



**AGENDA FOR THE REGULAR MEETING OF COUNCIL,
HELD ELECTRONICALLY FROM CITY HALL,
141 WEST 14TH STREET, NORTH VANCOUVER, BC, ON
MONDAY, JULY 5, 2021 AT 5:30 PM**

“Live” Broadcast via City Website www.cnv.org/LiveStreaming
Complete Agenda Package available at www.cnv.org/CouncilMeetings

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

CALL TO ORDER

APPROVAL OF AGENDA

1. Regular Council Meeting Agenda, July 5, 2021

ADOPTION OF MINUTES

2. Regular Council Meeting Minutes, June 21, 2021

PUBLIC INPUT PERIOD

CONSENT AGENDA

Items *3, *4, *5 and *6 are listed in the Consent Agenda and may be considered separately or in one motion.

BYLAWS – ADOPTION

- *3. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2020, No. 8796”
(Kent Halex, Halex Architecture, 225 East 21st Street, CD-727)
- *4. “Local Area Service Parcel Tax Bylaw, 2021, No. 8814”
(Paved Lane Construction North of the 600 Block of East Keith Road)
- *5. “Development Cost Charge (Transportation) Reserve Fund Bylaw, 2018,
No. 8690, Amendment Bylaw, 2021, No. 8859” (Funding Reallocation)
- *6. “Development Cost Charge (Transportation) Reserve Fund Bylaw, 2018,
No. 8623, Amendment Bylaw, 2021, No. 8860” (Funding Reallocation)

PUBLIC HEARING – 2612 Lonsdale Avenue

BYLAWS – THIRD READING

7. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8696”
(Nor-Van Vliet Properties Ltd. / Ekistics Architecture, 2612 Lonsdale Avenue, CD-717)
8. “Housing Agreement Bylaw, 2021, No. 8697” (Nor-Van Vliet Properties Ltd. /
Ekistics Architecture, 2612 Lonsdale Avenue, CD-717, Rental Housing
Commitments)
9. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8841”
(Darrell Mussatto / Charles Moorhead, 925 and 935 St. Andrews Avenue and
288 East 9th Street, CD-424 Text Amendment)

REPORTS

10. 2021 Round One Community Grant Recommendations
11. Shipyards Festival Funding Request
12. Fire Bylaw and Radio Amplification Bylaw

BYLAWS – FIRST, SECOND AND THIRD READINGS

13. “Fire Bylaw, 2005, No. 7709, Repeal Bylaw, 2021, No. 8850”
14. “Fire Chief Powers Bylaw, 2004, No. 7583, Repeal Bylaw, 2021, No. 8851”
15. “Fire Bylaw, 2021, No. 8852”
16. “Radio Amplification Bylaw, 2021, No. 8853”
17. “Fireworks Regulation Bylaw, 2005, No. 7677, Amendment Bylaw, 2021, No. 8854”
(Text Amendments)
18. “Ticket Information Utilization Bylaw, 1992, No. 6300, Amendment Bylaw, 2021,
No. 8855” (Fire Bylaw Penalties; Fireworks Regulation Bylaw Penalties; Radio
Amplification Bylaw Penalties)
19. “Bylaw Notice Enforcement Bylaw, 2018, No. 8675, Amendment Bylaw, 2021,
No. 8856” (Fire Bylaw Penalties; Fireworks Regulation Bylaw Penalties; Radio
Amplification Bylaw Penalties)
20. “Fees and Charges Bylaw, 1993, No. 6383, Amendment Bylaw, 2021, No. 8857”
(Fire Bylaw)

REPORT

21. A Bylaw to Repeal Fire Department Regulation Bylaw, 1982, No. 5437

BYLAW – FIRST, SECOND AND THIRD READINGS

22. “Fire Department Regulation Bylaw, 1982, No. 5437, Repeal Bylaw, 2021, No. 8836”

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, July 5, 2021

ADOPTION OF MINUTES

2. Regular Council Meeting Minutes, June 21, 2021

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.

As City Hall remains closed to the public, the Regular Council Meetings will be held electronically via “WebEx”. To speak during the Public Input Period of a Regular Council Meeting, pre-registration is required by completing an online form at cnv.org/PublicInputPeriod. Persons can also pre-register by phoning 604-990-4230 and providing contact information. **All pre-registration must be submitted no later than 12:00 noon on the day of the meeting.**

Once you have pre-registered, you will receive login/call-in instructions via email/phone.

You will be required to login or phone into the Council meeting between 5:00 and 5:15 pm on the day of the meeting. At the meeting, speakers will be asked to state their name and address for the record. If speakers have written materials to accompany their presentation, these materials must be emailed to the Corporate Officer at clerks@cnv.org no later than 12:00 noon on the day of the meeting.

The Public Input Period provides an opportunity for comment only and places the speaker’s concern on record, without the expectation of a response from Council.

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 as listed in section 12.25(2).

Speakers are requested not to address matters that refer to items from a concluded Public Hearing/Public Meeting or to Public Hearings, Public Meetings and Committee meetings when those matters are scheduled on the same evening’s agenda, as an opportunity for public input is provided when the particular item comes forward for discussion.

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 *3, *4, *5 and *6 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

- *3. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2020, No. 8796”
(Kent Halex, Halex Architecture, 225 East 21st Street, CD-727)

RECOMMENDATION:

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2020, No. 8796” (Kent Halex, Halex Architecture, 225 East 21st Street, CD-727) be adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

- *4. “Local Area Service Parcel Tax Bylaw, 2021, No. 8814”
(Paved Lane Construction North of the 600 Block of East Keith Road)

RECOMMENDATION:

THAT “Local Area Service Parcel Tax Bylaw, 2021, No. 8814” (Paved Lane Construction North of the 600 Block of East Keith Road) be adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

- *5. “Development Cost Charge (Transportation) Reserve Fund Bylaw, 2018, No. 8690, Amendment Bylaw, 2021, No. 8859” (Funding Reallocation)

RECOMMENDATION:

THAT “Development Cost Charge (Transportation) Reserve Fund Bylaw, 2018, No. 8690, Amendment Bylaw, 2021, No. 8859” (Funding Reallocation) be adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

- *6. “Development Cost Charge (Transportation) Reserve Fund Bylaw, 2018, No. 8623, Amendment Bylaw, 2021, No. 8860” (Funding Reallocation)

RECOMMENDATION:

THAT “Development Cost Charge (Transportation) Reserve Fund Bylaw, 2018, No. 8623, Amendment Bylaw, 2021, No. 8860” (Funding Reallocation) be adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

END OF CONSENT AGENDA

PUBLIC HEARING – 2612 Lonsdale Avenue – 5:30pm

“Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8696” (Nor-Van Vliet Properties Ltd. / Ekistics Architecture, 2612 Lonsdale Avenue, CD-717) and “Housing Agreement Bylaw, 2021, No. 8697” (Nor-Van Vliet Properties Ltd. / Ekistics Architecture, 2612 Lonsdale Avenue, CD-717, Rental Housing Commitments) would rezone the subject property from a Medium Density Apartment Residential 1 (RM-1) Zone to a Comprehensive Development 717 (CD-717) Zone to permit the development of a 6-storey, 24 market rental unit building, over 1 level of underground parking for 12 parking stalls and 1 surface stall off the lane. The proposed density is 2.57 times the lot area.

Bylaw Nos. 8696 and 8697 to be considered under Items 7 and 8.

AGENDA

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

BYLAWS – THIRD READING

7. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8696”
(Nor-Van Vliet Properties Ltd. / Ekistics Architecture, 2612 Lonsdale Avenue, CD-717)

RECOMMENDATION:

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8696”
(Nor-Van Vliet Properties Ltd. / Ekistics Architecture, 2612 Lonsdale Avenue, CD-717) be given third reading.

8. “Housing Agreement Bylaw, 2021, No. 8697” (Nor-Van Vliet Properties Ltd. / Ekistics Architecture, 2612 Lonsdale Avenue, CD-717, Rental Housing Commitments)

RECOMMENDATION:

THAT “Housing Agreement Bylaw, 2021, No. 8697” (Nor-Van Vliet Properties Ltd. / Ekistics Architecture, 2612 Lonsdale Avenue, CD-717, Rental Housing Commitments) be given third reading.

BYLAWS – THIRD READING – Continued

9. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8841”
(Darrell Mussatto / Charles Moorhead, 925 and 935 St. Andrews Avenue and
288 East 9th Street, CD-424 Text Amendment)

RECOMMENDATION:

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8841”
(Darrell Mussatto / Charles Moorhead, 925 and 935 St. Andrews Avenue and
288 East 9th Street, CD-424 Text Amendment) be given third reading.

Public Hearing waived.

REPORTS

10. 2021 Round One Community Grant Recommendations
– File: 05-1850-20-0005/2021

Report: Chair, Social Planning Advisory Committee, and Community Planner,
June 23, 2021

RECOMMENDATION:

PURSUANT to the report of the Chair, Social Planning Advisory Committee, and
the Community Planner, dated June 23, 2021, entitled “2021 Round One
Community Grant Recommendations”:

THAT grants be allocated to the following organizations from the 2021
Community Grants budget:

| | |
|--|---------|
| Athletics for Kids Financial Assistance (B.C.) Society (Operating) | \$1,300 |
| Athletics for Kids Financial Assistance (B.C.) Society (Program – Youth Sports Granting) | \$1,950 |
| Avalon Recovery Society (Operating) | \$6,500 |
| Backpack Buddies (Operating) | \$2,275 |
| Backpack Buddies (Program – Backpack Buddies) | \$2,275 |
| BC Pets & Friends (Operating) | \$650 |
| Big Brothers of Greater Vancouver (Operating) | \$1,625 |
| Big Brothers of Greater Vancouver (Program – Community Mentoring Program) | \$2,600 |
| Big Brothers of Greater Vancouver (Program – Teen Mentoring) | \$1,950 |
| Big Sisters of BC Lower Mainland (Program – North Shore Mentoring) | \$1,950 |

Continued...

REPORTS – Continued

10. 2021 Round One Community Grant Recommendations
– File: 05-1850-20-0005/2021 – Continued

| | |
|--|---------|
| Camp Kerry Society (Program – Camp Kerry Workshops & Retreats) | \$650 |
| Camp Kerry Society (Program – Family Grief Support) | \$650 |
| Canadian Mental Health Assn. – North and West Vancouver Branch (Operating) | \$3,250 |
| Canadian Mental Health Assn. – North and West Vancouver Branch (Program – Circle of Care: Supported Housing) | \$4,875 |
| Crisis Intervention & Suicide Prevention Centre of BC (Operating) | \$975 |
| Crisis Intervention & Suicide Prevention Centre of BC (Program – Peer Helper Training for North Shore) | \$650 |
| Crisis Intervention & Suicide Prevention Centre of BC (Program – YouthInBC.com and Chat Services) | \$650 |
| Friend 2 Friend Learning Society (Program – Autism Demystification Programs) | \$650 |
| Friend 2 Friend Learning Society (Program – Play Groups for Children with Autism Program) | \$1,300 |
| Greater Vancouver Law Students' Legal Advice Society (Program – Law Students' Legal Advice Program) | \$1,625 |
| Hollyburn Family Services Society (Operating) | \$2,600 |
| Hollyburn Family Services Society (Program – Aboriginal Court Outreach Worker) | \$975 |
| Hollyburn Family Services Society (Program – Indigenous Specialized Victim Support Worker in the DVU) | \$975 |
| Hollyburn Family Services Society (Program – Seniors at Housing Risk) | \$1,300 |
| Hollyburn Family Services Society (Program – Supporting Seniors to Remain Housed) | \$1,300 |
| Immigrant Link Centre Society (Program – From Pollution to Solution) | \$3,000 |
| Lionsview Seniors' Planning Society (Operating) | \$2,700 |
| Lionsview Seniors' Planning Society (Program - North Shore News Column: Older and Wiser Column) | \$200 |
| Lionsview Seniors' Planning Society (Program - City of North Vancouver Seniors Action Team (CNV SAT)) | \$250 |
| Lionsview Seniors' Planning Society (Program - Services to Seniors Coalition/Planning Table) | \$250 |
| Living Systems: Family Systems Counselling, Education, Training & Research Society (Program – Parent Hope Counselling) | \$2,000 |
| Lookout Housing and Health Society | \$1,000 |

Continued...

REPORTS – Continued

10. 2021 Round One Community Grant Recommendations – File: 05-1850-20-0005/2021 – Continued

| | |
|--|---------|
| North Shore ConneXions Society (Program – Education and Community Awareness) | \$1,000 |
| North Shore ConneXions Society (Program – Friendship Circles) | \$750 |
| North Shore Disability Resource Centre (Program – Information and Advocacy) | \$2,500 |
| North Shore Disability Resource Centre (Program – Summer Bursary Program 2021) | \$2,500 |
| North Shore Keep Well Society (Operating) | \$1,500 |
| North Shore Meals on Wheels Society (Operating) | \$6,000 |
| North Shore Multicultural Society (Operating) | \$4,000 |
| North Shore Multicultural Society (Program – Community Bridging) | \$1,000 |
| North Shore Multicultural Society (Program – NEONology and Youth Engagement) | \$1,000 |
| North Shore Safety Council (Operating) | \$500 |
| North Shore Stroke Recovery Centre (Operating) | \$5,000 |
| North Shore Stroke Recovery Centre (Program – Speech Language Pathology Program) | \$2,500 |
| North Shore Table Tennis Society (Program – Happy Hands Table Tennis) | \$1,000 |
| North Shore Table Tennis Society (Program - Seniors' Therapeutic Body and Mind Table Tennis) | \$1,000 |
| North Shore Table Tennis Society (Program - Youth Leadership Table Tennis Program) | \$1,000 |
| North Shore Women's Centre (Program – North Shore Coordinating Committee to End Violence Against Women in Relationships) | \$3,000 |
| North Shore Women's Centre (Program – Separation Support Group) | \$1,000 |
| North Star Montessori Elementary (Operating) | \$1,000 |
| Pacific Post Partum Support Society (Operating) | \$1,000 |
| Pacific Post Partum Support Society (Program - Postpartum Depression/Anxiety Support Group) | \$1,000 |
| Parkgate Community Services (Program – Youth Outreach) | \$2,000 |
| Pathways Serious Mental Illness Society (Operating) | \$1,750 |
| Pathways Serious Mental Illness Society (Program - Family-to-Family Education) | \$1,000 |

Continued...

REPORTS – Continued

10. 2021 Round One Community Grant Recommendations
– File: 05-1850-20-0005/2021 – Continued

| | |
|--|------------------|
| Quest Outreach Society (Program – Food Recovery and Redistribution Program) | \$2,500 |
| RNB Dance and Theatre Arts (Operating) | \$3,000 |
| Sharing Abundance Association (Program – Sharing Abundance Community and Senior Meal Programs) | \$4,000 |
| Special Olympics British Columbia Society – North Shore (Operating) | \$1,500 |
| Special Olympics British Columbia Society – North Shore (Program – SOBC – North Shore Sports Programs) | \$1,000 |
| St. Andrews United Church (Program – St. Andrews Community Meal Program) | \$3,000 |
| St. John the Evangelist Anglican Church (Program – Queen Mary Family Learning Program) | \$7,000 |
| Vancouver Adaptive Snow Sports (Operating) | \$500 |
| Vancouver Adaptive Snow Sports (Program – Adaptive Learn to Ski) | \$1,000 |
| Volunteer Cancer Drivers Society (Program – Cancer Patient Transportation) | \$500 |
| TOTAL | \$121,900 |

AND THAT the following organizations be notified that their application for a 2021 Community Grant will not be funded:

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|--|
| Alliance of British Columbia Students Society (ABCS) (Program - Centering Indigenous Student Voices) |
| North Shore Polish Association Belweder (Operating) |
| North Shore Table Tennis Society (Program – Racket Power for Women & Girls Table Tennis Program) |
| North Shore Volunteers for Seniors (Operating) |
| Upper Lonsdale Preschool (Program – Covid Safety Program) |
| Upper Lonsdale Preschool (Program – Covid Snack Program) |
| WAVAW Rape Crisis Centre (Operating) |

REPORTS – Continued

11. Shipyards Festival Funding Request – File: 13-6740-01-0001/2021

Report: Acting Manager, Shipyards and Waterfront, June 23, 2021

RECOMMENDATION:

PURSUANT to the report of the Acting Manager, Shipyards and Waterfront, dated June 23, 2021, entitled “Shipyards Festival Funding Request”:

THAT staff be directed to make the necessary notifications working with the Lower Lonsdale Business Improvement Association (LLBIA) as the event organizer for the 2021 Shipyards Festival;

THAT City funding for the festival is contingent on the confirmation of the event taking place on September 25, 2021;

AND THAT funding in the amount of \$20,000 for the 2021 Shipyards Festival, to support the Lower Lonsdale Business Improvement Association (LLBIA), be approved.

Information Report, June 23, 2021 – “Status of 2021 Council Contingency Grants Accounts”

12. Fire Bylaw and Radio Amplification Bylaw – File: 14-7002-01-0001/2021

Report: Deputy Fire Chief, Prevention and Public Safety, June 23, 2021

RECOMMENDATION:

PURSUANT to the report of the Deputy Fire Chief, Prevention and Public Safety, dated June 23, 2021, entitled “Fire Bylaw and Radio Amplification Bylaw”:

THAT the following bylaws be considered:

- “Fire Bylaw, 2005, No. 7709, Repeal Bylaw, 2021, No. 8850”;
- “Fire Chief Powers Bylaw, 2004, No. 7583, Repeal Bylaw, 2021, No. 8851”;
- “Fire Bylaw, 2021, No. 8852”;
- “Radio Amplification Bylaw, 2021, No.8853”;
- “Fireworks Regulation Bylaw, 2005, No. 7677, Amendment Bylaw, 2021, No. 8854” (Text Amendments);

Continued...

REPORTS – Continued

12. Fire Bylaw and Radio Amplification Bylaw – File: 14-7002-01-0001/2021
– Continued

- “Ticket Information Utilization Bylaw, 1992, No. 6300, Amendment Bylaw, 2021, No. 8855” (Fire Bylaw Penalties; Fireworks Regulation Bylaw Penalties; Radio Amplification Bylaw Penalties);
- “Bylaw Notice Enforcement Bylaw, 2018, No. 8675, Amendment Bylaw, 2021, No. 8856” (Fire Bylaw Penalties; Fireworks Regulation Bylaw Penalties; Radio Amplification Bylaw Penalties); and
- “Fees and Charges Bylaw, 1993, No. 6383, Amendment Bylaw, 2021, No. 8857” (Fire Bylaw).

BYLAWS – FIRST, SECOND AND THIRD READINGS

13. “Fire Bylaw, 2005, No. 7709, Repeal Bylaw, 2021, No. 8850”

RECOMMENDATION:

THAT “Fire Bylaw, 2005, No. 7709, Repeal Bylaw, 2021, No. 8850” be given first, second and third readings.

14. “Fire Chief Powers Bylaw, 2004, No. 7583, Repeal Bylaw, 2021, No. 8851”

RECOMMENDATION:

THAT “Fire Chief Powers Bylaw, 2004, No. 7583, Repeal Bylaw, 2021, No. 8851” be given first, second and third readings.

15. “Fire Bylaw, 2021, No. 8852”

RECOMMENDATION:

THAT “Fire Bylaw, 2021, No. 8852” be given first, second and third readings.

16. “Radio Amplification Bylaw, 2021, No. 8853”

RECOMMENDATION:

THAT “Radio Amplification Bylaw, 2021, No. 8853” be given first, second and third readings.

17. “Fireworks Regulation Bylaw, 2005, No. 7677, Amendment Bylaw, 2021, No. 8854” (Text Amendments)

RECOMMENDATION:

THAT “Fireworks Regulation Bylaw, 2005, No. 7677, Amendment Bylaw, 2021, No. 8854” (Text Amendments) be given first, second and third readings.

BYLAWS – FIRST, SECOND AND THIRD READINGS – Continued

18. “Ticket Information Utilization Bylaw, 1992, No. 6300, Amendment Bylaw, 2021, No. 8855” (Fire Bylaw Penalties; Fireworks Regulation Bylaw Penalties; Radio Amplification Bylaw Penalties)

RECOMMENDATION:

THAT “Ticket Information Utilization Bylaw, 1992, No. 6300, Amendment Bylaw, 2021, No. 8855” (Fire Bylaw Penalties; Fireworks Regulation Bylaw Penalties; Radio Amplification Bylaw Penalties) be given first, second and third readings.

19. “Bylaw Notice Enforcement Bylaw, 2018, No. 8675, Amendment Bylaw, 2021, No. 8856” (Fire Bylaw Penalties; Fireworks Regulation Bylaw Penalties; Radio Amplification Bylaw Penalties)

RECOMMENDATION:

THAT “Bylaw Notice Enforcement Bylaw, 2018, No. 8675, Amendment Bylaw, 2021, No. 8856” (Fire Bylaw Penalties; Fireworks Regulation Bylaw Penalties; Radio Amplification Bylaw Penalties) be given first, second and third readings.

20. “Fees and Charges Bylaw, 1993, No. 6383, Amendment Bylaw, 2021, No. 8857” (Fire Bylaw)

RECOMMENDATION:

THAT “Fees and Charges Bylaw, 1993, No. 6383, Amendment Bylaw, 2021, No. 8857” (Fire Bylaw) be given first, second and third readings.

REPORT

21. A Bylaw to Repeal Fire Department Regulation Bylaw, 1982, No. 5437
– File: 09-3900-02-0001/2021

Report: Public Safety Director and Fire Chief, June 28, 2021

RECOMMENDATION:

PURSUANT to the report of the Public Safety Director and Fire Chief, dated June 28, 2021, entitled “A Bylaw to Repeal Fire Department Regulation Bylaw, 1982, No. 5437”:

THAT “Fire Department Regulation Bylaw, 1982, No. 5437, Repeal Bylaw, 2021, No. 8836” be considered.

Item 22 refers.

BYLAW – FIRST, SECOND AND THIRD READINGS

22. “Fire Department Regulation Bylaw, 1982, No. 5437, Repeal Bylaw, 2021, No. 8836”

RECOMMENDATION:

THAT “Fire Department Regulation Bylaw, 1982, No. 5437, Repeal Bylaw, 2021, No. 8836” be given first, second and third readings.

COUNCIL INQUIRIES / REPORTS

NEW ITEMS OF BUSINESS

NOTICES OF MOTION

RECESS TO CLOSED SESSION

THAT Council recess to the Committee of the Whole (Closed Session) pursuant to the *Community Charter*, Sections 90(1)(c) [labour relations], 90(1)(e) [land matter], 90(1)(g) [legal matter], 90(1)(k) [proposed service] and 90(2)(b) [contract negotiations].

REPORT OF THE COMMITTEE OF THE WHOLE (CLOSED SESSION)

ADJOURN



THE CORPORATION OF THE CITY OF NORTH VANCOUVER

PUBLIC HEARING GUIDELINES FOR ELECTRONIC MEETINGS

Public Hearings are included as part of a Regular Council agenda and governed by the provisions of the *Local Government Act*.

A Public Hearing is held to allow the public an opportunity to make representations to Council – in person at the Public Hearing or by written submission – on a proposed amendment to the City's Official Community Plan and/or Zoning Bylaw. All persons who believe their interest in property is affected by a proposed bylaw(s) are afforded a reasonable opportunity to be heard, voice concerns or present written submissions regarding matters contained within the bylaw(s).

All written submissions and representations made at the Public Hearing form part of the official public record. Minutes of the Public Hearing and a video recording of the proceedings will be posted on the City's website at cnv.org.

All written submissions must include the person's name and address. If this information is not provided, it cannot be included as part of the public record. Electronic submissions are preferred, and hand-delivered or mailed submissions will also be accepted. The deadline to submit email submissions is 12:00 noon on the day of the Public Hearing. Due to COVID-19, safety quarantine restrictions have been put in place and the deadline for submissions by mail or delivery to City Hall is 4:00 pm on the Friday prior to the Monday Public Hearing (a minimum of one clear day prior to the Public Hearing).

If persons wish to speak at the Public Hearing, we ask that everyone pre-register to be placed on the speaker's list. The pre-registration form is available at cnv.org/PublicHearings, or speakers can pre-register by contacting the Corporate Officer's office. All pre-registrations must be submitted no later than 12:00 noon on the day of the Public Hearing, to allow City staff time to contact all participants and provide them with call-in/online access instructions.

Comments from the public must specifically relate to the proposed bylaw(s). 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. There will be no opportunity to speak a second time. After all persons who have pre-registered have spoken, the Mayor (Chair) will ask if anyone else from the public has new information to provide. Speakers who have not pre-registered will also have an opportunity to provide input at cnv.org/PublicHearings. Call-in details will be displayed on-screen at the Public Hearing (watch web livestream). Once all registered speakers have provided input, the Mayor will call for a recess to allow additional speakers time to phone in.

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THE CORPORATION OF THE CITY OF NORTH VANCOUVER

PUBLIC HEARING GUIDELINES FOR ELECTRONIC MEETINGS (continued)

Everyone will be given a reasonable opportunity to be heard and no one should feel discouraged or prevented from making their views known. The City asks for everyone's patience during the electronic Public Hearing.

Procedural rules for the conduct of the Public Hearing are set at the call of the Chair and Council's main function is to listen to the views of the public regarding the change of land use in the proposed bylaw(s). 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 concludes, no further information or submissions can be considered by Council.

Following adjournment of the Public Hearing, the Regular meeting reconvenes and the Zoning and/or Official Community Plan bylaw amendment(s) are discussed and debated by members of Council, followed by consideration of third reading of the bylaw(s).



**MINUTES OF THE REGULAR MEETING OF COUNCIL, HELD
ELECTRONICALLY FROM CITY HALL, 141 WEST 14TH STREET, NORTH
VANCOUVER, BC, ON **MONDAY, JUNE 21, 2021****

PRESENT

COUNCIL MEMBERS

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

STAFF MEMBERS

L. McCarthy, CAO
K. Graham, Corporate Officer
B. Pearce, Deputy CAO / Director, Strategic and Corporate Services
C. Baird, Deputy Corporate Officer
J. Peters, Assistant City Clerk
H. Granger, City Solicitor
H. Reinhold, Deputy Director, Strategic and Corporate Services
L. Garber, Acting Director, Finance
M. Epp, Director, Planning and Development
A. Devlin, Manager, Transportation Planning
R. de St. Croix, Manager, Long Range and Community Planning
Y. Zeng, Manager, Development Planning
D. Johnson, Development Planner
M. Wray, Planner
K. Magnusson, Acting Director, Engineering, Parks and Environment
J. Hall, Manager, Public Realm Infrastructure
M. Bot, Project Manager, Public Realm Infrastructure
R. Skene, Director, Community and Partner Engagement
K. Veng, CEO, Lonsdale Energy Corp.
S. Wood, Accountant, Lonsdale Energy Corp.

The meeting was called to order at 5:30 pm.

APPROVAL OF AGENDA

Moved by Councillor Bell, seconded by Councillor Back

1. THAT the Regular Agenda of June 21, 2021 be amended by including a vote on the revised wording of the Notice of Motion of Councillor Valente – Safe Passing Distance for All Road Users – approved at the Regular meeting of June 7, 2021, in response to feedback received from the Union of British Columbia Municipalities:

“WHEREAS the Province of British Columbia encourages cycling and walking for transportation, yet relatively few roads in BC have bike lanes or shoulders, and many do not have sidewalks, directing cyclists and pedestrians to share roads with high-speed motor vehicle traffic, which can result in close passes, poses potentially fatal crash risks, and discourages active transportation;

Continued...

APPROVAL OF AGENDA – Continued

WHEREAS over 40 jurisdictions across North America, including the provinces of Ontario, Quebec, Nova Scotia, New Brunswick, and Newfoundland and Labrador, have all enacted “safe passing distance” legislation designed to protect vulnerable road users by requiring motor vehicle operators to maintain a minimum distance when passing vulnerable road users, thus creating a better understanding of and expectation for road safety;

THEREFORE BE IT RESOLVED THAT the UBCM request the Province of British Columbia to amend the *Motor Vehicle Act* to better support safe active transportation by requiring drivers to provide 1 metre of space at speeds 50 km/h or less, and 1.5 metres of space at speeds in excess of 50 km/h, when passing people cycling or walking.”;

AND THAT the Agenda, as amended, be approved.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

Moved by Councillor Back, seconded by Councillor McIlroy

2. Regular Council Meeting Minutes, June 14, 2021

CARRIED UNANIMOUSLY

PUBLIC INPUT PERIOD

- Mahima Sharma, 115 East Keith Road, North Vancouver, spoke regarding the housing affordability crisis in North Vancouver.

Mayor Buchanan read a statement in recognition of National Indigenous Peoples Day – June 21, 2021.

CONSENT AGENDA

Moved by Councillor Bell, seconded by Councillor Valente

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

CARRIED UNANIMOUSLY

START OF CONSENT AGENDA

REPORTS

*3. 2020 Statement of Financial Information (“SOFI”) – File: 05-1880-20-0008/2020

Report: Acting Director, Finance, June 9, 2021

Moved by Councillor Bell, seconded by Councillor Valente

PURSUANT to the report of the Acting Director, Finance, dated June 9, 2021, entitled “2020 Statement of Financial Information (“SOFI”)”:

THAT the 2020 Statement of Financial Information be approved and forwarded to the Ministry of Municipal Affairs.

(CARRIED UNANIMOUSLY)

CONSENT AGENDA – Continued

REPORTS – Continued

- *4. Statutory Report Required Under Bill 27 – File: 05-1610-01-0001/2021

Report: Acting Director, Finance, June 9, 2021

Moved by Councillor Bell, seconded by Councillor Valente

PURSUANT to the report of the Acting Director, Finance, dated June 9, 2021, entitled “Statutory Report Required Under Bill 27”:

THAT the report be received and filed.

(CARRIED UNANIMOUSLY)

END OF CONSENT AGENDA

PRESENTATIONS

Metro 2050 – Sean Galloway, Director, Regional Planning and Electoral Area Services, and Erin Rennie, Senior Planner, Metro Vancouver

The Director, Regional Planning and Electoral Area Services and Senior Planner, Metro Vancouver, provided a PowerPoint presentation regarding the “Metro 2050” and responded to questions of Council.

Esplanade Complete Street – Project Update – Project Manager, Public Realm Infrastructure

The Project Manager, Public Realm Infrastructure provided a PowerPoint presentation regarding the “Esplanade Complete Street – Project Update” and responded to questions of Council.

REPORT

5. Esplanade Complete Street – Project Update – File: 16-8350-20-0034/1

Report: Project Manager, Public Realm Infrastructure, June 16, 2021

Moved by Councillor Girard, seconded by Councillor Bell

PURSUANT to the report of the Project Manager, Public Realm Infrastructure, dated June 16, 2021, entitled “Esplanade Complete Street – Project Update”:

THAT the Esplanade Complete Street design to improve the comfort and safety of vulnerable road users, provide good business access and create a more vibrant street, while maintaining the existing roadway capacity and level of service for transit, trucks and passenger vehicles, be endorsed;

Continued...

REPORT – Continued

5. Esplanade Complete Street – Project Update – File: 16-8350-20-0034/1 – Continued

THAT (Funding Appropriation #2130) an amount of \$3,100,000 be appropriated from the Civic Amenity Reserve Fund for the purpose of funding the Esplanade Complete Street Project;

THAT \$450,000 of existing funding be reallocated from “New Pedestrian Crossing Facilities” (Project #53267) for the purpose of funding the Esplanade Complete Street Project;

THAT \$350,000 of existing funding be reallocated from “Priority Mobility Network” (Project #53255) for the purpose of funding the Esplanade Complete Street Project;

THAT \$280,000 of existing funding be reallocated from “Marine-Main Corridor: Queensbury to Heywood” (Project #51162) for the purpose of funding the Esplanade Complete Street Project;

THAT \$100,000 of existing funding be reallocated from “Traffic Signal System Upgrades” (Project #53269) for the purpose of funding the Esplanade Complete Street Project;

THAT \$100,000 of existing funding be reallocated from “Chesterfield AAA Bike Route 2nd to 4th Street” (Project #53307) for the purpose of funding the Esplanade Complete Street Project;

THAT \$75,000 of existing funding be reallocated from “Marine-Main Corridor Improvements” (Project #51172) for the purpose of funding the Esplanade Complete Street Project;

THAT \$50,000 of existing funding be reallocated from “Existing Infrastructure Safety Improvements” (Project #53265) for the purpose of funding the Esplanade Complete Street Project;

THAT \$40,000 of existing funding be reallocated from “Transit Stop Improvements” (Project #53239) for the purpose of funding the Esplanade Complete Street Project;

THAT \$30,000 of existing funding be reallocated from “New Pedestrian Crossing Facilities” (Project #53267) for the purpose of funding the Esplanade Complete Street Project;

THAT \$14,000 of existing funding be reallocated from “Irrigation Installation” (Project #53307) for the purpose of funding the Esplanade Complete Street Project;

THAT “Development Cost Charge (Transportation) Reserve Fund Bylaw, 2018, No. 8690, Amendment Bylaw, 2021, No. 8859” (Funding Reallocation), a Bylaw to reallocate an amount of \$138,600 from the “Marine-Main Corridor: Queensbury to Heywood” project for the purpose of funding the Esplanade Complete Street Project, be considered;

Continued...

REPORT – Continued

5. Esplanade Complete Street – Project Update – File: 16-8350-20-0034/1 – Continued

THAT “Development Cost Charge (Transportation) Reserve Fund Bylaw, 2018, No. 8623, Amendment Bylaw, 2021, No. 8860” (Funding Reallocation), a Bylaw to reallocate an amount of \$49,500 from the “Chesterfield AAA Bike Route 2nd to 4th Street” project for the purpose of funding the Esplanade Complete Street Project, be considered;

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

AND THAT staff be directed to initiate the tender and construction phase.

CARRIED UNANIMOUSLY

BYLAWS – FIRST, SECOND AND THIRD READINGS

6. “Development Cost Charge (Transportation) Reserve Fund Bylaw, 2018, No. 8690, Amendment Bylaw, 2021, No. 8859” (Funding Reallocation)

Moved by Councillor Girard, seconded by Councillor Bell

THAT “Development Cost Charge (Transportation) Reserve Fund Bylaw, 2018, No. 8690, Amendment Bylaw, 2021, No. 8859” (Funding Reallocation) be given first and second readings.

CARRIED UNANIMOUSLY

Moved by Councillor Girard, seconded by Councillor Bell

THAT “Development Cost Charge (Transportation) Reserve Fund Bylaw, 2018, No. 8690, Amendment Bylaw, 2021, No. 8859” (Funding Reallocation) be given third reading.

CARRIED UNANIMOUSLY

7. “Development Cost Charge (Transportation) Reserve Fund Bylaw, 2018, No. 8623, Amendment Bylaw, 2021, No. 8860” (Funding Reallocation)

Moved by Councillor Girard, seconded by Councillor Bell

THAT “Development Cost Charge (Transportation) Reserve Fund Bylaw, 2018, No. 8623, Amendment Bylaw, 2021, No. 8860” (Funding Reallocation) be given first and second readings.

CARRIED UNANIMOUSLY

Moved by Councillor Girard, seconded by Councillor Bell

THAT “Development Cost Charge (Transportation) Reserve Fund Bylaw, 2018, No. 8623, Amendment Bylaw, 2021, No. 8860” (Funding Reallocation) be given third reading.

CARRIED UNANIMOUSLY

REPORTS

8. 2020 Annual Municipal Report – File: 01-0640-20-0001/2020

Report: Acting Director, Finance, June 9, 2021

Moved by Councillor Valente, seconded by Councillor McIlroy

PURSUANT to the report of the Acting Director, Finance, dated June 9, 2021, entitled “2020 Annual Municipal Report”:

THAT the 2020 Annual Municipal Report be approved.

CARRIED UNANIMOUSLY

9. Lonsdale Energy Corp. – 2021 Annual General Meeting – File: 11-5500-06-0001/1

Report: Chief Executive Officer, Lonsdale Energy Corp., May 31, 2021

Moved by Councillor McIlroy, seconded by Councillor Girard

PURSUANT to the report of the Chief Executive Officer, Lonsdale Energy Corp., dated May 31, 2021, entitled “2021 Annual General Meeting”:

THAT the 2020 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 sign and seal the necessary documents to give effect to this motion.

CARRIED UNANIMOUSLY

10. 2200 St. Andrews Water Main Replacement Project (#56098) – Funding Reallocation – File: 11-5210-01-0001/2021

Report: Section Manager, Utilities, June 9, 2021

Moved by Councillor Valente, seconded by Councillor Bell

PURSUANT to the report of the Section Manager, Utilities, dated June 9, 2021, entitled “2200 St. Andrews Water Main Replacement Project (#56098) – Funding Reallocation”:

THAT the transfer of \$150,000 from the 2200 St. Georges Water Main Installation Project (#56096) to the 2200 St. Andrews Water Main Replacement Project (#56098) be approved.

CARRIED UNANIMOUSLY

REPORTS – Continued

11. Petition for Local Area Service – Paved Lane Construction North of 600 Block East Keith Road – File: 11-5320-01-0001/2021

Report: Manager, Engineering Planning and Design, June 9, 2021

Moved by Councillor Valente, seconded by Councillor Bell

PURSUANT to the report of the Manager, Engineering Planning and Design, dated June 9, 2021, entitled “Petition for Local Area Service – Paved Lane Construction North of 600 Block East Keith Road”:

THAT “Local Area Service Parcel Tax Bylaw, 2021, No. 8814” (Paved Lane Construction North of the 600 Block of East Keith Road) be considered;

THAT (Funding Appropriation #2129) an amount of \$41,379 be appropriated from the Local Area Service Reserve Fund for the purpose of funding construction of a paved lane north of the 600 block of East Keith Road;

AND THAT should any of the amount remain unexpended as at December 31, 2024, the unexpended balance shall be returned to the credit of the Local Area Service Reserve Fund.

CARRIED UNANIMOUSLY

BYLAW – FIRST, SECOND AND THIRD READINGS

12. “Local Area Service Parcel Tax Bylaw, 2021, No. 8814” (Paved Lane Construction North of the 600 Block of East Keith Road)

Moved by Councillor Valente, seconded by Councillor Bell

THAT “Local Area Service Parcel Tax Bylaw, 2021, No. 8814” (Paved Lane Construction North of the 600 Block of East Keith Road) be given first and second readings.

CARRIED UNANIMOUSLY

Moved by Councillor Valente, seconded by Councillor Bell

THAT “Local Area Service Parcel Tax Bylaw, 2021, No. 8814” (Paved Lane Construction North of the 600 Block of East Keith Road) be given third reading.

CARRIED UNANIMOUSLY

REPORTS

13. Moodyville Development Permit Application: 427-435 East 3rd Street (Helen Besharat / BFA Studio Architects) – File: 08-3060-20-0255/1

Report: Planner 1, June 9, 2021

Moved by Councillor Girard, seconded by Councillor McIlroy

PURSUANT to the report of the Planner 1, dated June 9, 2021, entitled “Moodyville Development Permit Application: 427-435 East 3rd Street (Helen Besharat / BFA Studio Architects)”:

THAT Development Permit No. DPA2020-00018 (427-435 East 3rd Street) be issued to NAM (Moodyville) Development Ltd., Inc. No. BC1224688, in accordance with Section 490 of the *Local Government Act*;

AND THAT the Mayor and Corporate Officer be authorized to sign Development Permit No. DPA2020-00018.

Moved by Mayor Buchanan, seconded by Councillor Valente

THAT Item 13 – Moodyville Development Permit Application: 427-435 East 3rd Street (Helen Besharat / BFA Studio Architects) be referred back to staff for further review and to obtain a shadow study.

CARRIED UNANIMOUSLY

14. Rezoning Application: 133 East 4th Street (133 4th Street Limited Partnership / Integra Architecture Inc.) – File: 08-3400-20-0035/1

Report: Development Planner, June 9, 2021

Moved by Councillor Valente, seconded by Councillor McIlroy

PURSUANT to the report of the Development Planner, dated June 9, 2021, entitled “Rezoning Application: 133 East 4th Street (133 4th Street Limited Partnership / Integra Architecture Inc.)”:

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8837” (133 4th Street Limited Partnership / Integra Architecture Inc., 133 East 4th Street, CD-734) be considered and referred to a Public Hearing;

THAT “Housing Agreement Bylaw, 2021, No. 8838” (133 4th Street Limited Partnership / Integra Architecture Inc., 133 East 4th Street, CD-734, 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, in the section “Density Bonus and Community Benefits” be secured, through agreements at the applicant’s expense and to the satisfaction of staff;

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

CARRIED UNANIMOUSLY

BYLAWS – FIRST AND SECOND READINGS

15. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8837” (133 4th Street Limited Partnership / Integra Architecture Inc., 133 East 4th Street, CD-734)

Moved by Councillor Valente, seconded by Councillor McIlroy

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8837” (133 4th Street Limited Partnership / Integra Architecture Inc., 133 East 4th Street, CD-734) be given first and second readings.

CARRIED UNANIMOUSLY

16. “Housing Agreement Bylaw, 2021, No. 8838” (133 4th Street Limited Partnership / Integra Architecture Inc., 133 East 4th Street, CD-734, Rental Housing Commitments)

Moved by Councillor Valente, seconded by Councillor McIlroy

THAT “Housing Agreement Bylaw, 2021, No. 8838” (133 4th Street Limited Partnership / Integra Architecture Inc., 133 East 4th Street, CD-734, Rental Housing Commitments) be given first and second readings.

CARRIED UNANIMOUSLY

NOTICE OF MOTION

17. Land Bridge and Creation of New Park – File: 11-5330-01-0001/2021

Submitted by Mayor Buchanan

Moved by Mayor Buchanan, seconded by Councillor McIlroy

WHEREAS the City of North Vancouver Council vision is to be the Healthiest Small City with five key priorities;

WHEREAS Council has adopted the Safe Mobility Strategy (2020) and the Integrated Transportation Plan will be coming to Council in the fall 2021;

WHEREAS the City of North Vancouver is bisected by Highway No. 1;

WHEREAS the current intersection at Highway No. 1 and Lonsdale Avenue is outdated and perceived as unsafe for all road users;

WHEREAS the City of North Vancouver will begin consultation on the Upper Levels Greenway in the fall 2021;

WHEREAS the Ministry of Transportation and Infrastructure (MOTI) are currently engaged in the Upper Levels Interchange study;

WHEREAS recent local and international study findings show the positive, benefit to cost ratio, as high as 10 to 1 in investing in walking and cycling infrastructure;

Continued...

NOTICE OF MOTION – Continued

17. Land Bridge and Creation of New Park – File: 11-5330-01-0001/2021 – Continued

AND WHEREAS a land bridge across Highway No. 1 would increase the City's land base, create a new park for residents and support economic development;

THEREFORE BE IT RESOLVED THAT staff be directed to explore the feasibility of constructing a land bridge over Highway No. 1 at Lonsdale Avenue;

THAT the feasibility looks to the return on investment in creating such a land bridge;

THAT staff continue to work with MOTI on interchange improvements to enable a future land bridge;

AND THAT the Mayor, on behalf of Council, write the Minister of Transportation and Infrastructure on the above resolution.

CARRIED

Councillor Back is recorded as voting contrary to the motion.

COUNCIL INQUIRIES / REPORTS

18. Former PGE Railway Station – File: 01-0220-01-0001/2021

Inquiry by Councillor Bell

Councillor Bell inquired of Mayor Buchanan regarding an update on the security and maintenance of the former PGE Railway Station.

Mayor Buchanan requested staff to prepare an update to Council.

19. Adopt-A-Street, Path or Trail Program – File: 01-0220-01-0001/2021

Inquiry by Councillor Bell

Councillor Bell inquired of Mayor Buchanan regarding an update prior to the summer break on the feasibility and costs of implementing an Adopt-A-Street, Path or Trail Program.

Mayor Buchanan requested staff to prepare an update to Council.

20. Regulating Tree Cutting and Removal – File: 01-0220-01-0001/2021

Inquiry by Councillor Bell

Councillor Bell inquired of Mayor Buchanan regarding an update on an urban forest management plan and Interim Tree Protection Bylaw considering experiences of other municipalities.

Mayor Buchanan requested staff to prepare an update to Council.

NEW ITEMS OF BUSINESS

Nil.

NOTICES OF MOTION

Nil.

RECESS TO CLOSED SESSION

Moved by Councillor Back, seconded by Councillor Valente

THAT Council recess to the Committee of the Whole (Closed Session) pursuant to the *Community Charter*, Section 90(1)(e) [land matter].

CARRIED UNANIMOUSLY

The meeting recessed to the Committee of the Whole (Closed Session) at 8:57 pm and reconvened at 9:47 pm.

REPORT OF THE COMMITTEE OF THE WHOLE (CLOSED SESSION)

21. Land Matter – File: 02-0890-20-0027/1

Report: Manager, Real Estate, May 19, 2021

Moved by Councillor Bell, seconded by Councillor McIlroy

PURSUANT to the report of the Manager, Real Estate, dated May 19, 2021, regarding a land matter:

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

AND THAT the wording of the recommendation and the report of the Manager, Real Estate, dated May 19, 2021, remain in the Closed session.

CARRIED UNANIMOUSLY

22. Release of Council Resolutions from Closed Session Related to Redevelopment of 705 West 3rd Street – File: 08-3360-20-0436/1

Report: Manager, Development Planning, June 10, 2021

Moved by Councillor Bell, seconded by Councillor McIlroy

PURSUANT to the report of the Manager, Development Planning, dated June 10, 2021, entitled “Release of Council Resolutions from Closed Session Related to Redevelopment of 705 West 3rd Street”:

THAT Council authorize the release of the following resolutions from the Committee of the Whole (Closed session) of February 4, 2019:

Continued...

