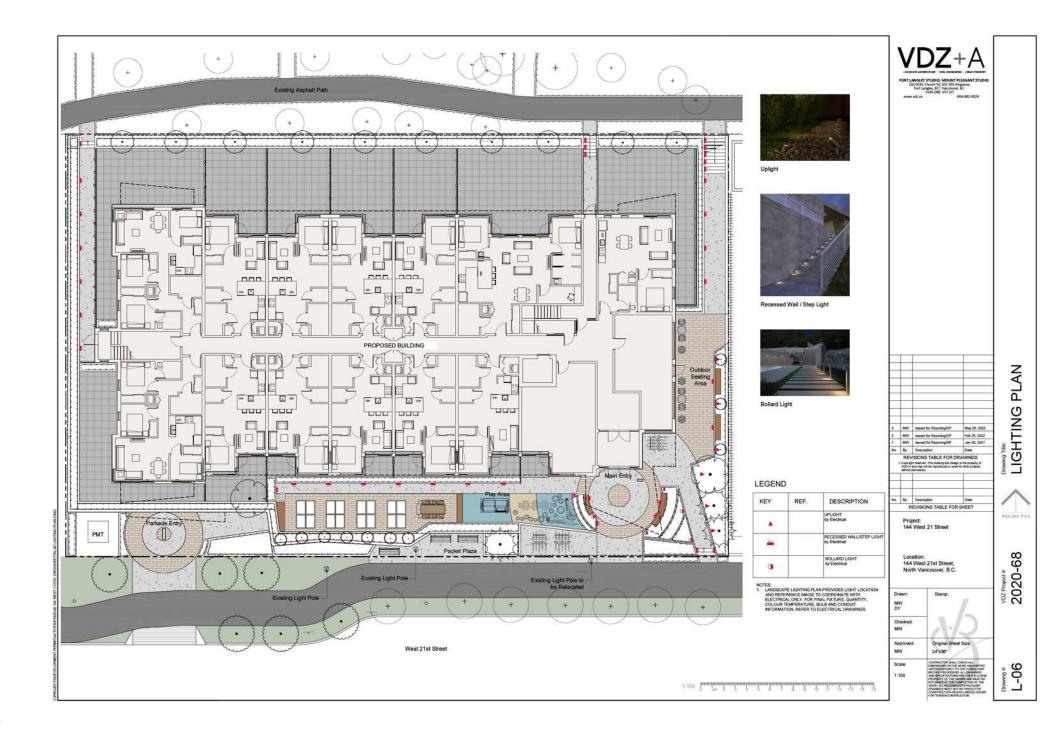
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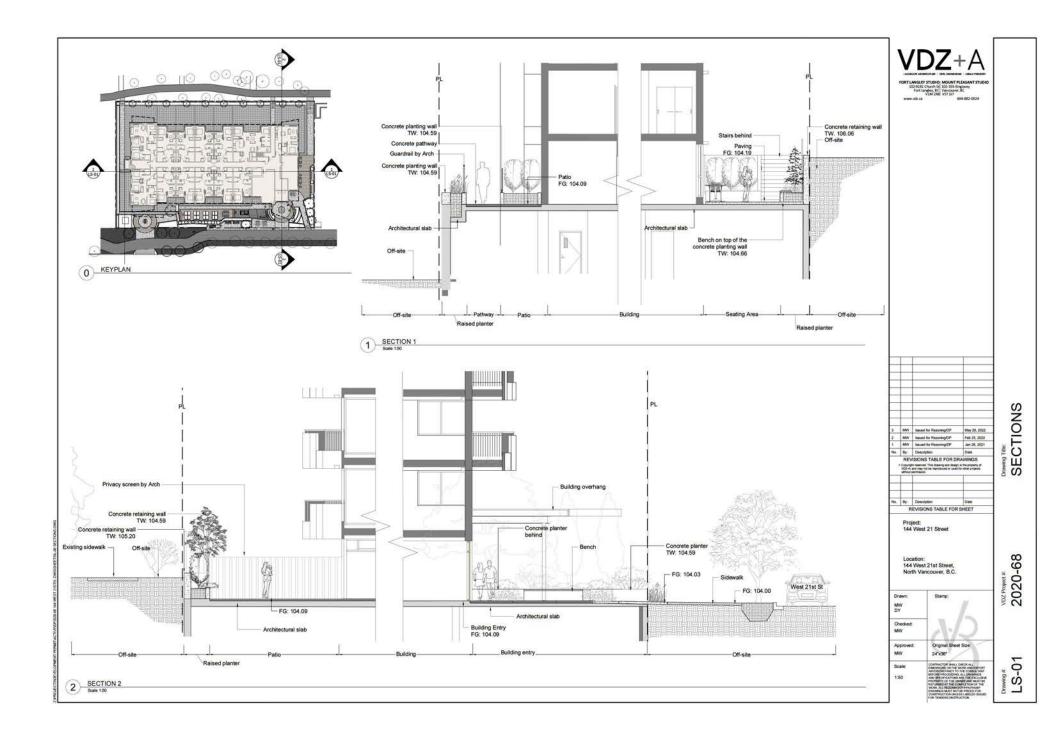
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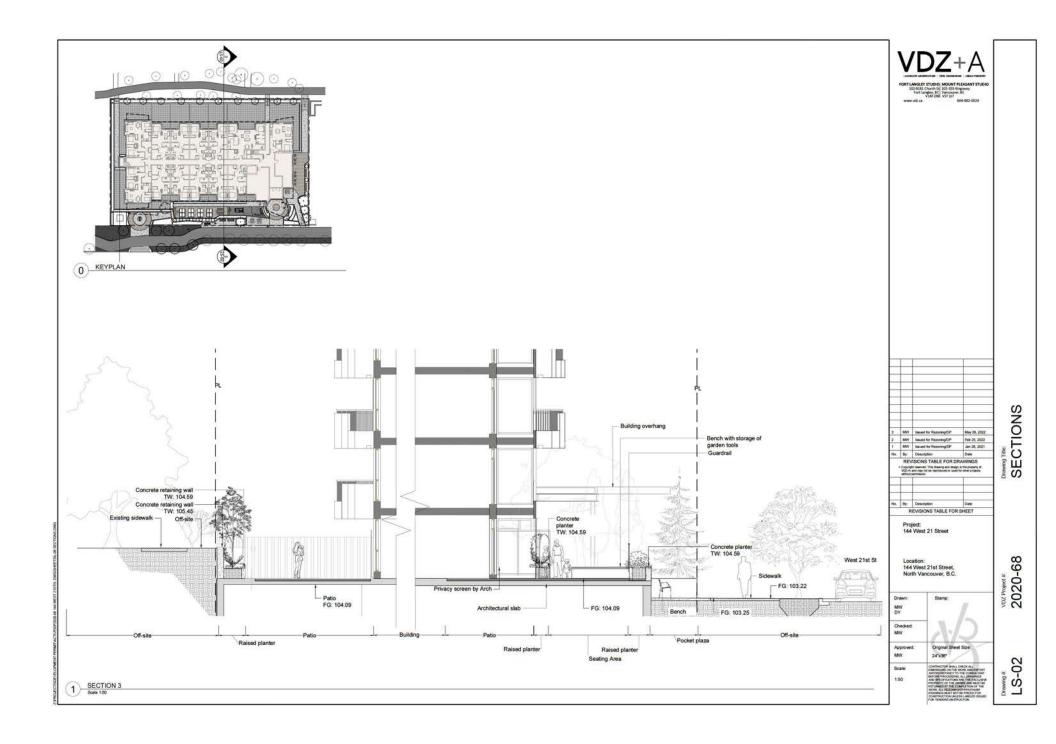
VDZ Project #: 2020-68