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

22. Release of Council Resolutions from Closed Session Related to Redevelopment of 705 West 3rd Street – File: 08-3360-20-0436/1 – Continued

“PURSUANT to the report of the Planner, dated January 23, 2019, entitled “Planning Context Concerning Highway Closing and Disposition – 705 West 3rd Street”:

THAT staff be directed to continue processing the rezoning application of 705 West 3rd Street, including the possibility of transferring a stopped up and closed portion of Bewicke Avenue in exchange for dedication along Marine Drive and enhancements to the proposed childcare facility;”

and

“PURSUANT to the report of the Property Services Coordinator, dated January 23, 2019, entitled “Highway Closing and Disposition – 705 West 3rd Street”:

THAT, as outlined in Option #1, staff proceed with the rezoning of the property located at 705 West 3rd Street, including a portion of the adjacent Bewicke Avenue road allowance (the “property”);

THAT, subject to a successful rezoning of 705 West 3rd Street, staff bring forward to Council a bylaw to Stop up and Close and raise title to a portion of Bewicke Avenue, substantially as outlined in Option #1 of the Conclusion of the report;

THAT the Mayor and City Clerk be authorized to execute a Transfer Agreement and any other necessary documentation regarding the raising of title and disposition of the portion of Bewicke Avenue, substantially as outlined in Option #1 of the Conclusion of the report;

THAT notice of the highway closure, removal of highway dedication and notice of disposition be given in accordance with the *Community Charter*;

AND THAT the report of the Manager, Development Planning, dated June 10, 2021, entitled “Release of Council Resolutions from Closed Session Related to Redevelopment of 705 West 3rd Street”, remain in the Closed session.

CARRIED UNANIMOUSLY

ADJOURN

Moved by Councillor Back, seconded by Councillor Valente

THAT the meeting adjourn.

CARRIED UNANIMOUSLY

The meeting adjourned at 9:48 pm.

“Certified Correct by the Corporate Officer”

CORPORATE OFFICER

THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8796

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, 2020, No. 8796**” (Kent Halex, Halex Architecture, 225 East 21st Street, CD-727).
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-727 (Comprehensive Development 727 Zone):

| Lots | Block | D.L. | Plan | |
|------|-------|------|------|-----------|
| 8 | 8 | 549 | 1028 | 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-726 Comprehensive Development 726 Zone”:

“CD-727 Comprehensive Development 727 Zone”

- B. Adding the following to Section 1101, thereof, after the “CD-726 Comprehensive Development 726 Zone”:

“CD-727 Comprehensive Development 727 Zone”

In the CD-727 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) Three primary dwelling units shall be permitted on the Lot;
- (3) The Principal Buildings shall not exceed a combined Gross Floor Area of 0.50 times the lot area;
- (4) The Principal Buildings shall not exceed a Lot Coverage of 40 percent;
- (5) Principal Buildings shall be sited as in the RT-1 zone, except that:
 - (a) The Principal Buildings shall be sited not less than 11 metres (36.25 feet) from the rear lot line;

- (6) Section 509 (4) (c) shall not apply to the southernmost Principal Building;
- (7) Accessory Buildings shall be sited as per section 514 (5) (c), except that:
 - (a) Accessory Buildings shall not be sited less than 2.2 metres (7.5 feet) from a Principal Building.

READ a first time on the 5th day of October, 2020.

READ a second time on the 5th day of October, 2020.

RECEIVED APPROVAL FROM THE
MINISTRY OF TRANSPORTATION ON THE
27TH DAY OF OCTOBER, 2020.

READ a third time on the 26th day of October, 2020.

ADOPTED on the <> day of <>, 2020.

MAYOR

CORPORATE OFFICER

THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8814

A Bylaw to authorize the establishment of a local area service for the construction of a paved lane north of the 600 Block of East Keith Road.

WHEREAS Ms. Zahra Tavangar and others have petitioned Council to construct, as a local area service, the work hereinafter described, and the Corporate Officer has certified that the petition is sufficient and it is expedient to grant this request of the petition in the manner hereinafter provided:

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 “**Local Area Service Parcel Tax Bylaw, 2021, No. 8814**” (**Paved Lane Construction North of the 600 Block of East Keith Road**).
2. That the service will be the construction of a paved lane, to serve the lane north East Keith Road from Sutherland to the dead end west, being a total length of 50 meters, as a local area service under the provisions of Division 5 of the *Community Charter*.
3. That the City Engineer make such plans, profiles and specifications and furnish such information as may be necessary for the making of a contract for the execution of the work.
4. The work shall be carried on and executed by the City under the superintendence and according to the directions and orders of the City Engineer.
5. The cost of the work will be recovered as follows:

The owners' portion of the cost of the service shall be \$7,206.71 and will be recovered by a parcel tax to be levied on all properties in the local area over a period of ten years.

Any person whose lot is specially assessed may pay any annual installment of the frontage-tax imposed thereon, at any time before such installment falls due, and the Director of Finance is authorized to make the necessary adjustment in the interest charge in such cases.

READ a first time on the 21st day of June, 2021.

READ a second time on the 21st day of June, 2021.

READ a third time on the 21st day of June, 2021.

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

MAYOR

CORPORATE OFFICER

THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8859

**A Bylaw to amend “Development Cost Charge (Transportation)
Reserve Fund Bylaw, 2018, No. 8690”**

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, 2018, No. 8690, Amendment Bylaw, 2021, No. 8859” (Funding Reallocation)**.
2. “Development Cost Charge (Transportation) Reserve Fund Bylaw, 2018, No. 8690” is amended by reallocating an amount of \$138,600 from the “Marine-Main Corridor: Queensbury to Heywood” project for the purpose of funding the “Esplanade Complete Street” project.

READ a first time on the 21st day of June, 2021.

READ a second time on the 21st day of June, 2021.

READ a third time on the 21st day of June, 2021.

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

MAYOR

CORPORATE OFFICER

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THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8860

**A Bylaw to amend “Development Cost Charge (Transportation)
Reserve Fund Bylaw, 2018, No. 8623”**

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, 2018, No. 8623, Amendment Bylaw, 2021, No. 8860” (Funding Reallocation)**.
2. “Development Cost Charge (Transportation) Reserve Fund Bylaw, 2018, No. 8623” is amended by reallocating an amount of \$49,500 from the “Chesterfield AAA Bike Route 2nd to 4th Street” project for the purpose of funding the “Esplanade Complete Street” project.

READ a first time on the 21st day of June, 2021.

READ a second time on the 21st day of June, 2021.

READ a third time on the 21st day of June, 2021.

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

MAYOR

CORPORATE OFFICER

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|---|---|--|
|  Department Manager |  Director |  CAO |
|---|---|--|

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: REZONING APPLICATION: 2612 LONSDALE AVENUE (NOR-VAN
VLIET PROPERTIES LTD. / EKISTICS ARCHITECTURE)

Date: May 26, 2021 File No: 08-3360-20-0426/1

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 26, 2021, entitled "Rezoning Application: 2612 Lonsdale Avenue (Nor-Van Vliet Properties Ltd. / Ekistics Architecture)":

THAT "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8696" (Nor-Van Vliet Properties Ltd. / Ekistics Architecture, 2612 Lonsdale Avenue, CD-717) be considered and referred to a Public Hearing;

THAT "Housing Agreement Bylaw, 2021, No. 8697" (Nor-Van Vliet Properties Ltd. / Ekistics Architecture, 2612 Lonsdale Avenue, CD-717, Rental Housing Commitments) be considered and referred to a Public Hearing;

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. Context Map (CityDocs [1734375](#))
2. Updated Project Summary Sheet (CityDocs [2048792](#))
3. Architectural and Landscape Plans, dated July 27, 2020 (CityDocs [2048797](#))
4. Council Report dated January 21, 2019 (CityDocs [1752149](#))
5. Updated "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8696" (CityDocs [1734706](#))
6. Updated "Housing Agreement Bylaw, 2021, No 8697" (CityDocs [2055837](#))

PURPOSE

The purpose of this report is to present, for Council consideration, a revised rezoning application for the site located at 2612 Lonsdale Avenue (Attachment #1). The revision is in response to Council's resolution of February 11, 2019 where Council referred the original application back to staff to address the items outlined in the resolution.

BACKGROUND

| | |
|--------------------------------------|---|
| Applicant: | Nor-Van Vliet Properties Ltd. |
| Architect: | Ekistics Architecture |
| Official Community Plan Designation: | Residential Level 5 (R5) |
| Existing Zoning: | Medium Density Apartment Residential 1 (RM-1) |
| Applicable Guidelines: | None |

The original application was brought forward to Council for consideration at the February 11, 2019 Council meeting. At that meeting, Council made the following resolution:

City Council, at its Regular meeting of Monday, February 11, 2019, defeated the above rezoning application and referred it back to staff for consideration of:

- an increase in the number of 3-bedroom units;
- energy efficiency improvements;
- accessibility of the units;
- setbacks;
- reduction in height; and
- consideration of extending the 10-10-10 principle for additional units and number of years.

Since then staff and the applicant have met several times to discuss these issues and the applicant has returned with a revised proposal in response to Council's concerns raised at the February 11, 2019 meeting.

A copy of the original staff report (dated January 21, 2019) is included in this report as Attachment #4. Updated architectural and landscaping drawings are included as Attachment #3. Updates to the Zoning Amendment Bylaw (Attachment #5) and the

Housing Agreement Bylaw (Attachment #6) have been made to reflect the changes being made to this proposal.

The Official Community Plan designates the subject site as Residential Level 5, which allows multi-family buildings at a density of 1.6 FSR with the provision of an additional 1.0 FSR Density Bonus. Residential buildings can achieve a height of up to six storeys. The proposal as presented meets this criteria and does not need an OCP amendment.

DISCUSSION

Project Description

The proposal is for a six-storey, 24-unit rental residential apartment building. The proposal includes three mid-market rental units, with one level of underground parking and one surface parking stall to accommodate a two-way car sharing service. The building is located mid-block on the east side of Lonsdale Avenue between 26th Street to the south and 27th Street to the north. Vehicle access to the underground parking is off the rear lane.

The proposed changes in response to Council's resolution are summarized in Table 1 below. A further description of each of the responses are then provided.

Table 1

| | 2019 Proposal | Current Proposal |
|-----------------------|---|---|
| Gross Floor Area | 1,982 square metres 21,388 square feet | 1,967 square metres 21,172 square feet |
| <u>Unit breakdown</u> | | |
| One-bedroom | 16 | 12 |
| Two-bedroom | 9 | 9 |
| Three-bedroom | 1 | 3 |
| Total number of units | 26 | 24 |
| Energy performance | Step 2 | Step 3 |
| Setbacks | Front Yard: 12.0 ft. Side Yard: 8.0 ft. Rear Yard: 14.2 ft. | No Change |
| Building Height | Six Storeys, and 65.0 ft. | Six Storeys, and 61.0 ft. |

An updated project fact sheet can be found in Attachment #2.

Increase In Three-bedroom Units

The applicant has increased the number of three-bedroom units from one unit to three units to meet the City's Housing Action Plan, which seeks the provision of at least 10% of units be three-bedroom or more to accommodate families. This was achieved by changing the unit configuration to reduce the number of one-bedroom units from 16 to 12. This results in the total number of proposed units being reduced from 26 to 24.

Energy Efficiency Improvements

The applicant has upgraded the proposed energy performance from Step 2 to Step 3 of the BC Building Code Step Code, which is consistent with current requirements for rezoned projects.

Accessibility of the Units

There is now a reconfiguration of unit types which has not only improved the accessibility within each adaptable unit, but has also improved circulation within the whole building.

Setbacks

This small mid-block site already presents some challenges to develop to the full potential outlined in the OCP. In addition, the City requires a 3.0 m (10 ft.) land dedication off the Lonsdale Avenue frontage of the site. This reduction in site area adds to the challenge to provide livable units within the proposal. Therefore, the applicant has not altered the setbacks in the revised proposal. Staff note the same side yard setback of 2.4 m (8 ft.) has been approved in other projects in the City with similar surroundings (such as the project at 127 East 12th Street, which is nearing completion). Staff do not anticipate significant impact with this side yard setback.

Reduction in Height

The proposal is kept as a six-storey building, however, there is a reduction in overall building height from the previous 65 ft. to 61 ft., and a further setback of the top floor.

Staff and the applicant explored the possibility and the implication to either reduce the building by one floor or further set back the top floor significantly. In considering height reduction, staff take into consideration both site specific constraints as well as surrounding context.

The surrounding context include existing 2- to 3-storey walk-up apartments as well several recently approved five-storey developments. There is one rezoning application under review that is also proposing a 6-storey OCP compliant rental development. See map below.



To reduce the scale and massing of the building, in the original design, the top floor of the building was set back by approximately 2.1 m (7 ft.) from the street and lane edges of the building footprint below. For the current proposal, the applicant's design exploration has concluded that any significant additional setback of the top floor is not possible without relocating the main staircases, which would trigger a complete redesign. However, a 0.8 m (2.5 ft.) setback from the north and south side yards of the top floor is now added to the design, thus mitigating the massing impact of the building on the north and south neighbouring buildings.

Further, the applicant has reduced floor to floor height of levels 2 to 4, resulting an overall height reduction of 4 feet.

The elimination of an entire floor was also reviewed – it would result in a loss of four rental units, a significant loss considering there are only a total of 24 units. Projects proposing six storeys are being considered in the neighbourhood currently, provided there are measures to scale back the top floor.

On balance, the incremental impact of a stepped back sixth floor is minimal in terms of shadow and neighbour impacts, and the removal of the sixth floor may jeopardize the financial viability of this small rental project.

Mid-Market Unit Housing Terms

The applicant has offered to extend the term of the mid-market units from 10 years to “in perpetuity”, in alignment with the current City policy.

ADVISORY BODY INPUT

The changes being presented in this proposal were minor and did not warrant returning to the Advisory Design Panel for further review.

COMMUNITY CONSULTATION

The applicant did not hold an additional Developer Information Session on the latest proposal, but staff has updated the project webpage to allow members of the public to view the drawings and provide feedback.

Staff have received four telephone calls about the revised proposal, with mixed comments including disappointment of the building height not being reduced to five stories as well as the loss of rental units due to the changes. Comments in support like that the project will be rental with a more affordable component, and the look of the building. No written comments have been received since the submission of the revised drawings.

Should Council wish to move this application forward, a Public Hearing will be held to allow the public to voice their opinions directly to Council.

ENGINEERING SERVICES

With the proposed changes, off-site servicing requirements remain the same. One of the items was a condition that was outlined in the previous staff report (Attachment #4); it needs to be carried over as the following and secured as part of the rezoning:

- Submission of a sustainable storm water management plan to the satisfaction of the Director of Engineering.

CONCLUSION

The changes to the original application as presented in this report will result in 24 rental apartment units with three mid-market units that would be secured in perpetuity through a Housing Agreement. The increased number of three-bedroom units is in keeping with the City's Housing Action Plan and will help accommodate families in the area. The improved energy performance is in keeping with current requirements and modified unit configurations will help wheelchair access throughout the dedicated units and the building.

RESPECTFULLY SUBMITTED:




David Johnson
Development Planner



City of North Vancouver
Context Map

Legend

 Subject Site



DISCLAIMER

This map was produced on the City of North Vancouver's Geographic Information System. Data provided herein is derived from sources with varying levels of accuracy and detail. The City of North Vancouver disclaims all responsibility for the accuracy or completeness of information contained herein.

GIS Division, Information Technology,
City of North Vancouver

city
of north
vancouver



PROJECT SUMMARY SHEET

DEVELOPMENT APPLICATION

2612 Lonsdale Avenue



SITE CHARACTERISTICS

| | |
|-----------------|--|
| OCP Designation | Residential Level 5 (R5) |
| Existing Zoning | Medium Density Apartment Residential 1 (RM-1) |
| Site Area | 766.0 sq. m (8,245 sq. ft.) |

FLOOR AREA AND HEIGHT

| | Existing Zoning (RM-1) | Official Community Plan | Proposed |
|-------------------------------------|--|---|---|
| Floor Space Ratio | Maximum 1.60 FSR or 1,225.6 sq. m (13,192 sq. ft.) | OCP - 1.60 FSR 1,225.6 sq. m (13,192 sq. ft.) Density Bonus - 1.0 FSR 766.0 sq. m (8,245 sq. ft.) Total Maximum 1,991.6 sq. m (21,437 sq. ft.) 2.60 FSR | 1,967.0 sq. m (21,172 sq. ft.) 2.57 FSR |
| Total Lot Coverage | 50% | N/A | 53.0% |
| Principal Building Height (maximum) | 13.0 m (42.7 ft.) or three storeys | Six Storeys | Six Storeys and 18.6 m (61.0 ft.) |

SETBACKS

| | Existing Zoning (RM-1) | Proposed |
|-------------------------|------------------------|------------------|
| Front (Lonsdale Avenue) | 6.1 m (20.0 ft.) | 3.6 m (12.0 ft.) |
| North Side Yard | 6.1 m (20.0 ft.) | 2.4 m (8.0 ft.) |
| South Side Yard | 4.6 m (15.0 ft.) | 2.4 m (8.0 ft.) |
| Rear (East) | 6.1 m (20.0 ft.) | 4.3 m (14.2 ft.) |

BICYCLE PARKING

| | Required | Proposed |
|--------------------------------|---------------------------|---------------------------|
| Total Bicycle Parking (stalls) | 39 secured / 6 short term | 39 secured / 6 short term |

VEHICLE PARKING

| | Required | Proposed |
|--------------------------------|----------|---------------------------------|
| Resident | 13 | 9 plus 4 (from car-share stall) |
| Visitor | 3 | 3 |
| Total Vehicle Parking (stalls) | 16 | 16 |

Numbers based on plans dated July 27, 2020

#2048792



2612 LONSDALE AVE. RENTAL APARTMENT

LEGAL ADDRESS: LOT A OF LOT 2 BLOCK 229 DL 545 PLAN 2969

RE-ISSUED FOR DP APPLICATION
JULY 27, 2020

DEVELOPMENT TEAM

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CONTACT: PETER KREUK

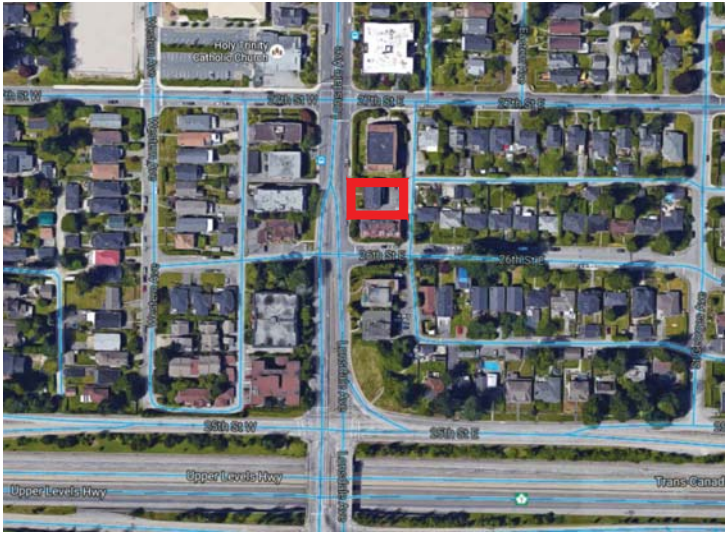
GEOTECHNICAL ENGINEER:
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CONTACT: NIMA TAFAZZOLI

CODE CONSULTANT:
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800-1901 ROSSER AVENUE
BURNABY, BC, V5C 6R6
T. 604.684.2384

CONTACT: SAM EIDNANI

DRAWING INDEX

| ARCHITECTURAL | | LANDSCAPE | | CIVIL | |
|---------------|---|-----------|---------------------------|-------|-----------------------------|
| A0.00 | Cover Sheet | L1.1 | Materials & Grading Plans | C00 | Cover Sheet |
| A0.01 | Project Data | L1.2 | Planting Plan | C01 | Key Plan |
| A0.02 | Context Plan | L2.1 | Landscape Details | C02 | Grading Plan |
| A0.03 | Design Rationale | | | C03 | Storm Water Management Plan |
| A0.04 | Perspective View | | | C04 | Notes |
| A0.05a | Shadow Study | | | | |
| A0.05b | Shadow Study | | | | |
| A0.06 | Reflected Window Elevations | | | | |
| A0.07 | Statement of Sustainability | | | | |
| A1.01 | Site Plan | | | | |
| A1.01a | Fire Access Plan | | | | |
| A1.02 | Parking Plan | | | | |
| A1.03 | Survey | | | | |
| A2.01 | Building Plans - Ground Floor, Floors 2-3 | | | | |
| A2.02 | Building Plans - Floors 4-6 | | | | |
| A2.03 | Roof Plan | | | | |
| A3.01 | West & South Building Elevations | | | | |
| A3.02 | East & North Building Elevations | | | | |
| A3.03 | Streetscape Elevations | | | | |
| A3.04 | Streetscape Elevations | | | | |
| A4.01 | Building Sections | | | | |
| A4.02 | Building Sections | | | | |
| A4.03 | Building Sections | | | | |
| A4.04 | Building Sections | | | | |
| A5.01 | Unit Plans | | | | |
| A5.02 | Unit Plans | | | | |
| A5.03 | Unit Plans | | | | |



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| ISSUES | DATE |
|--------|---------------------------------------|
| 8 | |
| 7 | |
| 6 | |
| 5 | ISSUED FOR DP RESUBMISSION 2020-07-27 |
| 4 | ISSUED FOR DP RESUBMISSION 2018-06-08 |
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| 1 | ISSUED FOR PRELIMINARY DPA 2016-09-26 |

| | |
|----------------|---------|
| PROJECT NUMBER | DC-47 |
| DRAWN BY | J.RABIN |
| CHECKED BY | MB |
| DATE CHECKED | |
| CONSULTANT | |

PROJECT
**2612 LONSDALE AVE.
APARTMENTS**

CITY OF
NORTH VANCOUVER, BC

DRAWING TITLE

COVER SHEET

DRAWING NO.

A0.00

Development Data - 2612 Lonsdale Ave. City of North Vancouver, B.C.

Zoning: RM-1
General Plan Land Use: Medium Density Residential
Setback: Front (Lonsdale Ave.): 12'; Rear: 10'; Side: 8'

| Site: | Site Area | Permitted FSR | Permitted Floor Area | Proposed FSR | Proposed Floor Area |
|--------------------------|--------------|---------------|----------------------|--------------|---------------------|
| Proposed Gross Site Area | 8,245 sq.ft. | 2.60 | 21,436 sq.ft. | 2.57 | 21,172.36 |
| Dedications | 770 sq.ft. | | | | |
| Net Site Area | 7,475 sq.ft. | | | | |

Notes

FGR 2.00 based on gross site area

| Multi-Family Building | | | | | | | | | | | Zoning Code Floor Area | |
|--------------------------------|------------------|-----------------------------|------------------|---------------|---|------------------|---|--------------------|----------------------|---------------------------------------|------------------------|----------------------|
| Level | Number of Floors | Residential Units Per Floor | Total Res. Units | Unit Area | Common Area (Corridors, Stairs & Elevator, etc) | Residential Area | Open Appendages (Balconies, Porch, etc) | Lobby/Amenity Area | Bicycle Storage Area | Level 2 Adaptable Unit Area Reduction | Buildable Area | Total Floor Area FSR |
| P1 - Parking | 1 | | | 5,455 sq.ft. | 628 sq.ft. | | | | 800 sq.ft. | | 6,882 sq.ft. | |
| L1 - Residential/Lobby/Amenity | 1 | 2 | 2 | 1,076 sq.ft. | 660 sq.ft. | 2,638 sq.ft. | | 776 sq.ft. | 256 sq.ft. | 40 sq.ft. | 3,686 sq.ft. | 2,896 sq.ft. |
| L2 to L3 - Residential | 2 | 4 | 8 | 6,676 sq.ft. | 1,063 sq.ft. | 7,740 sq.ft. | | 849 sq.ft. | | 40 sq.ft. | 7,740 sq.ft. | 7,700 sq.ft. |
| L4 to L5 - Residential | 2 | 5 | 10 | 6,676 sq.ft. | 1,063 sq.ft. | 7,740 sq.ft. | | 849 sq.ft. | | 40 sq.ft. | 7,740 sq.ft. | 7,700 sq.ft. |
| L6 - Penthouse | 1 | 4 | 4 | 2,556 sq.ft. | 544 sq.ft. | 3,100 sq.ft. | | 544 sq.ft. | | 20 sq.ft. | 3,100 sq.ft. | 3,080 sq.ft. |
| Sub Total | 6 | | 24 | 17,883 sq.ft. | 3,958 sq.ft. | 21,214 sq.ft. | | 2,242 sq.ft. | 1,056 sq.ft. | 140 sq.ft. | 29,128 sq.ft. | 21,172 sq.ft. |

Note: FSR Floor area: Floor area measured to the extreme outer limits of the building, including all suites and all areas giving access thereto, such as corridors, lobby, stairwells (including any area under stairwells), elevator shafts, but excluding: basement space containing common electrical, mechanical, elevator machine room, recycling and garbage rooms; amenity area provided for the common use; 20 sq.ft. for each Level 2 Adaptable Design Dwelling Unit and balconies up to 10% gross floor area.

| Residential Units | | | | | | |
|-------------------|------------------|-------------|-----------|-----------------|-----------|-----------|
| Level | Number of Floors | Total Units | 1 Bedroom | 1 Bedroom + Den | 2 Bedroom | 3 Bedroom |
| L1 | 1 | 2 | | | 1 | 1 |
| L2 to L3 | 2 | 8 | 1 | | 2 | 1 |
| L4 to L5 | 2 | 10 | 3 | | 2 | |
| L6 | 1 | 4 | 3 | 1 | | |
| Total | | 24 | 11 | 1 | 9 | 3 |
| % | | 100.00% | 45.83% | 4.17% | 37.50% | 12.50% |

| Parking Requirements | Parking / Unit | # of Residential Units | Parking Required | Parking Provided |
|---|----------------|------------------------|------------------|------------------|
| Rental Apartment Residential Unit | 0.40 | 24 | 10 | 9 |
| Visitor | 0.20 | 24 | 5 | 3 |
| Parking Reduction (Car Share, 1 = 4 stalls) | | | | 4 |
| Total Residential Parking | | | 15 | 16 |

| Bicycle Parking Requirements | Parking / Unit | # of Residential Units | Parking Required | Parking Provided |
|------------------------------------|----------------|------------------------|------------------|------------------|
| Medium Density Secure Spaces | 1.50 | 24 | 36 | 39 |
| Short-Term Spaces | | | 6 | 6 |
| Total Residential Parking Required | | | 42 | 45 |

ADAPTABLE DESIGN STATISTICS

| ADAPTABLE DESIGN UNIT LIST | | | | | | |
|----------------------------|------------|-----------|---------------------------|--------------|--------------------|------------------|
| Unit Address | Unit Label | Unit Type | Level of Adaptable Design | Floor/Level | Unit Size (Sq.Ft.) | Excl. Floor Area |
| 101 | Unit C1 | 2 BR | 2 | Ground Floor | 834 sq.ft. | 20.0 sq.ft. |
| 102 | Unit D | 3 BR | 2 | Ground Floor | 1,141 sq.ft. | 20.0 sq.ft. |
| 201 | Unit C | 2 BR | 1 | Level 2 | 807 sq.ft. | |
| 202 | Unit C | 2 BR | 1 | Level 2 | 807 sq.ft. | |
| 203 | Unit D1 | 3 BR | 1 | Level 2 | 1,142 sq.ft. | 20.0 sq.ft. |
| 204 | Unit A1 | 1 BR | 1 | Level 2 | 582 sq.ft. | |
| 301 | Unit C | 2 BR | 1 | Level 3 | 807 sq.ft. | |
| 302 | Unit C | 2 BR | 1 | Level 3 | 807 sq.ft. | |
| 303 | Unit D1 | 3 BR | 1 | Level 3 | 1,142 sq.ft. | 20.0 sq.ft. |
| 304 | Unit A1 | 1 BR | 1 | Level 3 | 582 sq.ft. | |
| 401 | Unit C | 2 BR | 1 | Level 4 | 807 sq.ft. | |
| 402 | Unit C | 2 BR | 1 | Level 4 | 807 sq.ft. | |
| 403 | Unit A1 | 1 BR | 1 | Level 4 | 582 sq.ft. | |
| 404 | Unit A | 1 BR | 2 | Level 4 | 290 sq.ft. | 20.0 sq.ft. |
| 405 | Unit A1 | 1 BR | 1 | Level 4 | 582 sq.ft. | |
| 501 | Unit C | 2 BR | 1 | Level 5 | 807 sq.ft. | |
| 502 | Unit C | 2 BR | 1 | Level 5 | 807 sq.ft. | |
| 503 | Unit A1 | 1 BR | 1 | Level 5 | 582 sq.ft. | |
| 504 | Unit A | 1 BR | 2 | Level 5 | 500 sq.ft. | 20.0 sq.ft. |
| 505 | Unit A1 | 1 BR | 1 | Level 5 | 582 sq.ft. | |
| 601 | Unit A2 | 1 BR | 1 | Level 6 | 619 sq.ft. | |
| 602 | Unit A2 | 1 BR | 1 | Level 6 | 619 sq.ft. | |
| 603 | Unit B | 1 BR+DEN | 2 | Level 6 | 693 sq.ft. | 20.0 sq.ft. |
| 604 | Unit A3 | 1 BR | 1 | Level 6 | 626 sq.ft. | |
| Total | | | 17 | 7 | 17,883.3 sq.ft. | 140.0 sq.ft. |

| ADAPTABLE DESIGN UNIT CALCULATION | | | | | | |
|-----------------------------------|--------|-------------|----------------|-----------|-----------|-----------|
| Level | Floors | Units/Floor | Total Units | AD Level1 | AD Level2 | AD Level3 |
| Lobby/Entry | 1 | 2 | 2 | | 2 | |
| 2-3 | 2 | 4 | 8 | 6 | 2 | |
| 4-5 | 2 | 5 | 10 | 8 | 2 | |
| 6 | 1 | 4 | 4 | 3 | 1 | |
| Total Provided | | | 24 | 17 | 7 | |
| | | | % | 100.00% | 70.83% | 29.17% |
| | | | Total Required | | | |

| PARKING CALCULATION | | | | |
|--|----------------------|------------|------------|----|
| Residential: 0.6 Per Dwelling Unit = 24 (Total Est'd. #16) | | | | |
| Level | Full Size | Small Car | Accessible | |
| P1 | 5 | 5 | 2 | |
| Surface Parking | 1 Car Share=4 stalls | | | |
| Total | | | | 16 |
| Project Total | Total #'s | Percentage | | |
| Full Size | 7 | 43.75% | | |
| Small Car | 5 | 31.25% | | |
| Accessible Parking Spaces | 2 | 12.50% | | |
| Visitors | 3 | 18.75% | | |
| Bicycle Storage Lockers | 39 | | | |
| Loading | 26 | | | |
| | N/A | | | |

| ISSUES | DATE |
|--------|---------------------------------------|
| 8 | |
| 7 | |
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| | |
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| PROJECT NUMBER | DC-47 |
| DRAWN BY | J.R.BARW |
| CHECKED BY | MB |
| DATE CHECKED | |
| CONSULTANT | |

PROJECT
2612 LONSDALE AVE.
APARTMENTS

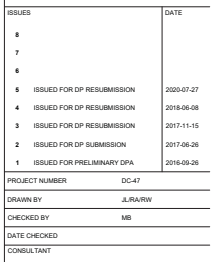
CITY OF
NORTH VANCOUVER, BC

DRAWING TITLE

PROJECT DATA

DRAWING NO.

A0.01



PROJECT

**2612 LONSDALE AVE.
APARTMENTS**

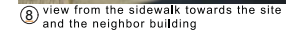
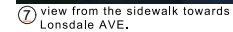
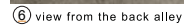
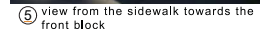
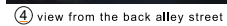
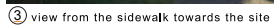
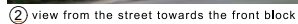
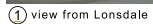
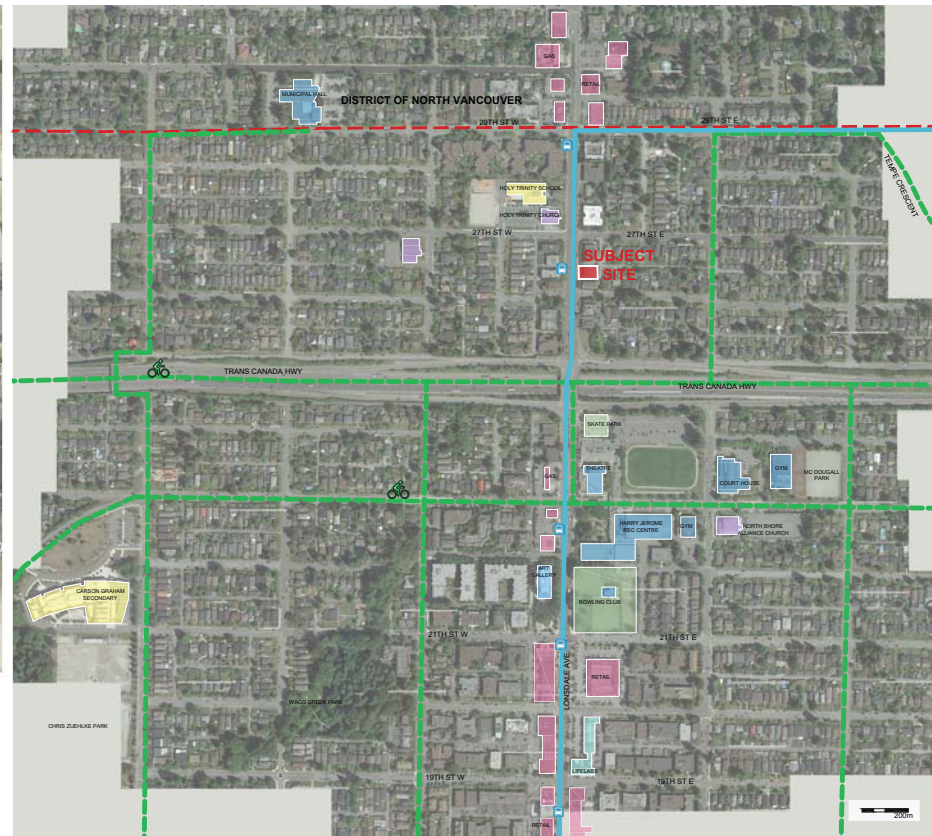
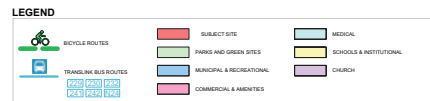
CITY OF
NORTH VANCOUVER, BC

DRAWING TITLE

CONTEXT PLAN

DRAWING No. _____

A0.02



DESIGN RATIONALE

THE SITE

This 8,245 sq. ft. (107' x 77') site is located on the East side of Lonsdale Avenue, between East 26th and 27th Street and currently occupied by a three storey rental apartment building. The existing neighbour to the North is a four storey residential building and the neighbour to the South is a three storey residential building. Across Lonsdale Avenue are multi-family buildings ranging from 3 to 4 storeys in height; to the east across the lane are single family dwellings ranging from 1-2 storeys. The site is within an exciting growth area of renewed urban density within North Vancouver's Lonsdale District with access to an extensive commercial area, amenities, convenient links to public transportation, and the Trans Canada Hwy. A ten foot wide special ROW is located along the West property line and dedicated to the city for future offsite improvements. This strip will be landscaped and will provide continued pedestrian access along Lonsdale Avenue, complimenting the street edge and the outlook from residential units.

THE DEVELOPMENT

The proposed development is replacing a three storey structure. The proposed form of the development is consistent with new development in the neighborhood and overall vision for the area. The proposed structure will be concrete construction up to the second floor slab, including a single level of underground parking. Five storeys of wood frame construction will finish off the structure above. There will be 24 residential rental units ranging from one bedrooms to spacious three bedroom homes (29% of total units are ADA compliant). Each of the residential units have outdoor views and generous patios, balconies or roof decks.

THE ARCHITECTURAL PLANNING

Residential parking is located within a single level parkade with ramp access off the lane. 40 bicycle parking stalls are provided within the main floor bike room and the parkade bike room satisfies the remaining requirements. The ground floor also comprises of two ADA units, and a generous main entrance fronting Lonsdale Avenue. Directly adjacent to the entry is the amenity lounge which serves as an extension of the entry lobby promoting informal resident interaction and social gatherings. When needed, the amenity area can be enclosed to function as a party room or meeting space. The room features a BBQ deck on the south-west facing patio, kitchenette and harvest table. The building's entry area is generous with a mailbox center that leads to the elevator and stairs accessing the five storeys of residential units above.

The main entry to the building is locked to the public and has a paved path to the public sidewalk. Lobby is visible from the outside through a glazed entry door and sidelites. Ground floor residential units on West and East street sides are raised from the street level, providing spatial separation between the public realm and private yards.

The top floor is partially set back on the east and west sides to provide relief in the massing and also offer additional private roof deck space for residents.

THE MASSING

The massing strategy is to have an articulated but continuous street facade on Lonsdale Avenue. The top floor is set back with large roof overhangs creating a visual termination for the building. The use of brick along Lonsdale grounds the building and is used to articulate the facade and highlight the entry. Colour and material change add interest and articulation to all building elevations. Large windows take advantage of the surrounding views and introduce transparency to the facades. Private decks articulate the corners and soften the edges of the structure giving the building a lighter appearance.

THE MATERIALS

High quality materials have been selected for the building finishes, adhering to the non-combustible requirements of a six storey building. Brick cladding, fibre cement cladding and stucco will be used on the front facade. Fibre cement cladding and stucco will continue around the remaining sides of the building in contrasting colours to create both interest and articulation. A combination of white and black vinyl windows also add interest to the elevations and highlight punch openings in the facade. Wood-like fibre cement soffits at balconies and roof overhangs bring warmth to the building and emphasize these horizontal lines. Balcony guards will be a combination of aluminum and glass to feature the surrounding views and maintain the buildings lightness.

MATERIAL LEGEND

- 01

BRICK MISSION FINISH,
COLOR: HARBOR MIST
- 02

FIBRE CEMENT PANEL SMOOTH, PAINTED,
COLOR: BM-BLACK PANTHER 2125-10
- 03

ACRYLIC STUCCO,
COLOR: BM-CHANTILLY LACE 2121-70
- 04

ARCHITECTURAL FINISH CONCRETE
- 05

WESTERN RED CEDAR SOFFIT
- 06

WOOD FASCIA/TRIM BOARD, PAINTED,
COLOR: BM-CHANTILLY LACE 2121-70
- 07

CLEAR INSULATING GLASS
- 08

PRECAST CONCRETE WALL CAP AND SILL
- 09

VINYL FRAME WINDOW,
COLOR: BLACK
- 10

ALUMINUM GUARDRAIL,
COLOR: BLACK WITH CLEAR GLASS
- 11

FIBER CEMENT CEDARMILL PANEL
- 12

WOOD FENCE BOARD
- 13

ALUMINUM GUARDRAIL
COLOR: BLACK



| ISSUES | DATE |
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| 8 | |
| 7 | |
| 6 | |
| 5 | ISSUED FOR DP RESUBMISSION |
| 4 | ISSUED FOR DP RESUBMISSION |
| 3 | ISSUED FOR DP RESUBMISSION |
| 2 | ISSUED FOR DP RESUBMISSION |
| 1 | ISSUED FOR PRELIMINARY CPA |

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| PROJECT NUMBER | DC47 |
| DRAWN BY | J. RABIN |
| CHECKED BY | MB |
| DATE CHECKED | |
| CONSULTANT | |

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|---------|----------------------------------|
| PROJECT | 2612 LONSDALE AVE. APARTMENTS |
| | CITY OF NORTH VANCOUVER, BC |

| | |
|---------------|-------------------------------------|
| DRAWING TITLE | DESIGN RATIONALE MATERIAL LEGEND |
| DRAWING NO. | |



VIEW FROM LONSDALE



VIEW FROM REAR LANE



VIEW FROM LONSDALE



VIEW FROM SIDEWALK (LONSDALE)

| ISSUES | DATE |
|------------------------------|------------|
| 8 | |
| 7 | |
| 6 | |
| 5 ISSUED FOR DP RESUBMISSION | 2020-07-27 |
| 4 ISSUED FOR DP RESUBMISSION | 2018-06-08 |
| 3 ISSUED FOR DP RESUBMISSION | 2017-11-15 |
| 2 ISSUED FOR DP SUBMISSION | 2017-08-26 |
| 1 ISSUED FOR PRELIMINARY DPA | 2016-09-26 |

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| PROJECT NUMBER | DC47 |
| DRAWN BY | J.RAHEW |
| CHECKED BY | MB |
| DATE CHECKED | |
| CONSULTANT | |

PROJECT
**2612 LONSDALE AVE.
APARTMENTS**

CITY OF
NORTH VANCOUVER, BC

DRAWING TITLE
PERSPECTIVES

DRAWING NO.
A0.04



21 MARCH 8:00AM



21 MARCH 10:00AM



21 MARCH 12:00PM



21 MARCH 2:00PM



21 MARCH 4:00PM



21 MARCH 6:00PM



21 JUNE 8:00AM



21 JUNE 10:00AM



21 JUNE 12:00PM



21 JUNE 2:00PM



21 JUNE 4:00PM



21 JUNE 6:00PM

| ISSUES | DATE |
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| 1 ISSUED FOR PRELIMINARY CPA | 2016-09-26 |
| PROJECT NUMBER | DC47 |
| DRAWN BY | J.RAW |
| CHECKED BY | MB |
| DATE CHECKED | |
| CONSULTANT | |

PROJECT
**2612 LONSDALE AVE.
APARTMENTS**
CITY OF
NORTH VANCOUVER, BC

DRAWING TITLE
SHADOW STUDY

DRAWING NO.
A0.05a



21 SEPTEMBER 8:00AM



21 SEPTEMBER 10:00AM



21 SEPTEMBER 12:00PM



21 SEPTEMBER 2:00PM



21 SEPTEMBER 4:00PM



21 SEPTEMBER 6:00PM



21 DECEMBER 8:00AM



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| DRAWN BY J.RAW | |
| CHECKED BY MB | |
| DATE CHECKED | |
| CONSULTANT | |

PROJECT

**2612 LONSDALE AVE.
APARTMENTS**

CITY OF
NORTH VANCOUVER, BC

DRAWING TITLE

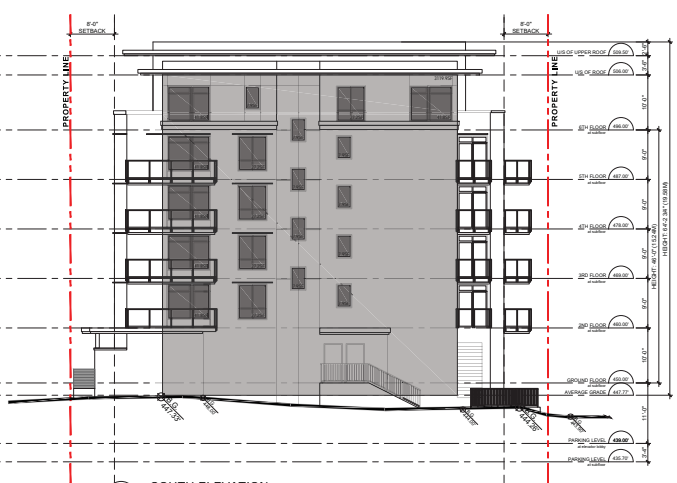
SHADOW STUDY

DRAWING NO.