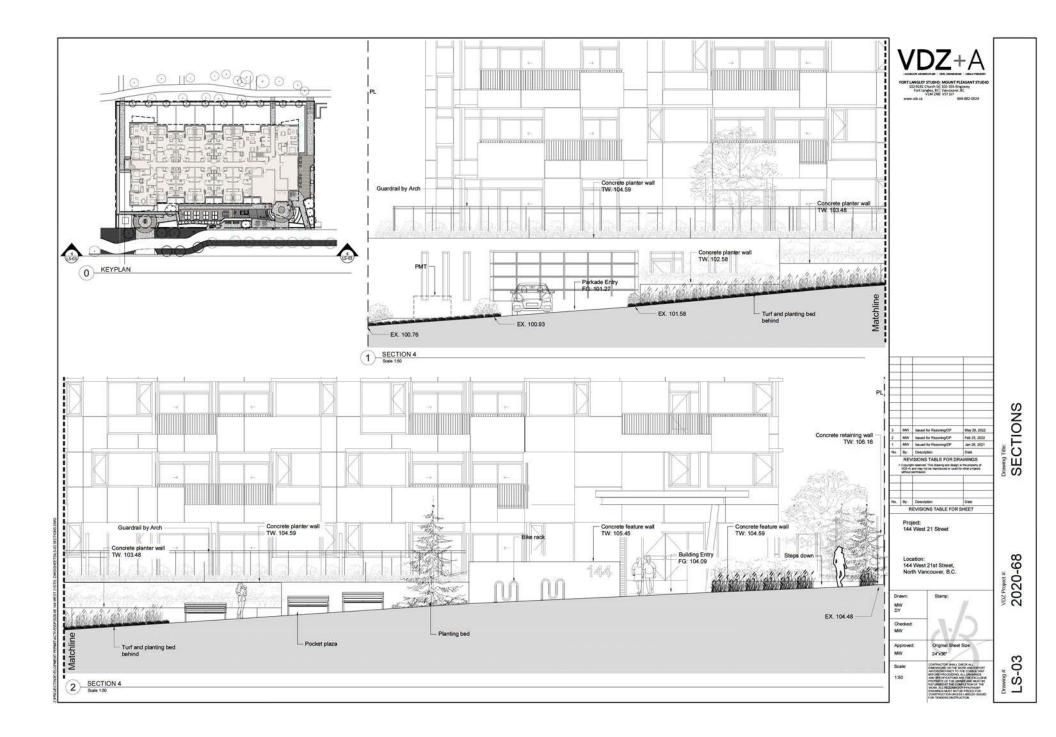
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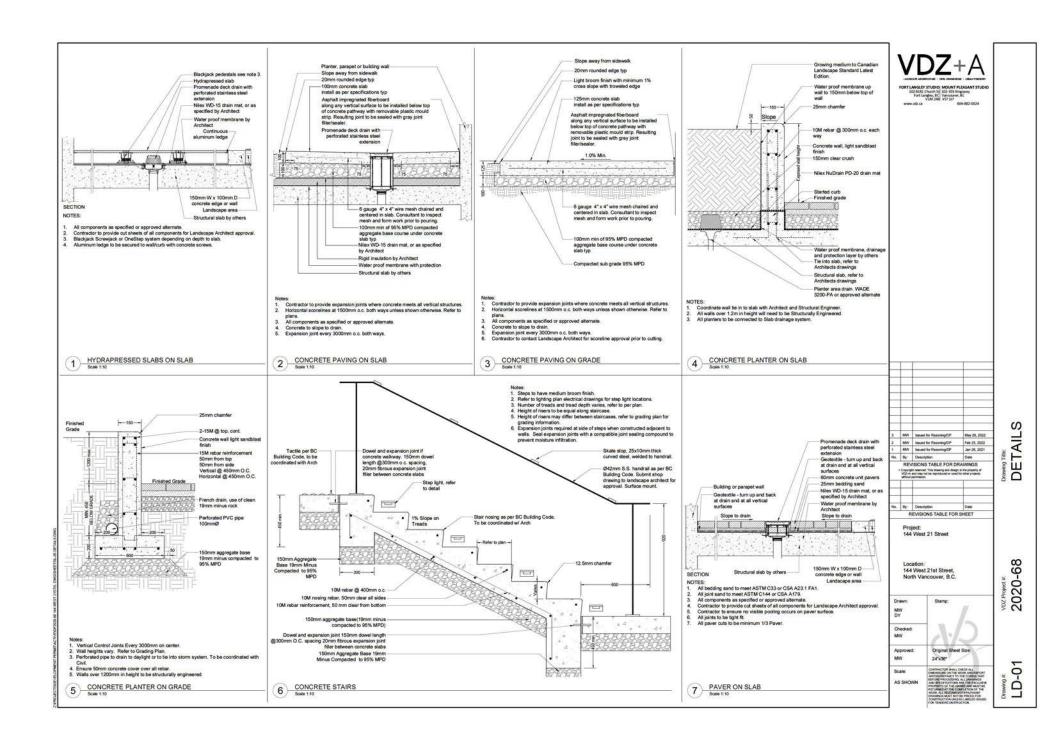