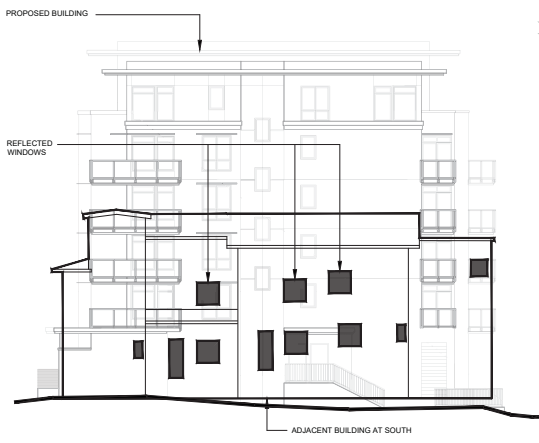
A0.05b



1 WEST ELEVATION
SCALE: 3/32" = 1'-0"



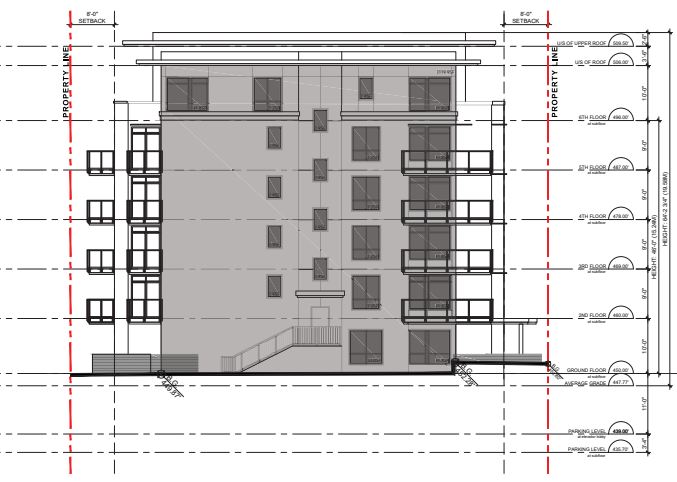
3 SOUTH ELEVATION
SCALE: 3/32" = 1'-0"



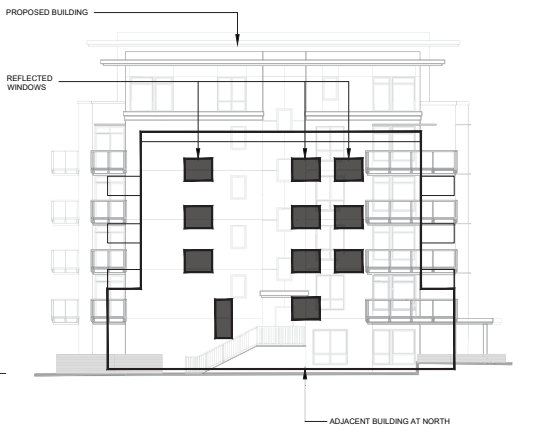
5 REFLECTED WINDOW ELEVATION LOOKING NORTH
SCALE: 3/32" = 1'-0"



2 EAST ELEVATION
SCALE: 3/32" = 1'-0"



4 NORTH ELEVATION
SCALE: 3/32" = 1'-0"



6 REFLECTED WINDOW ELEVATION LOOKING SOUTH
SCALE: 3/32" = 1'-0"

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| DATE CHECKED | |
| CONSULTANT | |

PROJECT
**2612 LONSDALE AVE.
APARTMENTS**

CITY OF
NORTH VANCOUVER, BC

DRAWING TITLE

**REFLECTED WIND. ELEV.
LIMITING DISTANCE**

DRAWING NO.

| LIMITING DISTANCE - BCBC 2012 TABLE 3.2.3.1.D | | | | | |
|---|------------------------------------|---|--|--------------------------------------|-------------------------------------|
| ELEVATION | LIMITING DISTANCE (m) | WALL AREA (m ²) | OPENING AREA (m ²) | UNPROTECTED OPENINGS - PERMITTED (%) | UNPROTECTED OPENINGS - PROPOSED (%) |
| NORTH | 2.43 m (8'0") | 289.8 m ² (3119.9R ²) | 49.4 m ² (531.5 R ²) | 19.5% | 17.0% |
| EAST | 4.32 m (14'2" 1/4") TO C/L OF LANE | 320.2 m ² (3448.8 R ²) | 110.56 m ² (1190.1 R ²) | 39.4% | 34.5% |
| SOUTH | 2.43 m (8'0") | 289.8 m ² (3119.9 R ²) | 42.5 m ² (458.4 R ²) | 19.5% | 14.6% |
| WEST | >8.0 m TO C/L OF ROAD | 336.4 m ² (3621.9 R ²) | 102.72 m ² (1105.7 R ²) | 100% | 35.5% |

SUSTAINABILITY STATEMENT

The project will employ green building strategies, and meet Step 3 of BCBC 2018. The applicant and design team are committed to embracing environmental design principles into the project's design and long term operations. To specifically address the environmental considerations outlined in the City of North Vancouver Sustainable Development Guidelines:

1. NATURAL SYSTEMS

The project location has been designed to support a reduced ecological footprint. Landscape will be selected to be native and adaptive to mimic natural or existing ecology. Hardscape will be sloped towards landscaping to allow for natural stormwater infiltration.

| | Y | N | N/A | Please Provide Details / Rationale: |
|--|-------------------------------------|-------------------------------------|-------------------------------------|--|
| LANDSCAPE | | | | |
| Private Trees Retained or Added (indicate number) | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | No on-site trees to be retained. 11 new trees to be added. |
| Green Roof / Wall | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | No Green Roof/ Wall |
| Majority Native Species Landscaping | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Native species are being used throughout planting. Species not considered native are drought tolerant, and adaptive |
| Habitat Restoration (butterfly, bird-friendly, naturalized areas) | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Flowering and hosting plants as well as pollinators are being used throughout planting to support habitat restoration. |
| Garden Plots for 30% of Units (consider stewardship / programming) | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Garden Plots are not being provided |
| Support Facilities for Garden Plots (water, lighting, storage, composting) | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Not applicable. See above. |
| 50% or More Edible Landscaping for Common Space | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Drought tolerant and evergreen planting material was selected in the limited common outdoor common space |
| Water Efficient Irrigation System (drip hose, low-flow nozzles) | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | A water efficient irrigation system has been specified in in the landscape notes |
| Rainwater Collection (rain barrel) | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Rainwater collection will not be incorporated in the landscape |
| Reuse of Wastewater | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Reuse of Wastewater has not been specified in the landscape |
| HARDSCAPE | | | | |
| Permeable Paving for Hardscape | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Due to the extent of parking, there are limited opportunities to use permeable paving with effect. |
| 40%+ Open Site Space (see Zoning Bylaw definition) | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | This is not achievable due to lot size and the building footprint |
| Other Sustainability Achievements: | | | | |

2. PHYSICAL STRUCTURES/INFRASTRUCTURE

- High Performance Construction

- Durable Building:** Building and equipment lifecycles will be identified by the design team to produce an ongoing dialog about the buildings ongoing maintainability and durability.
- Building Reuse/Recycled Content:** Project will use a construction waste hauler capable of sorting construction waste materials and recycling those materials accordingly. Construction will be managed to maximize the recycling of demolished materials and construction waste. During the demolition of the existing building, local re-use centers will be contacted to review and identify opportunities for materials reuse. Prior to demolition, contractor will remove those items to preserve their quality and maximize their reusability.
- Environmentally Friendly Materials:** Interior finishes will be selected to be low VOC as defined under SCAQMD VOC limit criteria. Flooring elements, carpets, and resilient flooring will either be green label or floorscore certified as available. Selected composite wood products will be free from urea formaldehyde content.

- Energy Efficiency and Healthy Buildings

- Energy:** This application has committed to providing a development that will achieve Step 3 of the BC Step Code. The building will have efficient HVAC and lighting systems. The project intends to maximize access to daylight by managing building design. Advanced lighting controls including occupancy sensors will be used. Energy star appliances will be used. A priority will be put on building envelope efficiency.

- Water:** The project intends to manage water through a detailed selection of water efficient equipment. Irrigation will be controlled using a weather based controller to avoid irrigating with potable water when natural rainfall is sufficient. Potable water will be further conserved through the selection of water efficient plumbing fixtures.
- Indoor Environment:** The indoor environment of the building will be optimized through a combined effort to limit particulates within the air and maximizing day lighting and view accessibility. Building entrances will have entryway mats to limit the tracking of dust into the building. Outdoor air in corridors and amenity spaces will be filtered using the best available filtration. Interior finishes will be selected to be low VOC materials. Suites will have windows located to support visual access to the outdoors as well as support the penetration of natural daylight into the suite.

- Transportation

- The project redevelops an underutilized urban site in an area that is well served by transit and highly accessible by pedestrians and cyclists. Location within the Central Lonsdale core decreases the reliance on private automobiles and encourages more trips by foot, bicycle and transit.
- 3 stalls (20% of all residential stalls) are equipped with a Level 2 Electric Vehicle Charging Station to encourage Electrical Vehicle use. Car-Share program to be provided, increasing public transportation use and individual / household's ability to access an automobile.
- Provides secure bicycle storage for occupants to support not using single occupancy vehicles. Providing one electric outlet in the secured bicycle area for every four bicycle stalls to specifically address that the project is located on a hill.

3. LOCAL ECONOMY

This 100% purpose-built rental project encourages long term secured market rental housing, to allow residents to have the choice and means to live centrally, while contributing and benefiting the local economy community as a whole. The project intends to maximize land use by densifying of existing site. In the current situation, nearly five times as many homes for renters will replace the older building on site. This building will be extremely well located to the jobs that the Lonsdale corridor provides. In addition, Lonsdale is one of the most walkable streets on the North Shore and it provides excellent transit and bicycle access for workers with jobs farther afield. This is a great place for a rental housing development with easy access to a number of community amenities with employment opportunities such as nearby grocery stores and the shops at the Lonsdale Avenue. In addition to the distinct economic benefits for the city with new rental development, there are a number of typical economic sustainability benefits with this project including creating construction jobs while being built, rent management, and property maintenance jobs upon completion.

4. HUMAN POTENTIAL

- Market Rental Housing/Low-End of Market Rental Housing:** This 100% purpose-built rental project will create 19 more rental units to develop more rental options for families, including 10% secured as low-end market rental for low-income families applying rent supplements to available and suitable units.
- Diversity of Unit Types:** The development provides a complete range of units from one bedroom, two bedroom and three bedroom units. By providing a range of housing types, this development ensures catering to a wide demographic range from young families, empty nesters and single occupant households.

- Interior Connections:** A residential amenity room including communal kitchen and seating area located on the ground floor near lobby, opening up onto a shared patio, is important for social cohesion of the residents. Safe bike storage is a fundamental strategy that makes it convenient for not only residents, but visitors, to access.
- Exterior Connections:** This urban development is located in a neighborhood with a high level of walkability, proximity to frequent transit, and easy access to a number of community amenities.

5. SOCIAL CONNECTIONS:

- Design Features for People with Disabilities:** From a social perspective, the provision of 29% of the total unit count as Adaptable Level 2 suites in accordance with existing CNV policies will assist those who may wish to continue to live in their homes at this site as they age or encounter mobility issues in the future.
- Crime Prevention Through Environmental Design:**
 - Planning: Secure and fully accessible underground parking for residents has been provided. The indoor amenity area is open to lobby creating visibility from the entryway. The amenity indoor/outdoor areas have been designed to open onto the ROW to provide supervision. Additionally, the windows in the units above do the same. Private patio decks will have soft landscaping per landscape design. Patio decks will be fully surrounded by railing or screen fence, to delineate private space from communal. Garbage and recycling area is located inside the parkade, adjacent to the traffic aisle.
 - Lighting: The main entry will be illuminated at covered area near building lobby access. Emergency exits at parkade and exit stairs from residential floors will have lighting and exterior paths leading from building to public streets, and lanes will have sufficient lighting to illuminate the exiting travel paths and provide safety to pedestrians. The parkade entry will have lights in the overhead gate bulkhead.
 - Lighting wall also be provided around the car share stall off the lane to promote safe use of the amenity.



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| ISSUES | DATE |
|--------|---------------------------------------|
| 8 | |
| 7 | |
| 6 | |
| 5 | ISSUED FOR DP RESUBMISSION 2020-07-27 |
| 4 | ISSUED FOR DP RESUBMISSION 2018-06-08 |
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| 1 | ISSUED FOR PRELIMINARY CPA 2016-09-26 |

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| PROJECT NUMBER | DC-47 |
| DRAWN BY | J.BARW |
| CHECKED BY | MB |
| DATE CHECKED | |
| CONSULTANT | |

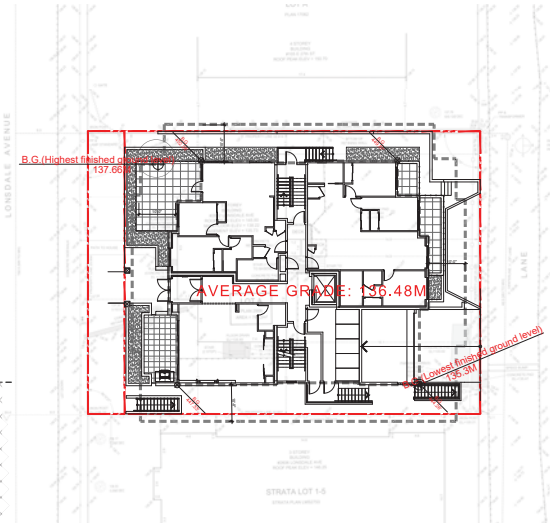
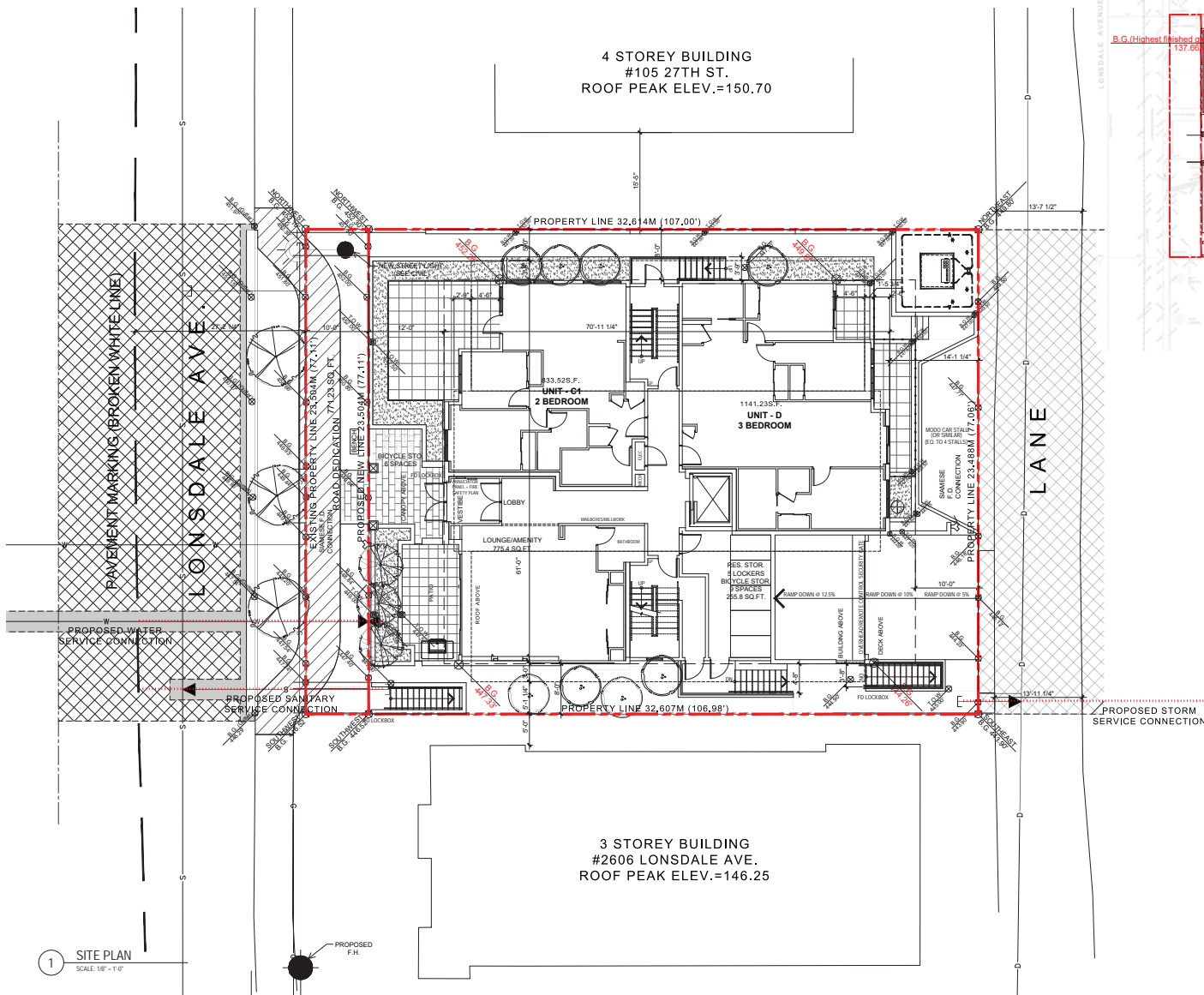
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| PROJECT | 2612 LONSDALE AVE. APARTMENTS |
| | CITY OF NORTH VANCOUVER, BC |

DRAWING TITLE

SUSTAINABILITY STATEMENT

DRAWING NO.

A 0.07



| ISSUES | DATE |
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| 8 | |
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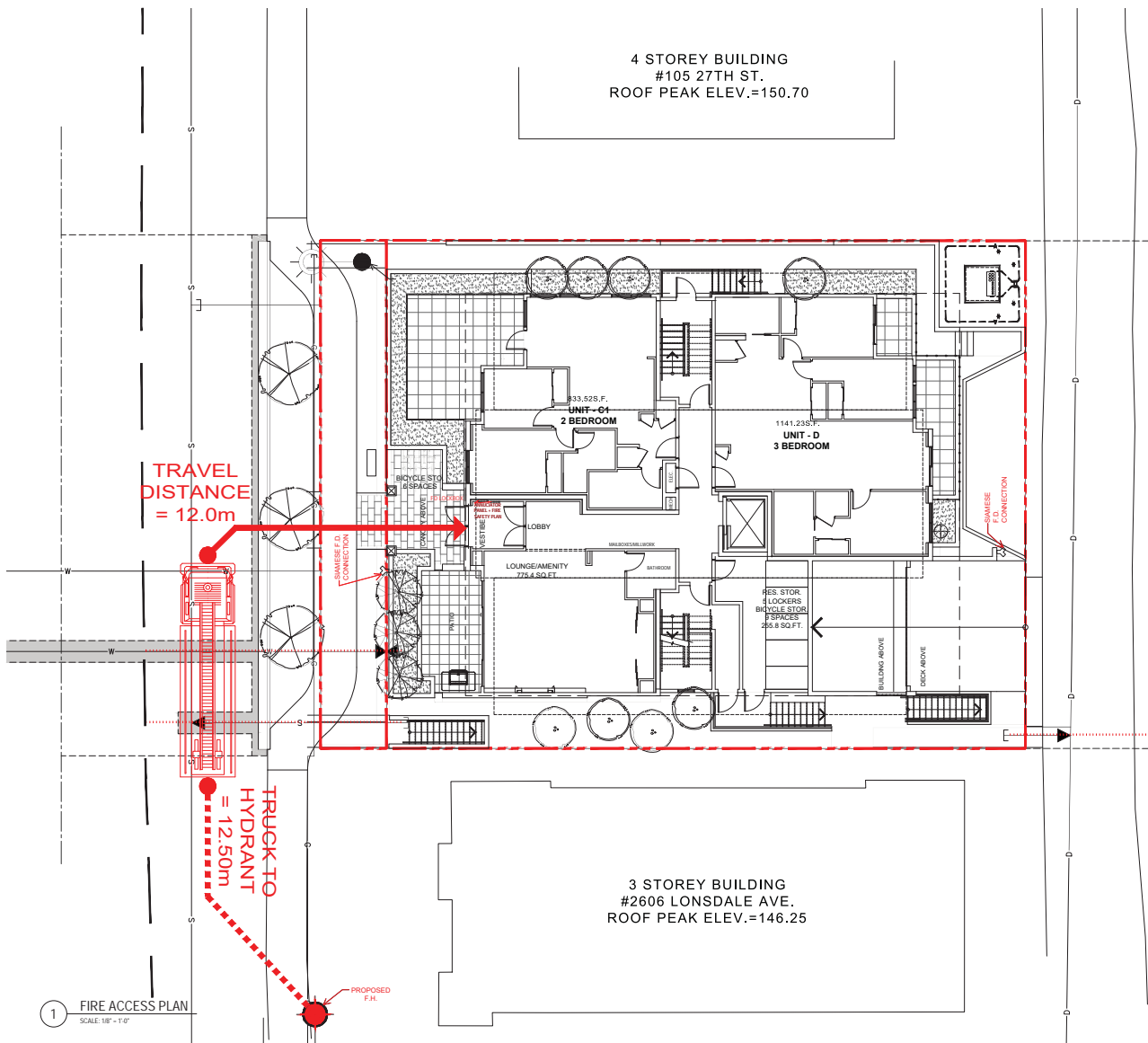
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| PROJECT NUMBER | DC-47 |
| DRAWN BY | J. RABIN |
| CHECKED BY | MB |
| DATE CHECKED | |
| CONSULTANT | |

PROJECT
**2612 LONSDALE AVE.
APARTMENTS**
CITY OF
NORTH VANCOUVER, BC

DRAWING TITLE
SITE PLAN

DRAWING NO.

A1.01



| ISSUES | DATE |
|------------------------------|------------|
| 8 | |
| 7 | |
| 6 | |
| 5 ISSUED FOR DP RESUBMISSION | 2020-07-27 |
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| PROJECT NUMBER | DC-47 |
| DRAWN BY | JLRA/RW |
| CHECKED BY | MS |
| DATE CHECKED | |
| CONSULTANT | |

PROJECT

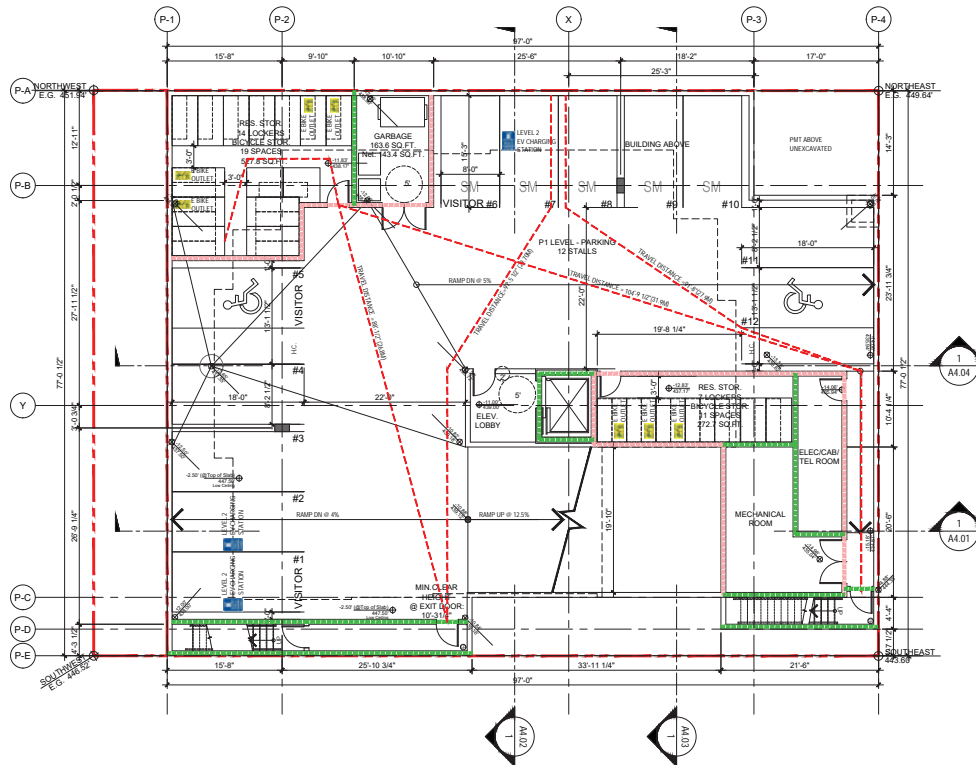
**2612 LONSDALE AVE.
APARTMENTS**

CITY OF
NORTH VANCOUVER, BC

DRAWING TITLE

**FIRE ACCESS
PLAN**

DRAWING No. _____



1
A1.02 **PARKING P1 FLOOR PLAN**
Scale: 1/8" = 1'-0"

| PARKING P1 - AREA: | S.F. | S.M. |
|---------------------------|-------------|-------------|
| GROSS AREA | 6882.77 | 639.43 |
| COMMON AREA | 627.55 | 58.30 |
| BICYCLE STORAGE AREA | 800.47 | 74.37 |

| LEGEND | |
|-------------------------|-------|
| TRAVEL DISTANCE | ----- |
| 3/4HR FIRE SEPARATION | ===== |
| 1HR FIRE SEPARATION | ===== |
| 1 1/2HR FIRE SEPARATION | ===== |
| STANDPIPE | ⊕ |
| FD LOCKBOX | Ⓢ |

| ISSUES | DATE |
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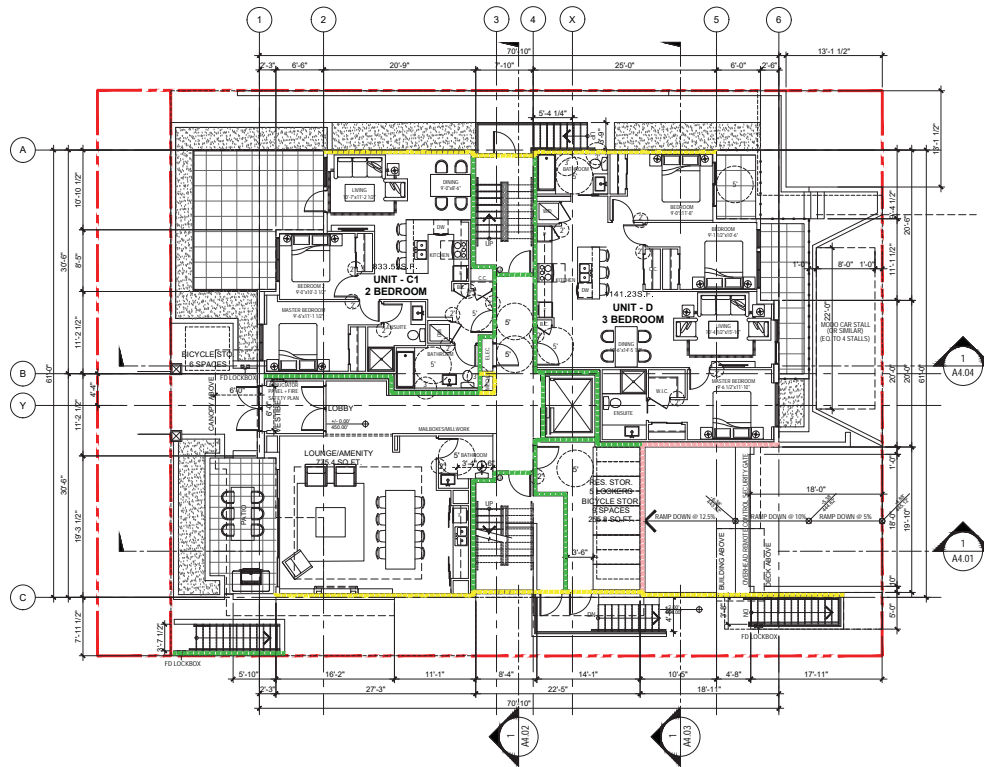
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| PROJECT NUMBER | DC47 |
| DRAWN BY | A.RAW |
| CHECKED BY | MB |
| DATE CHECKED | |
| CONSULTANT | |

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| PROJECT | 2612 LONSDALE AVE. APARTMENTS |
| CITY OF | NORTH VANCOUVER, BC |

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| DRAWING TITLE | PARKING P1 FLOOR PLANS |
|---------------|-----------------------------------|

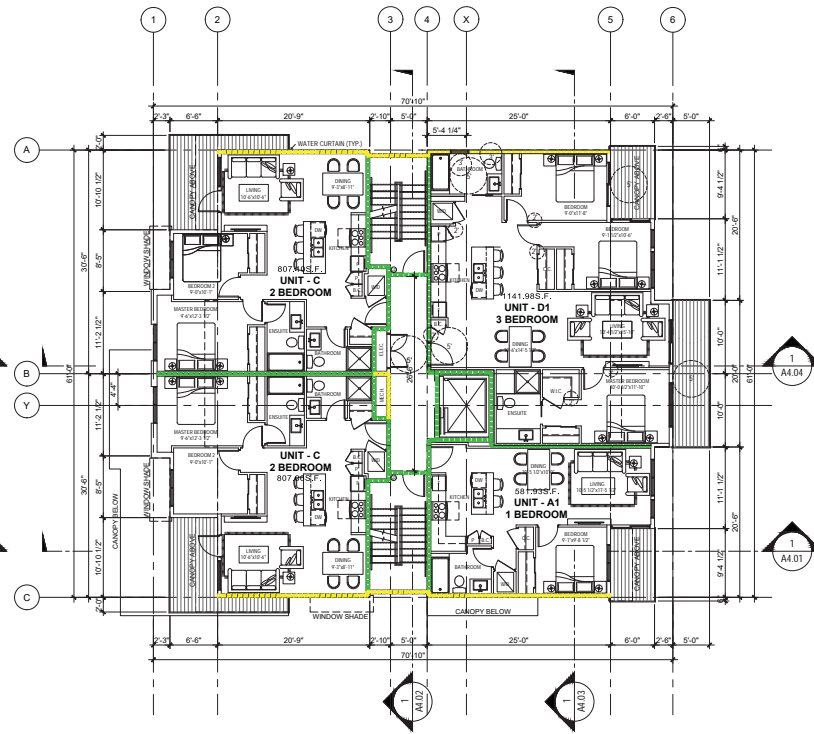
DRAWING NO.

A1.02



1 GROUND FLOOR PLAN
A2.01 Scale: 1/8" = 1'-0"

| GROUND FLOOR-AREA: | S.F. | S.M. |
|-------------------------|----------|--------|
| GROSS AREA | 3668.19 | 340.60 |
| COMMON AREA | 660.07 | 61.32 |
| LOBBY/AMENITY AREA | 775.50 | 72.05 |
| BICYCLE STORAGE AREA | 255.87 | 23.77 |
| PATIO AREA | 552.39 | 51.32 |
| INTERIOR HABITABLE AREA | 1,974.75 | 183.46 |



2 2ND TO 3RD FLOOR PLANS
A2.02 Scale: 1/8" = 1'-0"

| 2nd To 3rd FLOOR-AREA: | S.F. | S.M. |
|------------------------|----------|--------|
| GROSS AREA | 3869.82 | 359.52 |
| COMMON AREA | 531.74 | 49.40 |
| DECK AREA | 424.54 | 39.44 |
| HABITABLE AREA | 3,338.07 | 310.12 |

| LEGEND | |
|-------------------------|------|
| TRAVEL DISTANCE | --- |
| 3/4HR FIRE SEPARATION | ---- |
| 1HR FIRE SEPARATION | ---- |
| 1 1/2HR FIRE SEPARATION | ---- |
| STANDPIPE | ⊗ |
| FD LOCKBOX | ⊞ |

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| 2 | ISSUED FOR DP RESUBMISSION 2017-08-26 |
| 1 | ISSUED FOR PRELIMINARY DPA 2016-09-26 |
| PROJECT NUMBER DC-47 | |
| DRAWN BY J. RABIN | |
| CHECKED BY MB | |
| DATE CHECKED | |
| CONSULTANT | |

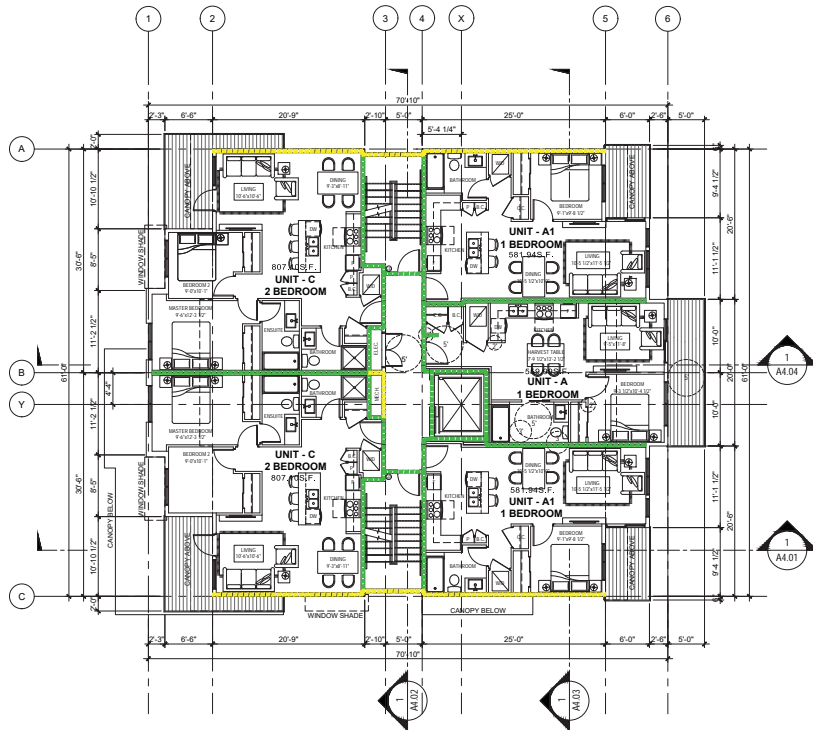
PROJECT
**2612 LONSDALE AVE.
APARTMENTS**
CITY OF
NORTH VANCOUVER, BC

DRAWING TITLE

**GROUND, 2ND AND 3RD
FLOOR PLANS**

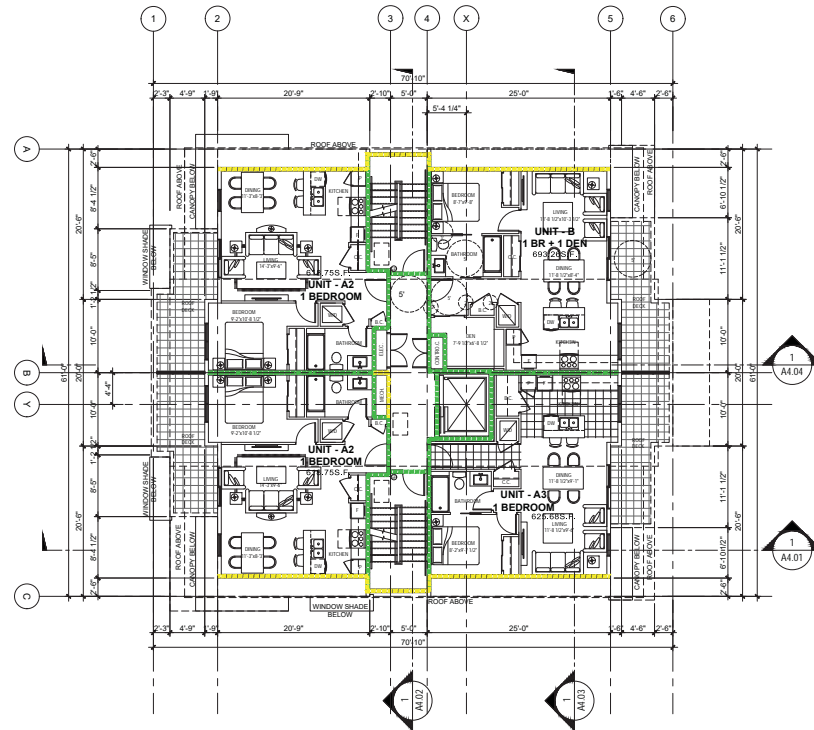
DRAWING NO.

A2.01



1 4TH TO 5TH FLOOR PLANS
Scale: 1/8" = 1'-0"

| 4th to 5th FLOOR-AREA: | S.F. | S.M. |
|------------------------|----------|--------|
| GROSS AREA | 3869.82 | 359.52 |
| COMMON AREA | 531.74 | 49.40 |
| DECK AREA | 424.54 | 39.44 |
| HABITABLE AREA | 3,338.07 | 310.12 |



2 6TH FLOOR PLAN
Scale: 1/8" = 1'-0"

| 6th FLOOR-AREA: | S.F. | S.M. |
|-----------------|----------|--------|
| GROSS AREA | 3099.98 | 288.00 |
| COMMON AREA | 543.54 | 50.50 |
| DECK AREA | 544.16 | 50.55 |
| HABITABLE AREA | 2,556.44 | 237.50 |

| LEGEND | |
|-------------------------|-------|
| TRAVEL DISTANCE | ---- |
| 3/4HR FIRE SEPARATION | ----- |
| 1HR FIRE SEPARATION | ----- |
| 1 1/2HR FIRE SEPARATION | ----- |
| STANDPIPE | ⊗ |
| FD LOCKBOX | ⊞ |

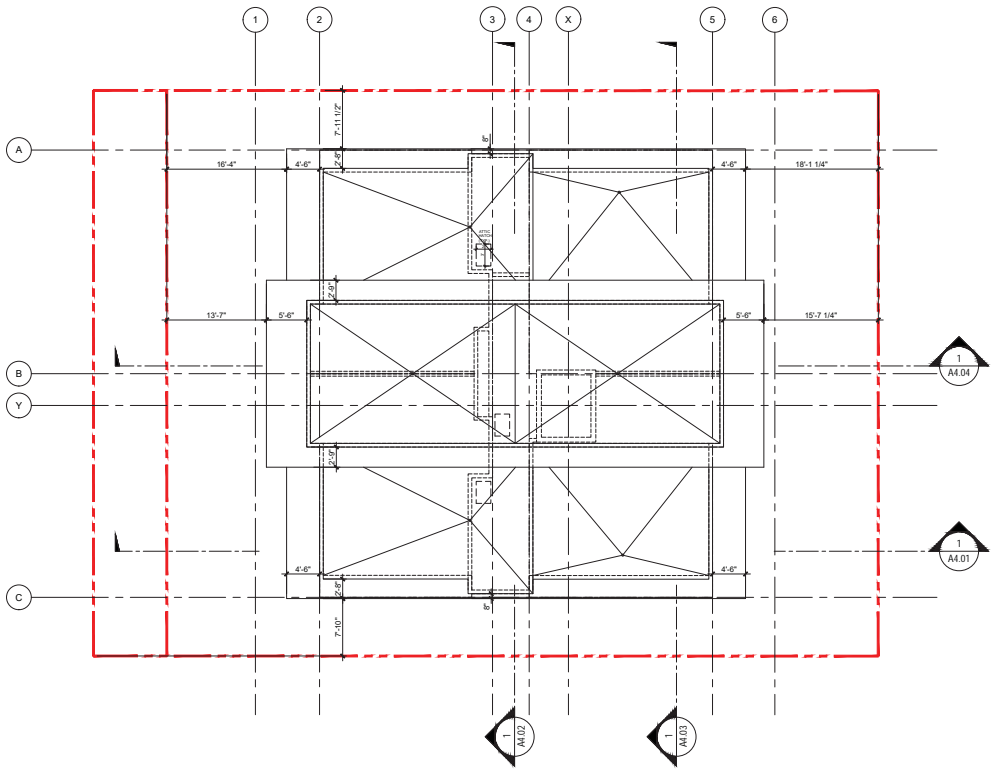
| ISSUES | DATE |
|----------------|---------------------------------------|
| 8 | |
| 7 | |
| 6 | |
| 5 | ISSUED FOR DP RESUBMISSION 2020-07-27 |
| 4 | ISSUED FOR DP RESUBMISSION 2018-06-08 |
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| 2 | ISSUED FOR DP SUBMISSION 2017-08-26 |
| 1 | ISSUED FOR PRELIMINARY DPA 2016-09-26 |
| PROJECT NUMBER | DC-47 |
| DRAWN BY | A.RAHW |
| CHECKED BY | MB |
| DATE CHECKED | |
| CONSULTANT | |

PROJECT
**2612 LONSDALE AVE.
APARTMENTS**
CITY OF
NORTH VANCOUVER, BC

DRAWING TITLE
**4TH, 5TH AND 6TH
FLOOR PLANS**

DRAWING NO.

A2.02



1
A2.03 ROOF PLAN
Scale: 1/8" = 1'-0"

| LEGEND | |
|-------------------------|--|
| TRAVEL DISTANCE | |
| 3/4HR FIRE SEPARATION | |
| 1HR FIRE SEPARATION | |
| 1 1/2HR FIRE SEPARATION | |
| STANDPIPE | |
| FD LOCKBOX | |

| ISSUES | DATE |
|--------|---------------------------------------|
| 8 | |
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| 1 | ISSUED FOR PRELIMINARY DPA 2016-09-26 |

| | |
|----------------|-----------|
| PROJECT NUMBER | DC-47 |
| DRAWN BY | J.R.B./RW |
| CHECKED BY | MB |
| DATE CHECKED | |
| CONSULTANT | |

PROJECT
**2612 LONSDALE AVE.
APARTMENTS**
CITY OF
NORTH VANCOUVER, BC

DRAWING TITLE
**ROOF
PLAN**

DRAWING NO.

A2.03

| ISSUES | DATE |
|--------|---------------------------------------|
| 8 | |
| 7 | |
| 6 | |
| 5 | ISSUED FOR DP RESUBMISSION 2020-07-27 |
| 4 | ISSUED FOR DP RESUBMISSION 2018-06-08 |
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| 1 | ISSUED FOR PRELIMINARY DPA 2016-09-26 |

| | |
|----------------|----------|
| PROJECT NUMBER | DC-47 |
| DRAWN BY | J. RABOW |
| CHECKED BY | MB |
| DATE CHECKED | |
| CONSULTANT | |

PROJECT
**2612 LONSDALE AVE.
APARTMENTS**
CITY OF
NORTH VANCOUVER, BC

DRAWING TITLE

ELEVATIONS

DRAWING NO.

A3.01



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



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



| ISSUES | DATE |
|----------------|---------------------------------------|
| 8 | |
| 7 | |
| 6 | |
| 5 | ISSUED FOR DP RESUBMISSION 2020-07-27 |
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| PROJECT NUMBER | DC-47 |
| DRAWN BY | J. RABOW |
| CHECKED BY | MB |
| DATE CHECKED | |
| CONSULTANT | |

PROJECT

**2612 LONSDALE AVE.
APARTMENTS**

CITY OF
NORTH VANCOUVER, BC

DRAWING TITLE

ELEVATIONS

DRAWING NO.

A3.02



| ISSUES | DATE |
|--------|---------------------------------------|
| 8 | |
| 7 | |
| 6 | |
| 5 | ISSUED FOR DP RESUBMISSION 2020-07-27 |
| 4 | ISSUED FOR DP RESUBMISSION 2018-06-08 |
| 3 | ISSUED FOR DP RESUBMISSION 2017-11-15 |
| 2 | ISSUED FOR DP SUBMISSION 2017-08-26 |
| 1 | ISSUED FOR PRELIMINARY DPA 2016-09-26 |

| | |
|----------------|-----------|
| PROJECT NUMBER | DC-47 |
| DRAWN BY | J.R.B./RW |
| CHECKED BY | MB |
| DATE CHECKED | |
| CONSULTANT | |

PROJECT
**2612 LONSDALE AVE.
APARTMENTS**

CITY OF
NORTH VANCOUVER, BC

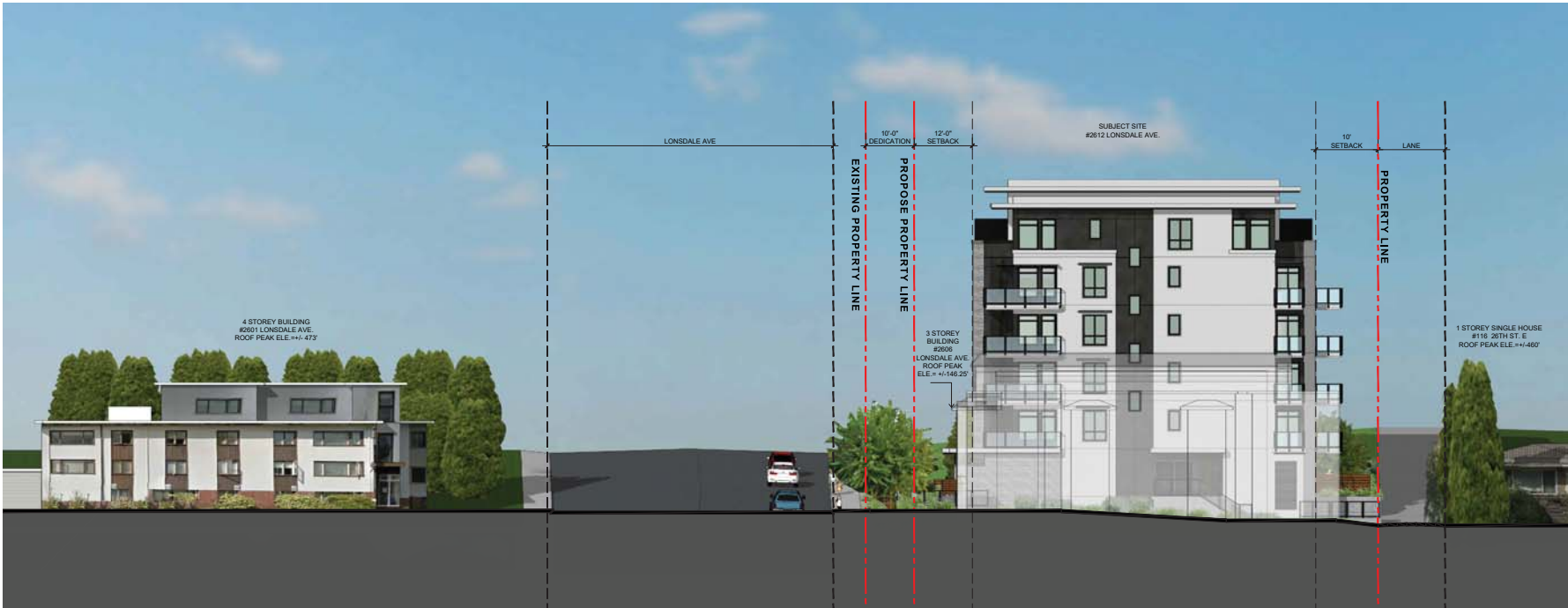
DRAWING TITLE

STREETSCAPE

DRAWING NO.