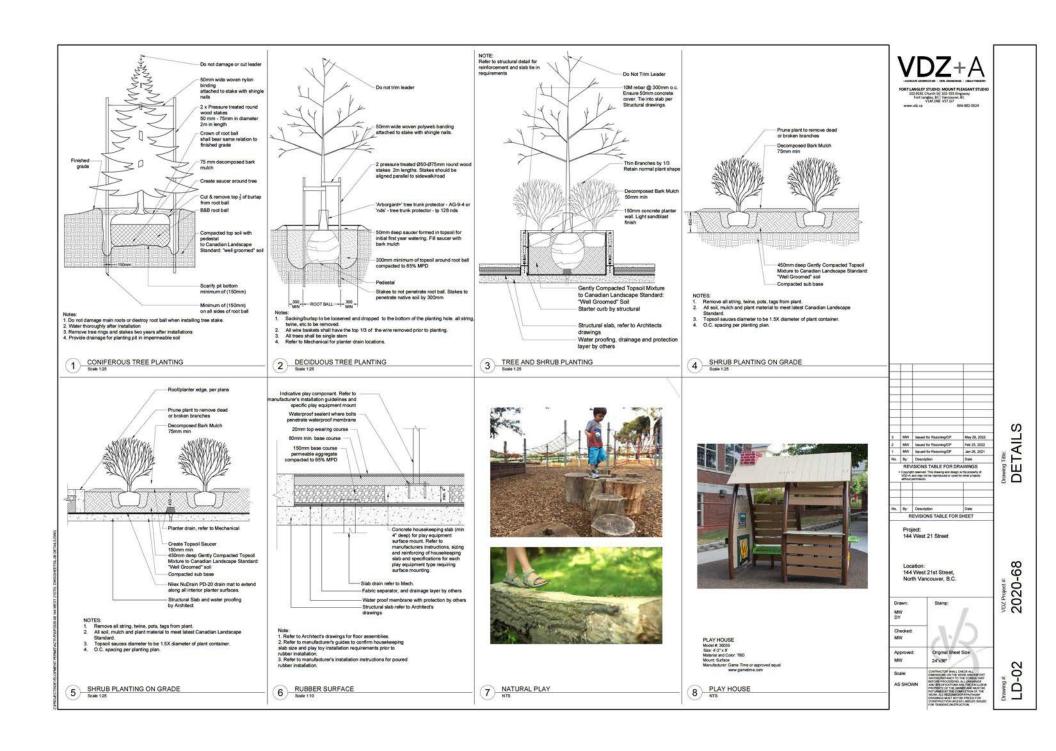












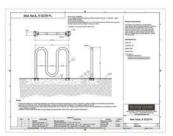
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1 CLUSTER SEATING

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Manufacturer: CedarCraft or approved equal Manufacturer website: https://cedarcraft.com Product name: 39" L x 22" W x 36" H Cedar Folding Potting Table



Manufacturer: Accessible Gardens or approved equal Manufacturer website: http://www.accessiblegardens.com/ Product name: 48° X 32" Accessible Planter



 
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 May 26, 2022 Feb 26, 2022 Jan 26, 2021 No. By: Description Project: 144 West 21 Street

Location: 144 West 21st Street, North Vancouver, B.C.

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5 WASTE AND COMPOST CONTAINER

6 POTTING TABLE

7 GARDEN PLANTER

8 CUSTOM CURVED BENCH

LD-03

DETAILS

VDZ Project #: 2020-68

# 144 West 21<sup>ST</sup> Street Rezoning Application

# **Development Information Session Summary Report**

Event Date: June 7, 2022

Time: 6:00pm – 8:00pm Location: Virtual DIS (Zoom meeting)

Attendance: 3 members of the public signed up. 1 member Comments: attended. 1 comment sheets and 0 e-mails were

submitted.

#### **Meeting Purpose:**

- To present development application materials to neighbours
- To provide an opportunity for the public to ask questions about the development
- To provide an opportunity for neighbours to comment on the proposal.

#### **Notification:**

In accordance with City of North Vancouver policies:

## **Invitation Brochures**

Invitations were delivered to 1,367 addresses within a 40m radius from the site, meeting City requirements. Appendix A includes a copy of the invitation.

#### Newspaper and Online Ad

A newspaper and online ad were placed in the North Shore News on Wednesday, June 1st, 2022. A copy of the ad is included in Appendix A.

#### Site signage

Site signage erected at the proposed development location. A copy of the photo is included in Appendix A.

#### Attendance:

3 members of the public signed up for the meeting. A copy of the sign-in sheets is included in Appendix B.

The following City staff and project team members were in attendance:

#### City of North Vancouver:

• Emma Chow, Planner

#### Project Team presenters included:

- Francois Marchand, Ankenman Marchand Architects, Principal
- Dimitar Bojadziev, Ankenman Marchand Architects, Project Manager
- Mahshid Taki, Ankenman Marchand Architects, Intern Architect
- Daisen Gee Wing, Developer (absent)

#### Overview:

The meeting was held in a virtual format. Meeting participants could follow an online presentation and engage with the project team and the municipal planner directly. The presenters listened for questions and comments and noted them and respond.

The participants were invited to submit written comments to the project team or to the municipal planner.

One comment sheet and no emails were submitted.

The key themes of the evening included:

- the perceived lack of parking in the area
- building height, and worry that it would block the view for neighbours across the street to the mountains
- reflection from the glazing to neighbouring buildings
- prevention from animal accessing the amenity garden area
- crime prevention for the people walking along 21st Street
- prevention from people being able to sleep on street
- parking for the workers during the construction

#### Public Dialogue:

(Q = Question, A = Answer, and the number is to track the dialogue)

**Q1** There are proposed 73 apartment units and 53 parking stalls. Will there be enough parking? Are there be any changes into parking regulations?

**A1** The answer of the Applicant was that the project is complying with the bylaw regulations and is proposing 10% over the requested parking stalls by the City's bylaw. The subject site is well connected to the public transit, and it is expected that not all the renters will own vehicles. The CNV representative stated that the City is not foreseeing any changes to the parking regulations but is open for suggestions.

**Q2** Concerns about the building height. The proposed building is 5 storeys high. The buildings across the 21<sup>st</sup> Street are 3-4 storey in height. Their views to the mountains will be obstructed by the new building and will devalue the properties?

**A2** The Applicant replied that the design in the previous proposal was 6 storeys in height and taking in consideration the previous concerns the new design proposal resulted with 5 storey building. The CNV representative added a clarification, that according the current OPC plan in this area the building limit height for the new developments is 6 storeys. There are already newer buildings to the north of the property that are 5 and 6 storeys high, and the proposed design is complying with height requirements.

**Q3** Concerns about the reflections cast to the neighbouring building from the glazing of the building? **A3** The proposed project doesn't have unusual glazing and in the Applicant's opinion the building have relatively average glazing percentage.