A3.03





| ISSUES | DATE |
|--------|---------------------------------------|
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| 7 | |
| 6 | |
| 5 | ISSUED FOR DP RESUBMISSION 2020-07-27 |
| 4 | ISSUED FOR DP RESUBMISSION 2018-06-08 |
| 3 | ISSUED FOR DP RESUBMISSION 2017-11-15 |
| 2 | ISSUED FOR DP SUBMISSION 2017-08-26 |
| 1 | ISSUED FOR PRELIMINARY DPA 2016-09-26 |

| | |
|----------------|----------|
| PROJECT NUMBER | DC-47 |
| DRAWN BY | J. RABIN |
| CHECKED BY | MB |
| DATE CHECKED | |
| CONSULTANT | |

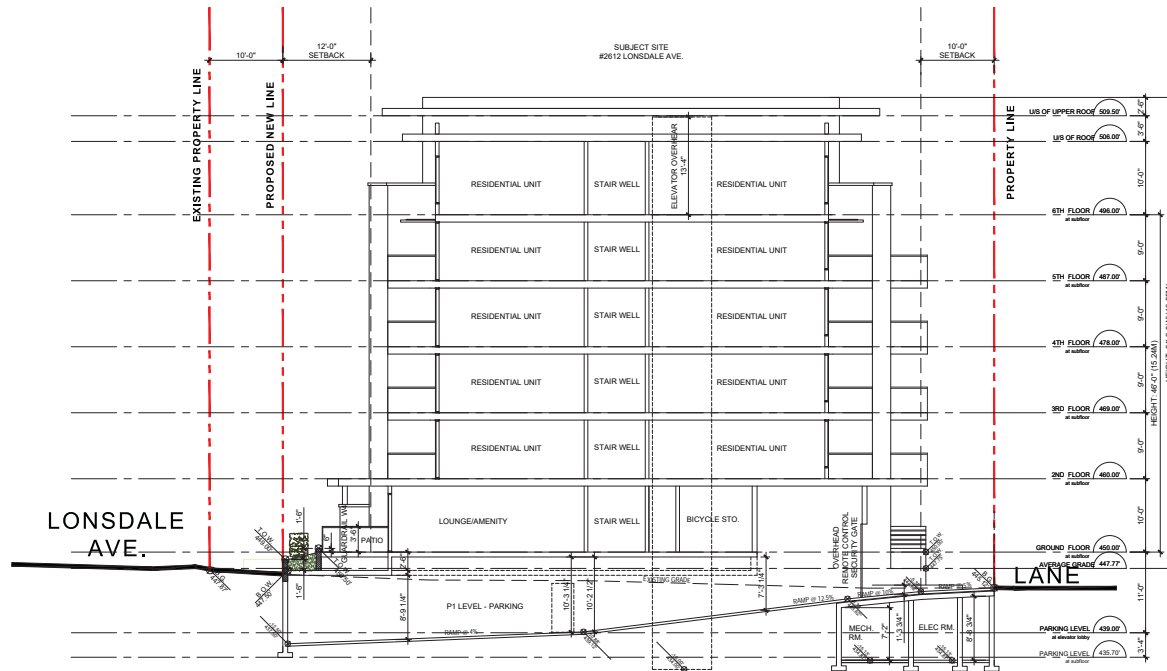
PROJECT
**2612 LONSDALE AVE.
APARTMENTS**
CITY OF
NORTH VANCOUVER, BC

DRAWING TITLE
STREETSCAPE

DRAWING NO.

A3.04

1 SECTION / STREETSCAPE
SCALE: 3/32" = 1'-0"



| ISSUES | DATE |
|----------------------|---------------------------------------|
| 8 | |
| 7 | |
| 6 | |
| 5 | ISSUED FOR DP RESUBMISSION 2020-07-27 |
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| PROJECT NUMBER DC-47 | |
| DRAWN BY J. RABOW | |
| CHECKED BY MB | |
| DATE CHECKED | |
| CONSULTANT | |

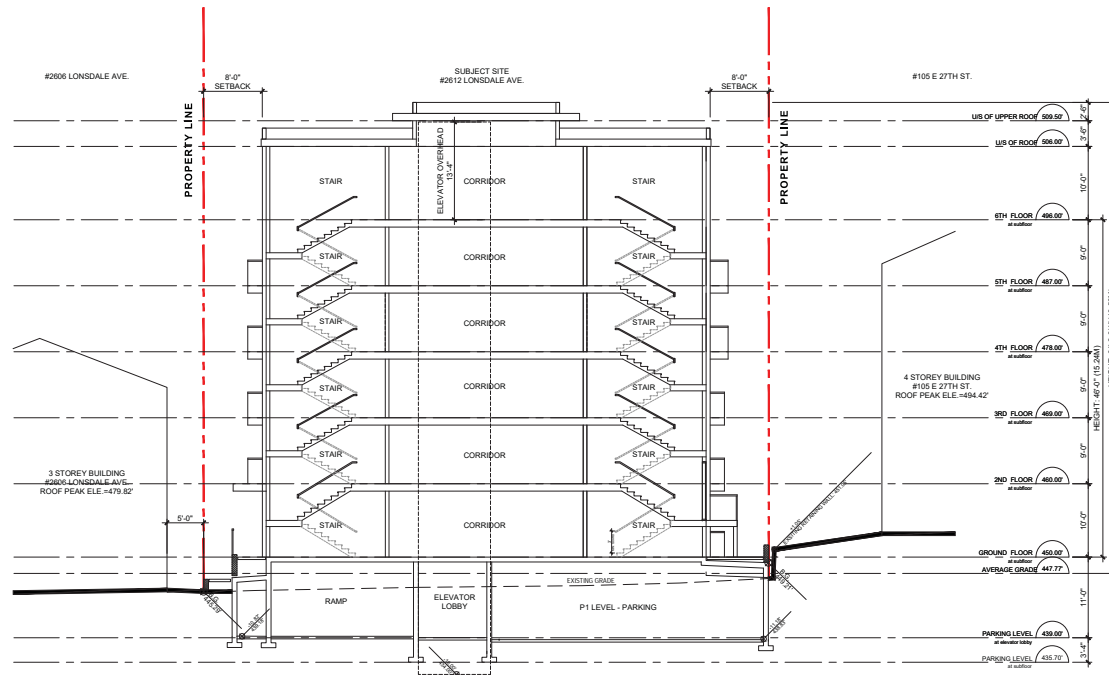
PROJECT
**2612 LONSDALE AVE.
APARTMENTS**
CITY OF
NORTH VANCOUVER, BC

DRAWING TITLE

BUILDING SECTION

DRAWING NO.

A4.01



1 SECTION 2
A4.02 Scale: 1/8" = 1'-0"

| ISSUES | DATE |
|------------------------------|------------|
| 8 | |
| 7 | |
| 6 | |
| 5 ISSUED FOR DP RESUBMISSION | 2020-07-27 |
| 4 ISSUED FOR DP RESUBMISSION | 2018-06-08 |
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| 1 ISSUED FOR PRELIMINARY DPA | 2016-09-26 |

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|----------------|---------|
| PROJECT NUMBER | DC-47 |
| DRAWN BY | JLRA/RW |
| CHECKED BY | MB |
| DATE CHECKED | |
| CONSULTANT | |

PROJECT

**2612 LONSDALE AVE.
APARTMENTS**

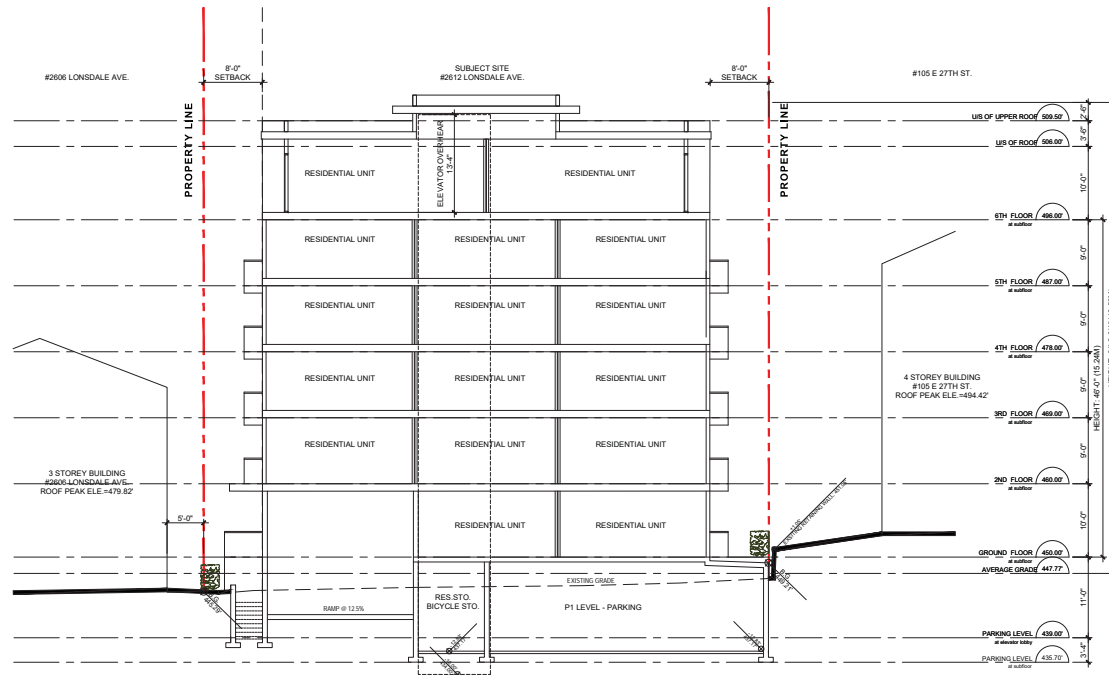
CITY OF
NORTH VANCOUVER, BC

DRAWING TITLE

BUILDING SECTION

DRAWING No. _____

A4.02



1 SECTION 3
A4.03 Scale: 1/8" = 1'-0"

| ISSUES | DATE |
|---------------------|---------------------------------------|
| 8 | |
| 7 | |
| 6 | |
| 5 | ISSUED FOR DP RESUBMISSION 2020-07-27 |
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| 2 | ISSUED FOR DP SUBMISSION 2017-08-26 |
| 1 | ISSUED FOR PRELIMINARY DPA 2016-09-26 |
| PROJECT NUMBER DC47 | |
| DRAWN BY J.BARW | |
| CHECKED BY MB | |
| DATE CHECKED | |
| CONSULTANT | |

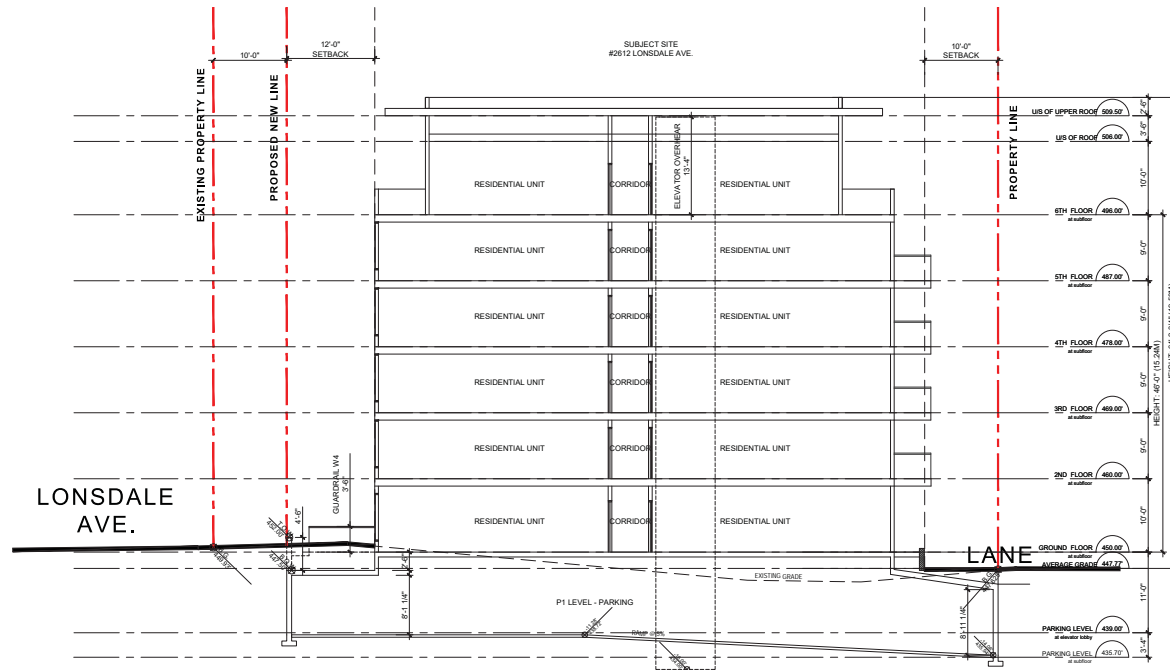
PROJECT
**2612 LONSDALE AVE.
APARTMENTS**
CITY OF
NORTH VANCOUVER, BC

DRAWING TITLE

BUILDING SECTION

DRAWING NO.

A4.03



| ISSUES | DATE |
|--------|---------------------------------------|
| 8 | |
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| 1 | ISSUED FOR PRELIMINARY DPA 2016-09-26 |

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|----------------|----------|
| PROJECT NUMBER | DC-47 |
| DRAWN BY | J. RABIN |
| CHECKED BY | MB |
| DATE CHECKED | |
| CONSULTANT | |

PROJECT

**2612 LONSDALE AVE.
APARTMENTS**

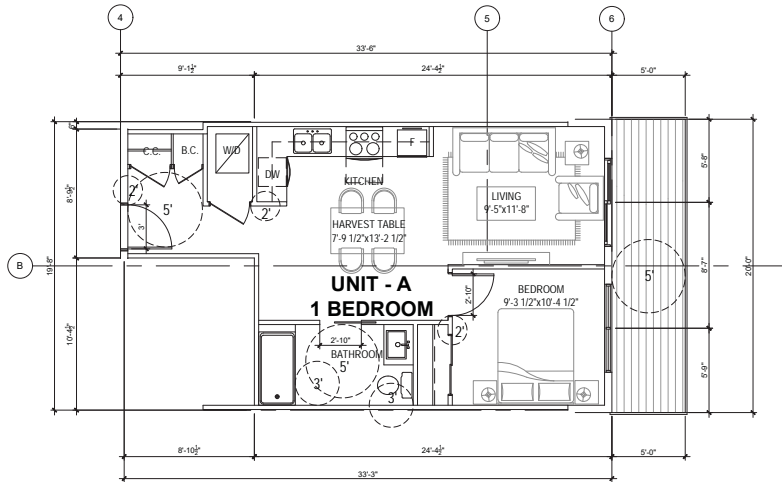
CITY OF
NORTH VANCOUVER, BC

DRAWING TITLE

BUILDING SECTION

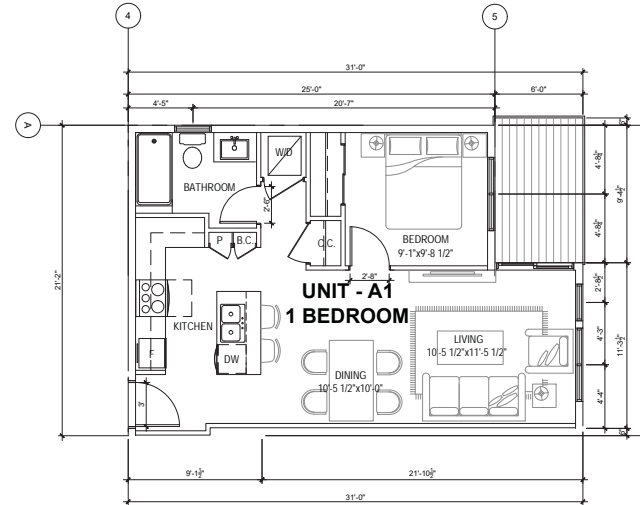
DRAWING NO.

A4.04



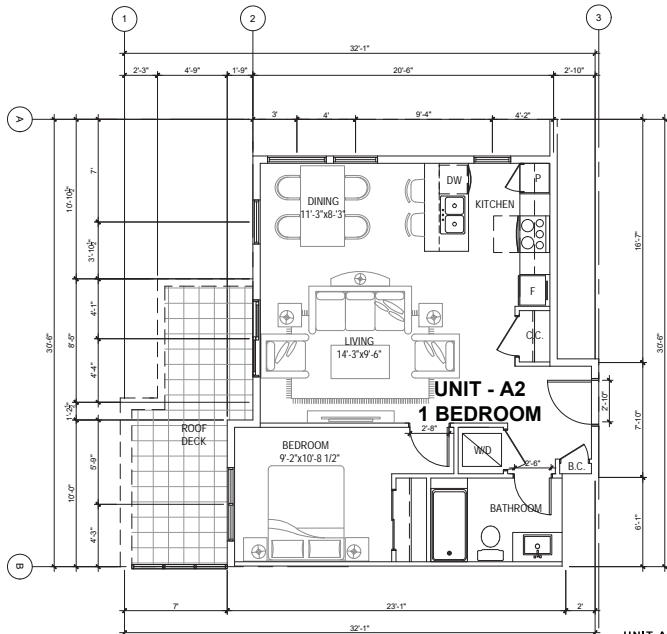
1 UNIT A PLAN
A5.01 Scale: 1/4" = 1'-0"

| | S.F. | S.M. |
|---------------------|---------------|--------------|
| UNIT LIVING AREA | 559.99 | 52.02 |
| DECK AREA | 100.00 | 9.29 |
| TOTAL AREA = | 659.99 | 61.31 |



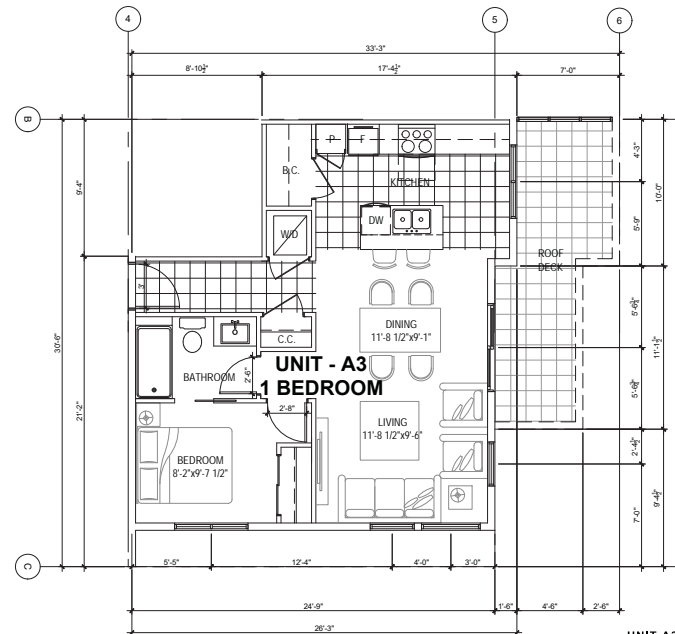
2 UNIT A1 PLAN
A5.01 Scale: 1/4" = 1'-0"

| | S.F. | S.M. |
|---------------------|---------------|--------------|
| UNIT LIVING AREA | 581.94 | 54.06 |
| DECK AREA | 59.25 | 5.50 |
| TOTAL AREA = | 641.19 | 59.57 |



3 UNIT A2 PLAN
A5.01 Scale: 1/4" = 1'-0"

| | S.F. | S.M. |
|---------------------|---------------|--------------|
| UNIT LIVING AREA | 618.75 | 57.48 |
| DECK AREA | 135.30 | 12.57 |
| TOTAL AREA = | 754.04 | 70.05 |



4 UNIT A3 PLAN
A5.01 Scale: 1/4" = 1'-0"

| | S.F. | S.M. |
|---------------------|---------------|--------------|
| UNIT LIVING AREA | 625.68 | 58.13 |
| DECK AREA | 136.76 | 12.71 |
| TOTAL AREA = | 762.44 | 70.83 |

| ISSUES | DATE |
|----------------|---------------------------------------|
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| 2 | ISSUED FOR DP RESUBMISSION 2017-08-26 |
| 1 | ISSUED FOR PRELIMINARY DPA 2016-09-26 |
| PROJECT NUMBER | DC47 |
| DRAWN BY | J. RABIN |
| CHECKED BY | MB |
| DATE CHECKED | |
| CONSULTANT | |

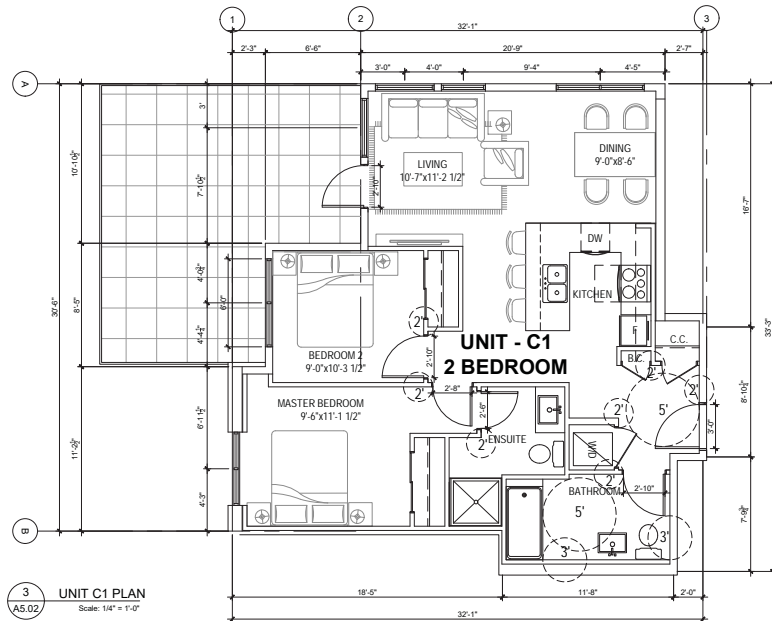
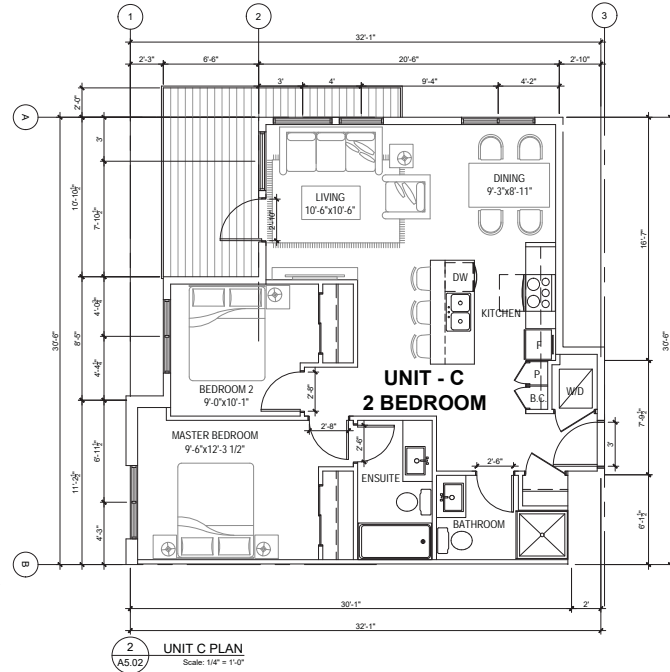
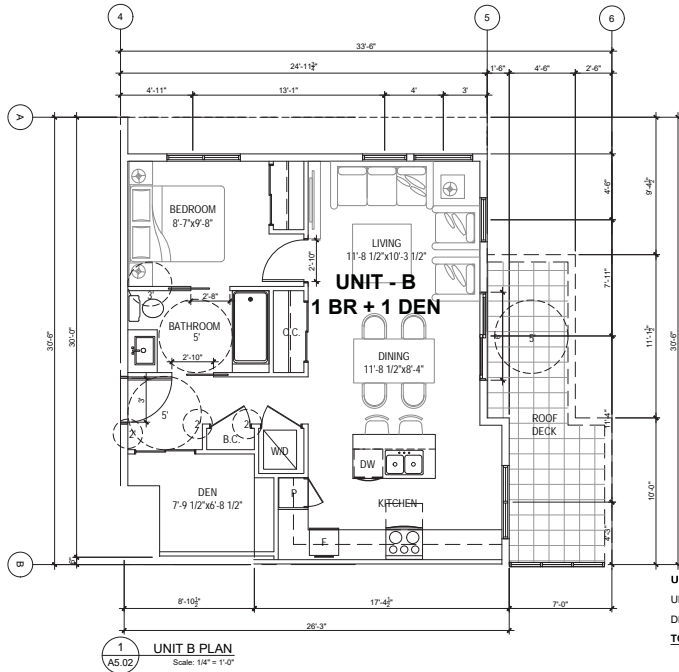
PROJECT
**2612 LONSDALE AVE.
APARTMENTS**
CITY OF
NORTH VANCOUVER, BC

DRAWING TITLE

**UNIT
FLOOR PLANS**

DRAWING NO.

A5.01



| ISSUES | DATE |
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| 8 | |
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| 5 | ISSUED FOR DP RESUBMISSION 2020-07-27 |
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| PROJECT NUMBER | DC-47 |
| DRAWN BY | J. RABIN |
| CHECKED BY | MB |
| DATE CHECKED | |
| CONSULTANT | |

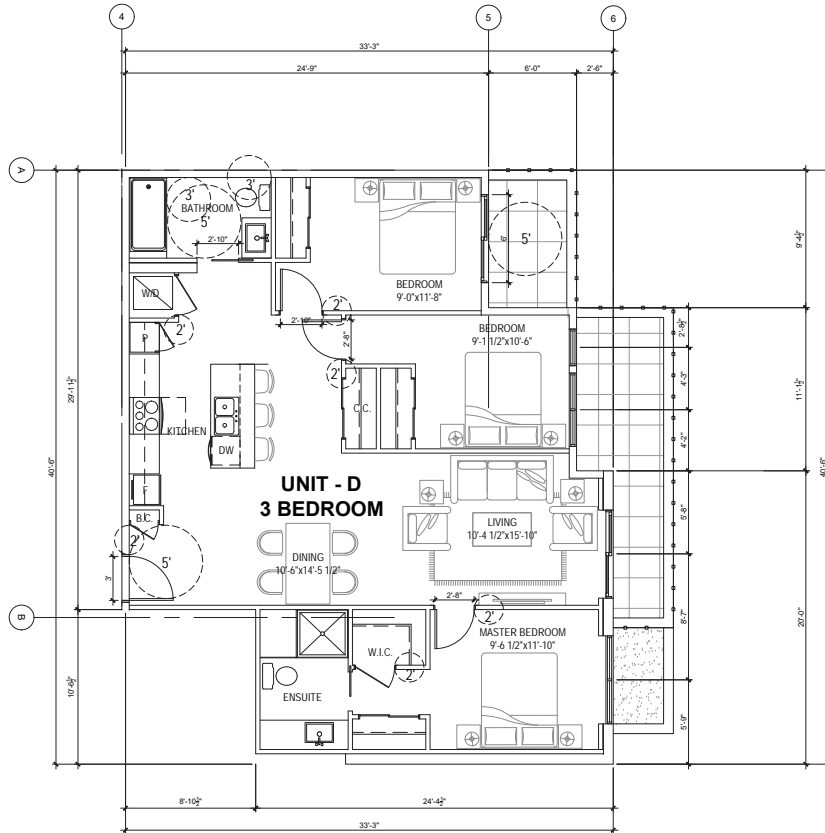
PROJECT
**2612 LONSDALE AVE.
APARTMENTS**
CITY OF
NORTH VANCOUVER, BC

DRAWING TITLE

**UNIT
FLOOR PLANS**

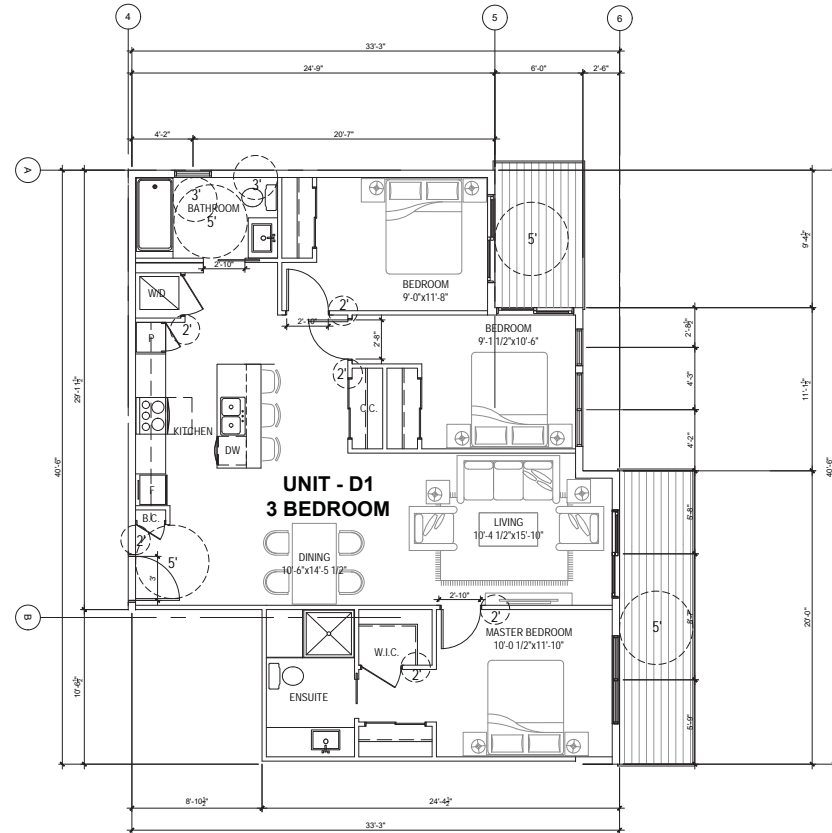
| | |
|-------------|--|
| DRAWING No. | |
|-------------|--|

A5.02



1 UNIT D PLAN
A5.03
Scale: 1/4" = 1'-0"

| | S.F. | S.M. |
|---------------------|-----------------|---------------|
| UNIT D - 3 BR: | | |
| UNIT LIVING AREA | 1141.23 | 106.02 |
| DECK AREA | 143.01 | 13.29 |
| TOTAL AREA = | 1,284.24 | 119.31 |



2 UNIT D1 PLAN
A5.03
Scale: 1/4" = 1'-0"

| | S.F. | S.M. |
|---------------------|-----------------|---------------|
| UNIT D1 - 3 BR: | | |
| UNIT LIVING AREA | 1141.92 | 106.09 |
| DECK AREA | 159.25 | 14.79 |
| TOTAL AREA = | 1,301.17 | 120.88 |

| ISSUES | DATE |
|--------|---------------------------------------|
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| 2 | ISSUED FOR DP SUBMISSION 2017-08-26 |
| 1 | ISSUED FOR PRELIMINARY DPA 2016-09-26 |

| | |
|----------------|----------|
| PROJECT NUMBER | DC47 |
| DRAWN BY | J. RABOW |
| CHECKED BY | MB |
| DATE CHECKED | |
| CONSULTANT | |

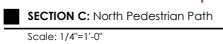
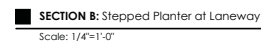
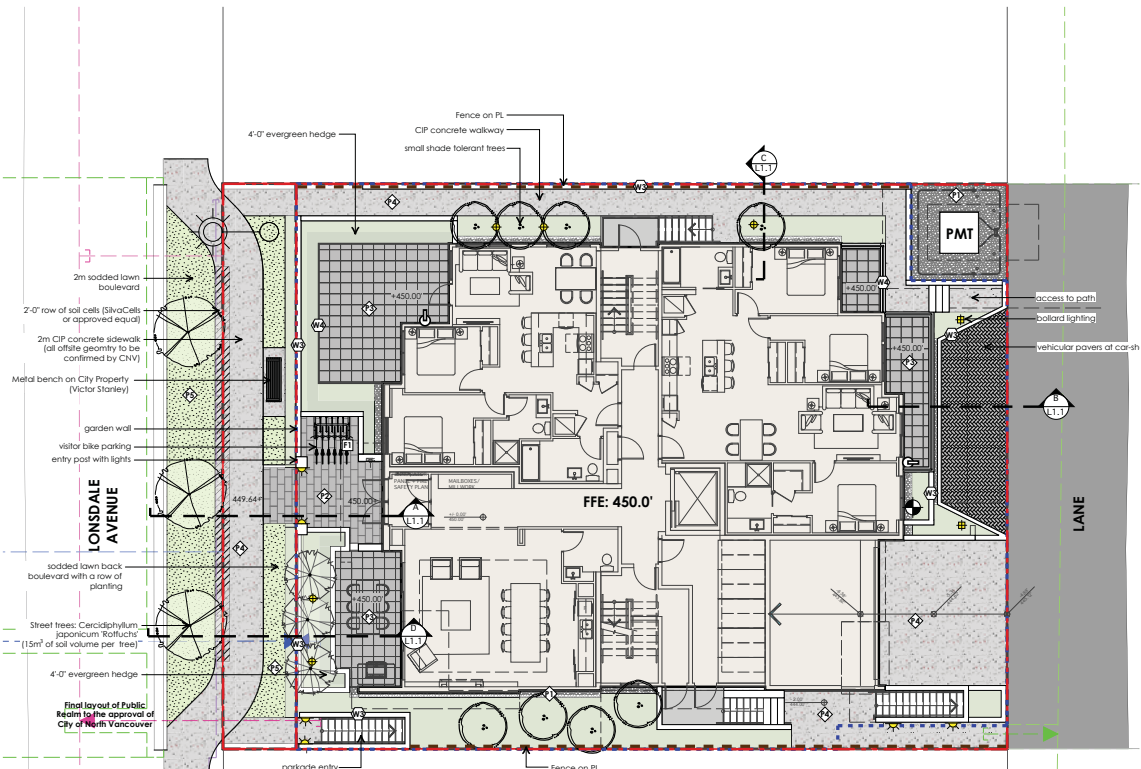
PROJECT
**2612 LONSDALE AVE.
APARTMENTS**

CITY OF
NORTH VANCOUVER, BC

| | |
|---------------|-----------------------------|
| DRAWING TITLE | UNIT FLOOR PLANS |
|---------------|-----------------------------|

DRAWING NO.

A5.03



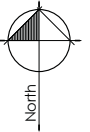
durante kreuk Durante Kreuk Ltd.
102 - 1637 West 5th Avenue
Vancouver BC V6J 1N5
t: 604 684 4611
f: 604 684 0577
www.dkl.bc.ca

| | |
|----------------|--------------|
| Drawn by: | MTB |
| Checked by: | PGK |
| Date: | Nov. 10 2016 |
| Scale: | 1/8" = 1'-0" |
| Drawing Title: | |

Project No.:
16141

SECTION D: Main Lobby Entry off Lonsdale
Scale: 1/4"=1'-0"

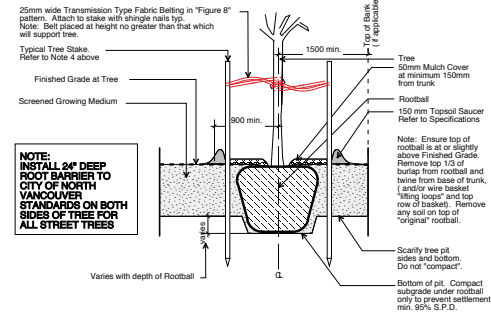
| MATERIAL KEY | | | |
|----------------------------|--------------------------|----------------------------|---|
| DETAIL | KEY | MATERIAL | |
| SURFACING | | | |
| | | | Gravel/River Rock Drainage strip |
| | | | 12"x24" Barkman Pavers Charcoal Grey Northwest Landscape & Stone Supply 604.435.4842 |
| | | | 18" x 18" Concrete Pavers Natural Grey Texasda Slabs Northwest Landscape & Stone Supply 604.435.4842 |
| | | | CIP Concrete Broom Finished pathways 100mm thick, Sawcut as per plan. |
| | | | Sod Lawn on grade |
| SITE FURNISHING | | | |
| | | | Bike Stalls Cora W4508 |
| WALLS & FENCING | | | |
| | | | Metal Gate *36"ht gates of unit patios (metal architectural gates indicated with dashed lines- refer to arch for details) |
| | | | Wood Privacy Fencing (Rooftop) *typ 6'-0"ht horizontal rail |
| | | | Architectural Concrete Planter Walls |
| | | | Architectural Guardrail |
| GRADING KEY | | LIGHTING/MECHANICAL | |
| SYM | | SYM | |
| FG | Finished Grade | | Landscape Uplighting for Trees Refer to Electrical for details and type |
| hw | Top of Wall | | Landscape Bollard Lights Refer to Electrical for details and type |
| tc | Top of Curb | | Landscape Lighting - Refer to Electrical for details and type |
| FFE | Finished Floor Elevation | | Irrigation Stub |
| lg | Interpolated grade | | Hosebib |
| ±189'-6" | Spot Elevation | | |
| ← CHN | Stair Run & Direction | | |



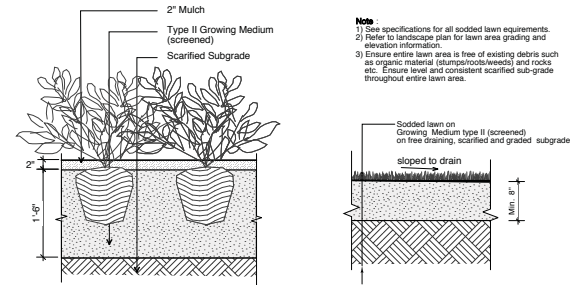
| Depth of Growing Medium Total (mm) | Area (M2) | Variation 1 | Variation 2 |
|------------------------------------|-----------|------------------------|------------------------|
| | | Size of Surface Square | Size of Surface Circle |
| 450 | 11.11 | 3.3 M x 3.3 M | 3.80 M Ø |
| 600 | 8.33 | 2.9 M x 2.9 M | 3.25 M Ø |
| 750 | 6.67 | 2.6 M x 2.6 M | 2.90 M Ø |

General Notes:

1. Do not cut Tree Leader.
2. Protect tree from damage during planting. Ensure rootball protected from Sun, Frost or Desiccation.
3. Ensure tree location does not conflict with Underground Services. *Call before digging*.
4. All street trees to be staked with 2 - 100mmØ x 2.5m long. Minimum depth of stake embedment is 1m. Ensure stakes do not penetrate or damage rootball. Ensure all stakes are aligned parallel to sidewalk/road on tree pit centreline.
5. Provide min. 5 cubic meters of growing medium per tree.
6. Refer to Growing Medium Chart below for surface area depth of Growing Medium.



Typical Deciduous Tree Planting
Scale NTS



Typical Shrub Planting on Grade
Scale 1\"/>

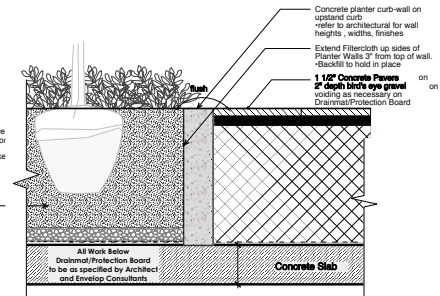
Sodded Lawn on Grade
Scale 1\"/>

General Notes:





1. Do not cut Tree Leader.
2. Protect tree from damage during planting. Ensure rootball protected from Sun, Frost or Desiccation.
3. Day all trees to the grades with fabric ties.
4. Provide min. 5 cubic meters of structural growing medium per tree.
5. Ensure top of rootball is at or slightly above Finished Grade. Remove top 1/3 of burlap for rootball and twine from base of trunk, (and/or wire basket 'filling loops' and top row of basket. Remove any soil on top of 'original' rootball.

Type III Growing Medium for all planters (Mound as required to 30\"/>

Planting on Slab
Scale 1\"/>



PLANT LIST

| SYM | QTY | BOTANICAL NAME | COMMON NAME | SIZE |
|---|-----|--|----------------------------|-------------------------|
| TREES | | | | |
|  | 8 | Acer griseum | Paperbark Maple | 6cm cal. B&B |
|  | 3 | Cornus kousa 'Satomi' | Satomi Chinese Dogwood | 7cm cal. B&B (specimen) |
|  | 3 | Street Trees Cercidiphyllum japonicum 'Rothfuchs' | Katsura Red Rox | 7cm cal. B&B |
| SHRUBS / FERNS | | | | |
| CS | 67 | Cornus sericea | Red Twig Dogwood | #2 pot, 24\"/> |
| LP | 18 | Lonicera pileata | Privet Honeysuckle | #2 pot, 24\"/> |
| Pm | 23 | Polystichum munium | Sword Fern | #2 pot, 18\"/> |
| Rh | 16 | Rhododendron 'Yaku Princess' | Yaku Princess Rhododendron | #3 pot, 24\"/> |
| SP | 27 | Spiraea betulifolia | Birched Leaf Spiraea | #2 pot, 18\"/> |
|  | 53 | Taxus x media 'Hicksii' | Yew Hedge | 4\"/> |
| Vd | 42 | Viburnum davidii | David Viburnum | #2 pot, 24\"/> |
| PERENNIALS / GROUNDCOVERS / GRASSES | | | | |
| a | 6 | Arctostaphylos uva-ursi | Kinnickinick | 9cm pot, 12\"/> |
| A | 78 | Asarum caudatum | Wild Ginger | 9cm pot, 12\"/> |
| c | 34 | Cotoneaster dammeri | Bearberry Cotoneaster | 9cm pot, 12\"/> |
| hg | 39 | Heuchera 'green spice' | Green Spice Coral Bells | #1 pot, 12\"/> |

NOTES

1. All work shall meet or exceed the requirements as outlined in the current Edition of the B.C. Landscape Standard.
2. Plant sizes and related container classes are specified according to the B.C. Landscape Standard current Edition. For container classes #3 and smaller, plant sizes shall be as shown in the plant list and the Standard; for all other plants, both plant size and container class shall be as shown in the plant list. Specifically, when the plant list call for #5 class containers, these shall be as defined in the BCNTA (ANSI) Standard.
3. All trees to be staked in accordance with BCNTA Standards.
4. **ALL STREET TREES** Install **8' x 24\"/>**
5. For all existing site on services and survey symbols refer to survey drawings.
6. All landscaping and treatment of the open portions of the site shall be completed in accordance with the approved drawings within six (6) months of the date of issuance of any required occupancy permit, or any use or occupancy of the proposed development not requiring an occupancy permit, and thereafter permanently maintained in good conditions.
7. All 'Soft Landscape Areas' are to be irrigated to IIABC Standards with a high-efficiency irrigation system
8. All Patios shall be equipped with hose bibs.
9. All irrigation valve boxes equipped with quick-couplers.

| | | |
|---|-----------|------------------|
| 6 | JAN 15-21 | RE-ISSUED FOR DP |
| 5 | JUL 15-20 | RE-ISSUED FOR DP |
| 4 | JUN 8-18 | RE-ISSUED FOR DP |
| 3 | AUG 29-17 | RE-ISSUED FOR DP |
| 2 | JUN 26-17 | RE-ISSUED FOR DP |
| 1 | DEC 21-16 | ISSUED FOR DP |

no.: | date: | item:

Revisions:



Project:

**2612 LONSDALE AVE
NORTH VANCOUVER, BC**

Drawn by: MIB

Checked by: PGK

Date: Nov. 10 2016

Scale: 1/8\"/>

Drawing Title:

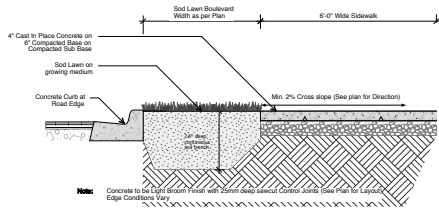
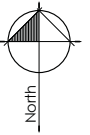
PLANTING PLAN

Project No.:

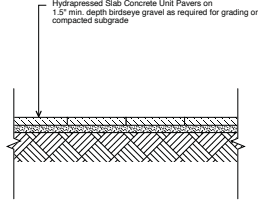
16141

Sheet No.:

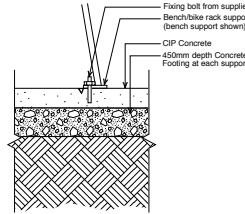
L1.2



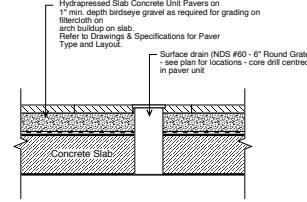
1.1.1 CIP Concrete Sidewalk (Pedestrian Only)
Scale 1/2\"/>



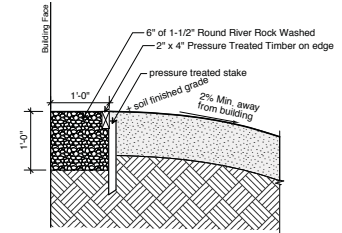
1.1.2 Unit Concrete Pavers on Grade
Scale 1\"/>



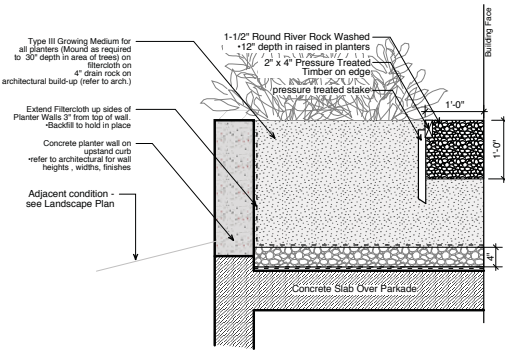
1.1.3 Bench/Bike Rack Mounting Detail
Scale 1\"/>



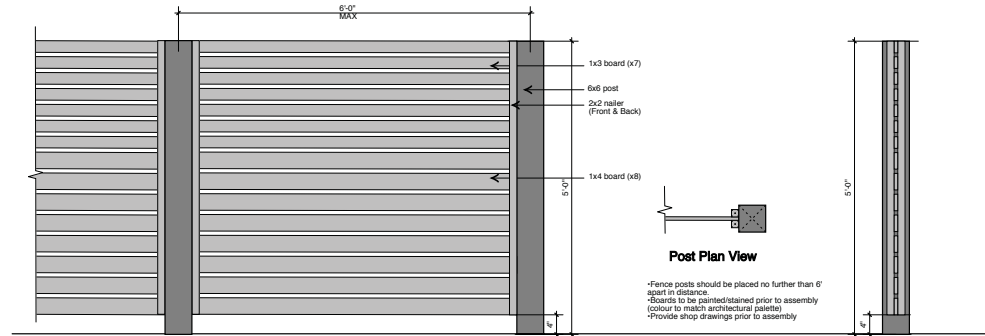
1.1.4 Unit Concrete Pavers over Parkade (Slab)
Scale 1\"/>



1.1.5 River Rock Drip Strip on Grade
Scale 1\"/>



1.1.6 Drainage Strip and Planter Wall
Scale 1\"/>



1.1.7 Bench/Bike Rack Mounting Detail
Scale 1\"/>



- CONTEMPORARY METAL LIGHT FIXTURE WITH LED LIGHTING
- TAMPER PROOF FASTENERS
- SET IN CONCRETE WALL
- FIXTURE TO BE SPECIFIED AND DETAILED BY THE ELECTRICAL CONSULTANT DURING WORKING DRAWING AND TENDERING PHASE



LANDSCAPE UPLIGHTING LIGHT



- CONTEMPORARY METAL LIGHT FIXTURE WITH LED LIGHTING
- TAMPER PROOF FASTENERS
- MINI BULLET STYLE
- DIRECTED AWAY FROM EYE-LINE
- FIXTURE TO BE SPECIFIED AND DETAILED BY THE ELECTRICAL CONSULTANT DURING WORKING DRAWING AND TENDERING PHASE

| | | |
|---|-----------|------------------|
| 6 | JAN 15-21 | RE-ISSUED FOR DP |
| 5 | JUL 15-20 | RE-ISSUED FOR DP |
| 4 | JUN 8-18 | RE-ISSUED FOR DP |
| 3 | AUG 29-17 | RE-ISSUED FOR DP |
| 2 | JUN 26-17 | RE-ISSUED FOR DP |
| 1 | DEC 21-16 | ISSUED FOR DP |

| | | |
|------------|-------|-------|
| no.: | date: | item: |
| Revisions: | | |



Project:
**2612 LONSDALE AVE
NORTH VANCOUVER, BC**

| | |
|----------------|--------------|
| Drawn by: | MTB |
| Checked by: | PGK |
| Date: | Nov. 10 2016 |
| Scale: | 1/8" = 1'-0" |
| Drawing Title: | |

LANDSCAPE DETAILS

| | |
|--------------|-------|
| Project No.: | 16141 |
| Sheet No.: | |

**MINUTES OF THE REGULAR MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBER, CITY HALL, 141 WEST 14th STREET, NORTH VANCOUVER, BC, ON
MONDAY, FEBRUARY 11, 2019**

REPORTS

10. Rezoning Application: 2612 Lonsdale Avenue (Nor-Van Vliet Properties Ltd. / Ekistics Architecture) – File: 08-3360-20-0426/1

Report: Development Planner, January 21, 2019

Moved by Councillor McIlroy, seconded by Councillor Hu

PURSUANT to the report of the Development Planner, dated January 21, 2019, entitled “Rezoning Application: 2612 Lonsdale Avenue (Nor-Van Vliet Properties Ltd. / Ekistics Architecture)”:

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8696” (Nor-Van Vliet Properties Ltd. / Ekistics Architecture, 2612 Lonsdale Avenue, CD-717) be considered and referred to a Public Hearing;

THAT “Housing Agreement Bylaw, 2019, No. 8697” (Nor-Van Vliet Properties Ltd. / Ekistics Architecture, 2612 Lonsdale Avenue, CD-717, Rental Housing Commitments) be considered and referred to a Public Hearing;

THAT the community benefits listed in the January 21, 2019 report in the section “Density Bonus and Community Benefits” be secured, through agreements at the applicant’s expense and to the satisfaction of the Director of Planning;

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

DEFEATED UNANIMOUSLY

Moved by Councillor Girard, seconded by Councillor Hu

THAT the application be referred back to staff, taking into consideration:

- an increase in the number of 3-bedroom units;
- energy efficiency improvements;
- accessibility of the units;
- setbacks;
- reduction in height;
- consideration of extending the 10-10-10 principle for additional units and number of years.

CARRIED

Councillor Back is recorded as voting contrary to the motion.




**MINUTES OF THE REGULAR MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBER, CITY HALL, 141 WEST 14th STREET, NORTH VANCOUVER, BC, ON
MONDAY, FEBRUARY 11, 2019**

Moved by Councillor Girard, seconded by Councillor Bell

THAT Items 11 and 12, "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8696" (Nor-Van Vliet Properties Ltd. / Ekistics Architecture, 2612 Lonsdale Avenue, CD-717) and "Housing Agreement Bylaw, 2019, No. 8697" (Nor-Van Vliet Properties Ltd. / Ekistics Architecture, 2612 Lonsdale Avenue, CD-717, Rental Housing Commitments), be removed from the Agenda.

CARRIED UNANIMOUSLY



| | | |
|--|---|--|
|  Division Manager |  Director |  CAO |
|--|---|--|

The Corporation of **THE CITY OF NORTH VANCOUVER**
PLANNING DEPARTMENT

REPORT

To: Mayor Linda Buchanan and Members of Council

From: David Johnson, Development Planner

Subject: REZONING APPLICATION: 2612 LONSDALE AVENUE (NOR-VAN
VLIET PROPERTIES LTD. / EKISTICS ARCHITECTURE)

Date: January 21, 2019 File No: 08-3360-20-0426/1

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

RECOMMENDATION:

PURSUANT to the report of the Development Planner, dated January 21, 2019, entitled "Rezoning Application: 2612 Lonsdale Avenue (Nor-Van Vliet Properties Ltd. / Ekistics Architecture)":

THAT "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8696" (Nor-Van Vliet Properties Ltd. / Ekistics Architecture, 2612 Lonsdale Avenue, CD-717) be considered and referred to a Public Hearing;

THAT "Housing Agreement Bylaw, 2019, No. 8697 (Nor-Van Vliet Properties Ltd. / Ekistics Architecture, 2612 Lonsdale Avenue, CD-717, Rental Housing Commitments) be considered and referred to a Public Hearing;

THAT the community benefits listed in the January 21, 2019 report in the section "Density Bonus and Community Benefits" be secured, through agreements at the applicant's expense and to the satisfaction of the Director of Planning;

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

ATTACHMENTS:

1. Context Map (doc#[1734375](#))
2. Project Summary Sheet (doc#[1734379](#))
3. Architectural and Landscape Plans, dated June 18, 2018 (doc#[1734571](#))
4. Public Consultation Summary (doc#[1738825](#))
5. Sustainability Checklist (doc#[1665329](#))
6. "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8696" (doc#[1734706](#))
7. "Housing Agreement Bylaw, 2019, No 8697" (doc#[1734840](#))

PURPOSE

The purpose of this report is to present, for Council's consideration, a Development Application to rezone 2612 Lonsdale Avenue (Attachment #1) from Medium Density Apartment Residential 1 (RM-1) to Comprehensive Development 717 (CD-717) to support the development of a six-storey, 26 unit rental apartment building.

BACKGROUND

| | |
|---|--|
| <i>Applicant:</i> | Nor-Van Vliet Properties Ltd. |
| <i>Architect:</i> | Ekistics Architecture |
| <i>Official Community Plan Designation:</i> | Residential Level 5 (R5) |
| <i>Existing Zoning:</i> | Medium Density Apartment Residential 1 (RM-1) |
| <i>Applicable Guidelines:</i> | None |

DISCUSSION

Project Description

The proposal is for a six storey, 26 unit rental residential apartment building. The proposal includes, three mid-market rental units, with one level of underground parking and one surface parking space to accommodate a two-way car sharing service. The building is oriented to Lonsdale Avenue, with vehicular access off of the rear lane; for both visitors and residents. The unit mix includes the following:

- 16 One Bedroom and One Bedroom plus Den Units;
- 9 Two Bedroom Units; and
- 1 Three Bedroom Unit.

The subject site currently contains a three level building built in the early 1950s and houses two rental residential units. The proposed 26 unit development would be fully rental units, resulting in an increase of 24 units.

The ground floor includes a common amenity room and some of the bicycle storage. Bicycle parking, recycling, garbage and both electrical and mechanical rooms are contained in the underground parking level.

The applicant is proposing seven of the 26 units will be provided for adaptable conversion for wheelchair access. This meets the minimum requirement of 25% of the total number of units in accordance with the City's Adaptable Design Guidelines.

The application includes an on-site landscaping plan that proposes soft landscaping be located in a place that will buffer the building from both the street and the rear lane.

Site Context and Surrounding Use

The subject site is located north of the Upper Levels Highway, along the east side of Lonsdale Avenue, at the midblock between East 27th Street to the north and East 26th Street to the south (Appendix #1). The neighbourhood is comprised of multi-family buildings along both sides of Lonsdale Avenue, with single detached dwellings across the lane to the east. The proposal is positioned between two separate multi-family buildings in this block.

The subject site has a slope from the north to south of approximately 7.5 percent, with a west to east slope of 2.3 percent. The applicant has agreed to dedicate 3.05 metres (10.0 feet) off the entire property fronting Lonsdale to help with establishing a standard road width of 30.5 metres (100 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 | 105 Lonsdale Avenue | 22 unit, 3 to 4 storey apartment building | Medium Density Apartment Residential 1 (RM-1) |
| South | 2606 Lonsdale Avenue | 5 unit, 2 to 3 storey townhouses | Medium Density Apartment Residential 1 (RM-1) |
| East Across the lane | 116 E 26 th Street; 117 E. 27 th Street | Single detached bungalows | One Unit Residential 1 (RS-1) |
| West Across Lonsdale Avenue | 2601 Lonsdale Ave. | Approved five-storey multi-family residential building. | Comprehensive Development 697 (CD-697) |
| West | 2615 Lonsdale Ave.; and | 2 to 3 storey apartment buildings | Medium Density Apartment |

| | | | |
|------------------------|--------------------|--|----------------------|
| Across Lonsdale Avenue | 2625 Lonsdale Ave. | | Residential 1 (RM-1) |
|------------------------|--------------------|--|----------------------|

The subject site is located along a main Public Transit corridor, where this section of Lonsdale Avenue is identified as a Frequent Transit Network by Translink. The location is also close to commercial services above the Upper Levels Highway as well as the Harry Jerome Community Centre and commercial services to the south of the highway.

POLICY FRAMEWORK

Metro 2040

Metro Vancouver's Regional Growth Strategy (RGS) outlines a policy framework and strategies that municipalities' are to use in the assessment of development applications. The following strategies from the RGS are applicable to the proposed development on the subject site:

- Strategy 2.1 Promote land development patterns that support a diverse regional economy and employment close to where people live.
- Strategy 3.3 Encourage land use and transportation infrastructure that reduce energy consumption and greenhouse gas emissions, and improve air quality.
- Strategy 3.4 Encourage land use and transportation infrastructure that improve the ability to withstand climate change impacts and natural hazard risks.
- Strategy 4.1 Provide diverse and affordable housing choices.
- Strategy 4.2 Develop healthy and complete communities with access to a range of services and amenities.
- Strategy 5.1 Coordinate land use and transportation to encourage transit, multiple-occupancy vehicles, cycling and walking.

The proposed development provides intensification at a location that supports future rapid transit investment, the Lonsdale Regional City Centre/local economy and land uses that can encourage the reduction of green house gas emissions. The proposed development ensures a diversity of housing that promotes the ability to age-in-place.

2014 Official Community Plan

The City of North Vancouver's Official Community Plan outlines the policy framework that is to be applied to a site at a local level. Based on the site characteristics and the project densification above, the application is in keeping with the following goals and objectives of the Official Community Plan:

- 1.1.1 Plan for growth in the City's population, dwelling units and employment in keeping with the projections in Metro Vancouver's regional Growth Strategy;
- 1.1.2 Align growth with the development of community amenities and infrastructure;
- 1.3.5 Encourage design excellence in developments through carefully considered, high quality architecture and landscaping, with varied designs which are interesting, sensitive and reflective of their surroundings;
- 1.4.4 Incorporate active-design principals in new development that encourage physical movement and social interaction thereby contributing to a healthier community.

The subject site is within close proximity (walking distance) to the Lonsdale Regional City Centre. By promoting intensification at this location, the proposal supports the local economy and the businesses within the Regional City Centre. Additionally, Lonsdale Avenue has been identified as regional transit corridor and future rapid transit (B-Line) investment is expected along this corridor. Intensification at this site will support future transit ridership along the Lonsdale Corridor.

In terms of the land use, Schedule 'A' (Land Use) of the Official Community Plan (OCP) identifies the subject site as Residential Level 5 (R5), which allows residential uses such as multi-family with a mix of unit types to be constructed on the property. The OCP limits the building height at six storeys, and allows for a density of up to 1.60 times the site area (FSR), with the potential of an additional 1.0 FSR density bonus to be granted at the discretion of Council. If granted, this allows a total of 2.60 FSR.

Active Design Guidelines

The applicant is proposing a building that will achieve some of the key design elements contained within the City's Active Design Guidelines, including:

- An amenity space consisting of an indoor space for residents that extends to an outdoor patio; and
- Visible stairways at either end of the building to give access to all levels.

Housing Action Plan

The City recognizes the need for rental accommodation and many of the existing stock of affordable rental buildings that were constructed between the 1950's and 1970's are coming to their end of economic life. With a current 0.8 % rental vacancy rate, and to incentivize new rental housing development, the City offers bonus density for secured rental projects. To help with affordability in the City, mid-market units must also be provided and rented out at below average market rates to help low and moderate income earners.

To achieve the 1.0 FSR density bonus in the proposed development, the applicant has agreed to secure all of the proposed units as rental units in perpetuity and at least 10% of the proposed rental units be rented out at 10% below CMHC average rents for the City of North Vancouver for a term of at least 10 years. As this application was submitted in

2017, it predates the policy changes that Council made in 2018 going from the 10 year time requirement to “in perpetuity”. Applications that are submitted after January 1, 2019 are to satisfy the “perpetuity” time requirement.

The actual rental rates will not be determined until completion of the project and tenant move-in, but the following chart provides a snap-shot example of the discounted rents based on the proposed 10 percent below the 2017 average rents and what rates rental units could be charged in June of 2018.

| | June 2018 market rents* | 2017 mid-market rents** | Percentage difference |
|---------------|-------------------------|-------------------------|-----------------------|
| One Bedroom | \$1,900 | \$1,098 | 42% below |
| Two Bedroom | \$2,300 | \$1,426 | 38% below |
| Three Bedroom | \$3,825 | \$1,820 | 45% below |

* Current market rents were obtained from a new market rental development in Central Lonsdale, advertised on Craigslist, in June 2018

** Mid-Market Rents were determined by discounting 10% from 2017 CMHC Average Rent, assuming occupancy in 2018

Presently, the proposal is deficient 1 three-bedroom unit. Under the Family Friendly Section of the City’s Housing Action Plan, the applicant is to provide 10% of the units (or 2 under this application) as three-bedroom units. Given the mix housing proposed, particularly with nine two-bedroom units available the overall proposal generally supports family based units.

Sustainable Development Guidelines

The subject site is an infill site, within walking distance to a number of community amenities such as public transit, employment and retail services along Lonsdale Avenue.

The Sustainable Development Guideline Checklist (Attachment #5) was submitted and identifies the applicant’s intent in achieving the City’s sustainability goals. Included in these goals, the applicant proposes:

- Achieve a building energy performance of Step 2 in the BC Building Code;
- Reuse existing materials for finished products; and
- Provide at least 20% of the residential stalls for electrical vehicle charging while providing on-site electrical capacity to supply the remaining residential stalls for future connection.

As the development application was submitted in 2017 it predates the Building Code changes to Step Code and the changes that were adopted to the Sustainable Development Guidelines in late 2018 surrounding Electric Vehicle charging facilities. However, the application is achieving Step 2 of the BC Building Code as noted above.

Density Bonus and Community Benefits

The City's *Density Bonus and Community Benefits Policy*, in conjunction with the Official Community Plan, allows a density bonus of 1.0 FSR in the Residential Level 5 land designation to a maximum of 2.60 FSR.

The policy provides a number of community benefit options for projects seeking additional density and to ensure the City receives value for additional density granted. The value could be in the form of a cash contribution or some form of amenity, such as an all rental apartment building to be secured in perpetuity plus a form of housing affordability in accordance with the City's Housing Action Plan. In this case, to achieve the desired 1.0 FSR bonus density, the applicant has agreed to secure, through the registration of a Housing Agreement (Attachment #7), that all the proposed 26 apartment units will be secured as rental units in perpetuity, as well as provide at least 10% (3 units) of these rental units at Mid-Market rates (rates below market levels) for a period of at least 10 years.

Council's Density Bonus and Community Benefits Policy recognizes rental and affordable rental dwelling units as an acceptable public amenity.

If the applicant was proposing the apartment units for sale as a strata development project, the Density Bonus and Community Benefits Policy would value this density bonus slightly above \$1.15 million as outlined in the table below.

Value of Community Benefits through Density Bonusing

| Density Value Calculation | Value |
|--|--------------------|
| Density Bonus from 1.60 FSR to 1.60 FSR / OCP Density (@ \$20 / sq. ft.) | N/A |
| Density Bonus from 1.60 to 2.60 FSR (@ \$140 / sq. ft.) | \$1,154,300 |
| Total Value of Community Benefits | \$1,154,300 |

In addition to the items above, staff seek Council's direction to secure the following item as conditions of the development:

- Submission of a sustainable stormwater management plan to the satisfaction of the Director of Engineering.

ZONING BY-LAW 1995, NO. 6700 AMENDMENT

The subject site is currently zoned Medium Density Apartment Residential 1 (RM-1) that would allow a Rental Apartment building up to three storeys or 13.0 metres (42.65 feet) in height with a maximum building size of 1.60 times the lot area (FSR). An amendment to the Zoning Bylaw is required to permit the proposal to be constructed as presented, as allowed under the OCP. The needed amendments are reflected in Zoning Amendment Bylaw 8696 (Attachment #6).

Using the Medium Density Apartment Residential 1 (RM-1) Zone as a base, the proposal requires the following special provisions be incorporated into a new Comprehensive Development Zone:

- A density increase to 2.60 FSR by entering into a Housing Agreement with the City to secure rental housing in perpetuity as well as providing three Mid-Market units for a 10 year term;
- Maximum Lot Coverage shall not exceed 53 percent on the ground level;
- Maximum Building Height not to exceed 19.8 metres (65.0 feet) in height; and
- Allow minimum building setbacks to suit the proposed development.

A comparison between the requirements of the current RM-1 Zone and the proposal is shown in Attachment #2.

It should be noted that under the Zoning By-law, 1 two-way car share space is the equivalent of 4 off-street spaces. As such the proposal provides 12 off-street spaces and 1 two-car share space, which satisfies that parking provisions in the Zoning By-law, which is 16 spaces for this site. The two-way car share space is available for use by both the building residents and the general public. The car share service provider will need to be secured through a legal agreement prior to adoption of zoning by-law amendment.

HOUSING BY-LAW

The applicant has agreed to secure all of the proposed apartment units as rental as well as provide three mid-market units in accordance with the City's Housing Action Plan. These units will be secured through a Housing Agreement that is part of Bylaw 8697 (Attachment #7).

ADVISORY BODY INPUT

Advisory Design Panel

The application was revised by the Advisory Design Panel on September 20, 2017.

The Panel unanimously endorsed the following resolution:

THAT the Advisory Design Panel has reviewed the Rezoning Application for 2612 Lonsdale Avenue and recommends approval subject to addressing the following issues to the satisfaction of the Development Planner:

- Review of the entry way configuration;
- Maximize post spacing on fencing to 6 feet or 1.5 metres;
- Consider the use of real cedar soffits;
- Review the architectural details of windows and rain screening;

- Review accessibility through the site in relation to CPTED as well as circulation;
- Ensure natural light into the stairwells;
- Ensure lighting on the east and west sides;
- Consider the passive performance of the south and west facades;
- Encouraged to consider opportunities for in-suite storage;
- Examine the potential for more unit storage and recycling space in the parkade;
- Consider the use of e-bikes in the parkade; and
- Review with staff the potential of roof access.

In response to these items the applicant has made the following modifications:

- Improvements to highlight the main entryway;
- Accessibility has been improved in accordance with CPTED principals;
- Natural lighting in the stairwells has been increased; and
- Electrical outlets in the secured bike storage area have been identified for the provision of e-bikes.

COMMUNITY CONSULTATION

The applicant held a Developer Information Session (DIS) with the local community on September 28, 2017 where 21 people signed in, and 17 comment sheets were provided at the meeting. The results are included in Attachment #4.

The general feedback received was in opposition to the proposal. Respondents raised concerns over the proposed height of the building being too high and being out of character with the existing buildings in the neighbourhood. Many commented that the height be limited to either 3 or 4 storeys. Others commented on the lack of off-street parking being proposed, the lack of street parking and overall traffic concerns of the area. Some of the respondents liked the idea of an all rental building.

Should Council grant first and second reading to proposed Bylaws 8696 and 8697, a Public Hearing will be scheduled.

RESPECTFULLY SUBMITTED:


David Johnson
Development Planner

DJ/eb/rf

Public Hearing Presentation for 2612 Lonsdale Avenue

Bylaw No. 8696

Presented July 5, 2021
Development Planning

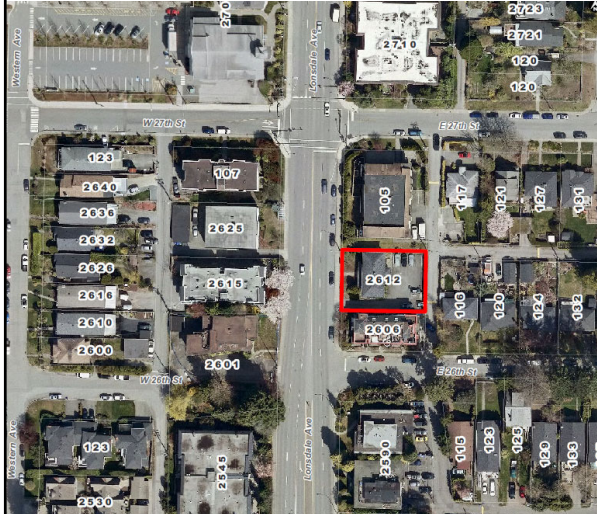


Introduction

- For Council's consideration, a proposed rezoning for a six-storey residential apartment building containing:
 - 24 rental units on six storeys (includes 3 mid-market units)
 - Over one level of underground parking.
- Replacing a two-level building containing five residential units.



Location



- East side of Lonsdale Avenue.
- North of the Upper Levels Highway.
- Multi-family buildings along the Lonsdale Avenue corridor.
- Along Translink's Frequent Transit Network.

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3

Land Use and Zoning

- OCP
 - Residential Level 5
 - Base 1.60 FSR
 - Density Bonus 1.0 FSR
 - Six storeys height maximum.



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4

Neighbourhood Context



Background

- Application was received in July 2017.
- Presented to Council on February 11, 2019.
- Referred back to staff to address the following:
 - Increase the number of 3 bedroom units;
 - Energy efficiency improvements;
 - Accessibility improvements;
 - Setbacks;
 - Height reduction; and
 - Reconsideration of the term of the Mid-Market units.

Background

- The applicant has addressed a number of issues.
 - Reduced the overall number of units from 26 to 24 to increase the number of 3-bedroom units from one to three.
 - Energy performance from Step 2 to Step 3.
 - Accessibility improvements in both the common areas and the units.
 - Building Height reduction by 1.2 meters (4.0 feet).
 - Agreed to remove the term of the mid-market units from 10 years to in perpetuity.

Background

| | 2019 Proposal | Current Proposal |
|-----------------------|---|---|
| Gross Floor Area | 1,982 square metres 21,388 square feet | 1,967 square metres 21,172 square feet |
| <u>Unit breakdown</u> | | |
| One-bedroom | 16 | 12 |
| Two-bedroom | 9 | 9 |
| Three-bedroom | 1 | 3 |
| Total number of units | 26 | 24 |
| Energy performance | Step 2 | Step 3 |
| Setbacks | Front Yard: 12.0 ft. Side Yard: 8.0 ft. Rear Yard: 14.2 ft. | No Change |
| Building Height | Six Storeys, and 65.0 ft. | Six Storeys, and 61.0 ft. |

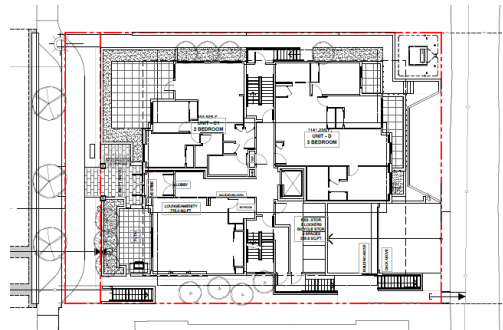
Proposal

- Six-storey, 24 unit rental apartment.
- Indoor amenity room and adjoining outdoor patio facing Lonsdale Avenue.
- Underground parking for 12 vehicles and one surface stall for a car-share vehicle. Accessed from rear lane.



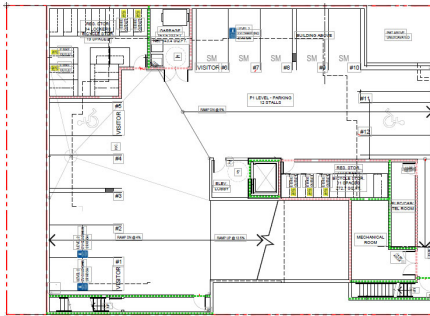
Site Design

- 3.05 metre (10 foot) land dedication from Lonsdale Avenue.
- Amenity room to the right of the entrance.
- Car share stall off of rear lane.



Parking

- The proposed underground parking can accommodate 9 residential stalls and 3 visitor stalls.
- There's room for secured bike parking as well as mechanical and electrical.



Policy Analysis

- The proposal complies with the OCP.
- Meets the City's Strategic Plan as a City for People in being close to public transit and increasing the rental stock in the City.
- Meets the Housing Action Plan in proposing 3 three-bedroom units (12.5%).

Density Bonus

- 1.0 FSR density bonus supported through:
 - Supply of 100% rental apartment units; and
 - Minimum of 10% (3 units) be secured as Mid-Market units in perpetuity.
- Density Bonus and Public Benefits Policy recognises that an all rental building with an affordable component is a public benefit and mentions waiving the financial amenity contributions.

Policy Analysis

- Required Zoning Bylaw amendments include:
 - Allow a maximum density of 2.60 FSR;
 - Increase in allowable site coverage;
 - Building setbacks from property lines; and
 - Allow a the proposed car share parking stall to be accessed directly from a rear lane.

Community Consultation

- The applicant held their Developer Information Session on September 28, 2017 where 21 people attended.
- Submitted comment forms:
 - Proposed height is too tall and out of character with the neighbourhood.
 - The lack of off-street parking puts pressure on a congested area.
 - Supported the addition of rental units to the area.

Conclusion

- The proposal complies with the OCP.
- The site is an appropriate location for this proposal.
- The applicant has addressed many of Council's concerns.
- Meets the City's Strategic Plan (City for People) by:
 - Increasing the number of rental and mid-market units to the area;
 - The site is located along a public transit corridor.



2612 LONSDALE AVENUE

RENTAL APARTMENTS, NORTH VANCOUVER, BC

TAVAN
GROUP

EKISTICS
Architecture

Owner / Applicant Comments

- Vancouver development / construction company (TAVAN) committed to enhancing the communities in which they work.
- Long-term owners of the existing property offering rental accommodations to local residents.
- Committed to offering a significant increase of rental housing on the site and exceeding the cities current 10/10/10 policy (10/10/in perpetuity)
- Dedicated to seeing positive change in this evolving stretch of Lonsdale (several multi-family sites in the development process in the surrounding neighbourhood).

TAVAN
GROUP

EKISTICS
Architecture

Project Overview / Key Enhancements

Original application was submitted in February of 2017 (+4 years ago). Through working with staff over this period key improvements to the application were made to address both council and public feedback.

Key aspects included:

-An increase in the number of 3 bedroom units

(The application currently meets the required number of 3 bedroom units per the City's Housing Action Plan – three units total)

-Improved energy efficiency of the units

(The application is currently pursuing STEP 3 targets per the City's re-zoning policy)

-Improved accessibility of the units

(All units shall be designed to meet either Level 1 or Level 2 adaptable design standards)

-Explore / justify reduced setback rational

(Face of residential suites further setback at the 6th floor to reduce building massing on the north and south faces. Further reduction in setbacks would be problematic due to the tight site and would compromise the livability and accessibility of the units.)

-Explore a reduction in overall building height

(Proposal reduced residential ceiling heights on Levels 2-5 to 8' reducing the overall building height by 4' or 1.22 meters)

-Consider extending the (10-10-10) policy for additional units and number of years

(Proposal now proposes (10-10-10 in perpetuity) securing affordable homes in the city)

TAVAN
GROUP

EKISTICS
Architecture

Other Key Benefits / Enhancements

-24 rentals homes (100%) with secure underground parking

(exceeding required parking requirements)

-Enhance privacy elements added to the design to mitigate privacy concerns from adjacent neighbours.

-Generous in suite storage/closets enhancing livability of units

- 6th level stepped back on all side to reduce overall building massing

(additional 6th storey setbacks provided on the north and south elevations to reduce building massing against existing neighbours)

-Development anticipates car share opportunities for the neighbourhood.

(car share stall provided off the lane)

-Timeless architectural form and character enhancing the Lonsdale streetscape.

(Brick cladding, fibre cement siding, stucco and wood accents provide a sophisticated and complimentary material palette)

TAVAN
GROUP

EKISTICS
Architecture

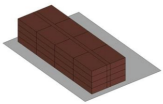
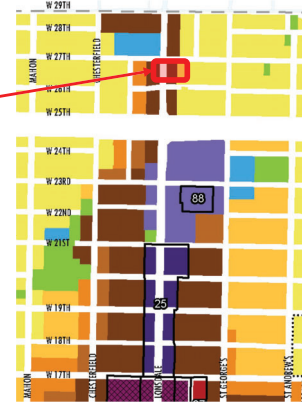
OCP Objectives

Land Use Designation

This map should be viewed in conjunction with the provisions of Sections 2.1 and 2.2 of Chapter 1

| | | OCP Density (FSR) | |
|-------------|---------------------------------------|-------------------|---------------------|
| Residential | Residential Level 1 (Low Density) | 0.5 | Maximum Bonus (FSR) |
| | Residential Level 2 (Low Density) | 0.5 | |
| | Residential Level 3 (Low Density) | 0.75 | |
| | Residential Level 4A (Medium Density) | 1.0 | |
| | Residential Level 4B (Medium Density) | 1.25 | |
| | Residential Level 5 (Medium Density) | 1.6 | |
| | Residential Level 6 (High Density) | 2.5 | up to 1.0 |

UP TO 2.6 FSR



RESIDENTIAL LEVEL 5
Mid-Rise
Apartment
(Medium Density)

Purpose To provide quality multi-family housing with a mix of unit sizes, and a focus on creating attractive and active streets.
Form Mid-rise, primarily wood-frame, apartment buildings.
Max Density **1.6 FSR**
Max Bonus A maximum increase of **1.0 FSR** may be considered when public benefits are provided as per Section 2.2.

TAVAN
GROUP

EKISTICS
Architecture

Existing Site Conditions



(105 - 27th Street)

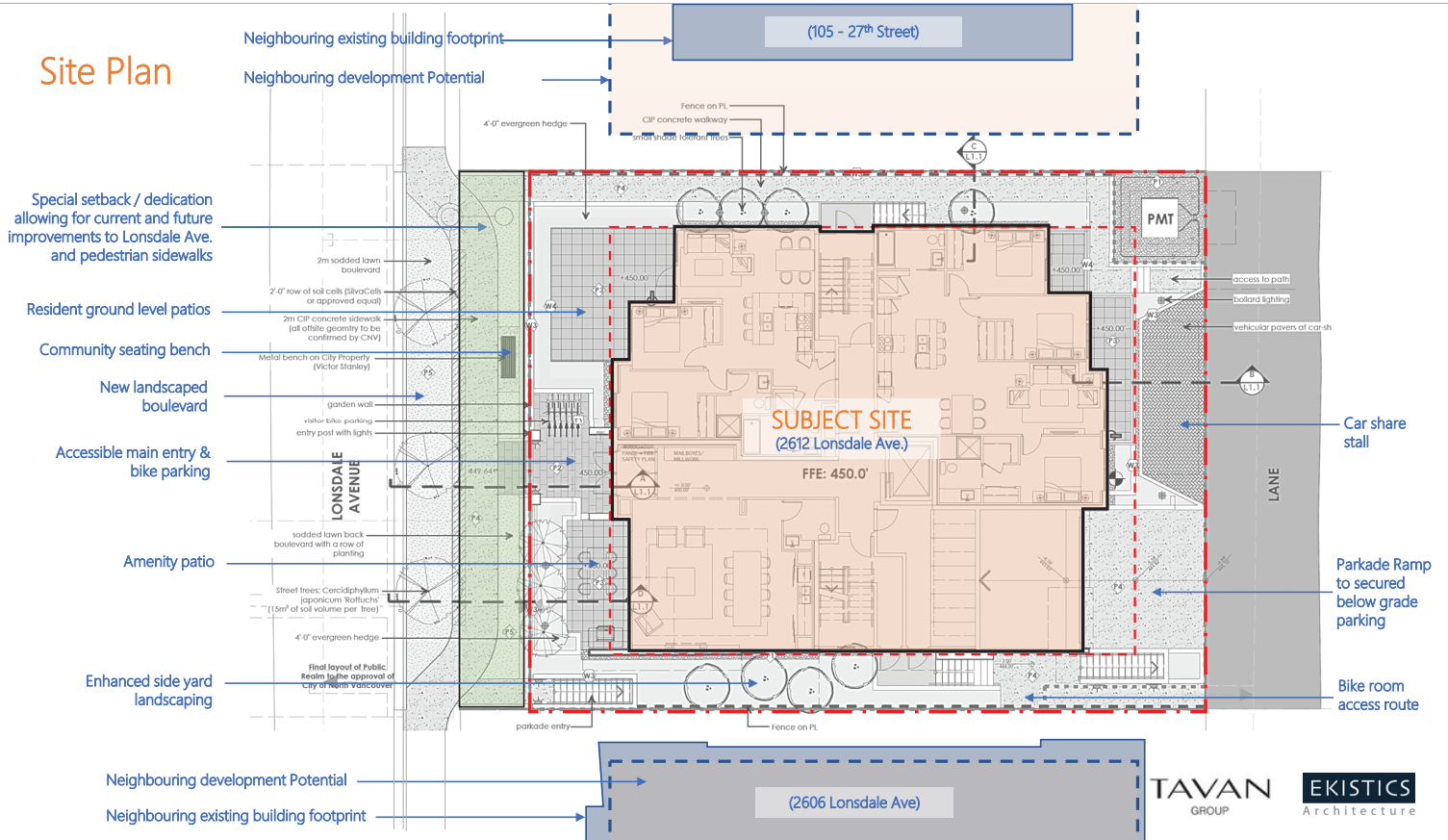
SUBJECT SITE
(2612 Lonsdale Ave.)

(2606 Lonsdale Ave)

TAVAN
GROUP

EKISTICS
Architecture

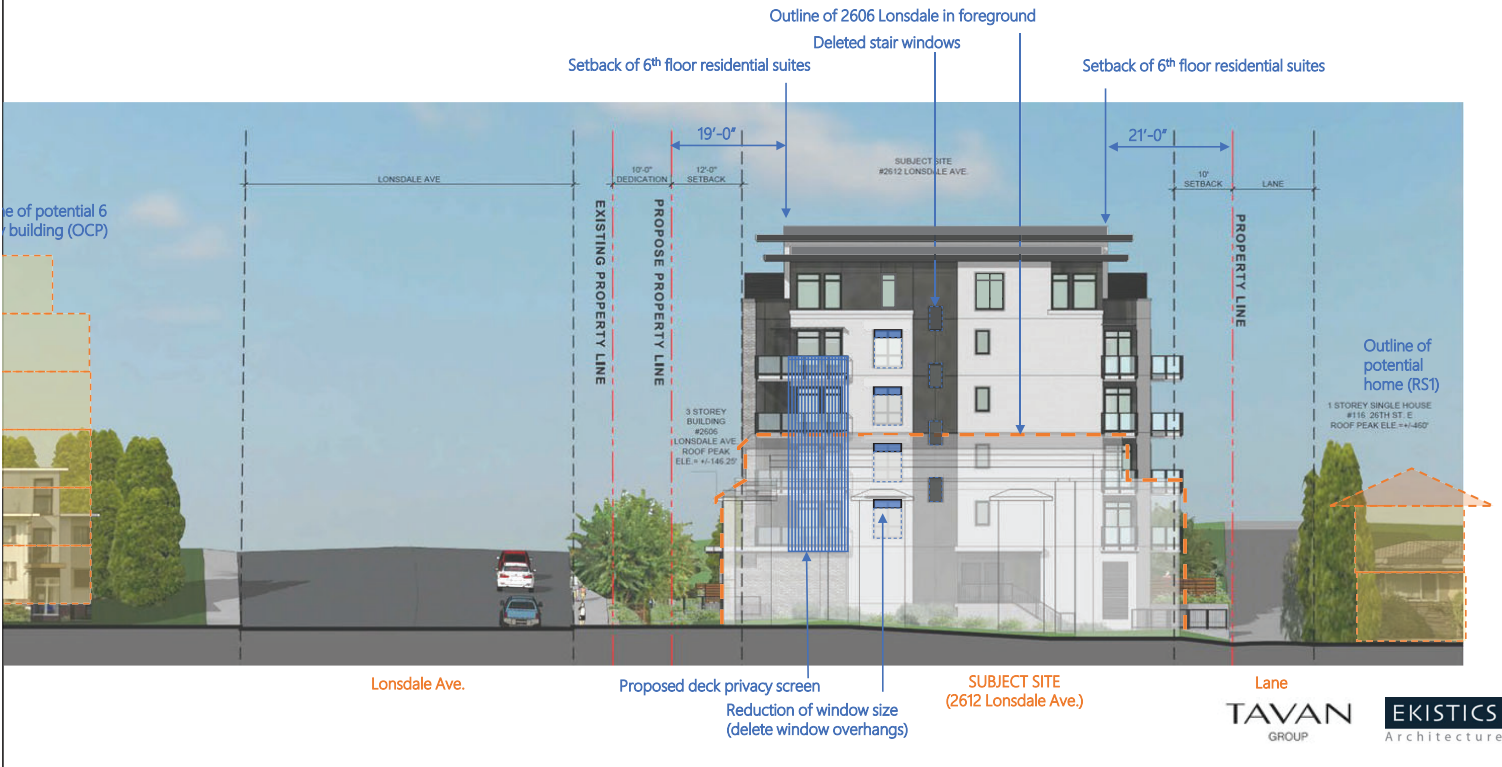
Site Plan



Lonsdale Streetscape Context (north-south)



Lonsdale Streetscape Context (east-west)



Building Character and Materials



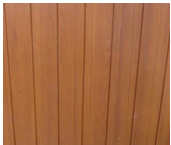
1 Brick Cladding



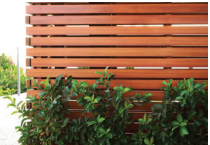
2 Fibre Cement Panel



3 Stucco



4 Wood Toned Soffit



5 Wood Toned Screen / Fence



6 Aluminum / Glass Railing



NOTICE OF PUBLIC HEARING

WHO: Nor-Van Vliet Properties Ltd.
WHAT: Zoning Amendment Bylaw No. 8696 and Housing Agreement Bylaw No. 8697
WHERE: 2612 Lonsdale Avenue
WHEN: Monday, July 5, 2021 at 5:30 pm
HOW: View the meeting online at cnv.org/LiveStreaming

Notice is hereby given that Council will consider:

Zoning Amendment Bylaw No. 8696 and Housing Agreement Bylaw No. 8697

to rezone the subject property from a Medium Density Apartment Residential 1 (RM-1) Zone to a Comprehensive Development 717 (CD-717) Zone to permit the development of a 6-storey, 24 market rental unit building, over 1 level of underground parking for 12 parking stalls and 1 surface stall off the lane. The proposed density is 2.57 times the lot area.

The Public Hearing will be held electronically via "WebEx". All persons who believe their interest in property may be affected by the proposed bylaws will be afforded an opportunity to speak at the Public Hearing and/or by email or written submission. To ensure all submissions are available for Council at the Public Hearing, certain deadlines have been implemented.

For email submissions (preferred): Include your name and address and send to input@cnv.org **no later than 12:00 noon on Monday, July 5, 2021.**

For written submissions: Include your name and address and mail or deposit into a drop-box at City Hall **no later than 4:00 pm on Friday, July 2, 2021**, as documents are subject to a 24-hour quarantine period before being opened due to COVID-19.

To speak at the Public Hearing by phone: Pre-register by completing the online form at cnv.org/PublicHearings. Persons can also pre-register by phoning 604-990-4230 and providing contact information so call-in instructions can be forwarded to you. **All pre-registration must be submitted no later than 12:00 noon on Monday, July 5, 2021.**

Speakers who have not pre-registered will also have an opportunity to speak at the Public Hearing. Call-in details will be displayed on-screen during the Public Hearing (watch web livestream). Once all registered speakers have provided input, the Mayor will call for a recess to allow additional speakers time to phone in.

Once the Public Hearing has concluded, no further information or submissions can be considered by Council.

The proposed Zoning Amendment and Housing Agreement Bylaws, background material and presentations of staff and the applicant will be available for viewing online at cnv.org/PublicHearings on Friday, June 25, 2021.

Please direct inquiries to David Johnson at djohnson@cnv.org or 604-990-4219.



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THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8696

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. 8696**” (Nor-Van Vliet Properties Ltd. / Ekistics Architecture, 2612 Lonsdale Avenue, CD-717).
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-717 (Comprehensive Development 717 Zone):

| Lots | Block | D.L. | Plan | |
|------|-------|------|------|-----------|
| A | 229 | 545 | 2969 | 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-716 Comprehensive Development 716 Zone”:

“CD-717 Comprehensive Development 717 Zone”

- B. Adding the following to Section 1101, thereof, after the “CD-716 Comprehensive Development 716 Zone”:

“CD-717 Comprehensive Development 717 Zone”

In the CD-717 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) The permitted Principal Use on the Lot shall be limited to:

- (a) Rental Apartment Residential Use:

- i. Accessory Home Occupation Use subject to section 507(5), (6) and (7) of this bylaw;
- ii. Accessory Off-Street Parking Use;
- iii. Accessory Home Office Use;

- (2) The Maximum Gross Floor Area permitted may be increased as follows upon entering into a Housing Agreement with the City:

| BASE DENSITY | | | |
|-----------------------------------|--|-------------------------------|---------------------|
| OCP Schedule 'A' | | 1.60 FSR | |
| ADDITIONAL (BONUS) DENSITY | | | |
| ADDITIONAL DENSITY CATEGORY | DESCRIPTION | ADDITIONAL DENSITY (BONUS) | POLICY REFERENCE |
| 100% Rental Housing | Secured rental apartment building (all units) | 1.0 FSR | OCP Section 2.2 |
| | | | |
| TOTAL | | 2.60 FSR | |

To a maximum of 2.60 FSR;

- (3) The Principal Building shall not exceed a Height of six storeys and 18.7 metres (61.25 feet);
- (4) The Principal Building shall be sited as follows:
 - (a) 3.6 metres (12.0 feet) from the lot line adjacent to Lonsdale Avenue;
 - (b) 2.4 metres (8.0 feet) from the Lot Line, Interior Side;
 - (c) 4.3 metres (14.2 feet) from the Lot Line, Rear;
- (5) The Lot Coverage of the Principal Building shall not exceed 53.0 percent;
- (6) Section 906(4) be varied to allow one parking stall to be accessed directly from the rear lane;
- (7) Section 907(2)(e) be waived in its entirety;
- (8) All exterior finishes, design and landscaping is subject for approval by the Advisory Design Panel.

READ a first time on the 7th day of June, 2021.

READ a second time on the 7th day of June, 2021.

READ a third time on the <> day of <>, 2021.

APPROVED pursuant to section 52(3)(a) of the *Transportation Act* on the <> day of <>, 2021.

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

MAYOR

CITY CLERK

THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8697

A Bylaw to enter into a Housing Agreement (2612 Lonsdale Avenue)

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

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

1. This Bylaw shall be known and cited for all purposes as “**Housing Agreement Bylaw, 2021, No. 8697**” (Nor-Van Vliet Properties Ltd. / Ekistics Architecture, 2612 Lonsdale Avenue, CD-717, Rental Housing Commitments).
2. The Council hereby authorizes the agreement substantially in the form attached to this bylaw between The Corporation of the City of North Vancouver and Nor-Van Vliet Properties Ltd. with respect to the lands referenced as 2612 Lonsdale Avenue, “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8696” (Nor-Van Vliet Properties Ltd. / Ekistics Architecture, 2612 Lonsdale Avenue, CD-717).
3. The Mayor and City Clerk are authorized to execute any documents required to give effect to the Housing Agreement.

READ a first time on the 7th day of June, 2021.

READ a second time on the 7th day of June, 2021.

READ a third time on the <> day of <>, 2021.

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

MAYOR

CITY CLERK

RENTAL HOUSING AGREEMENT

THIS AGREEMENT dated for reference the <> day of <>, 20<>.

BETWEEN:

NOR-VAN VLIET PROPERTIES LTD.

150 – 628 E Kent Avenue S
Vancouver, British Columbia,
V5X 0B2

(the “Owner”)

AND:

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

(the “City”)

WHEREAS:

- A. The Owner is the registered owner of the Lands.
- B. The City is a municipal corporation incorporated pursuant to the Act.
- C. As a condition of the Rezoning Bylaw, the Owner has agreed to enter into a housing agreement with the City in accordance with section 483 of the Act.
- D. Section 483 authorizes the City, by bylaw, to enter into a housing agreement in respect of the form of tenure of housing units, availability of such units to classes of identified person, administration and management of such units and the rent that may be charged for such units.

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: 013-287-877
Lot A
Block 229
District Lot 545
Plan 2969;
- (j) **“Mid-Market Rental Units”** means Dwelling Units that are rented to tenants for Affordable Rent;
- (k) **“Market Rental Units”** means Dwelling Units that are rented to tenants for market rental rates as set by the Owner;
- (l) **“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;
- (m) **“Rental Units”** means the Market Rental Units and the Mid-Market Rental Units;
- (n) **“Residential Building”** means the six storey building to be constructed on the Lands to be used for Rental Purposes with 24 Dwelling Units, of which 21 Dwelling Units will be Market Rental Units and 3 Dwelling Units will be Mid-Market Rental Units;
- (o) **“RT Act”** means the *Residential Tenancy Act*, SBC 2002 c. 78;
- (p) **“Rezoning Bylaw”** means the rezoning bylaw applicable to the Lands described as “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8696”; and
- (q) **“Term”** has the meaning set out in section 2.1 herein.