**Q4** Concerns about the amenity garden. How will it prevent animals (racoons, bears, rats, etc.) and homeless people to access the area?

**A4** The Applicant answered that the proposed amenity area is supposed to be for a private use of the building residents, for gardening, seating, and child play area without offering solution for prevention of access to wild animals and homeless people. (The concern is noted and will be seeking for possible design improvements.)

**Q5** Concerns raised regarding the proposed the public note offering opportunity to seat and rest in the pocket plaza area. There are benches proposed next to sidewalk, between the landscaped areas. This can be potential treat to the people walking by. There are already a lot of homeless people, next to the neighbouring McDonalds that are sleeping on the streets. How will you prevent them sleeping on the proposed benches?

**A5** The answer of the Applicant was that the landscaping will be carefully designed not to obstruct the visions and the area will be lighted. The design of the benches can be done with few armrests in the seating part that will prevent the possibility of someone sleeping on it.

Q6 Where the construction workers will park their vehicles during the construction?

**A6** The Applicant apologize that cannot answer the questions as the Developer was absent on the meeting. It will be up to the future contractor how to deal with the parking issue during the construction.

Q7 What are the next steps in the application process?

**A7** The CNV representative provide the answer with the timeline of the scheduled upcoming Council meeting 1<sup>st</sup> reading and public hearing.

#### **Comment Sheet and Email Summary**

Participants were invited to submit comments by submitting the Comments form by email after the meeting. One comment sheet was submitted by a person registered for the information session but did not attend.

The respondent explicitly expressed support for the proposal with a note that hopes there will be enough visitor, resident, and EV parking stalls.

A copy of the Comment sheet is included in Appendix B.

No emails with comments arrived by the time of finishing the report.

#### Conclusion

The purpose of this development information session was to present to neighbours the proposed rezoning application and the mid-rise rental development concept, and to provide them with an opportunity to ask clarifying questions and comment on the proposal.

The newspaper ads notified the community of the meeting, and a sign was posted on the property. 1,367 invitations were distributed by mail to the surrounding community.

3 community members signed in, and one participated at the meeting. One comment form and zero emails were submitted. One respondent expressed explicit support for the proposal.

The public could participate in this process in three ways:

- following the online presentation
- talking to the project team and City Planner
- submitting written comments.

The meeting length and format was sufficient to provide all participants an opportunity to learn more, ask questions and make the comments they wished to provide that evening. Participants asked the development team and City planner a variety of specific questions, mostly related to need for additional parking in the area, building height and form and crime prevention.

The community was given ample opportunity to express their views of the proposal.

## **Sustainability Statement**

Natu	Natural Systems - Landscape		Comments
1	Private Trees	Y	The existing trees within the site cannot be retained due to the location and size of the underground parking, but the project will be retaining the existing street trees along West 21st, and will be adding trees around the site, resulting in a net positive number of planted trees on site.
2	Green Roof / Wall	N	The project will not include green roofs / walls.
3	Majority Native Species Landscaping	Y	The project will be landscaped with primarily native, native-like and drought resistant plants.
4	Habitat Restoration	Y	Because the project will be using primarily native species, it will provide habitat to local flora and fauna.
5	Community Gardens	Y	The project will include urban agriculture plots in the rear yard to be used and accessed by all residents.
6	50% or More Edible Landscaping for Common Space	N	The project will not include 50% or more edible landscaping, though will include some native plants with edible fruits or berries.
7	Water Efficient Irrigation System (drip hose, low-flow nozzles)	Y	The project will coordinate with mechanical teams during next phases to include low-flow and efficient irrigation systems for all landscaping.
8	Rainwater Collection	Y	The project will provide a rainbarrel in proximity to the community gardens, to reduce the amount of potable water required for irrigating garden plots.
9	Reuse of Wastewater	N	The project will not include wastewater reuse on this site.

Natural Systems - Hardscape		Comments
1 Permeable Paving for Hardscape		The project will not include permeable paving as part of the site design due to the
		size of the underground parking structure.
2 40%+ Open Site Space (see Zoning Bylaw Definition)	Υ	The project achieves over 40% open site space.

Phy	Physical Structure - High Performance Construction		Comments
1	1 Durable Building (modular / deconstructable)		The project will not include modular / deconstructable elements.
2	2 Recycled Content		The project will include recycled and recyclable materials to the greatest extent
			possible.
3	Majority Use of Environmentally Friendly Materials (non-toxic, wood)	Y	The project is primarily of wood-frame construction, and will be local and non-toxic.
4	Certified by a Third Party Green Building Rating System	N	The project will not certify with a green building rating system, but will follow green built industry standards.