2. TERM

- 2.1 This Agreement will commence upon adoption by Council of “Housing Agreement Bylaw, 2021, No. 8697” (Nor-Van Vliet Properties Ltd. / Ekistics Architecture, 2612 Lonsdale

Avenue, CD-717, 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. USE OF LANDS

- 3.1 The Owner covenants and agrees with the City that during the term of this Agreement, 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 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.
- 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.

4. TENANCY RESTRICTIONS

- 4.1 The unit mix for Rental Units in the Residential Building shall be no fewer than 3 three-bedroom unit, 9 two-bedroom units and 12 one-bedroom units or as otherwise approved in writing by the Director of Planning in his or her discretion.
- 4.2 The three Mid-Market Rental Units shall be provided in the following unit mix: two one-bedroom unit, and 1 two-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 three 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: 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 determine the selection of the tenants of the Mid-Market Rental Units, applying the suggested income qualification of a maximum household income determined by multiplying the low-end of market rents by 12 to yield the households' annual housing costs, and divided by 30% to meet the standard definition of affordability. Tenants from the existing rental building on the Lands should be provided first right of refusal in the Mid-Market Rental Units, regardless of income. In determining financial eligibility, 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 or upon request by the City, supply to the City copies of any documentation in possession of the Owner necessary to establish compliance with the Owner's obligations under this Agreement.

6. DEFAULT AND REMEDIES

6.1 The City may, acting reasonably, give to the Owner a written notice (in this section 6.1, the "**Notice**") requiring the Owner to cure a default under this Agreement within 30 days of receipt of the Notice. The Notice must specify the nature of the default. The Owner must act with diligence to correct the default within the time specified.

- 6.2 If the default is not corrected within the time specified, the Owner will pay to the City on demand by the City 200 percent of the difference between current market rent, as determined by a third-party appraiser, and Affordable Rent for each Mid-Market Rental Unit in default for the default year to the end of the Term of the Agreement. The monies collected from default will be deposited to the City's Affordable Housing Reserve Fund.
- 6.3 The Owner will pay to the City on demand by the City all the City's costs of exercising its rights or remedies under this Agreement, on a full indemnity basis.
- 6.4 The Owner acknowledges and agrees that in case of a breach of this Agreement which is not fully remediable by the mere payment of money and promptly so remedied, the harm sustained by the City and to the public interest will be irreparable and not susceptible of adequate monetary compensation.
- 6.5 Each party to this Agreement, in addition to its rights under this Agreement or at law, will be entitled to all equitable remedies including specific performance, injunction and declaratory relief, or any of them, to enforce its rights under this Agreement.
- 6.6 The Owner acknowledges and agrees that it is entering into this Agreement to benefit the public interest in providing housing for Rental Purposes, and that the City's rights and remedies under this Agreement are necessary to ensure that this purpose is carried out and that the City's rights and remedies under this Agreement are fair and reasonable and ought not to be construed as a penalty or forfeiture.
- 6.7 No reference to nor exercise of any specific right or remedy under this Agreement or at law or at equity by any party will prejudice, limit or preclude that party from exercising any other right or remedy. No right or remedy will be exclusive or dependent upon any other right or remedy, but any party, from time to time, may exercise any one or more of such rights or remedies independently, successively, or in combination. The Owner acknowledges that specific performance, injunctive relief (mandatory or otherwise) or other equitable relief may be the only adequate remedy of a default by the Owner under this Agreement.

7. LIABILITY

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

ownership, operation or management of the Lands for the provision of housing for Rental Purposes which has been or hereafter may be given to the Owner by all or any of them.

- 7.3 The covenants of the Owner set out in sections 7.1 and 7.2 of this Agreement will survive the expiration or the earlier termination of this Agreement and will continue to apply to any breach of the Agreement and to any claims arising under this Agreement during the ownership by the Owner of the Lands.

8. GENERAL PROVISIONS

- 8.1 The Owner agrees to reimburse the City for all legal costs reasonably incurred by the City for the preparation, execution and registration of this Agreement. The Owner will bear their own costs, legal or otherwise, connected with the preparation, execution or registration of this Agreement.

- 8.2 Nothing in this Agreement:

- (a) affects or limits any discretion, rights, powers, duties or obligations of the City under any enactment or at common law, including in relation to the use or subdivision of land;
- (b) affects or limits any enactment relating to the use of the Lands or any condition contained in any approval including any development permit concerning the development of the Lands; or
- (c) relieves the Owner from complying with any enactment, including the City's bylaws in relation to the use of the Lands.

- 8.3 The Owner and the City agree that:

- (a) this Agreement is entered into only for the benefit of the City;
- (b) this Agreement is not intended to protect the interests of the Owner, occupier or user of the Lands or any portion of it including the Rental Units and the Limited Common Property; and
- (c) without limiting part 2 of this Agreement, the City may at any time execute a release and discharge of this Agreement in respect of the Lands, without liability to anyone for doing so.

- 8.4 This Agreement burdens and runs with the Lands and any part into which any of them may be subdivided or consolidated, by strata plan or otherwise. All of the covenants and agreements contained in this Agreement are made by the Owner for itself, its successors and assigns, and all persons who acquire an interest in the Lands after the date of this Agreement. Without limiting the generality of the foregoing, the Owner will not be liable for any breach of any covenant, promise or agreement herein in respect of any portion of the Lands sold, assigned, considered or otherwise disposed of, occurring after the Owner has ceased to be the owner of the Lands.

- 8.5 The covenants and agreements on the part of the Owner in this Agreement have been made by the Owner as contractual obligations as well as being made pursuant to section 905 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

Nor-Van Vliet Properties Ltd.
150 – 628 E Kent Avenue S
Vancouver, British Columbia,
V5X 0B2

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, 2021, No. 8697".
- 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 WHEREOF each of the City and the Owner have executed this Agreement under seal by their duly authorized officers as of the reference date of this Agreement.

THE CORPORATION OF THE CITY OF NORTH VANCOUVER

MAYOR
Linda C. Buchanan

CITY CLERK
Karla D. Graham

NOR-VAN VLIET PROPERTIES LTD.




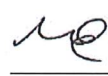

Authorized Signatory
Troy Van Vliet

Printed Name

Authorized Signatory

Printed Name



| | | |
|---|---|--|
|  Department Manager |  Director |  CAO |
|---|---|--|

The Corporation of **THE CITY OF NORTH VANCOUVER**
PLANNING & DEVELOPMENT DEPARTMENT

REPORT

To: Mayor Linda Buchanan and Members of Council

From: Meg Wray, Planner 1

Subject: ZONING BYLAW TEXT AMENDMENT FOR 925 AND 935 ST.
ANDREWS AVENUE AND 288 EAST 9TH STREET (DARRELL
MUSSATTO / CHARLES MOORHEAD)

Date: June 2, 2021 File No: 08-3400-20-0041/1

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 2, 2021, entitled "Zoning Bylaw Text Amendment for 925 and 935 St. Andrews Avenue and 288 East 9th Street (Darrell Mussatto / Charles Moorhead)":

THAT "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8841" (Darrell Mussatto / Charles Moorhead, 925 and 935 St. Andrews Avenue and 288 East 9th Street, CD-424 Text Amendment) be considered and the Public Hearing be waived;

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

ATTACHMENTS

1. Context Map (CityDocs [2050918](#))
2. Architectural and Landscape Plans Consolidated for Council, dated May 4, 2021 (CityDocs [2050945](#))
3. "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8841" (CityDocs [2054578](#))

SUMMARY

The subject site currently consists of two principal buildings: a southernmost duplex building (addressed as 925 St. Andrews Avenue and 288 East 9th Street), and a

northernmost one-unit infill building adjacent to the laneway (addressed as 935 St. Andrews Avenue).

The proposal is to allow a single-storey addition, of approximately 26 sq. m (280 sq. ft), to the existing infill building. The addition would add a bedroom and bathroom to the infill unit.

Two minor variances to the existing CD zone have been requested to facilitate the design. The table below lists the requested variances:

| | Zoning Requirement | Proposal |
|--|--------------------------------------|--------------------------------------|
| Northernmost building siting from the Front Lot Line | 33.47 m (109.8 ft) | 28.6 m (93.8 ft) |
| Lot Coverage | 37% including attached parking areas | 42% including attached parking areas |

DISCUSSION

Site Context

The property is located at the northwest corner of the intersection of St. Andrews Avenue and East 9th Street. The existing duplex building, southernmost on the lot, was constructed around 1955. The northernmost one-unit building was constructed in 2002.

The area consists of mainly duplexes, triplexes and townhouses. The buildings and uses immediately surrounding the subject site are described in Table 1 below.

Table 1. Surrounding Uses

| Direction | Address | Description | Zoning |
|------------------|--|-----------------------------------|---------------|
| North | 265-267 East 10 th Street 955 St. Andrews Avenue and 269 East 10 th Street | 4 unit development (two duplexes) | CD-457 |
| South | Park Street | Sam Walker Park | P-1 |
| East | 910 St. Andrews Avenue and 302 East 9 th Street | Duplex | RT-1 |
| West | 272 East 9 th Street | 4 unit townhouse | CD-701 |
| | 264-268 East 9 th Street | 3 unit development | CD-112 |

Policy & Planning Analysis

The proposed extension would make available a bedroom and bathroom at ground level, which would support options for aging in place.

The subject site is designated Residential Level 3 in the Official Community Plan, which allows for a maximum potential density of 0.75 FSR. In 2000, the property was rezoned to CD-424 to permit the northernmost infill building.

In 2018, the base zoning for single-family and duplex developments throughout the City was amended to exclude basements from floor area calculations – this means that the existing duplex basement is now excluded. Therefore, with the approximately 26 sq. m (280 sq. ft) addition, the total density on the lot would be around 0.5 FSR which is less than the maximum allowed in the CD zone. For context, neighbouring properties immediately to the north and west of the site have greater densities at 0.6 FSR and 0.75 FSR respectfully.

The addition would require an increase in lot coverage from 37% to 42%. The garage attached to the northernmost infill building is included in the lot coverage. For context, the neighbouring property to the west has a lot coverage of 37%, but this does not include detached garages. If the detached garages were included in the lot coverage calculation for the neighbouring property, coverage would be closer to around 45%. The proposed 42% lot coverage for the subject site is considered reasonable.

The proposed extension of the infill building would be located in the interior yard, as a single-storey addition with a flat roof. The extension would have little impact on neighbours. Current landscaping would remain almost entirely intact with mature plantings continuing to provide a secluded outdoor space for the northernmost infill building.

For Council's information, staff are continuing to explore streamlined processes for minor modifications that are within the permitted densities allowed under the Zoning Bylaw, as is the case in this application.

COMMUNITY CONSULTATION

Following neighbour notification, the City received correspondence from three residents. Two residents were concerned about density and the increase to lot coverage, and one correspondence received was in support of the project.

Given the small scale of the proposal, compatibility with the existing local context, consistency with recent projects in the vicinity, and minimal impacts on the neighbouring property, staff is recommending that the Public Hearing be waived. Should Council wish to refer the application to a Public Hearing, the first active clause in the resolution should be amended to read:

“THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8841”
(Darrell Mussatto / Charles Moorhead, 925 and 935 St. Andrews Avenue and
288 East 9th Street, CD-424 Text Amendment) be considered and referred to a
Public Hearing;”

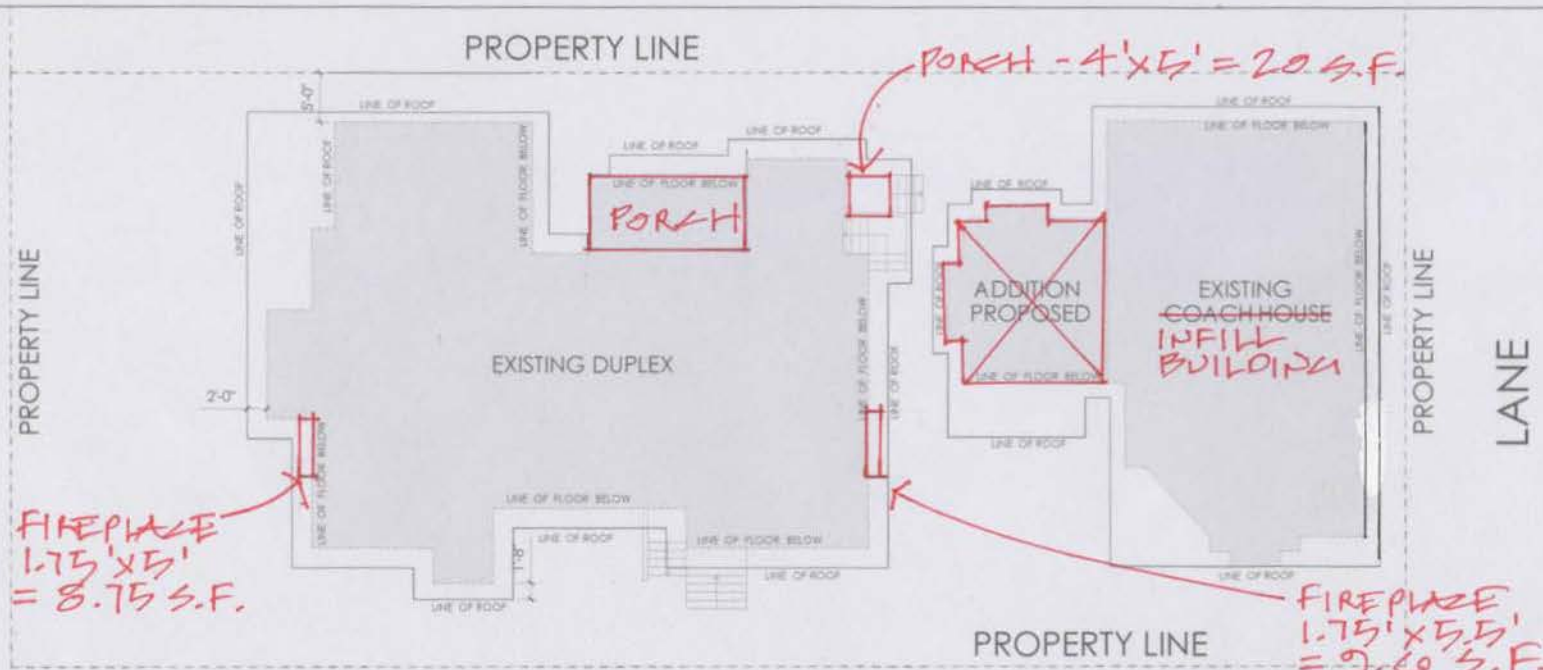
RESPECTFULLY SUBMITTED:


Meg Wray
Planner 1



9TH STREET

PROPERTY LINE



PROPERTY LINE

LANE

ST. ANDREWS AVENUE

SITE AREA = 8392.34 S.Q.FT.

ROOF AREA = EXISTING BUILDING + COACH HOUSE

ROOF AREA = 2732.26 + 1697.77 = 4430.03 S.Q.FT.

SITE COVERAGE (ROOF) = 4430.03 : 8392.34 = 52.8 %

FLOOR AREA INCLUDING PORCHES = EXISTING BUILDING + COACH HOUSE

FLOOR AREA INCLUDING PORCHES = ~~2137.27~~ ^{2175.6} + ~~1307.71~~ ¹³³⁰ = ~~3444.98~~ ^{3514.6} S.Q.FT.

SITE COVERAGE (FLOOR AREA & PORCHES) = ~~3444.98~~ ^{3514.6} S.Q.FT. : 8392.34 = ~~41%~~ ^{41.9%}

1. This plan is prepared for the purpose of showing the location of the proposed addition to the existing building and the location of the proposed driveway. It is not to be used for any other purpose without the written consent of the architect.



EXISTING BL.

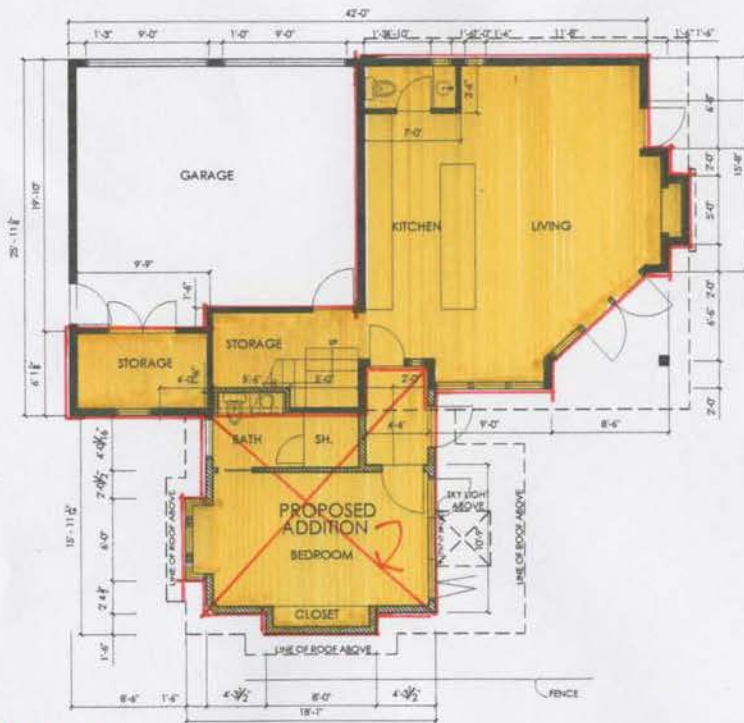
Architect
C. Moorhead
Architect
1215 20th W. Building 200
Minneapolis, M.N. 55419
Tel: 612 298 7438
Fax: 612 298 1437

REVISION
APP-30
2021

Project
PROPOSED ADDITION
TO 1215 ST. ANDREWS
AVENUE

Sheet Title
SITE
COVERAGE
CALCULATION

| | | |
|-------------|-------------------------|------------|
| Scale | 1" = 10' | 1/4" = 10' |
| North Arrow | N | |
| Project | 1215 ST. ANDREWS AVENUE | |
| Client | AT&T | |
| Architect | C. Moorhead | |



INFILL BUILDING

MAIN FLOOR PLAN

EXISTING COACH HOUSE = 4030 S.F.

PROPOSED ADDITION = 280 S.F.

TOTAL = 1310 S.F.

9260 S.F.
COUNTABLE
FLOOR AREA



EXISTING

SECOND FLOOR PLAN

BUILDING = 527 S.F.

DECK = 196.76 S.F.

INFILL BUILDING

Every right, all rights reserved.
No part of this drawing may be reproduced
without the written permission of the architect.
The architect assumes no responsibility for
the accuracy of the information furnished for
this project.

| No. | Description | Date |
|-----|-------------|-----------|
| 1 | Revised | APR 30/21 |

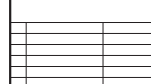
**C. Moorhead
Architect**
1210-207 W. Hastings Street
Vancouver, B.C. V6B 1A7
Tel: 604 685 7435
Fax: 604 681 1477

REVISED
APR 30/21

Project:
PROPOSED ADDITION
TO 935 ST. ANDREWS
AVENUE

Working Title:
MAIN & UPPER
FLOOR PLANS

| | | | |
|------------|--------------|----------|--------------|
| Date: | AUG-2020 | Scale: | 1/8" = 1'-0" |
| Sheet: | 1/8" = 1'-0" | Room: | A2 |
| Client: | V.F.N. | Project: | IMPERIAL |
| Architect: | C.M. | | |



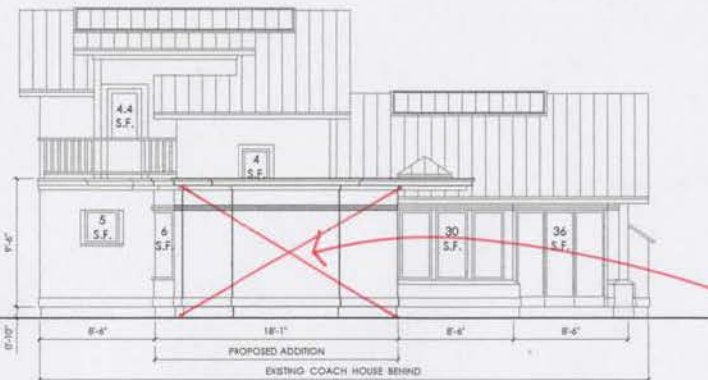
Consultant:

Project:
PROPOSED ADDITION
TO 935 ST. ANDREWS
AVENUE

| | |
|---------------------|-------------|
| Date AUG-2020 | Job No. |
| Scale 1/4"=1'-0" | Sheet A3 |
| Drawn V.F.N. | IMPERIAL |
| Checked | Rev. |



ROOF PLAN



SOUTH ELEVATION

SPATIAL SEPARATION CALCULATION

- AREA OF BUILDING FACE 790 S.F.
- LIMITING DISTANCE
- 'PROPERTY LINE' TO NEAREST UNPROTECTED OPENING 7' 6 1/2"
- PERMITTED OPENINGS 14.2% - 112 S.F.
- PROPOSED OPENINGS 85.4 S.F.

PROPOSED EXTERIOR FINISHES

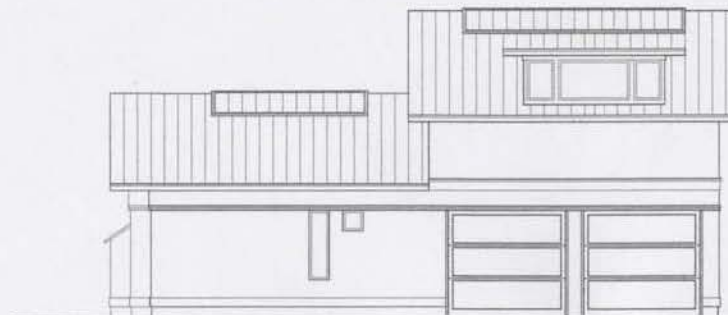
- ALUMINUM GUTTERS AND FASCIA
- 1" X 4 T&G PINE SOFFIT & FASCIA
- FIBRE CEMENT BOARD SIDING TO MATCH EXISTING
- WOOD DOORS & FRAMES
- VINYL WINDOWS

FIBRE CEMENT

SOUTH ELEVATION WALL CONSTRUCTION
BBBC TABLE A.9.10.3.1A.
NON COMBUSTIBLE IFFR.
NON COMBUSTIBLE OVERHANG



WEST ELEVATION



NORTH ELEVATION



EAST ELEVATION

These rights of representation, reproduction or publication in whole or in part is prohibited. No use of these drawings or information contained herein may be made without the written permission of the architect.



| No. | Description | Date |
|-----|-------------|------|
| | | |
| | | |

C. Moorhead Architect

1210 2nd Street, Suite 100
 San Francisco, CA 94107
 Tel: 415 488 1438
 Fax: 415 488 1477

Drawings

Sheet

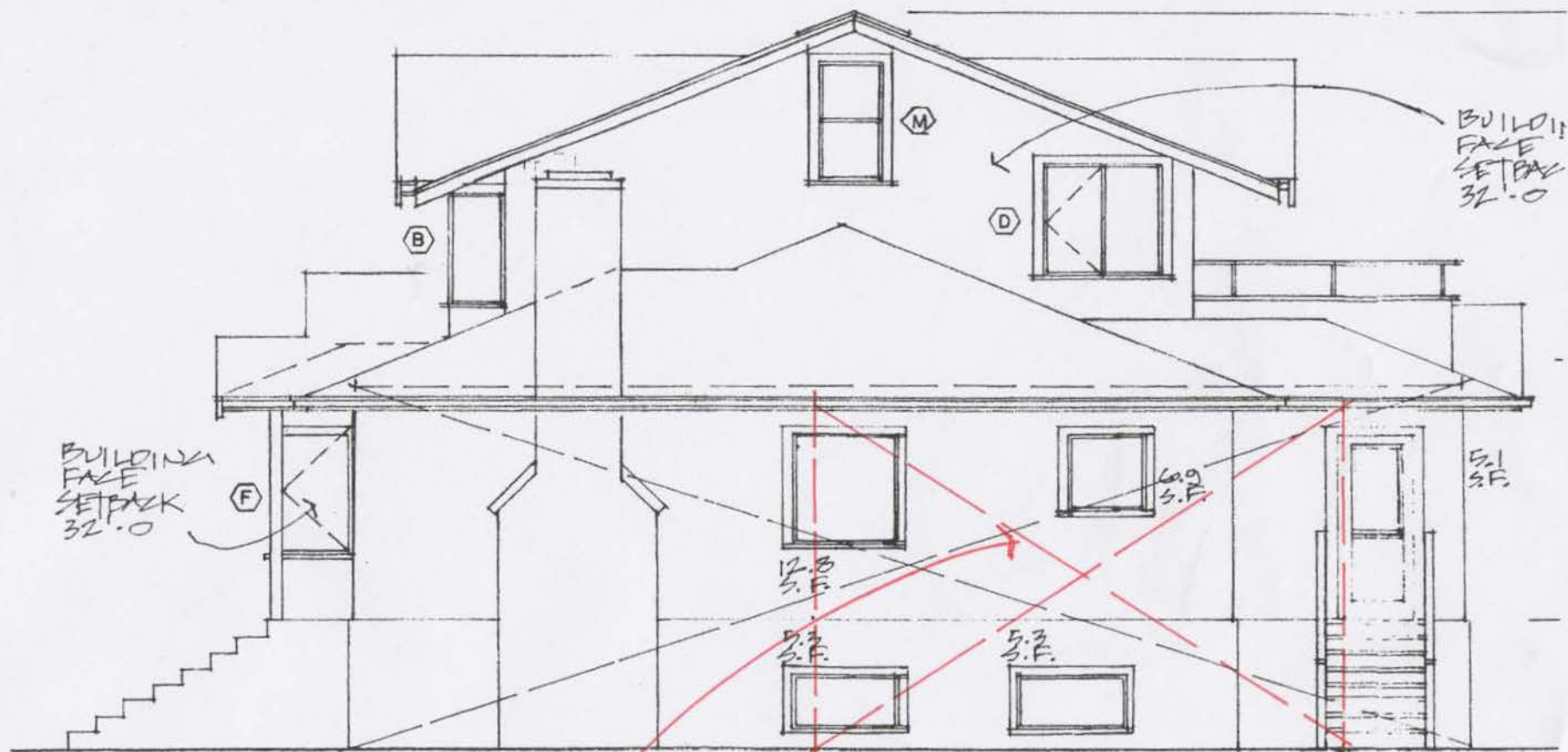
Project
 PROPOSED ADDITION
 TO 935 ST. ANDREWS
 AVENUE

Drawing Title

COACH HOUSE ELEVATIONS

| | | | |
|-------|----|-------|--------------|
| Size | A4 | Scale | 1/8" = 1'-0" |
| Sheet | A4 | Scale | 1/8" = 1'-0" |
| Sheet | A4 | Scale | 1/8" = 1'-0" |
| Sheet | A4 | Scale | 1/8" = 1'-0" |

INFILL BUILDING

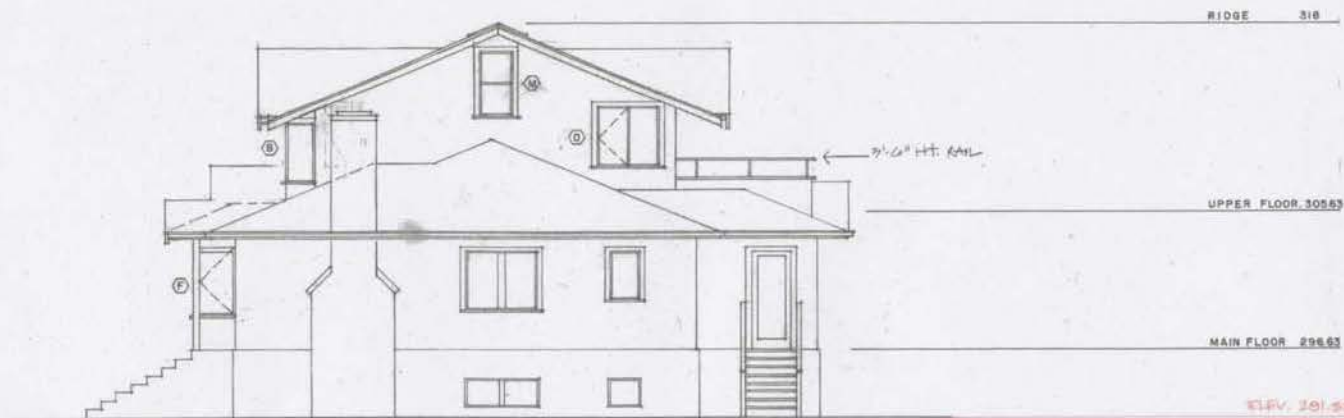


Spatial Separation
NORTH
DUPLEX

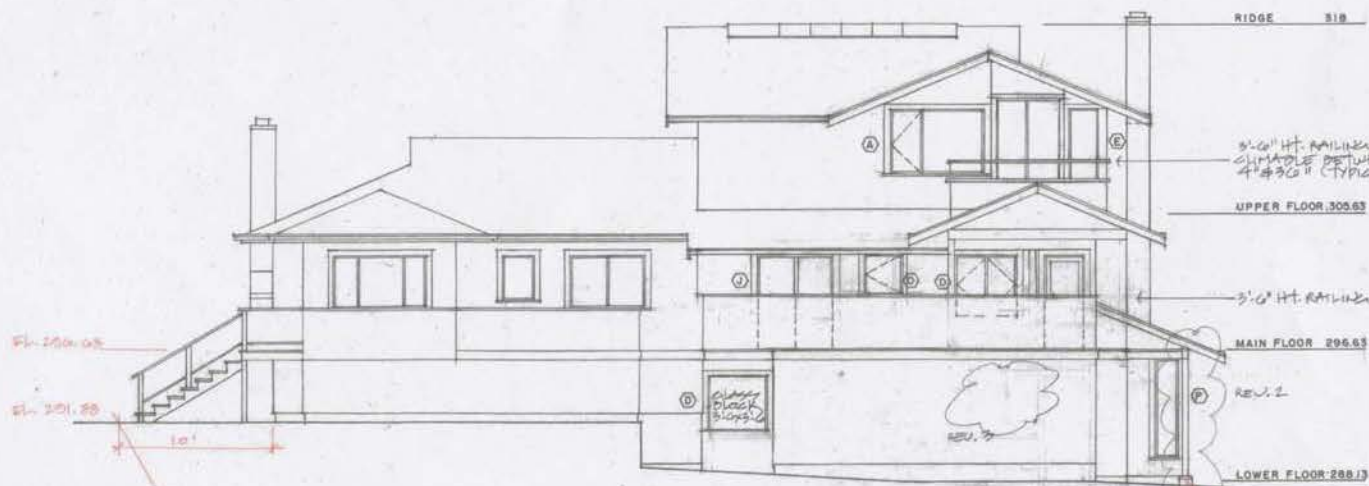
AREA OF BUILDING FACE
WINDOW AREA - THIS BUILDING FACE
PERCENTAGE OPENINGS
LIMITING DISTANCE
PERMITTED OPENINGS

479 S.F.
35.4 S.F.
7.4 %
4'-4"
7.4 %

LOCATION OF PROPOSED ADDITION TO
COACHHOUSE OPPOSITE. WALL & ROOF
OVERHANG TO BE CONSTRUCTED AS
PER REQUIREMENTS OF CBC 9.10.14.5
NON COMBUSTIBLE SIDING - 1 HR FRR



NORTH



WEST

REVISED
APR. 30/21

NO CHANGES
TO THE
DUPLEX
ARE
PROPOSED

APRIL 2004 ADDITIONS
1. APRIL 27/04 REVISE WINDOWS
2. APRIL 27/04 REVISE WINDOWS
1. FEB. 2004 REVISE GUTTER
REVISING

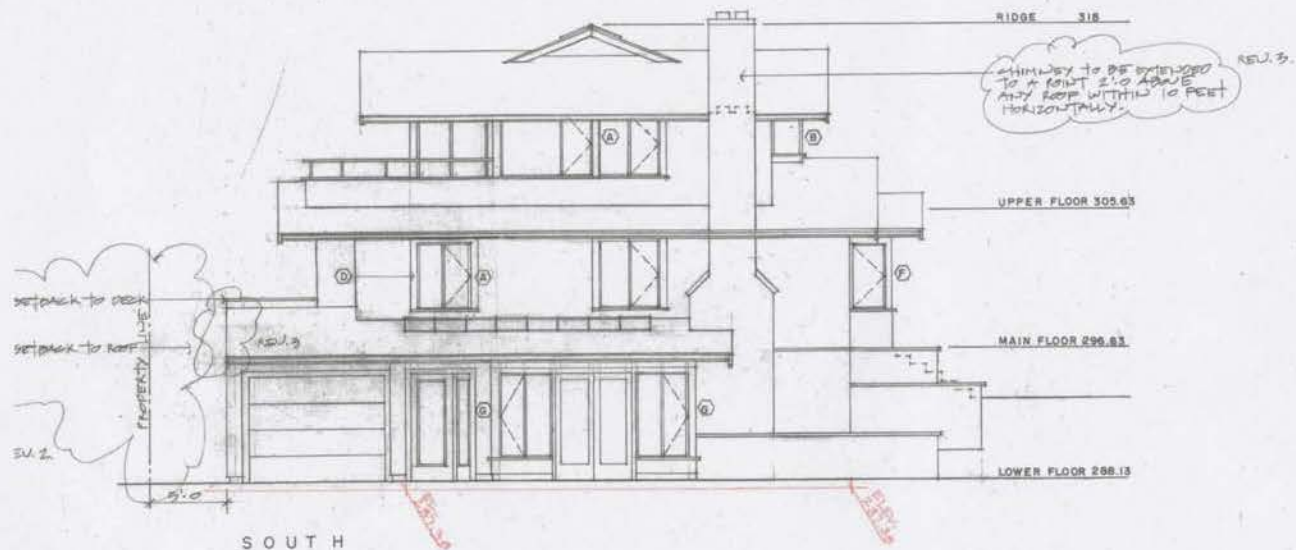
scale 1/4" = 1'-0"
date APRIL 2005
alterations & additions
905-925 St Andrews Ave.

C. Moorhead
Architect
3110-30TH HASTINGS STREET
VANCOUVER, B.C. V6M 1H1 TEL: 604-681-1111

RECEIVED
JUL 21 2004
CITY OF NORTH VANCOUVER
COMMUNITY DEVELOPMENT
DEPARTMENT

EXISTING
elevations
DUPLEX

AD



NOTE:
ALL ALUM RAILS TO
CONFORM TO LATEST
EDITION OF B.C. BURN
CODE.

REV. 3

REVISED
APR. 30/21



NO CHANGES
TO THE
DUPLEX ARE
PROPOSED.

APRIL 2003 SOUTH ELEVATION
5. JULY 27/04 - WINDOW REVISIONS
4. APRIL 27/04 - MINOR NOTES
3. APRIL 27/04 - MINOR NOTES
2. APRIL 27/04 - MINOR NOTES
1. FEB. 2004 MINOR REVISIONS

scale 1/4" = 1'-0"

date APRIL 2003

alterations & additions
905-925 St. Andrews Ave.

C. Moorhead
Architect
C/O 3016 HASTINGS STREET
VANCOUVER, B.C. V6T 1Y1 TEL 604-681-1111

RECEIVED
JUL 29 2004
CITY OF NORTH VANCOUVER
COMMUNITY DEVELOPMENT
DEPARTMENT

EXISTING
elevations
DUPLEX

All



NOTICE OF PUBLIC HEARING (Waived)

WHO: Darrell Mussatto

WHAT: Zoning Amendment Bylaw No. 8841

WHERE: 925-935 St. Andrews Ave and 288 East 9th St

WHEN: Monday, July 5, 2021 at 5:30 pm

HOW: View the meeting online at cnv.org/LiveStreaming

Notice is hereby given that Council will consider:

Zoning Amendment Bylaw No. 8841 to vary the lot coverage and siting to allow a single-storey addition, of approximately 26 sq.m. (280 sq.ft.), to the existing infill building adjacent to the laneway at 935 St. Andrews Avenue. The addition would add a bedroom and a bathroom to the infill unit.

The Regular Council Meeting will be held electronically via "WebEx". All persons who believe their interest in property may be affected by the proposed bylaw will be afforded an opportunity to be heard by email or written submission. To ensure all submissions are available for Council at the meeting, certain deadlines have been implemented.

For email submissions (preferred): Include your name and address and send to input@cnv.org **no later than 12:00 noon on Monday, July 5, 2021.**

For written submissions: Include your name and address and mail or deposit into a drop-box at City Hall **no later than 4:00 pm on Friday, July 2, 2021**, as documents are subject to a 24-hour quarantine period before being opened due to COVID-19.

No further information or submissions can be considered by Council after third reading of the bylaw.

The proposed Zoning Amendment Bylaw and background material will be available for viewing online at cnv.org/PublicHearings on Friday, June 25, 2021.

Please direct inquiries to Meg Wray at mwray@cnv.org or 604-982-3989.



141 WEST 14TH STREET / NORTH VANCOUVER / BC / V7M 1H9
T 604 985 7761 / F 604 985 9417 / [CNV.ORG](https://cnv.org)



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THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8841

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. 8841” (Darrell Mussatto / Charles Moorhead, 925 and 935 St. Andrews Avenue and 288 East 9th Street, CD-424 Text Amendment).**
2. Comprehensive Development 424 Zone of Part 11 of Division V: Comprehensive Development Regulations of Document “A” of “Zoning Bylaw, 1995, No. 6700” is hereby amended as follows:
 - A. By deleting subsection (4) in its entirety and replacing it with the following:
 - (4) The Principal Buildings shall not exceed a Lot Coverage of 42 percent which shall include attached parking areas;
 - B. By deleting subsection (5)(a) in its entirety and replacing it with the following:
 - (5) The northernmost Principal Building shall be sited as follows:
 - (a) 28.6 metres (93.8 feet) from the Front Lot Line;

READ a first time on the 14th day of June, 2021.

READ a second time on the 14th day of June, 2021.

READ a third time on the <> day of <>, 2021.

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

MAYOR

CORPORATE OFFICER

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| | | |
|---|---|--|
|  Department Manager |  Director |  CAO |
|---|---|--|

The Corporation of **THE CITY OF NORTH VANCOUVER**
PLANNING & DEVELOPMENT DEPARTMENT

REPORT

To: Mayor Linda Buchanan and Members of Council

From: Tina Parbhakar, Chair, Social Planning Advisory Committee
Heather Evans, Community Planner

Subject: 2021 ROUND ONE COMMUNITY GRANT RECOMMENDATIONS

Date: June 23, 2021 File No: 05-1850-20-0005/2021

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

RECOMMENDATION

PURSUANT to the report of the Chair of the Social Planning Advisory Committee and the Community Planner, dated June 21, 2021, and entitled "2021 Round One Community Grant Recommendations":

THAT grants be allocated to the following organizations from the 2021 Community Grants budget:

| | |
|--|---------|
| Athletics for Kids Financial Assistance (B.C.) Society (Operating) | \$1,300 |
| Athletics for Kids Financial Assistance (B.C.) Society (Program – Youth Sports Granting) | \$1,950 |
| Avalon Recovery Society (Operating) | \$6,500 |
| Backpack Buddies (Operating) | \$2,275 |
| Backpack Buddies (Program – Backpack Buddies) | \$2,275 |
| BC Pets & Friends (Operating) | \$650 |
| Big Brothers of Greater Vancouver (Operating) | \$1,625 |
| Big Brothers of Greater Vancouver (Program – Community Mentoring Program) | \$2,600 |
| Big Brothers of Greater Vancouver (Program – Teen Mentoring) | \$1,950 |
| Big Sisters of BC Lower Mainland (Program – North Shore Mentoring) | \$1,950 |
| Camp Kerry Society (Program – Camp Kerry Workshops & Retreats) | \$650 |

| | |
|--|---------|
| Camp Kerry Society (Program – Family Grief Support) | \$650 |
| Canadian Mental Health Assn. – North and West Vancouver Branch (Operating) | \$3,250 |
| Canadian Mental Health Assn. – North and West Vancouver Branch (Program – Circle of Care: Supported Housing) | \$4,875 |
| Crisis Intervention & Suicide Prevention Centre of BC (Operating) | \$975 |
| Crisis Intervention & Suicide Prevention Centre of BC (Program – Peer Helper Training for North Shore) | \$650 |
| Crisis Intervention & Suicide Prevention Centre of BC (Program – YouthInBC.com and Chat Services) | \$650 |
| Friend 2 Friend Learning Society (Program – Autism Demystification Programs) | \$650 |
| Friend 2 Friend Learning Society (Program – Play Groups for Children with Autism Program) | \$1,300 |
| Greater Vancouver Law Students' Legal Advice Society (Program – Law Students' Legal Advice Program) | \$1,625 |
| Hollyburn Family Services Society (Operating) | \$2,600 |
| Hollyburn Family Services Society (Program – Aboriginal Court Outreach Worker) | \$975 |
| Hollyburn Family Services Society (Program – Indigenous Specialized Victim Support Worker in the DVU) | \$975 |
| Hollyburn Family Services Society (Program – Seniors at Housing Risk) | \$1,300 |
| Hollyburn Family Services Society (Program – Supporting Seniors to Remain Housed) | \$1,300 |
| Immigrant Link Centre Society (Program – From Pollution to Solution) | \$3,000 |
| Lionsview Seniors' Planning Society (Operating) | \$2,700 |
| Lionsview Seniors' Planning Society (Program - North Shore News Column: Older and Wiser Column) | \$200 |
| Lionsview Seniors' Planning Society (Program - City of North Vancouver Seniors Action Team (CNV SAT)) | \$250 |
| Lionsview Seniors' Planning Society (Program - Services to Seniors Coalition/Planning Table) | \$250 |
| Living Systems: Family Systems Counselling, Education, Training & Research Society (Program – Parent Hope Counselling) | \$2,000 |
| Lookout Housing and Health Society | \$1,000 |
| North Shore ConneXions Society (Program – Education and Community Awareness) | \$1,000 |
| North Shore ConneXions Society (Program – Friendship Circles) | \$750 |
| North Shore Disability Resource Centre (Program – Information and Advocacy) | \$2,500 |
| North Shore Disability Resource Centre (Program – Summer Bursary Program 2021) | \$2,500 |

| | |
|--|---------|
| North Shore Keep Well Society (Operating) | \$1,500 |
| North Shore Meals on Wheels Society (Operating) | \$6,000 |
| North Shore Multicultural Society (Operating) | \$4,000 |
| North Shore Multicultural Society (Program – Community Bridging) | \$1,000 |
| North Shore Multicultural Society (Program – NEONology and Youth Engagement) | \$1,000 |
| North Shore Safety Council (Operating) | \$500 |
| North Shore Stroke Recovery Centre (Operating) | \$5,000 |
| North Shore Stroke Recovery Centre (Program – Speech Language Pathology Program) | \$2,500 |
| North Shore Table Tennis Society (Program – Happy Hands Table Tennis) | \$1,000 |
| North Shore Table Tennis Society (Program - Seniors' Therapeutic Body and Mind Table Tennis) | \$1,000 |
| North Shore Table Tennis Society (Program - Youth Leadership Table Tennis Program) | \$1,000 |
| North Shore Women's Centre (Program – North Shore Coordinating Committee to End Violence Against Women in Relationships) | \$3,000 |
| North Shore Women's Centre (Program – Separation Support Group) | \$1,000 |
| North Star Montessori Elementary (Operating) | \$1,000 |
| Pacific Post Partum Support Society (Operating) | \$1,000 |
| Pacific Post Partum Support Society (Program - Postpartum Depression/Anxiety Support Group) | \$1,000 |
| Parkgate Community Services (Program – Youth Outreach) | \$2,000 |
| Pathways Serious Mental Illness Society (Operating) | \$1,750 |
| Pathways Serious Mental Illness Society (Program - Family-to-Family Education) | \$1,000 |
| Quest Outreach Society (Program – Food Recovery and Redistribution Program) | \$2,500 |
| RNB Dance and Theatre Arts (Operating) | \$3,000 |
| Sharing Abundance Association (Program – Sharing Abundance Community and Senior Meal Programs) | \$4,000 |
| Special Olympics British Columbia Society – North Shore (Operating) | \$1,500 |
| Special Olympics British Columbia Society – North Shore (Program – SOBC – North Shore Sports Programs) | \$1,000 |
| St. Andrews United Church (Program – St. Andrews Community Meal Program) | \$3,000 |
| St. John the Evangelist Anglican Church (Program – Queen Mary Family Learning Program) | \$7,000 |
| Vancouver Adaptive Snow Sports (Operating) | \$500 |
| Vancouver Adaptive Snow Sports (Program – Adaptive Learn to Ski) | \$1,000 |

| | |
|--|-----------|
| Volunteer Cancer Drivers Society (Program – Cancer Patient Transportation) | \$500 |
| TOTAL | \$121,900 |

AND THAT the following organizations be notified that the City will not fund their application for a 2021 Community Grant:

| |
|--|
| Alliance of British Columbia Students Society (ABCS) (Program - Centering Indigenous Student Voices) |
| North Shore Polish Association Belweder (Operating) |
| North Shore Table Tennis Society (Program – Racket Power for Women & Girls Table Tennis Program) |
| North Shore Volunteers for Seniors (Operating) |
| Upper Lonsdale Preschool (Program – Covid Safety Program) |
| Upper Lonsdale Preschool (Program – Covid Snack Program) |
| WAVAW Rape Crisis Centre (Operating) |

ATTACHMENTS

1. North Shore Municipal Community Grant Applications Guidelines (CityDocs [#1732931](#))
2. List of 2021 Round One Community Grant Applications (CityDocs [#2049237](#))

PURPOSE

The Social Planning Advisory Committee (SPAC) is pleased to submit to Council its recommendations for the allocation of the 2021 Round One Community Grants. SPAC appreciates Council's continued support of the Community Grant Program.

BACKGROUND

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

Community grants have been available in some form for decades, and provide an opportunity for non-profit agencies to gain municipal financial support for projects or general operations that address provisions of the City's *Social Plan* and *Official Community Plan*. The City's annual budget for Community Grants is the sum of two components: the City's operating budget: \$100,000 per year plus the interest accrued on a reserve fund called the Lower Lonsdale Legacy Fund ("LLLF"). The LLLF amount varies annually based on the previous year's interest and is approximately \$75,000 to \$80,000 per year.

DISCUSSION

Total Amount of Community Grants

In 2021 the operating budget funding of \$100,000 is combined with interest in the amount of \$77,692 from the Lower Lonsdale Legacy Fund, for a total 2021 Community

Grants budget of \$177,692. This amount is being distributed into two rounds of application submission intakes in January 2021 (Round One) and September 2021 (Round Two). This report addresses the first round of grants for 2021.

Application Review Process

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

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

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

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

- | | |
|------------------------|--|
| 'A' or top priority | <ul style="list-style-type: none">- evidence of need for the service or project- evidence of clear goals and expected outcomes- evidence of financial need for a Community Grant- relevance to Social Plan |
| 'B' or medium priority | <ul style="list-style-type: none">- quality of management- uniqueness of service- involvement with community partners- addressing barriers to services for people with disabilities and for ethno-cultural residents. |
| 'C' or lower priority | <ul style="list-style-type: none">- number of local residents served- number of local volunteers and their role- amount of funding requested from each municipality related to the numbers of residents served. |

The COVID-19 pandemic began in March 2020, after the community grant applications were received. SPAC requested that the applicants submit supplementary information to explain how the COVID-19 pandemic affected the delivery of operations, programs and services that they applied for City funding to support. Responses from the applicants are included in Attachment 3. SPAC referenced the additional COVID-19 related information from applicants in their deliberations, to ensure that they would be recommending community grant support to agencies that are able to deliver priority programs and services to the community.

Grant Recommendations

Seventy-three grant applications were received and reviewed in the first round of 2021 grants in January, requesting a total amount of \$303,670. Of those, 71 were repeat

applications for new or existing programs and two were applications from first-time applicants. A list of grant applications with recommended allocations is found in Attachment #2.

Of the 73 applications received in round one, sixty-six are recommended to receive funding. The committee's recommendations are to allocate \$127,900 and hold back \$55,792 for the September (Round Two) intake of applications. SPAC is recommending that the City hold more than the typical amount for round two of Community Grants. In the COVID-19 context, it is anticipated that community and social needs will continue to arise as socio-economic impacts continue and intensify for non-profits and residents. Round two grants will enable the City to respond to the arising needs.

Six applications are not recommended to receive funding. Some of these agencies applied for more than one grant and are recommended to receive some, but not all, of the grants they applied for. For other applications that are not recommended to be funded, the need was not as evident (compared to other applications) or as prioritized as other applications that were received, especially in light of the COVID-19 pandemic.

FINANCIAL IMPLICATIONS

The community grants budget remains the same as in previous years.

STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

The allocation of grant funding is in keeping with the guiding principles of the 2014 *Official Community Plan*, specifically:

Community Supporting Community:

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

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

All community grant applications are reviewed relative to the goals and objectives of the City's *Social Plan* and the Community Grant Guidelines. It is intended that a review of the Community Grants Program will be undertaken in the coming months in alignment with the *Community Well Being Strategy*.

RESPECTFULLY SUBMITTED:



Tina Parbhakar
Chair, Social Planning Advisory Committee



Heather Evans
Community Planner

Submission Deadline: January 31st each year**

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

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

Guidelines

Using these Guidelines

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

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

Contents

| | |
|---|---|
| Using these Guidelines | 1 |
| North Vancouver Municipal Community Grants - Overview | 1 |
| Applying for North Vancouver Municipal Community Grants | 3 |
| Evaluation Criteria..... | 4 |
| Filling in the Application Forms - Overview..... | 4 |
| Filling in the Organization Summary Form | 5 |
| Filling in the Operating Grant Application Form | 6 |
| Filling in the Program Grant Application Form | 7 |
| Final Steps to Completing the Application Package | 8 |
| Frequently Asked Questions | 8 |

North Vancouver Municipal Community Grants - Overview

Purpose of the North Vancouver Municipal Community Grants

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

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

Who Can Apply?

Eligible Organizations

The organization applying for a grant must be:

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

Eligible Expenses

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

Program Grants: Applying for More than One

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

Funding Characteristics of the North Vancouver Municipal Community Grants

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

Funding Limits

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

Funding Term

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

Funding Cycles

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

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

Notification of Application Decisions

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

Disbursement of Funds

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

Acknowledgement of North Vancouver Municipal Community Grants

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

Applying for North Vancouver Municipal Community Grants

Two Municipalities.... One Set of Application Forms

Each Municipality Allocates Grants Separately

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

Each municipality allocates grants separately.

Applying to One or More Municipality(ies)

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

Application Submission

Application Deadline

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

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

Submitting Forms to Each Municipality

City of North Vancouver

Submit two copies of your completed application package:

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

District of North Vancouver:

Send one copy of your completed application package:

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

Evaluation Criteria

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

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

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

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

Filling in the Application Forms - Overview

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

Acceptable Applications

Applications will only be accepted if they are:

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

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

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

Three Application Forms

There are three application forms to be used as follows:

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

Quality of Information

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

Maximum Words for Answer

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

Questions Regarding Both North Vancouver Municipalities

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

Filling in the Organization Summary Form

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

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

Section: Accessibility

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

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

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

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

Section: Trends

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

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

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

This question asks organizations to identify and share these trends.

Section: Sustainability

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

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

Filling in the Operating Grant Application Form

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

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

Section: Operating Budget

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

Question: In-kind Sources

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

Filling in the Program Grant Application Form

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

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

Section: Program Proposal

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

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

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

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

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

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

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

Section: Program Budget

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

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

Question: In-kind Sources

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

Final Steps to Completing the Application Package

The Checklist

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

Attachments

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

All applications will be required to include:

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

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

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

Frequently Asked Questions

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Updated: December 2018

**2021 ROUND ONE
COMMUNITY GRANTS APPLICATIONS MATRIX**

Attachment 2

| APPLICANT | DESCRIPTION OF SERVICE/PROJECT | 2021 ROUND ONE RECOMMEND |
|---|--|--------------------------|
| <p>Alliance of British Columbia Students Society (ABCS) Maple 121 - 2055 Purcell Way North Vancouver, BC V7J 3H5 Trevor Morten, Director of Finance & Operations finance@bcstudents.ca 604-764-9006</p> | <p>Program - Centering Indigenous Student Voices - The goal of the program is to ensure that all work is inclusive and centres the needs of students who face additional barriers to education. One part-time staff person would be hired to develop a literature review, consult Indigenous-identifying students and write a summary report on findings which would include recommendations for advocacy priorities and internal organizational functions.</p> | <p>\$0</p> |
| <p>Athletics for Kids Financial Assistance (B.C.) Society #214 - 901 West 3rd Street North Vancouver, BC V7P 3P9 Sandra Hancock, Executive Director 604-221-7529 sandyhancock@a4k.ca</p> | <p>Operating - Operating funds will be crucial in the coming year as many issues are anticipated with fundraising due to COVID-19. The grant would be used to help cover the cost of storage facility and contribute to office costs as well as ongoing costs of accounting software.</p> | <p>\$1,300</p> |
| <p>Athletics for Kids Financial Assistance (B.C.) Society #214 - 901 West 3rd Street North Vancouver, BC V7P 3P9 Sandra Hancock, Executive Director 604-221-7529 sandyhancock@a4k.ca</p> | <p>Program - Youth Sports Granting Program - A4K exists to eliminate the financial barriers to entry to amateur sport for children and youth from lower income families between the ages of 5 and 18, up to \$350/year, per child. Children have 80% of their base sport registration fees paid once the family qualifies for assistance. Eligible applicants must meet criteria and A4K makes payments directly to the chosen sport organization.</p> | <p>\$1,950</p> |
| <p>Avalon Recovery Society #300 - 132 East 14th Street North Vancouver, BC V7L 2N3 Pam Bilusack, Manager, Fund Development 604-842-1626 pam@avaloncentres.org</p> | <p>Operating - The Avalon Woman's Centre provides vital services to women struggling with addiction, providing connection, peer support, refuge and safety as well as education, counselling and mentoring. Funding is required to assist with covering the cost of rent, office expenses, salaries and necessary materials/supplies. In 2020 online options for meetings were added.</p> | <p>\$6,500</p> |
| <p>Backpack Buddies (formerly Community First Foundation) 170 Harbour Avenue North Vancouver, BC V7J 2E6 Joanne Griffiths, President/Co-Founder 604-807-0347 joanne@backpackbuddies.ca</p> | <p>Operating - Operating funding is needed to cover salaries for the staff who manage the organization. The program is completely funded by donations, grants and fundraising activities. The operations base is now located in a larger warehouse in North Vancouver. The program is delivered in 4 schools and through North Shore Neighbourhood House.</p> | <p>\$2,275</p> |
| <p>Backpack Buddies (formerly Community First Foundation) 170 Harbour Avenue North Vancouver, BC V7J 2E6 Joanne Griffiths, President/Co-Founder 604-807-0347 joanne@backpackbuddies.ca</p> | <p>Program - Backpack Buddies - This program bridges the weekend hunger gap for vulnerable, low income students. On Friday afternoons, backpacks are filled with food for children to take home for the weekend. This includes enough for meals and snacks to last the weekend plus a little extra. In 2020, the amount of food was increased to provide each child with 9 meals plus snacks.</p> | <p>\$2,275</p> |
| <p>BC Pets & Friends 60 Semisch Avenue North Vancouver, BC V7M 3H8 Carla Pellegrini, Secretary 778-321-1712 secretary@petsandfriends.org</p> | <p>Operating - This organization is run by a board of directors and a part-time pet therapy coordinator. Operating funding is the most helpful kind as it allows them to pay the coordinator and run normal operations of screening and supporting volunteers. Grant funds would be used to pay staff who recruit volunteers, etc. to keep the program running smoothly.</p> | <p>\$650</p> |

**2021 ROUND ONE
COMMUNITY GRANTS APPLICATIONS MATRIX**

| APPLICANT | DESCRIPTION OF SERVICE/PROJECT | 2021 ROUND ONE RECOMMEND |
|---|--|--------------------------|
| <p>Big Brothers of Greater Vancouver 102 - 1193 Kingsway Burnaby, BC V5V 3C9 Teresa Quach, Development Officer 604-876-2447, ex. 249 tquach@bbgvf.com</p> | <p>Operating - Operating funds would support the salaries and travel expenses of staff who serve the North Shore families, allowing them to interact with the community on a regular basis. Mentoring coordinators recruit volunteers for North Shore programs, perform volunteer and family assessments, provide child safety training and coordinate and supervise programs.</p> | <p>\$1,625</p> |
| <p>Big Brothers of Greater Vancouver 102 - 1193 Kingsway Burnaby, BC V5V 3C9 Teresa Quach, Development Officer 604-876-2447, ex. 249 tquach@bbgvf.com</p> | <p>Program - Community Mentoring Program - This program matches adult male volunteers with boys aged 7-14 who have limited or no contact with a positive male role model in their lives. Big and little brothers spend 2-4 hours each week doing a wide range of low-cost fun activities together. The boys in the program experience higher levels of self-esteem and confidence, improved relationship skills, more positive attitudes towards school and decreased likelihood to develop negative conducts. Funds will go towards screening, assessing and training newly recruited volunteer mentors as well as matching them with appropriate Little Brothers.</p> | <p>\$2,600</p> |
| <p>Big Brothers of Greater Vancouver 102 - 1193 Kingsway Burnaby, BC V5V 3C9 Teresa Quach, Development Officer 604-876-2447, ex. 249 tquach@bbgvf.com</p> | <p>Program - Teen Mentoring - This is a friendship-based program which matches male & female & non-binary volunteer mentor "Big Buddies" with elementary school-aged children. The buddies spend time on school grounds 1 hour each week during the school year doing a variety of non-academic, fun activities together. Both big and little buddies report positive impacts on their lives as a result of the mentoring relationships. Funding would be used to support the creation & monitoring of matches in partnership with Carson Graham Secondary and Westview Elementary. Funds would also be used for supplies for the program activity bins and to host year end celebration parties.</p> | <p>\$1,950</p> |
| <p>Big Sisters of BC Lower Mainland 34 East 12th Avenue Vancouver, BC V5T 2G5 Molly Loudon, Director of Philanthropy 604-873-4525, ex. 317 mloudon@bigsisters.bc.ca</p> | <p>Program - North Shore Mentoring - Big Sisters of the Lower Mainland facilitates life-changing relationships that inspire youth to reach their full potential, both as individuals and as citizens. Two mentoring programs are provided to vulnerable youth in the CNV: Big Sisters Mentoring Program: matches girls (7-17) with a volunteer Big Sister in a one-to-one mentoring relationship, and Study Buddy Program: matches girls with adult, female volunteers who offer them educational guidance outside of school.</p> | <p>\$1,950</p> |
| <p>Camp Kerry Society 145 Columbia Street New Westminster, BC V3L 3W2 Dr. Heather Mohan, Executive Director 604-808-1199 heather@campkerry.org</p> | <p>Program - Camp Kerry Workshops & Retreats - This program includes Camp Kerry's virtual retreats and community workshops. These retreats & workshops create a safe space for children, youth and families who are grieving the loss of a loved one. Upcoming workshops include: song-writing, Writing Our Grief, Nation-Wide Youth Recording Project, Mindfulness Meditation, Parenting Grieving Children, Styles of Grieving and Mindful Photography.</p> | <p>\$650</p> |

**2021 ROUND ONE
COMMUNITY GRANTS APPLICATIONS MATRIX**

| APPLICANT | DESCRIPTION OF SERVICE/PROJECT | 2021 ROUND ONE RECOMMEND |
|---|--|---------------------------------|
| Camp Kerry Society 145 Columbia Street New Westminster, BC V3L 3W2 Dr. Heather Mohan, Executive Director 604-808-1199 heather@campkerry.org | Program - Family Grief Support - This program provides year round grief support services for children, youth, adults, elders and families on the North Shore. Virtual and in-person programs are provided such as: Frontline Workers Conversation Group, Synergy Community Choirs, Pregnancy & Infant Loss Support Group, Family Art Therapy and Family Grief Support. | \$650 |
| Canadian Mental Health Assn. - North and West Vancouver Branch 300 - 1835 Lonsdale Avenue North Vancouver, BC V7M 2J8 Rachel Rocco, Development Officer 778-223-7303 rachel.rocco@cmha.bc.ca | Operating - CMHA fund raises and applies for grants to maintain and enhance programs to meet growing community needs. Operation funds would cover the infrastructure as well as a portion of wage for the leadership team. In the coming year, an online Client Relations Management system will be implemented to computerize all transactions with clients. | \$3,250 |
| Canadian Mental Health Assn. - North and West Vancouver Branch 300 - 1835 Lonsdale Avenue North Vancouver, BC V7M 2J8 Rachel Rocco, Development Officer 778-223-7303 rachel.rocco@cmha.bc.ca | Program - Circle of Care: Supported Housing - This program involved opening a third Circle of Care home on the North Shore. This home will house and support 4 - 6 women. The program addresses physical health, mental health and spiritual needs of individuals. Funds would be used for one-time start up expenses and rent for the home. | \$4,875 |
| Crisis Intervention & Suicide Prevention Centre of BC 763 East Broadway Vancouver, BC V5T 1X8 Effie Pow, Coordinator 604-872-1811 grants@crisiscentre.bc.ca | Operating - The Crisis Centre provides a continuum of support to youth, adults and seniors in distress through 24/7 Distress Phone Service and Online Distress Service. Also provided are free and low-cost mental health and life skills for resilience workshops to youth in school and community settings and suicide prevention training to community members and organizations | \$975 |
| Crisis Intervention & Suicide Prevention Centre of BC 763 East Broadway Vancouver, BC V5T 1X8 Effie Pow, Coordinator 604-872-1811 grants@crisiscentre.bc.ca | Program - Peer Helper Training for North Shore - This program will support a new youth and peer initiative called Real Talks that will organize and host mental health discussions for youth in a safe space in secondary schools on the North Shore. The Crisis Centre will provide Skillfully Responding to Distress and/or safeTALK training and offered facilitation mentorship to the youth leaders and peer helpers involved in organizing and piloting "Real Talks" Spring 2021 on the North Shore. | \$650 |
| Crisis Intervention & Suicide Prevention Centre of BC 763 East Broadway Vancouver, BC V5T 1X8 Effie Pow, Coordinator 604-872-1811 grants@crisiscentre.bc.ca | Program - YouthInBC.com and Chat Services - YouthInBC.com is part of the Crisis Centre's Youth Suicide Prevention Program - a comprehensive approach to youth focused programs and services created to empower young people with the capacity to help themselves and others in times of crisis. YouthInBC.com and Crisis Centre chat services provides distressed youth and those concerned about them with an opportunity to receive private, online chat support and obtain information and resources from highly trained volunteers. | \$650 |

**2021 ROUND ONE
COMMUNITY GRANTS APPLICATIONS MATRIX**

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|--|---|--------------------------|
| <p>Friend 2 Friend Learning Society 596 Blueridge Avenue North Vancouver, BC V7R 2J2 Heather McCracken, Executive Director 604-671-5028 f2fheather@gmail.com</p> | <p>Program - Autism Demystification Programs - Outreach programs that work to address the social inclusion needs of autistic children and their peers. The program provides direct education services for children with autism spectrum disorder, their peers and the professionals that support them. Age-appropriate tools are used in fun and interactive educational ways to foster understanding, acceptance and empathy. Puppet presentations are used for children ages 3 to 10 and Simulation Game Presentations are used for ages 11 and up. Funding would be used for direction operational costs to support the delivery of these programs.</p> | <p>\$650</p> |
| <p>Friend 2 Friend Learning Society 596 Blueridge Avenue North Vancouver, BC V7R 2J2 Heather McCracken, Executive Director 604-671-5028 f2fheather@gmail.com</p> | <p>Program - Play Groups for Children with Autism Program - The Play Groups for children designs and delivers highly innovative and effective Integrated Play Group programs at the Greater Vancouver Play Centre for children ages 3-12 with Autism Spectrum Disorder and their typically developing siblings and peers. These programs are offered year round on an ongoing basis. Each play group program runs for 32 weeks. Program funding would be spent on direct operational costs.</p> | <p>\$1,300</p> |
| <p>Greater Vancouver Law Students' Legal Advice Society (GVLSLAS) 129 - 1822 East Mall, UBC Vancouver, BC V6T 1Z1 Simran Persic, Executive Director 604-822-1661 execdirector@slap.bc.ca</p> | <p>Program - Law Students' Legal Advice Program - Students provide free legal advice and representation services to clients who would otherwise be unable to afford legal assistance.</p> | <p>\$1,625</p> |
| <p>Hollyburn Family Services Society 104 - 267 West Esplanade North Vancouver, BC V7M 1A5 Joy Hayden, Innovation & Engagement 604-512-2483 jhayden@hollyburn.ca</p> | <p>Operating - Hollyburn Family Services Society's mission is to provide unique services in response to existing and emerging community social needs across the North Shore. The most prevalent social issues involve youth, senior and family homelessness. As administrative and infrastructure costs increase, operating funding through municipalities is relied on to assist with covering costs thus ensuring more funding for programs.</p> | <p>\$2,600</p> |
| <p>Hollyburn Family Services Society 104 - 267 West Esplanade North Vancouver, BC V7M 1A5 Joy Hayden, Innovation & Engagement 604-512-2483 jhayden@hollyburn.ca</p> | <p>Program - Aboriginal Court Outreach Worker - This program supports indigenous adults and youth who are involved in the criminal justice system and have a mental health or concurrent disorder to navigate community-based services. The objective is to increase client & community capacity particularly for those without band affiliate or a strong support system. Also provides direct support to the client's family ensuring they have support and access to all services for their benefit and healing. It has been noted by court house staff that the role of this worker has shown marked improvement in court attendance and decreased offenses.</p> | <p>\$975</p> |

**2021 ROUND ONE
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|--|--|--------------------------|
| <p>Hollyburn Family Services Society 104 - 267 West Esplanade North Vancouver, BC V7M 1A5 Joy Hayden, Innovation & Engagement 604-512-2483 jhayden@hollyburn.ca</p> | <p>Program - Indigenous Specialized Victim Support Worker in the DVU - Hollyburn provides two embedded Victim Support Workers to the North Shore Domestic Violence Unit (DVU), including a dedicated Indigenous support worker. This unit is the only one in BC with an Indigenous partner. The support workers work within the North Shore Domestic Violence Unit and provides support to Indigenous women & girls who are victims of domestic violence & sexual assaults. Up to 30 indigenous women & girls are supported appropriately and timely to minimize the lasting impact of violence on them, their families & communities. Grant funds would be used to augment staffing costs.</p> | <p>\$975</p> |
| <p>Hollyburn Family Services Society 104 - 267 West Esplanade North Vancouver, BC V7M 1A5 Joy Hayden, Innovation & Engagement 604-512-2483 jhayden@hollyburn.ca</p> | <p>Program - Seniors at Housing Risk - This program supports provides age appropriate housing outreach support to North Shore seniors, families and indigenous clients who are homeless or in danger of imminent housing loss. Services include one-on-one assistance to find appropriate housing and assistance filling out forms, etc. Clients are also connected to community resources and health services.</p> | <p>\$1,300</p> |
| <p>Hollyburn Family Services Society 104 - 267 West Esplanade North Vancouver, BC V7M 1A5 Joy Hayden, Innovation & Engagement 604-512-2483 jhayden@hollyburn.ca</p> | <p>Program - Supporting Seniors to Remain Housed - This program offers a win/win solution solution between seniors at risk of eviction who would become homeless due to their tenancy issues and landlords. The program works with both parties to come to positive solutions to ensure the senior can maintain their rental housing. Funding would be used to augment salary costs.</p> | <p>\$1,300</p> |
| <p>Lionsview Seniors' Planning Society 600 West Queens Road, North Building North Vancouver, BC V7N 2L3 Margaret Coates, Coordinator 604-985-3852 lions_view@telus.net</p> | <p>Operating - LSPS's mandate is to act as a strong voice for seniors and seniors' organizations and to support goals to create and implement programs and services which mitigate issues and concerns relevant to seniors. Operating funds would be used to cover part of the operating expenses and overhead. These funds would also be used to leverage other funding sources as most grantees require some matching funding.</p> | <p>\$2,700</p> |
| <p>Lionsview Seniors' Planning Society 600 West Queens Road, North Building North Vancouver, BC V7N 2L3 Margaret Coates, Coordinator 604-985-3852 lions_view@telus.net</p> | <p>Program - North Shore News Column: Older and Wiser Column - The Older & Wiser Column reflects the goals of Lionsview Seniors' Planning Society. Sponsored by LSPS, it is a popular and effective medium for discussing and addressing seniors issues. The column, now written in house, is published bi-weekly on Sundays in the NS News. It lends media support to many of the issues that seniors face. The funds would be used to support staff producing the column through research and writing 26 columns for the North Shore News and will assist in promoting the column to a wider audience.</p> | <p>\$200</p> |

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COMMUNITY GRANTS APPLICATIONS MATRIX**

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|--|---|--------------------------|
| <p>Lionsview Seniors' Planning Society 600 West Queens Road, North Building North Vancouver, BC V7N 2L3 Margaret Coates, Coordinator 604-985-3852 lions_view@telus.net</p> | <p>Program - City of North Vancouver Seniors Action Team (CNV SAT) - The 4 Seniors Action Tables which are based across the North Shore work on and plan initiatives to improve the quality of life and well-being of seniors on the North Shore. The SATs are made up of volunteer seniors, people who work with seniors and partner organizations. The SATs work with senior residents, local municipalities, community organizations and businesses to raise awareness of senior issues and the need for age and dementia-friendly communities. Funds would be used to support the administrative and operational costs of the CNV SAT in terms of staffing and mentoring and program supports.</p> | <p>\$250</p> |
| <p>Lionsview Seniors' Planning Society 600 West Queens Road, North Building North Vancouver, BC V7N 2L3 Margaret Coates, Coordinator 604-985-3852 lions_view@telus.net</p> | <p>Program - Services to Seniors Coalition/Planning Table - This Coalition/Planning Table's main purpose is to provide its' members a voice, forum and vehicle for information sharing, collaboration, networking and providing education sessions. 55 participants from the North Shore come together 9 times per year to network, set priorities and plan services strategically. Funds would be spent on staff and program supports; coordinating the 9 meetings per year, organizing the presentations, creating agendas, etc.</p> | <p>\$250</p> |
| <p>Living Systems: Family Systems Counselling, Education, Training & Research Society 209 - 1500 Marine Drive North Vancouver, BC V7P 1T7 Leila Howard, Business & Finance Director 778-232-0479 leila.howard@livingsystems.ca</p> | <p>Program - Parent Hope Counselling - The counsellors in this program work primarily with parents who have children under 12 with very serious and complex issues. With the pandemic coming in 2020, a virtual format was adopted, working directly with parents. Evidence has shown that structured Parent Hope Counselling can be more effective than play therapy. The child or youth may be seen by the counsellor during the process as well. Services are available to all. Funds would be used for subsidizing the program for low income families and to pay counsellors.</p> | <p>\$2,000</p> |
| <p>Lookout Housing and Health Society 705 West 2nd Street North Vancouver, BC V7E 1E6 Owen Hynes, Community Coordinator 604-982-9126, ex. 107 owen.hynes@lookoutsociety.ca</p> | <p>Operating - The shelter is funded primarily by BC Housing to provide shelter and basic needs but this funding does not cover any additional programming. Municipal and other grants help provide service over and above basic sheltering such as activities programs, life skills and additional staffing.</p> | <p>\$1,000</p> |
| <p>North Shore ConneXions Society 1070 Roosevelt Crescent North Vancouver, BC V7P 1M3 Wendy Harris, Director of Community Programs 604-764-7366 wendyh@nsconneXions.org</p> | <p>Program - Education and Community Awareness - This program has been offered as a public service to the North Shore community since 1993. Through interactive and educational presentations, self advocates' personal successes and challenges are shared. Although particular focus is on disabilities, the message of inclusion applies to all types of diversity and reduces prejudice, bullying and isolation. Funds would be spent on facilitating the program.</p> | <p>\$1,000</p> |

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COMMUNITY GRANTS APPLICATIONS MATRIX**

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|---|--|--------------------------|
| <p>North Shore ConneXions Society 1070 Roosevelt Crescent North Vancouver, BC V7P 1M3 Wendy Harris, Director of Community Programs 604-764-7366 wendyh@nsconneXions.org</p> | <p>Program - Friendship Circles - Friendship Circles are supported play groups for students with developmental disabilities who are struggling to interact socially with their classroom peers. Through a facilitator, the child with a disability can form inclusive lunch or recess play groups that include the child, yet remain focused on an enjoyable, fair activity instead of any social or cognitive differences. The child with a disability develops social skills and confidence to assume a place amongst her or her peers. Funding would cover the cost of a staff member to facilitate the program.</p> | <p>\$750</p> |
| <p>North Shore Disability Resource Centre 3158 Mountain Highway North Vancouver, BC V7K 2H5 Kathleen Jessop, Director 604-904-4090 k.jessop@nsdrc.org</p> | <p>Program - Information and Advocacy - This program has operated for 22 years in North Vancouver. North Shore residents of all ages who have disabilities are aided to apply for benefits and access services that will enhance their quality of life. Funds would be used for salaries and administrative costs.</p> | <p>\$2,500</p> |
| <p>North Shore Disability Resource Centre 3158 Mountain Highway North Vancouver, BC V7K 2H5 Kathleen Jessop, Director 604-904-4090 k.jessop@nsdrc.org</p> | <p>Program - Summer Bursary Program (2021) - This program offers financial bursaries to families who have children with disabilities to ensure that they can send their child to a summer day camp of their choice or hire a worker to assist the child at camp. The NSDRC has been providing this assistance since 1978.</p> | <p>\$2,500</p> |
| <p>North Shore Keep Well Society 600 West Queens Road North Vancouver, BC V7N 2L3 Michelle Messinger, Coordinator 604-988-7115, ext. 27 keepwellsociety@telus.net</p> | <p>Operating - Keep Well offers an exercise and wellness programme to seniors on the North Shore, free or by donation. While membership is \$7 per year, it is not a requirement for participation. The goal is to help seniors stay active, healthy and socially connected. Funding is needed for expenses related to part time staff and contract employees, as well as other administrative expenses.</p> | <p>\$1,500</p> |
| <p>North Shore Meals on Wheels Society 1525 Taylor Way West Vancouver, BC V7S 1N5 Betsy MacDonald, Board Member 604-980-9749 bestymacdonald4235@gmail.com</p> | <p>Operating - Meals on Wheels delivers hot and nutritious meals to those who are unable to prepare meals for themselves. Clients are North Shore residents who are vulnerable because of health issues related to age, illness or life circumstances. With the onset of COVID-19, volunteers can no longer portion and package meals. The Medley Grill is doing this for \$1/meal so meal prices have had to go up. Funding would be used for overhead and allow meal prices to remain the same.</p> | <p>\$6,000</p> |

**2021 ROUND ONE
COMMUNITY GRANTS APPLICATIONS MATRIX**

| APPLICANT | DESCRIPTION OF SERVICE/PROJECT | 2021 ROUND ONE RECOMMEND |
|---|---|--------------------------|
| <p>North Shore Multicultural Society 207 - 123 East 15th Street North Vancouver, BC V7L 2P7 Wendy McCulloch, Executive Director 604-988-2931 wendym@nsms.ca</p> | <p>Operating - NSMS addresses the successful settlement of immigrants into the NS Communities. Programs include newcomer information, orientation and referral services and educations programs on Canadian systems. The focus is on families, seniors, adults, youth and children. They engage in initiatives that provide the established community with information about immigrants and how the community can assist in welcoming newcomers. Funds would be used for paying for staff time needed to support the community coordinating objectives and time for staff to consult with other NS organizations/planning table.</p> | <p>\$4,000</p> |
| <p>North Shore Multicultural Society 207 - 123 East 15th Street North Vancouver, BC V7L 2P7 Wendy McCulloch, Executive Director 604-988-2931 wendym@nsms.ca</p> | <p>Program - Community Bridging - Funds are being sought to further develop programming "Volunteer North Shore" within the broader Community Bridging Program. In a recent survey with folks who have accessed services during COVID-19, it was determined that an immigrant's sense of belonging to their local communities decreased. Community bridging activities are even more important at this time. Activities will focus on developing supportive group volunteer opportunities with local organizations and increase new immigrants' knowledge about volunteering in Canada.</p> | <p>\$1,000</p> |
| <p>North Shore Multicultural Society 207 - 123 East 15th Street North Vancouver, BC V7L 2P7 Wendy McCulloch, Executive Director 604-988-2931 wendym@nsms.ca</p> | <p>Program - NEONology and Youth Engagement - NSMCS has offered diversity and inclusion education to North Shore youth for over 20 years in the form of the NEONology program, delivered in schools. In the time of COVID-19, research has shown that youth & immigrants have been disproportionately affected, particularly in the areas of mental health & community attachment. This program will engage immigrant youth in community attachment activities and will educate youth about racism and exclusion. Also offered is youth leadership and mental health groups.</p> | <p>\$1,000</p> |
| <p>North Shore Polish Association Belweder 5484 Keith Road West Vancouver, BC V7W 3C9 Urszula Sulinska, President 604-786-1709 belweder.org@hotmail.com</p> | <p>Operating - The main purpose of this organization is to promote education, music and arts among young people and families, to foster community spirit through organizing art and music events promoting Poland and keeping Polish culture alive within the community. Currently, they operate only on volunteers. Operating funds are requested in order to maintain operations and continue with programs.</p> | <p>\$0</p> |
| <p>North Shore Safety Council 3770 Hillcrest Avenue North Vancouver, BC V7R 4B6 Tom Walker, President/Treasurer 604-218-3697 walkert@shaw.ca</p> | <p>Operating - A non-profit society that teaches pedestrian and cycle safety to primary grades in public and private schools, daycares and preschools across the North Shore. Launched a public education program on bike helmet use and fit during COVID-19. Provide school crossing guard training and advise school safety committees. Have not applied for several years, but anticipate needed municipal support for fixed costs in 2021.</p> | <p>\$500</p> |

**2021 ROUND ONE
COMMUNITY GRANTS APPLICATIONS MATRIX**

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|--|---|--------------------------|
| <p>North Shore Stroke Recovery Centre 225 East 2nd Street North Vancouver, BC V7L 1C4 Gail Snelling, Principal Coordinator 778-340-5803 gail@nssrc.org</p> | <p>Operating - Stroke is the 3rd leading cause of death and the leading cause of acquired adult disability in Canada and leads to depression and cognitive changes in up to 60% of stroke survivors. The goal of NSSRC is to diminish the effects of depression, isolation and physical limitations in order to regain self-confidence and independence. Grant funding would support the cost of facility rental, utilities, a portion of staff wages and other operating costs necessary to guarantee the Centre's success.</p> | <p>\$5,000</p> |
| <p>North Shore Stroke Recovery Centre 225 East 2nd Street North Vancouver, BC V7L 1C4 Gail Snelling, Principal Coordinator 778-340-5803 gail@nssrc.org</p> | <p>Program - Speech Language Pathology Program - This is a highly sought after core service offered by NSSRC to survivors of stroke. Two registered Speech Language Pathologists (SLP) provide therapy to up to 44 members over the year. Appointments are 30 - 60 minutes in length and groups are 1 hour. The SLP assistant bridges the gap between appointments with the SLP which could be up to 1 week apart by working closely to support & implement the prescribed therapeutic plans ensuring that the clients put into practice techniques learning during the session. Funding would support the wages for 2 part-time Speech Language Pathologists, the SLP assistant and program supplies.</p> | <p>\$2,500</p> |
| <p>North Shore Table Tennis Club Society 1555 Forbes Avenue North Vancouver, BC V7M 2Y4 Mike Dumler, Chair 604-340-6774 mdumler@mdumler.ca</p> | <p>Program - Happy Hands Table Tennis Program - This is an adapted Table Tennis program designed for Special Needs youth. The skills each participant learns will improve eye hand coordination and cognitive activity in the brain. In addition to health benefits, the program provides youth with mental or physical disabilities with skills that could one day see them participating in a para-Olympic sport event. Funds would be used to cover the cost of contracted coaches to sustain the program for 20 instructional hours.</p> | <p>\$1,000</p> |
| <p>North Shore Table Tennis Club Society 1555 Forbes Avenue North Vancouver, BC V7M 2Y4 Mike Dumler, Chair 604-340-6774 mdumler@mdumler.ca</p> | <p>Program - Racket Power for Women & Girls Table Tennis Program - This program's initiative is to focus on development of women and girls in table tennis in a safe, respected and supported environment. The program is led by five professional coaches under the leadership of TTCAN's Master Coach Developer. Funds would be used to hire the coaches & master coach and secure the space for 25 classes.</p> | <p>\$0</p> |
| <p>North Shore Table Tennis Club Society 1555 Forbes Avenue North Vancouver, BC V7M 2Y4 Mike Dumler, Chair 604-340-6774 mdumler@mdumler.ca</p> | <p>Program - Seniors' Therapeutic Body and Mind Table Tennis - This program provides major health benefits for senior community, both male and female between the ages of 55 and 80. It reduces health & other related costs in this demographic group by enhancing both physical and mental health. It offers a combination of movement, thinking and socializing and is a low injury risk sport. Funding would cover 80 hours of table tennis play led by 1 master coach developer and 3 certified coaches.</p> | <p>\$1,000</p> |

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COMMUNITY GRANTS APPLICATIONS MATRIX**

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|---|--|--------------------------|
| <p>North Shore Table Tennis Club Society 1555 Forbes Avenue North Vancouver, BC V7M 2Y4 Mike Dumler, Chair 604-340-6774 mdumler@mdumler.ca</p> | <p>Program - Youth Leadership Table Tennis Program - This program teaches and improves table tennis skills, improves physical literacy, social relations and skill development of youth. The goal is to receive the physical and mental benefits of Table Tennis as well as break down barriers between communities, gain new skills and initiate positive social impact. Funds would be used for 30 hours of youth coaching sessions with certified and qualified coaches.</p> | <p>\$1,000</p> |
| <p>North Shore Volunteers for Seniors 275 21st Street West Vancouver, BC V7V 4A5 Nancy Draper, Coordinator 604-922-1575 volunteers@nsvs.ca</p> | <p>Operating - NSVS promotes the independence and well being of seniors (average age: 80-90+) through diverse programs and services at a wheelchair accessible centre. Community service drop-in programs such as book club and computer instruction are also provided. The key issue targeted is isolation. Funds are needed to allow the for the continued delivery of these programs and volunteer services. Funding would be used for a portion of administrative and facility costs.</p> | <p>\$0</p> |
| <p>North Shore Women's Centre 131 East 2nd Street North Vancouver, BC V7L 1C2 Michelle Dodds, Executive Director 604-984-6009 michelle@northshorewomen.ca</p> | <p>Program - North Shore Coordinating Committee to End Violence Against Women in Relationships - The NS VAWIR is a cross-sectoral network of 15+ NS community 303agencies working toward an integrated and effective response to ending violence against women in the community. The goal of the committee is to keep women safe by meeting its objectives in Service Delivery, Education and Systemic Responses. Funding would be spent on staffing, host agency management, coordination & administration, implement of 3 training workshops, marketing & printing of promotional materials, website maintenance, equipment and host agency facility costs.</p> | <p>\$3,000</p> |
| <p>North Shore Women's Centre 131 East 2nd Street North Vancouver, BC V7L 1C2 Michelle Dodds, Executive Director 604-984-6009 michelle@northshorewomen.ca</p> | <p>Program - Separation Support Group - This group assists women to build resilience, skills, knowledge, awareness and connections while navigating complex issues involved in ending a relationship. It will be offered as one half day, tripartite separation workshop and three 10-week facilitated support groups. The groups offer in-depth and continuous assistance. Women benefit by being less isolated, more supported and empowered. Funding would be used for an experienced facilitator, childminding, facility rental, program supplies and refreshments.</p> | <p>\$1,000</p> |
| <p>North Star Montessori Elementary 1325 East Keith Road North Vancouver, BC V7J 1J3 Tiffany Goulding, Head of School 604-980-1205 tgoulding@northstarmontessori.ca</p> | <p>Operating - North Star offers a range of programs from infancy through Grade 7. Montessori education fosters independent, self-motivated and goal directed children. Grant funding would be used for rent (which rose substantially in August 2020) and to help continue to keep fees affordable for the community. It will help partially compensate for a operating loss and help guarantee future growth.</p> | <p>\$1,000</p> |

**2021 ROUND ONE
COMMUNITY GRANTS APPLICATIONS MATRIX**

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|--|---|---------------------------------|
| Pacific Post Partum Support Society 200 - 7342 Winston Street Burnaby, BC V5A 2H1 Stace Dayment, Manager, Administration 604-255-7955 admin@postpartum.org | Operating - One in six mothers will experience postpartum depression and/or anxiety. A PPD/A support group has been offered in North Vancouver since 19 years and continues to be full as mothers prefer the peer-based self-help support model. Funds would be used for salaries, rent and utilities. | \$1,000 |
| Pacific Post Partum Support Society 200 - 7342 Winston Street Burnaby, BC V5A 2H1 Stace Dayment, Manager, Administration 604-255-7955 admin@postpartum.org | Program - Postpartum Depression/Anxiety Support Group - Weekly North Vancouver support groups have been replaced with virtual Zoom meetings. These meetings are led by trained facilitators and provide a safe place for women to connect with other women in a similar situation. These groups have a maximum of 8 members and are available for 2 hours per week. Members stay in the group an average of 6 months. Funds would cover the costs of group facilitation and expenses | \$1,000 |
| Parkgate Community Services 365 Banff Court North Vancouver, BC V7H 2Z8 Adele Wilson, Executive Director 604-983-6375 awilson@myparkgate.com adele.wilson.parkgate@gmail.com | Program - Youth Outreach - Parkgate Youth Services Outreach supports and builds resiliency in youth. Their primary focus is the Seymour area in the DVN, however their services do extend and are available to CNV youth. Funding would be spent directly on Youth Outreach worker wages, specifically the hours youth workers spend supporting youth at the Foundry. Funding would be used to directly support through Youth Outreach Worker wages. | \$2,000 |
| Pathways Serious Mental Illness Society (formerly North Shore Schizophrenia Society) 205 - 1865 Marine Drive West Vancouver, BC V7V 1J7 604-926-0856 executivedirector@pathwayssmi.org | Operating - Pathways is a volunteer-driven, unique front-line organization dedicated to helped families with a loved-one suffering from a serious mental illness. The Society works primarily with family members by providing peer support, education, advocacy, programs and services at no cost. Municipal funding is a crucial part of their budget and would be directed towards operating costs, special projects and events, peer support and promotional material. | \$1,750 |
| Pathways Serious Mental Illness Society (formerly North Shore Schizophrenia Society) 205 - 1865 Marine Drive West Vancouver, BC V7V 1J7 604-926-0856 executivedirector@pathwayssmi.org | Program - Family-to-Family Education - This course is a comprehensive, 8-week course offered on the North Shore twice per year, at no cost to participants. The course is taught by a dedicated volunteer base and over seen by Pathway's Program Coordinator. It fosters connection, empowerment, knowledge, strength and confidence which creates ripple effects into the community at large. Peer support is offered throughout the year in person and by telephone. | \$1,000 |
| Quest Outreach Society 2030 Dundas Street North Vancouver, BC V5L 1J4 Sarah Abbott, Grant Acquisition & Renewal 604-602-0185 sabbott@questoutreach.org | Program - Food Recovery and Redistribution Program - The mission of this program is to reduce hunger, build community and foster sustainability. Access to healthy, affordable food and necessities is provided through not-for-profit markets. Also, partnerships are encouraged between individuals and community resource program. Quality goods destined for the landfill are redistributed. Funding would be used for costs directly related to the facilitation of the North Shore location. | \$2,500 |

**2021 ROUND ONE
COMMUNITY GRANTS APPLICATIONS MATRIX**

| APPLICANT | DESCRIPTION OF SERVICE/PROJECT | 2021 ROUND ONE RECOMMEND |
|---|---|---------------------------------|
| Sharing Abundance Association 3843 Hoskins Road North Vancouver, BC V7K 2P1 Lizz Lindsay, Director 604-984-0709 lizzlindsay@hotmail.com | Program - Sharing Abundance Community and Senior Meal Programs - Sharing Abundance has been offering welcoming places where food and community meet on the North Shore for 13 years. They currently offer a weekly community dinners at 2 North Shore locations, a soup & sandwich lunch once a week and seniors' lunch twice a month. Programs address food insecurity and social isolation on the North Shore. Guests include folks on the margins, seniors, veterans, families, new Canadian and those on disability pensions. | \$4,000 |
| Special Olympics British Columbia Society - North Shore 2620 Hoskins Road North Vancouver, BC V7J 3A3 Peter Noble, Grants Coordinator 778-229-5951 grants@sobcnorthshore.ca | Operating - Facility costs, uniforms, and travel to competitions are expensive for the large number of athletes in each sport across the region. Most of SOBC's athletes have limited income and are on social assistance, are not charged the full amount needed to cover the costs. Grants and fundraiser are relied upon to make up the difference. | \$1,500 |
| Special Olympics British Columbia Society - North Shore 2620 Hoskins Road North Vancouver, BC V7J 3A3 Peter Noble, Grants Coordinator 778-229-5951 grants@sobcnorthshore.ca | Program - SOBC North Shore Sports Program - These sports provide individuals with intellectual disabilities the opportunity to enhance their lives through positive sports experiences. The programs provide these athletes with far more than the physical benefits of improved health and athletic ability. Their participation in sports provides opportunities to develop social skills, cultivate friendships, strive for and achieve goals, build community and increase self-esteem. Funding would go directly to supporting the athletes. | \$1,000 |
| St. Andrew's United Church 1044 St. George's Avenue North Vancouver, BC V7L 3H6 Judith Hardcastle, Minister 604-985-0408 minister@st-andrews-united.ca | Program - St. Andrew's Community Meal Program - The community meals program includes a free weekly community lunch and meal-to-go programs every Thursday and Friday and distribution of baked goods and bread donated by Cobs and Westlynn Bakery. St. Andrew's has increased outreach capacity and switched to a strictly to-go format to adhere to COVID-19 regulations. Funding would be spent on food purchases and supplies. | \$3,000 |
| St. John the Evangelist Anglican Church 220 West 8th Street North Vancouver, BC V7M 1N1 L. Harrison, Church Program Coordinator 604-985-9848 lindaharrison2010@gmail.com Rev. Patrick Blaney, Priest 604-986-1151 priest.sjnv@telus.net | Program - Queen Mary Family Learning Program - This award winning program has been serving the needs of vulnerable families (mainly immigrants and newcomers) continuously for the last 10 years. An inclusive, welcoming and accessible place for adult family members/caregivers to improve quality of life through increased literacy and knowledge of community programs/services to support families. An advisory committee with representatives from six community organizations, a community coordinator and volunteers design program activities. This program switched to online in 2020. Funds would be used for coordinator's salary and to leverage other funding. | \$7,000 |

**2021 ROUND ONE
COMMUNITY GRANTS APPLICATIONS MATRIX**

| APPLICANT | DESCRIPTION OF SERVICE/PROJECT | 2021 ROUND ONE RECOMMEND |
|---|--|--------------------------|
| <p>Upper Lonsdale Preschool 3380 Lonsdale Avenue North Vancouver, BC V7N 3K2 Irene Sattarzadeh, President 604-988-8710 president@upperlonsdalepreschool.com</p> | <p>Program - Covid Safety Program - In order to ensure a safe environment for the children, teachers and parents, ULP has purchased equipment, cleaning supplies and online meeting software. These are new items that were not needed in prior budgets.</p> | <p>\$0</p> |
| <p>Upper Lonsdale Preschool 3380 Lonsdale Avenue North Vancouver, BC V7N 3K2 Irene Sattarzadeh, President 604-988-8710 president@upperlonsdalepreschool.com</p> | <p>Program - Covid Snack Program - Pre-Covid, parents participated in the school snack program by signing up to provide daily snacks for the children. Teachers are now responsible for this task as this ensures 100% control of food and dishes. This has become an added expense to the overall program.</p> | <p>\$0</p> |
| <p>Upper Lonsdale Preschool 3380 Lonsdale Avenue North Vancouver, BC V7N 3K2 Irene Sattarzadeh, President 604-988-8710 president@upperlonsdalepreschool.com</p> | <p>Program - Music Program - This program allows students to participate in a weekly musical performance with a highly experienced children's musician and early childhood educator. Music and dance are more than just fun as they provide physical, emotional and intellectual benefits to pre-schoolers. Funding would be used to pay the music teacher providing the program.</p> | <p>\$0</p> |
| <p>Vancouver Adaptive Snow Sports #322 - 125A Denman Street Vancouver, BC V6G 2M6 James Peters, Executive Director 604-646-8277 info@vass.ca</p> | <p>Operating - Vancouver Adaptive Snow Sports (VASS) provides ski and snowboard programs for children and adults with cognitive or physical disabilities at Grouse, Seymour and Cypress Mountains. These programs remove the barriers that prevent individuals with disabilities from participating in sports. Operating funds are needed to cover part of the salary of the Executive Director who coordinates all the programs, volunteers and administration.</p> | <p>\$500</p> |
| <p>Vancouver Adaptive Snow Sports #322 - 125A Denman Street Vancouver, BC V6G 2M6 James Peters, Executive Director 604-646-8277 info@vass.ca</p> | <p>Program - Adaptive Learn to Ski - Learn to Ski is VASS's flagship program. Children and adults of all ages with cognitive or physical disabilities are taught to ski or snowboard at Grouse, Seymour and Cypress. Lessons are delivered solely by trained volunteer ski instructors. Every volunteer completes the Canadian Assoc. of Disabled Skiing (CADS) instructor certification to use the adaptive equipment and special teaching techniques for students with disabilities. Funds would be used for the costs of training instructors; although they are volunteers the certification training is essential.</p> | <p>\$1,000</p> |
| <p>Volunteer Cancer Drivers Society Box 45618, Sunnyside Mall Surrey, BC V4A 9N3 Mac Petrie, Development Officer 604-657-1157 mac.p@volunteercancerdrivers.ca</p> | <p>Program - North Shore Cancer Patient Transportation - The VCDS addresses a critical need by providing free, reliable transportation for cancer patients attending their treatments throughout most communities of the Lower Mainland, including the City and District of North Vancouver. Volunteer drivers, using their own vehicles, pick up patients at their residences, transport them to the treatment facility, wait for them and return them to their homes. Funding would be used to provide the volunteer drivers with a vehicle stipend of \$0.48/km</p> | <p>\$500</p> |

**2021 ROUND ONE
COMMUNITY GRANTS APPLICATIONS MATRIX**

| APPLICANT | DESCRIPTION OF SERVICE/PROJECT | 2021 ROUND ONE RECOMMEND |
|--|--|---------------------------------|
| WAVAW Rape Crisis Centre 2405 Pine Street, PO Box 46851, Station D Vancouver, BC V6J 5M4 Emily Oswald, Fund Development Manager 604-255-6228 emily@wavaw.ca | Operating - WAVAW provides services to survivors of sexualized violence with shared experiences of gender oppression. They advocate for social and systemic change through education, outreach and activism. They receive no core funding grants from the government. | \$0 |
| NEW APPLICANTS | | |
| Immigrant Link Centre Society #403 - 206 Therrien Street Coquitlam, BC V3K 4T5 Igor Bjelac, Director 604-724-7028 igorbjelac@yahoo.com | Program - From Pollution to Solution - ILCS provides fresh food to people in need and to others charities to reduce social and economic inequality and to make positive social change. ILCS has made connections with large stores and has started to collect food which was close to best before or one day old. The collected food is then sorted into boxes and delivered to less fortunate families. Funds would be used for driver's salary and gas costs. | \$3,000 |
| RNB Dance and Theatre Arts 3355 Mountain Highway North Vancouver, BC V7K 2H4 Jennie Cargill, Administrator 604-980-3040 costumes@rnbdance.ca | Operating - RNB enrollment is down and expenses are up. Funding would be used to keep the business running and keep kids involved in a positive activity that promoted physical and mental well being. Specifically, funds would go towards rent for one studio and utility and cleaning expenses at both locations. | \$3,000 |
| | | \$ 121,900 |
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The Corporation of **THE CITY OF NORTH VANCOUVER**
COMMUNITY & PARTNER ENGAGEMENT DEPARTMENT

REPORT

To: Mayor Linda Buchanan and Members of Council

From: Magda Kwaterska, Acting Manager, Shipyards & Waterfront

Subject: SHIPYARDS FESTIVAL FUNDING REQUEST

Date: June 23, 2021 File No: 13-6740-01-0001/2021

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

RECOMMENDATION

PURSUANT to the report of the Acting Manager, Shipyards & Waterfront, dated June 23, 2021, entitled "Shipyards Festival Funding Request":

THAT staff be directed to make the necessary notifications working with Lower Lonsdale Business Improvement Association (LLBIA) as the event organizer for the 2021 Shipyards' Festival;

THAT City funding for the festival is contingent on the confirmation of the event taking place on September 25, 2021;

AND THAT Council approve funding for the 2021 Shipyards Festival at \$20,000 to support the Lower Lonsdale Business Improvement Association (LLBIA) in planning.