Phys	sical Structure - Energy Efficiency and Healthy Buildings	Included	Comments
1	Energy Performance	Y	This project will adhere to the required level of the Energy Step Code, which will
			ensure it is performing with optimal energy performance.
2	Superior Insulation	TBC	Through the energy modeling process required by the Energy Step Code, the
			project will include the necessary insulation levels to ensure the overall energy
			performance targets are met.
3	Airtightness	Υ	The project will perform air tightness testing to meet the Energy Step Code
			requirements.
4	High-performance Windows	Υ	The project will include thermally broken windows.
5	District Energy	TBC	The project will undergo a review to confirm whether ther eis an opportunity to
			connect to the LEC. Should it be deemed viable, the project will respond
			mechaically though the selection of hydronic mechanical systems which utilize the
			energy available through the LEC connect.
6	Building Heating System	TBC	Through the energy modeling process required by the Energy Step Code, the
			project will select a heating system that efficiently heats the building while ensuring
			the overall energy performance targets are met.
7	Heat Recovery Ventilator	TBC	Through the energy modeling process required by the Energy Step Code, the
			project will assess the need for HRVs in achieving the overall energy performance
_			target.
8	LED Lighting (whole building)	Υ	The project will include energy efficient lighting throughout all common and private
			spaces.
9	Energy-Star Appliances	Y	Energy-Star Appliances will be used throughout the project to contribute to the
40	O % Materials		project's overall energy performance targets.
10	Suite Metering	N	Unless otherwise specified by LEC or BC Hydro, the project will not be providing
- 44	Water Efficient Fixtures	Y	suite-level metering.
11	Water Efficient Fixtures	Y	They project will include low-flow fixtures throughout all suites and common areas.
12	Greywater Reuse	N	The project will not address grey water reuse.
13	Livability/Human Well Being	Y	The building has been designed to maximize passive architectural performance
			and environmental response. This process has produced not only reduction in
			energy requirements but high levels of daylighting and views for the occupants
			along with enhanced natural ventilation utilizing cross ventilation schemes.

Phys	Physical Infrastructure - Transportation		Comments
1	End of Trip Bicycle Facilities	N/A	
2	Car-Share Program	N	The project will not include any car-share programs.
3	Electric Vehicle Supply Equipment: 20% of all residential parking spaces	Y	The project will include 20% of purchased residential stalls as electric vehicle charging stalls.
4	Electric Vehicle Supply Equipment: Adequate space in electrical room for remaining 80% of parking spaces	Y	As required, the project will ensure adequate electrical capacity.
5	Close proximity to frequent Public Transportation		The project is located in close proximity to frequent public transportation along Lonsdale Avenue. A short 180m walk brings to you bus stops running both north and south, with 6 distinct bus routes that bring you around North Vancouver, and connect to other transportation hubs such as the Sea Bus station and bus loop exchanges to connect you to the rest of Metro Vancouver. This is extremely beneficial to the rental community.

Ecor	Economic Considerations		Comments
1	1 Direct Employment		This project does not include commercial space, but will include the need to
			employ a full-time Building Manager.
2	Commercial Floor Space (net increase, indicate area)	N/A	This project does not include commercial space.
3	Neighbourhood Scale Commercial	N/A	This project does not include commercial space.
4	Non-Market / Lower-End of Market Commercial	N/A	This project does not include commercial space.
5	Commercial Relocation Strategy	N/A	This project does not include commercial space.
6	Indirect Economic Benefits	Y	During the course of construction, there will be full-time jobs generated during each year of the development. This benefit will also extend to local suppliers of various construction materials, furnishings and fixtures.

Human Potential		Comments	
1 Market Rental Housing	Y	This project will be 100% market rental housing.	
2 Non-Market / Lower-End of Market Rental Housing	Y	This project will abide by the 10-10-10 requirement. (10% of units in new market rental projects to be rented at 10% below average rents, as indicated by Canada Mortgage and Housing Corporation, for a minimum period of 10 years.).	
3 10%+ Three+ Bedroom Units	Y	The project will provide 8, 3-bedroom unit apartments (over 10%) in the project.	
4 Micro-Units ~400 sq.ft.	N	The project does not include micro-units, as it aims to focus on liveability and providing spaces that can accommodate multiple occupants and families.	
5 Childcare Facilities	N	The project will not include childcare facilities, but will include a children's outdoor playspace.	
6 Community Space for Food Preparation, Storage and Processing	N	The project does not include food preparation or storage facilities.	
7 Green Building Educational / Interpretive Features	N	The project does not address this item.	
8 Primary and Secondary Stair Design	N	The project does not include a feature stair design as to maximize space for creating rental units.	
9 Outdoor Circulation	N	The residential units are not accessed through exterior corridors, but the ground floor units facing the rear yard are able to be access from an outdoor walkway. The project also includes a publicly accessible walkway along the east edge of the site that connects West 21st to the public walking path in the lane at the rear of the building. Outdoor walkability is still a feature in the overall project design.	
10 Storage space for residents in storage rooms	N	The project does not include storage units separate from the closets provided in the residential units.	
12 Amenity & Commercial connections	Y	To promote social interaction between residents and the commercial users, the project will provide a business room available to for residents to utilize, rather than purchasing a suite with an extra room designated as a workspace. This provides an ideal "work from home" amenity.	

Soci	al Connections	Included	Comments
1	Design Features for People with Disabilities	Y	The project goes above the 25% requirement for adaptable units by providing 61% of units meeting Level 2 from the Adaptable Design Guidelines. The outdoor space in the rear yard also includes accessible picnic tables to increase inclusion and resident connections.
2	Communal Cooking Amenities	N	The project will not include community cooking facilities.
3	Indoor Amenity	Y	To promote social interaction between residents and the commercial users, the project will provide a business room available to for residents to utilize, rather than purchasing a suite with an extra room designated as a workspace. This provides an ideal "work from home" amenity.
4	Outdoor Recreation	Y	The provision of community gardens provides residents with ample space for outdoor gardening activities, encouraging residents to get outside, be physically active and grow their own healthy produce. It also includes the children's play area with seating for parents and guardians to gather and overlook.
5	Amenities for Senior Users	Y	A number of the garden plots will be at heights easily accessible to senior users.  Benches and tables around the site will give places for seniors to gather. Tables will include spaces for games like checkers/chess.
6	Crime Prevention through Environmental Design	Y	The project will strictly adhere to the Crime Prevention design guidelines, to reduce any opportunity for crime

Cultural	Cultural Diversity		Comments
1 For	rmal and Informal Gathering Spaces	Y	The business room available to be rented for residents also serves as a formal gathering space. Occupants can gather together for any occasion or celebration. Informal gathering spaces will be incorporated into the landscape design of the plaza, encouraging interaction and activity between residents and visitors.
2 Ret	tention of Heritage Building	N/A	N/A
3 Put	blic Art Reflecting Local Culture	Y	The landscaping to the south of the building (along West 21st) will be fully landscaped, and will be a significant contribution to the public realm and human experience in the neighbourhood. Also provided is the publicly accessible walkway along the east edge of the site that connects West 21st to the public walking path in 2400 sf of public space and is our proposed public contribution.
4 Stre	eetscape Improvements	Y	The landscaped area to the south of the building will be fully landscaped, designed to incorporate planted areas with seating areas, bringing humans and nature closer together.

#### THE CORPORATION OF THE CITY OF NORTH VANCOUVER

#### **BYLAW NO. 8939**

## 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. 8939" (Confide Enterprises Inc. / Ankenman Marchand Architects, 144 West 21<sup>st</sup> Street, CD-758).
- 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-758 (Comprehensive Development 758 Zone):

Lots	Block	D.L.	Plan	
A of 10	206	545	17051	from RM-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-757 Comprehensive Development 757 Zone":
    - "CD-758 Comprehensive Development 758 Zone"
  - B. Adding the following to Section 1101, thereof, after the "CD-757 Comprehensive Development 757 Zone":
    - "CD-758 Comprehensive Development 758 Zone"

In the CD-758 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 RM-1 Zone, except that:

- (1) One Principal Buildings shall be permitted on one Lot;
- (2) The permitted Principal Uses on the Lot shall be limited to:
  - (a) Rental Apartment Residential Use:
    - i. Accessory Home Occupation Use, subject to Sections 507(6), (7) and (8) of this Bylaw;
    - ii. Accessory Off-Street Parking Use;
    - iii. Accessory Home Office Use;
- (3) Gross Floor Area:
  - (a) Combined and in total, shall not exceed 1.6 times the Lot Area;

(b) Maximum Gross Floor Area may be further increased to a maximum of 2.6 times the Lot Area, upon entering into a Housing Agreement with the City:

BASE DENSITY					
OCP Schedule 'A	۸'	1.6 FSR			
	ADDITIONAL (B	ONUS) DENSITY			
ADDITIONAL DENSITY CATEGORY	DESCRIPTION	ADDITIONAL (BONUS) DENSITY	POLICY REFERENCE		
Secured Rental Housing	100% rental housing; 10% mid-market rental units	0.7 FSR	OCP section 2.2		
TOTAL DENSITY	1	2.3 FSR			

- (4) Lot Coverage of Principal Building shall not exceed a maximum of 94 percent;
- (5) Height of Principal Building shall not exceed five storeys and 16 metres (52.5 feet) as measured from average Building Grade of north Lot Line;
- (6) Siting:
  - (a) Principal Building shall be sited a minimum:
    - i. 6.32 metres (20.7 feet) from Front and Rear Lot Line;
    - ii. 4.58 metres (15.0 feet) from east Side Lot Line;
    - iii. 4.00 metres (13.1 feet) from west Side Lot Line;
  - (b) Section 410(3) "Siting Exceptions" is varied to permit:
    - i. Canopies to project up to 1.14 metres (3.8 feet) from Front (south) Lot Line;
    - ii. Unenclosed balconies to project up to 4.42 metres (14.5 feet) from Front and Rear Lot Lines;
    - iii. Stairwell to project up to 2.50 metres (8.2 feet) from west Side Lot Line;
    - iv. Portions of Cellar that are above grade, including outdoor structures directly above the Cellar, to be setback 0 metres from a Lot Line;
- (7) Section 510(2) "Unit Separation" be waived;

(8)	Section 510(3) "Building Width	and Length" be waived.	
		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	

#### THE CORPORATION OF THE CITY OF NORTH VANCOUVER

#### **BYLAW NO. 8940**

## A Bylaw to enter into a Housing Agreement (144 West 21st Street)

**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:

- This Bylaw shall be known and cited for all purposes as "Housing Agreement Bylaw, 2022, No. 8940" (Confide Enterprises Inc. / Ankenman Marchand Architects, 144 West 21<sup>st</sup> Street, CD-758, Rental Housing Commitments).
- The Council hereby authorizes the agreement substantially in the form attached to this bylaw between The Corporation of the City of North Vancouver and Confide Enterprises Inc. with respect to the lands referenced as 144 West 21<sup>st</sup> Street, "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8939" (Confide Enterprises Inc. / Ankenman Marchand Architects, 144 West 21<sup>st</sup> Street, CD-758).
- 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 <> 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

#### **PART 2 - TERMS OF INSTRUMENT**

#### **RENTAL HOUSING AGREEMENT AND SECTION 219 COVENANT**

THIS AGREE	MENT dated for reference the	day of	, 20
BETWEEN:			
	CONFIDE ENTERPRISES LTD., 517 - 1177 Hastings Street West, Vancouver, British Columbia, V6E 2K3		
	(the "Owner")		
AND:			
	THE CORPORATION OF THE CITY (a municipal corporation pursuant to the having its offices at 141 West 14th Str British Columbia, V7M 1H9	e Local Government Act and	I
	(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: 004-343-638 Lot A-10 Block 206 District Lot 545 Plan 17051;

- (j) "Mid-Market Rental Units" means the 7 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:
- (I) "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 five-storey building to be constructed on the Lands to be used for Rental Purposes with 73 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, 2022, No. 8939";
- (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. 8940" (Confide Enterprises Inc. / Ankenman Marchand Architects, 144 West 21st Street, CD-758, 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 8 units of three or more bedrooms, 11 two-bedroom units and 54 one-bedroom units, or as otherwise approved in writing by the Director of Planning in his or her discretion.
- 4.2 The 7 Mid-Market Rental Units shall be provided in the following unit mix: 5 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 7 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) 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 comefirst-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 comefirst-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 onemonth 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.

- (d) 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.
- (e) 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:
- (f) Performance: the Owner will perform its obligations under this Agreement diligently and in good faith; and
- (g) 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.
- 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 14th Street

North Vancouver, British Columbia

V7M 1H9

Attention: Director, Planning Facsimile: 604.985.0576

The Owner: Confide Enterprises Ltd.,

517 - 1177 Hastings Street West, Vancouver, British Columbia,

V6E 2K3

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. 8940".
- 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.

# NOTICE OF MOTION

31. Pet-friendly Communities and Homes – File: 08-3400-01-0001/2022

Submitted by Mayor Buchanan

#### **RECOMMENDATION:**

WHEREAS the City of North Vancouver Council vision is to be the healthiest small city with five key priorities, including a City for People;

WHEREAS a City for People is welcoming and inclusive of all families;

WHEREAS pets are considered family by their owners, and provide great companionship to people of all ages, abilities and backgrounds;

WHEREAS engagement on the City's forthcoming Dog Friendly City: Phase 1 Actions has received record-breaking levels of feedback from the community;

WHEREAS, over the course of the pandemic, pet ownership has spiked dramatically;

WHEREAS approximately 80% of City residents live in multi-family buildings and about 50% of residents are renters;

THEREFORE BE IT RESOLVED THAT staff be directed to report to Council on the tools available to work with applicants early in the redevelopment process to ensure the homes being delivered will be pet-friendly;

BE IT FURTHER RESOLVED THAT staff be directed to consult with community-based pet advocacy groups, such as the BC SPCA, on how cities can adopt more pet-friendly housing policies;

AND BE IT FINALLY RESOLVED THAT Mayor Buchanan, on behalf of Council, write to the Honourable David Eby, BC Government Minister of Housing, advocating for changes to the *Residential Tenancy Act* to end pet restriction in purpose-built rental buildings.



# **NOTICE OF MOTION**

32. Culturally Accessible Cemeteries – File: 09-4100-01-0001/2022

Submitted by Mayor Buchanan

#### **RECOMMENDATION:**

WHEREAS the City of North Vancouver is committed to being a peopleoriented community that is safe, welcoming, accessible, inclusive and equitable;

WHEREAS the City of North Vancouver is an ethnically diverse community and home to people from many faiths and cultures;

WHEREAS many faiths and cultures adhere to specific burial practices upon the passing of a loved one;

WHEREAS the City of North Vancouver maintains a public cemetery;

AND WHEREAS the BC Human Rights Code protects against discrimination in access to services, facilities and accommodations in BC;

THEREFORE BE IT RESOLVED THAT staff be directed to report to Council on the feasibility for faith-based communities to have a dedicated section within the City cemetery based on religious and cultural practice, so that this public space be more accessible to the people within our community.