SUMMARY

The purpose of this report is to request funding in support of the LLBIA as the organizer of The Shipyards Festival with the City as a presenting sponsor contributing a total of \$20,000. The festival is set to return on Saturday, September 25, 2021 from 12 p.m. until 10 p.m. The LLBIA has engaged MRG Events to plan and implement the festival in accordance with Step 4 of BC's Restart Plan scheduled to take effect on September 7. It is anticipated that criteria will be met to move forward when more than 70% of the 18+ population has been vaccinated with dose 1, along with low case counts and low hospitalizations. It is anticipated that organized gatherings such as the proposed festival will be permitted an increased capacity.

The LLBIA is working with MRG Events on a COVID-19 Safety Plan following guidelines set out by the Province and Vancouver Coastal Health. The planning process includes capacity controls, contact tracing and sanitizing stations.

BACKGROUND

The Shipyards Festival launched in 2018 as a free community event spearheaded by the City in partnership with the LLBIA, produced by MRG Events (formerly John Donnelly Group). In 2019, the City was the presenting sponsor with a \$25,000 financial contribution, paired with venue and City staff support, the LLBIA contributed \$20,000 as the event lead and organizer. The cost of putting on the festival is in the realm of \$100,000, with revenues generated from sponsorship, commercial vendors, artisan vendors, food vendors and bar revenue.

The festival presents a high caliber of entertainment throughout its four stages and various public spaces. It has an extensive marketing reach highlighting The Shipyards and City of North Vancouver as the place to be. It is programmed in September, which is viewed as the shoulder season and non-competing with other events in the area. Due to the COVID-19 pandemic and related public health orders, the festival was cancelled in 2020 as was the line item for the Shipyards Festival and other programming initiatives in 2020 and 2021 Shipyards & Waterfront budget. As restrictions ease there is a level of optimism for the festival's safe return in 2021, with funding covering the expense from Wharf revenues in the Shipyards & Waterfront budget.

This community event features musical performances on two main stages and two small stages with programming staggered throughout the Shipyards allowing guests to move from stage to stage throughout Shipbuilders' Square, Shipyard Commons, Lonsdale Quay and the Pipe Shop. Artisan vendors, a Family Zone with family-friendly activities, Beer Garden and community information stalls attracted approximately 15,000 attendees in 2019.

LLBIA members are encouraged to participate as vendors and Shipyards businesses benefit from the economic spin-off and foot traffic to the site.

DISCUSSION

The LLBIA is working with MRG Events on a safe return of The Shipyards Festival this September in accordance with Provincial Health Office guidance. There remains a number of unknown factors as planning is underway and organizers are looking at various permutations and ongoing adjustments during the planning process.

Should the Shipyards Festival be able to safely return in accordance with Provincial Health Officer Orders, it will feature the following programming elements:

- Musical Performances – Alternating headline acts will be scheduled on two stages in Shipyard Commons and Shipbuilders' Square. Organizers will arrange seating with adequate physical distance and plan to conduct pre-registration through an online ticketing platform offering free tickets. Pre-registration will

allow organizers to control given numbers and retain contact tracing if directed by Vancouver Coastal Health.

- Family Zone – Kids' favourite TV characters, a bouncy castle, face-painting, arts and crafts and other family-oriented activities are planned to take place in the Pipe Shop. Organizers will follow PHO Order indicating allowable indoor occupancy closer to event date.
- Artisan Market – An artisan market will meander through the Spirit Trail, St. Roch Landing and along Shipbuilders' Square.
- Farmers Market – The regularly scheduled Farmers Market located at the East Plaza of Lonsdale Quay will be incorporated into the festival and its marketing.
- Cultural Stage – Lonsdale Quay Stage will be home to cultural dance performances.
- Food Trucks – Trucks will be positioned along Wallace Mews with COVID-19 Safety Plans in place.
- Stanley Park Brewing Beer Garden – Organizers are applying for a Special Event Liquor Licence to provide licensed service in Shipbuilders' Square and Shipyard Commons (whole site licensing).

Organizers plan to fully enclose the venue while allowing local business traffic to visit the vendors as desired. MRG Events will have security onsite located at key entrances.

The LLBIA along with MRG Events are in the process of developing a COVID-19 Safety Plan following guidelines set out by the Province of BC. The plan will adapt accordingly to evolving guidance for further development and execution during Phase 4 of BC's Restart Plan. Capacity controls in given venues, sanitizing stations, plexi-glass barriers at food trucks and market booths are all measures incorporated in the proposed COVID-19 Safety Plan.

FINANCIAL IMPLICATIONS

A total of \$20,000 of City funds are requested for allocation. \$20,000 is available from Shipyards & Waterfront budget under program #1132. If the festival does not go ahead as planned, funding will be returned to the respective funds.

INTER-DEPARTMENTAL IMPLICATIONS

This report has been circulated to Finance department staff for input and feedback. The Communications division of the Community and Partner Engagement department will support with social media promotion and web updates.

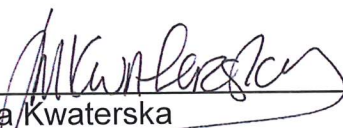
STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

Funding for this festival advances Council's Strategic Plan under the following priorities:

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




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

RESPECTFULLY SUBMITTED:



Magda Kwaterska
Acting Manager, Shipyards & Waterfront



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| <i>for</i>  Division Manager |  Director |  CAO |
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The Corporation of **THE CITY OF NORTH VANCOUVER**
FINANCE DEPARTMENT

INFORMATION REPORT

To: Mayor Linda Buchanan and Members of Council

From: Debbie Cameron, Budget Analyst II – Finance

Subject: STATUS OF 2021 COUNCIL CONTINGENCY GRANTS ACCOUNTS

Date: June 23, 2021 File No: 05-1840-20-0001/2021

ATTACHMENTS:

1. Contingency Grant Accounts at December 31, 2020 ([CityDocs 2008063](#))
Attachment 1 provides a look back at the same grant accounts in the previous year, for information and comparison.

The following tables provide up to date status of the Council Contingency grant account, and the Council Bereavement Donation Fund, as they are allocated during the current year.

General Contingency 2021

2021 Budget **\$ 50,000.00**

| <u>General Contingency Grants Issued:</u> | <u>Amount</u> |
|---|---------------|
| Seycove Secondary – North Shore Way | \$ 1,500.00 |

Subtotal Grants **\$ 1,500.00**

Remaining Budget **\$ 48,500.00**

One Time Grants 2021

2021 Budget **\$ 50,000.00**

One Time Grants Issued: _____ Amount

Subtotal General Monies Issued **\$ 0.00**

Remaining Budget **\$ 50,000.00**

Council Bereavement Donations Fund 2021

2021 Budget **\$ 5,000.00**

General Contingency Grants Issued: _____ Amount

Subtotal General Monies Issued **\$ 0.00**

Remaining Budget **\$ 5,000.00**

RESPECTFULLY SUBMITTED:



Debbie Cameron
Budget Analyst II – Finance

CONTINGENCY and GRANTS ACCOUNTS at DECEMBER 31, 2020

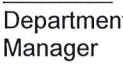

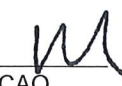
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|--|-----------------|-----------------|
| General Contingency 2020 Budget | | \$50,000 |
| NS Community Christmas Dinner | \$ 2,500 | |
| | | |
| | | |
| | | |
| | | |
| Total Monies Granted in 2020 | \$ 2,500 | |
| Remaining Balance 2020 | | \$47,500 |

| | | |
|-------------------------------------|--|-----------------|
| One Time Grants 2020 Budget | | \$50,000 |
| | | |
| | | |
| | | |
| Total Monies Granted in 2020 | | |
| Remaining Balance 2020 | | \$50,000 |

| | | |
|---|--|----------------|
| Council Bereavement Donations Fund Budget 2020 | | \$5,000 |
| | | |
| | | |
| | | |
| Total Monies Granted in 2020 | | |
| Remaining Balance 2020 | | \$5,000 |

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|  Department Manager |  Director |  CAO |
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The Corporation of **THE CITY OF NORTH VANCOUVER**
FIRE DEPARTMENT

REPORT

To: Mayor Linda Buchanan and Members of Council

From: David Owens, Deputy Fire Chief – Prevention and Public Safety

Subject: FIRE BYLAW AND RADIO AMPLIFICATION BYLAW

Date: June 23, 2021 File No: 14-7002-01-0001/2021

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

RECOMMENDATION

PURSUANT to the report of the Deputy Fire Chief, Prevention and Public Safety, dated June 23, 2021, entitled "Fire Bylaw and Radio Amplification Bylaw":

THAT the following bylaws be considered:

- "Fire Bylaw, 2005, No. 7709, Repeal Bylaw, 2021, No. 8850";
- "Fire Chief Powers Bylaw, 2004, No. 7583, Repeal Bylaw, 2021, No. 8851";
- "Fire Bylaw, 2021, No. 8852";
- "Radio Amplification Bylaw, 2021, No.8853";
- "Fireworks Regulation Bylaw, 2005, No. 7677, Amendment Bylaw, 2021, No. 8854" (Text Amendments);
- "Ticket Information Utilization Bylaw, 1992, No. 6300, Amendment Bylaw, 2021, No. 8855" (Fire Bylaw Penalties; Fireworks Regulation Bylaw Penalties; Radio Amplification Bylaw Penalties);
- "Bylaw Notice Enforcement Bylaw, 2018, No. 8675, Amendment Bylaw, 2021, No. 8856" (Fire Bylaw Penalties; Fireworks Regulation Bylaw Penalties; Radio Amplification Bylaw Penalties); and
- "Fees and Charges Bylaw, 1993, No. 6383, Amendment Bylaw, 2021, No. 8857" (Fire Bylaw).

ATTACHMENTS

1. "Fire Bylaw, 2005, No. 7709, Repeal Bylaw, 2021, No. 8850" (CityDocs [2064422](#))
2. "Fire Chief Powers Bylaw, 2004, No. 7583, Repeal Bylaw, 2021, No. 8851" (CityDocs [2064431](#))
3. "Fire Bylaw, 2021, No. 8852" (CityDocs [2060859](#))
4. "Radio Amplification Bylaw, 2021, No. 8853" (CityDocs [2060247](#))
5. "Fireworks Regulation Bylaw, 2005, No. 7677, Amendment Bylaw, 2021, No. 8854" (CityDocs [2067138](#))
6. "Ticket Information Utilization Bylaw, 1992, No. 6300, Amendment Bylaw, 2021, No. 8855" (CityDocs [2067118](#))
7. "Bylaw Notice Enforcement Bylaw, 2018, No. 8675, Amendment Bylaw, 2021, No. 8856" (CityDocs [2067124](#))
8. "Fees and Charges Bylaw, 1993, No. 6383, Amendment Bylaw, 2021, No. 8857" (CityDocs [2067133](#))

SUMMARY

The purpose of this Report is to update Council on the new proposed Fire Bylaw, Radio Communication Bylaw, and other related Bylaw amendments, that have been prepared collaboratively by the City of North Vancouver Fire Department (NVCFD), the District of North Vancouver Fire and Rescue Services (DNVFRS), and the District of West Vancouver Fire Rescue Services (WVFRS). A Council resolution is required to support the new bylaws, as well, to repeal the existing Fire and Fire Chief Powers Bylaws, and to amend the Fireworks Regulation Bylaw. In addition, amendments to the Ticket Information Utilization, Bylaw Notice Enforcement and Fees and Charges Bylaws are proposed in order to update and align offences and fees.

NVCFD has been collaborating with its Cooperative Fire/Rescue Services partners—DNVFRS and WVFRS—to align service provision and support as it is facilitated through bylaws related to Fire Department services. This work is supported by the "Memorandum of Understanding Cooperative Fire/Rescue Services Memorandum of Agreement on the North Shore" dated March 2017, the Community Wildfire Protection Plan Update 2020 (Recommendation #1 and #21), and the Fire Underwriters' Survey (Recommendation #1).

It is anticipated that the DNVFRS will be presenting the Fire Bylaw and Radio Communication Bylaw to District Council on July 19th, 2021. While the WVFRS was instrumental in developing these cooperative bylaws, they will require some additional time before bringing these bylaws before their Council. It's anticipated that in the fall they will be able to present these bylaws for consideration.

DISCUSSION

Fire Bylaw

The City of North Vancouver Fire Bylaw 7709 was adopted in 2005, and most recently revised in November 2013. The existing Fire Bylaw does not accurately reflect the current scope of services that are provided by NVCFD and is proposed to be repealed in its entirety (**Attachment #1**). The Fire Bylaw is an important component of legislation that both assists and supports the fire service as it supports the community. Aligning the Fire Bylaw across the North Shore also provides a consistent level of service across our seamless boundaries.

The Fire Chief Powers Bylaw is a bylaw that currently contains all of the authority of the Fire Chief. This includes such powers as to enter a property to extinguish a fire, to enforce Municipal Bylaws, to investigate fires and to conduct inspections to determine if fire hazards are present. All of this authority has been included in the new Fire Bylaw and it is therefor proposed to repeal this bylaw (**Attachment #2**).

NVCFD Staff recognized gaps identified between service needs and the support offered by the current bylaw, and as a result have been working on a complete rewrite of the Fire Bylaw (**Attachment #3**). The new Fire Bylaw is the result of extensive collaboration between the three North Shore Fire Departments, their respective legal teams and various Municipal departments. This extensive collaboration has resulted in the creation of a Fire Bylaw that is at the forefront of industry best practices.

Collaboration of this type is example of the successful projects and products that can be achieved working within the unique relationship that the three fire services of the North Shore have built. There is much that the three fire services have in common, which has allowed for much of the Fire Bylaw to be aligned. A few sections are unique to one or two organizations and as such will not be present in each Fire Bylaw.

The community will benefit from a Fire Bylaw that is aligned to such a degree. The ability to reference the same service and support across the boundaries of the three municipalities, will allow for a more seamless interpretation and application of regulations; providing a higher level of service to the communities on the North Shore. This level of fire service regulation for three separate fire services is unique and noteworthy.

There are several notable changes from the City's existing Fire Bylaw that include:

- Open Burning – The City's current Fire Bylaw restricts open burning other than a small cooking fire that must be extinguished once the cooking is complete. Unfortunately the NVCFD is responding to more and more complaints of back yard campfires. Further, with the current warming trends in our climate, and the increasing risk of wildfire, it is felt that back yard campfires are posing an unacceptable level of risk.
- Interface Construction Protocols – provisions are proposed that would allow for high-risk construction and demolition activity to put into place mitigating

measures during times of high and extreme fire danger rated days. This may include such measures as monitoring construction activities that produce sparks, finishing high-risk activities by 5pm daily and initiating a fire watch.

- Integrated Fire Protection and Life Safety System Testing – A new requirement of the BC Building Code requires that all new buildings conduct integrated testing of all fire and life safety systems within buildings. This will ensure that for the life of the building, that life safety systems installed at building occupancy will continue to operate as designed.
- Fire Investigation Fees – The fees for conducting a fire investigation are proposed to increase from \$500 to \$750 for each investigation where the damage to property exceeds \$5,000. It is also proposed to add a fee for cost recovery for supplies used during a fire investigation. Disposable supplies such as Tyvek suites and respirator cartridges are costly and in cases with multiple day investigations, the cost to the Corporation for conducting an investigation can be high.
- Plan Check Review Fee – in 2013, in recognition of the immense time and effort that the NVCFD devotes to plan reviews and occupancy inspections for new construction, a plan check review fee was introduced into the Fire Bylaw. This fee is based on 0.075% of the value of the construction project, is collected when the Building Permit is issued and resulted in \$110,573 in revenue for 2020. Both DNVFRS and WVFRS introduced this fee several years ago and because of increased Fire Department involvement, it's proposed to increase the rate to 0.1% of Construction value and to add a minimum fee of \$75.00 per review.
- Event Approval – with the increasing number of requested public events, the Fire Department is devoting more time to ensure that public safety is maintained. Reviewing site plans, occupant loads and emergency plans are becoming more time consuming and a fee for service is being proposed.

Radio Amplification Bylaw

During the last 10 years in the City of North Vancouver we have seen an increase in the number of large scale property developments. New residential and commercial buildings constructed using reinforced concrete, metal cladding and reflective glass create areas where radio communication is difficult or even impossible for first responders. Systems exist that can be installed in these types of buildings that provide complete and reliable radio coverage, but as there is currently no recognition of this issue in the BC Building Code, these systems are not common. Several municipalities, such as Surrey, Port Coquitlam, Port Moody, Langley, Burnaby, Vancouver and the District of North Vancouver have enacted bylaws that require developers to guarantee adequate radio coverage for new construction, which in some cases requires the installation of In-Building Emergency Responder Communications Enhancement Systems.

Portable radios have always been part of the fire department's tool set, initially for communication between fire companies, and then between firefighters themselves.

Having a reliable means of immediate communication allows firefighters engaged in dangerous activities to receive situational updates, update command with immediate observations, and allows commanding officers to send in more crews where required, start preparing for the next phase of the operation, or to withdraw personnel from dangerous situations. In addition, E-Comm radios are equipped with emergency alert buttons that send an emergency notice to Fire Dispatch that immediate assistance is required. None of these functions are possible without a reliable radio signal.

The City of North Vancouver does not currently have a Radio Amplification Bylaw, but has been working with developers over the past 5 years to have these systems installed as part of the Occupancy requirements for new buildings. There are currently 20 buildings in the City that have these systems installed. It's important to note that these systems will not only assist the fire service as it supports the community during emergency events, but will also allow all North Shore Fire Departments as well as RCMP and BC Ambulance to have the ability to communicate within the building.

The proposed bylaw (**Attachment #4**) will address the installation, verification and annual testing for systems installed in buildings that are unable to ensure adequate radio coverage. This will typically be required for any building with more than one level of underground parking, and any multi level building that is not constructed primarily of wood frame. Some buildings constructed of wood that have metal cladding, Low-E windows or concrete stairwells may also require these systems.

Adopting this bylaw will provide North Shore Emergency Services with improved emergency radio communications required during emergency events. While the DNVFRS currently has a similar bylaw, they will be repealing their existing bylaw and along with WVFRS will be adopting the Radio Communication Bylaw.

Fireworks Regulation Bylaw

The City of North Vancouver has regulated the discharge of fireworks since Bylaw No. 590 was adopted in 1923. The current Fireworks Regulation Bylaw was most recently amended in 2005 and it is proposed to further amend the bylaw to restrict the use of Animal-Detering Explosives often referred to as 'bear bangers.' (**Attachment #5**)

The use of Animal-Detering Explosives for purposes other than as bear or other wildlife deterrent is illegal under federal explosives regulation. These devices, which include but are not limited to bear bangers, air bangers and seal bombs, are usually discharged from launching devices such as pen-launchers and .22 calibre or 12 gauge launchers, and they travel between 20 to 100 meters before letting out an explosive bang. These devices are sold at outdoor supply stores in throughout the Lower Mainland, and online. Animal-Detering explosives are purchased by people who work in industries like forestry and mineral exploration, and also by people who go to the outdoors for recreational purposes.

Unfortunately, there has been an increase in the use of these devices in urban settings, causing not only a disturbance, but also a risk to the public and the potential for igniting combustibles. As such, it is recommended that the discharge of these devices be regulated.

Because fireworks have been available for sale in both the Districts of North and West Vancouver, the City has had a difficult time enforcing this bylaw within City limits. As part of this collaboration between the 3 North Shore Fire Departments, it is anticipated that both the DNVFRS and WVFRS will be adopting the City's bylaw in advance of this October. The District of North Vancouver had struck a committee to review their Fireworks Policy, and that committee will be reporting to their Council on July 5th, recommending that the City's Fireworks Bylaw be adopted. West Vancouver will be presenting to their Council later in the fall also recommending to adopt the City's bylaw.

Having an aligned Fireworks Regulation Bylaw across the North Shore will make enforcement much easier. It should be noted that these bylaws may not be enforceable on Squamish Nation lands.

Bylaw Notice Enforcement and Ticket Information Utilization Bylaws

NVCFD utilizes ticketing as a means to work with property owners and occupants to gain compliance with City Bylaws, Codes and Regulations. This is a very effective tool for ensuring the safety of residents and occupants. As such, the existing schedules relating to the existing Fire Bylaw will be deleted and replaced, a new schedule added for the Radio Amplification Bylaw and the existing schedule in relation to the Fireworks Regulation Bylaw will be amended to include provisions for the discharge of bear bangers (**Attachments 4 & 5**).

Fees and Charges Bylaw

Finally, it is proposed to amend the Fees and Charges Bylaw by adding a schedule of fees that are contained within the proposed Fire Bylaw (**Attachment #6**). These fees will be consistent across the North Shore.

FINANCIAL IMPLICATIONS

The new Fire Bylaw will include updates to the fine schedule to better reflect the levels of risk associated with violations included in the bylaw. Fines are utilized as a tool to gain compliance so it is difficult to determine if revenue will increase as a result of increased fines.

The Fees and Charges have also been aligned as much as possible across the North Shore. New fees have been added such as Fire Investigation recovery fees and permit fees for issuing permits such as occupant loads and special events. This should result in an increase of revenue, but again difficult to predict as it will be based on requests for service.

The current Fire Department Plan Check Review Fee Based is calculated at 0.075% of construction value and generated \$110,573 of revenue in 2020. The proposed increase to 0.1% would have resulted in an increase of approximately \$40,000. The addition of a minimum permit fee of \$75.00 will also result in a minimal increase in revenue.

INTER-DEPARTMENTAL IMPLICATIONS

Along with DNVFRS and WVFRS Fire Department staff and legal teams, NVCFD staff have been working with many City Departments during the drafting and review of the new Fire Bylaw.

STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

Changes to this regulation will allow the fire services to better protect the public and itself during emergency events in the community. Communication during an emergency is essential. Through an aligned service provision across the North Shore we will collectively be providing this increased benefit to our greater community. Minimizing the effects of fire through improved communication and coordination of response could have a positive impact on the environment.

CONCLUSION

The new Fire and Radio Amplification Bylaws fill legislative service related gaps that have been identified as part of the comprehensive review and rewrite process. The NVCFD is excited to bring forward these bylaws that will provide a greater level of legislative support to the community and its fire service, and demonstrate the value that collaboration brings to the fire services of the North Shore.

RESPECTFULLY SUBMITTED:



David Owens
Deputy Fire Chief – Prevention and Public
Safety

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THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8850

A Bylaw to repeal “Fire Bylaw, 2005, No. 7709”

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 **“Fire Bylaw, 2005, No. 7709, Repeal Bylaw, 2021, No. 8850”**.
2. “Fire Bylaw, 2005, No. 7709” and amendments thereto are hereby repealed.

READ a first time on the <> day of <>, 2021.

READ a second time on the <> day of <>, 2021.

READ a third time on the <> day of <>, 2021.

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

MAYOR

CORPORATE OFFICER

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THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8851

A Bylaw to repeal “Fire Chief Powers Bylaw, 2004, No. 7583”

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 **“Fire Chief Powers Bylaw, 2004, No. 7583, Repeal Bylaw, 2021, No. 8851”**.
2. “Fire Chief Powers Bylaw, 2004, No. 7583” and amendments thereto are hereby repealed.

READ a first time on the <> day of <>, 2021.

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READ a third time on the <> day of <>, 2021.

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

MAYOR

CORPORATE OFFICER

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THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8852

A Bylaw for the prevention and suppression of fire and preservation of life

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

CONTENTS

PART 1 – INTRODUCTION

- 1.1 Title
- 1.2 Minimum Competency Training Level

PART 2 – INTERPRETATION AND GENERAL PROVISIONS

- 2.1 Words and Phrases
- 2.2 Definitions
- 2.3 Conflict
- 2.4 Application
- 2.5 Duty of Care

PART 3 – FIRE DEPARTMENT OPERATIONS

- 3.1 Fire Chief
- 3.3 Authority of the Fire Chief
- 3.6 Conduct of Persons
- 3.8 Vacant and Fire-Damaged Buildings
- 3.10 Demolition
- 3.13 Commandeer Privately Owned Equipment
- 3.14 Safe Handling of Dangerous Goods
- 3.15 Tampering with Fire Protection Equipment

PART 4 – PUBLIC SAFETY

- 4.1 Regular System of Inspections
- 4.2 Fire Chief/Fire Inspectors
- 4.4 Emergency Fire Protection System Inspection, Testing and Maintenance
- 4.8 Falsify Records and Reports
- 4.9 Premise Evacuation
- 4.10 Fire Watch
- 4.12 Review of Building Construction Plans
- 4.13 Alternate Solutions to Prescribed Code
- 4.14 Technical Assistance
- 4.15 Code Analysis
- 4.17 Construction Fire Safety Planning
- 4.20 Fire Safety Plan/Emergency Planning
- 4.22 Pre-Incident Fire Plans
- 4.23 Occupancy Contact Requirements

PART 5 – REGULATION OF FIRE HAZARDS

- 5.1 Fire Hazards
- 5.3 Disposal of Material
- 5.4 Garbage and Recycling Containers
- 5.5 Combustible Waste Near Buildings

- 5.7 Explosion or Potential Explosion – Hazardous Substance
- 5.8 Open Air Fires
- 5.9 Forest Fire Danger
- 5.12 Interface Construction Protocols
- 5.15 Delegation of Authority – Fire Risk in Forest/Woodlands
- 5.16 Compliance with Orders
- 5.18 Right to Enter

PART 6 – INSPECTION OF PREMISES AND FIRE PROTECTION EQUIPMENT

- 6.1 Fire Department Access
- 6.2 Fire Department Lock Boxes
- 6.4 Indoor and Outdoor Storage
- 6.5 Fire Separations
- 6.6 Fire Doors
- 6.8 Identification of Floors
- 6.9 Portable Extinguishers
- 6.10 Exit Signs
- 6.15 Emergency Power Systems and Emergency Lighting Systems
- 6.17 Exit Systems
- 6.20 Smoke Control Systems and Fire Dampers
- 6.23 Fire Alarm and Voice Communication Systems
- 6.25 Fire Alarm System Monitoring and Certificate Posting
- 6.28 Smoke Alarms
- 6.30 Standpipe and Hose Systems
- 6.34 Automatic Sprinkler Systems
- 6.38 Water Supply Systems for Fire Protection
- 6.48 Special Fire Suppression Systems
- 6.50 Commercial Cooking Equipment
- 6.54 In Building Emergency Responder Communication Enhancement Systems
- 6.55 Carbon Monoxide/Gas Monitoring Systems
- 6.57 Access to Storage Areas
- 6.58 Enclosed Storage Garages for Vehicles
- 6.64 Shipping Containers
- 6.70 Construction and Demolition Sites
- 6.76 New Fire Hydrants
- 6.79 Flammable and Combustible Liquids
- 6.80 Hazardous Processes and Operations
- 6.81 Dangerous Goods
- 6.82 Mobile Food Vendors
- 6.85 Special Events
- 6.87 Service Station Safety
- 6.88 Integrated Fire Protection and Life Safety Systems Testing

PART 7 – COST RECOVERY AND FEES

- 7.1 Fees for Permits and Services
- 7.3 Special Inspections, Follow-up and Re-inspections
- 7.5 Fire Investigations
- 7.7 Comfort Letter Requests
- 7.8 Damaged or Contaminated Vehicles or Equipment
- 7.9 Building Permit Fees
- 7.10 Occupant Load
- 7.14 Event Approval

- 7.16 Filming Special Effects and Pyrotechnics
- 7.18 Notification of Fire and Sprinkler Alarm Testing
- 7.20 False Alarms and Nuisance Alarms

PART 8 – PERMITS

- 8.1 Issuance of Permit
- 8.2 Conditions of Permit
- 8.3 Permit Form

PART 9 – ENFORCEMENT

- 9.1 Orders
- 9.5 Standard of Work
- 9.6 Rejection of Work
- 9.7 Form of Order
- 9.8 Serving and Compliance with Order
- 9.11 Cost Recovery
- 9.13 Compensation to Municipality
- 9.17 Designation of the Bylaw
- 9.18 Obstruction
- 9.19 Default
- 9.20 Offences and Penalties
- 9.21 Ticketing (Municipal Ticket Information)

PART 10 – MISCELLANEOUS

- 10.1 Severability
- 10.2 Repeal

Appendix A – Definitions

PART 1 – INTRODUCTION

Title

- 1.1 This Bylaw shall be known and cited for all purposes as “**Fire Bylaw, 2021, No. 8852**”.

Minimum Competency Training Level

- 1.2 The City of North Vancouver Fire and Rescue Service is a Full Service Operation according to the Structure Firefighters Competency and Training Handbook, prepared by the Officer of the Fire Commissioner of British Columbia, pursuant to paragraph 3(3)(b) of the Fire Services Act.

PART 2 – INTERPRETATION AND GENERAL PROVISIONS

Words and Phrases

- 2.1 Unless specifically defined herein, words and phrases used in this Bylaw shall be construed in accordance with the meanings assigned to them by the Fire Services Act, the Building Code, the Fire Code or the *Community Charter*, all as may be amended or replaced, as the context and circumstances require.

Definitions

- 2.2 The definitions of terms used in this bylaw are contained in Appendix A of this bylaw.

Conflict

- 2.3 In the event of a conflict, discrepancy, variation or inconsistency between any provision of this bylaw and the Fire Services Act, the Fire Code or the Building Code, the provisions of the Fire Services Act, the Fire Code or the Building Code, as the case may be, shall prevail over the provisions of this bylaw to the extent of any conflict, discrepancy, variation or inconsistency.

Application

- 2.4 The provisions of this bylaw apply to all Buildings, structures, premises and conditions within the Municipality and, for certainty, apply to both existing Buildings and Buildings under construction.

Duty of Care

- 2.5 This bylaw does not create any duty of care whatsoever on the Municipality or its elected officials, officers, employees or agents in respect of enforcement or failure to enforce this bylaw. Neither the failure to administer or enforce, nor the incomplete or inadequate administration or enforcement of this bylaw or inspections made by the Fire Chief or Fire Inspector gives rise to a cause of action in favour of any person.

PART 3 – FIRE DEPARTMENT OPERATIONS

Fire Chief

- 3.1 The Fire Chief is appointed by the Municipal Council.
- 3.2 Any references to the Fire Chief in this bylaw shall include a reference to any person duly authorized by the Fire Chief to exercise any of the Fire Chief's powers or to carry out any of the Fire Chief's duties under this bylaw.

Authority of Fire Chief

- 3.3 The Fire Chief is authorized to:

- (a) Manage, control, supervise and enforce the activities of the Fire Department and its Members;
 - (b) Appoint or authorize Members to exercise any of the Fire Chief's powers on such terms and conditions as the Fire Chief considers appropriate and revoke any such appointment or authorization;
 - (c) Carry out all other actions the Fire Chief is authorized to perform pursuant to this bylaw, the Fire Code, the Fire Services Act and any statute or regulation.
- 3.4 The Fire Chief and every Member authorized by the Fire Chief is authorized to take all measures considered necessary to:
- (a) Prevent, suppress, control and extinguish fires;
 - (b) Provide Incident Response;
 - (c) Provide fire inspection and fire investigation services;
 - (d) Provide Fire Code review for Buildings;
 - (e) Protect life and property; and
 - (f) Have the care, custody and control of all Fire Department apparatus, equipment and buildings.
- 3.5 No apparatus of the Fire Department shall be used beyond the jurisdictional boundaries of the Municipality without the permission of the Fire Chief.

Conduct of Persons

- 3.6 A person must not:
- (a) Impede in any way any Member in the execution of their duties, including but not limited to:
 - (i) providing an Incident Response;
 - (ii) investigating a fire scene;
 - (iii) investigating a Building to determine the cause of activation of a Fire Alarm System, sprinkler system or other fire or Life Safety System;
 - (iv) investigating a complaint of a fire hazard; or
 - (v) conducting a fire safety inspection as required by the Fire Services Act or this bylaw;
 - (b) Enter an incident area without the permission of the Fire Chief except for those duty authorized by the Fire Chief or any Member in charge at an incident;
 - (c) Drive a vehicle over any fire hose;
 - (d) Falsely represent themselves as a member or wear or display the Fire Department badge, cap, button, insignia, or other paraphernalia for the purpose of such false representation.

- 3.7 The Fire Chief or any Member designated by the Fire Chief to be in charge at an incident may order any person at or near an Incident Response to render reasonable assistance to mitigate an incident.

Vacant and Fire-Damaged Buildings

- 3.8 The Owner(s) or Owner's Authorized Agent of a vacant or fire-damaged Building must promptly take all steps necessary to secure the Building against the entry of unauthorized persons, including, but not limited to, guarding the Building and securing all openings to the Building to the satisfaction of the Fire Chief.
- 3.9 The Fire Chief or any Member has the authority, at all times, by day or night, to provide a post-incident watch for a period of time deemed necessary to secure the property against further incident, or to engage the services of a security company or security person to maintain a Fire Watch for the Building, to perform site security or to secure a premise at the expense of the Owner(s) or Owner's Authorized Agent or Occupier.

Demolition

- 3.10 The Fire Chief and any Member authorized by the Fire Chief may order the damage, destruction or demolition of any Building, part of a Building, structure, equipment or other private property as may be necessary to extinguish, suppress or prevent the spread of fire or prevent the potential collapse of a Building resulting from an Incident Response.
- 3.11 None of the Municipality, the Fire Department or any of their elected or appointed officials, officers, employees or members is obligated to restore or pay compensation for property damaged, destroyed or demolished pursuant to section 3.10.
- 3.12 If the Fire Chief or a Member arranges for damage, destruction or demolition pursuant to section 3.10, the Owner(s) or Owner's Authorized Agent of the property subject to such services must pay to the Municipality the hourly rate of equipment and staffing costs of each Member for the actual time the Member and equipment attended at the site, plus any other expenses incurred by the Fire Department in relation to the Incident Response.

Commandeer Privately Owned Equipment

- 3.13 The Fire Chief or any Member in charge at an Incident Response has the authority to commandeer privately owned equipment which the Fire Chief or Member considers necessary to deal with the Incident Response and the owner of such equipment will be compensated in accordance with standard industry rates.

Safe Handling of Dangerous Goods

- 3.14 Every Owner(s) or Owner's Authorized Agent, carrier, agency, organization or other person having responsibility for the transport, storage or use of Dangerous Goods is responsible, at their own cost, for the clean-up and safe disposal of all such Dangerous Goods arising from any incident and where the person fails to clean up and/or dispose of such Dangerous Goods adequately (as determined by the Fire Chief), such person must pay the actual costs and expenses incurred by the Fire Department or its contractors in mitigating the incident involving Dangerous Goods and pay the actual costs and expenses incurred to clean up and safely dispose of the Dangerous Goods.

Tampering with Fire Protection Equipment

- 3.15 A person must not:

- (a) Tamper with, alter or damage in any way any Fire Protection Equipment of any kind except as may be required for maintenance and service; or
- (b) Reset or silence a Fire Alarm System until authorized by the Fire Chief.

PART 4 – PUBLIC SAFETY

Regular System of Inspections

- 4.1 The Fire Chief is responsible for ensuring that a regular system of inspections is provided by Members of the Fire Department, as required by the Fire Services Act.

Fire Chief/Fire Inspectors

- 4.2 Fire Inspectors are authorized to enforce rules, regulations and policies for the administration and operation of the Fire Department as directed by the Fire Chief.
- 4.3 The Fire Chief and Fire Inspectors are authorized to:
 - (a) Enter on property and inspect premises for conditions that may cause a fire, increase the danger of a fire or increase the danger to persons or property from a fire;
 - (b) Take measures to prevent and suppress fires, including demolition of buildings or other structures and removal or cutting of natural or planted vegetation to prevent the spreading of fires;
 - (c) Order an Owner(s) or Owner's Authorized Agent to undertake any actions to remove or reduce anything or condition that is a fire hazard or increases the danger of fire;
 - (d) Provide Incident Response;
 - (e) Exercise any of the powers of a Fire Commissioner under the Fire Services Act;
 - (f) Create and enforce rules, orders, regulations and policies respecting fire prevention and suppression and the protection of life, property and the environment;
 - (g) Inquire into, investigate and record the causes of fires in the Municipality;
 - (h) Collect and disseminate information in regard to fires in the Municipality;
 - (i) Investigate and hold inquiries into fires in the Municipality;
 - (j) Study methods of fire prevention; and/or
 - (k) Provide advice and make recommendations to Council, other officers and employees of the Municipality and the public in relation to:
 - (i) the installation or maintenance of Fire Protection Equipment; and
 - (ii) fire prevention generally.

Emergency Fire Protection System Inspection, Testing and Maintenance

- 4.4 Every Occupier, Owner(s) or Owner's Authorized Agent must undertake required actions to correct violations within the time specified in a report, notice or Order.
- 4.5 The Municipality may undertake required actions to correct violations, but is not obligated to carry out such work. The Fire Chief has the authority, at all times, by day or night to hire or engage the services of a fire protection service company to repair, inspect or maintain Fire Protection Equipment that may require repair, inspection or maintenance and the costs are to be paid by the Occupier, Owner(s) or Owner's Authorized Agent.
- 4.6 Every person who is required under any provision of the Fire Code to perform or cause to be performed any inspection or test of Fire Protection Equipment, whether annually or otherwise, must ensure that:
- (a) The inspection or test is performed by a Certified Fire Protection Technician and in accordance with the Fire Code; and
 - (b) The inspection or test is recorded on the Fire Protection Equipment tagged or labelled in accordance with the Fire Code and any regulations or bylaws under the Professional Governance Act, SBC 2018, c. 47, as amended or replaced, and acceptable to the Authority Having Jurisdiction.
- 4.7 All Fire Protection Equipment in Buildings with two or more strata corporations must be serviced by a common Certified Fire Protection Technician.

Falsify Records and Reports

- 4.8 A person must not withhold or falsify any information required by any Member, nor refuse to assist a Member in their responsibilities under this bylaw.

Premise Evacuation

- 4.9 Upon activation of a fire alarm, the Owner(s) or Owner's Authorized Agent and all Occupiers must exit the Building, if possible, or remain inside the suite, unit, Building or Area of Refuge as directed in the Fire Safety Plan for the Building or comply with the orders or directions of the Fire Chief or Member, until the Fire Chief or officer in charge authorizes re-entry into the Building or premise and/or the re-setting of the Fire Protection Equipment and/or the all clear is given.

Fire Watch

- 4.10 A Fire Watch is required:
- (a) When any Life Safety System is taken out of service, requires servicing, has been silenced or shut down, or as otherwise directed by a Member; and
 - (b) When doing Hot Works or as required in a special Permit or Fire Safety Plan.
- 4.11 When a Fire Watch has been initiated, the person assigned to perform the Fire Watch must have the means and ability to comply with all of the following:
- (a) Communicate effectively with Building occupants and emergency personnel;
 - (b) Notify the Fire Department in the event of a fire emergency;

- (c) Notify the Building Occupiers in the event of a fire emergency;
- (d) Ensure that all public areas on all floors of the Building are patrolled at least once every 45 minutes;
- (e) Maintain a logbook on the premises to be immediately available for inspection by the Fire Chief;
- (f) Relay any special orders or pertinent information to any person relieving the Owner of the Fire Watch duty;
- (g) Remain on duty until relieved by another Assigned Fire Watch Person that complies with this section;
- (h) Have an easily visible means of identification, such as an armband or nametag; and
- (i) Must not have other assigned duties that negate their ability to perform the Fire Watch as detailed in this Section 4.11.

The Fire Watch must be maintained until Fire Department personnel have been notified that the Life Safety Systems are back in service.

Review of Building Construction Plans

4.12 The Fire Chief or any Member is authorized to review plans and inspect the construction of all new Buildings and structures, other than single family dwellings, in order to establish that the fire protection facilities and equipment in the Building comply with the Fire Code and all other applicable fire-related regulations, codes and standards.

Alternate Solutions to Prescribed Code

4.13 A design solution from a Registered Professional for an Alternate Solution must be reviewed and accepted by a Building Official and the Fire Chief and is subject to the following requirements:

- (a) Alternate Solutions must be functionally demonstrated before Occupancy of a Building is authorized by the Fire Chief;
- (b) Alternate Solutions must be serviced and maintained in accordance with applicable codes and standards as represented by the system components in Part 6 of this bylaw and must be operational at all times;
- (c) A copy of the Alternate Solution and the service and maintenance requirements must be included in the Fire Safety Plan;
- (d) Alternate Solutions that include interconnected components of property and/or multiple property strata(s) must be serviced by a common fire protection service company in order to maintain the operational function of the Alternate Solution; and
- (e) A functional demonstration of an Alternate Solution may be requested by the Fire Department at any time in which case the Owner of the property must pay the

applicable fee prescribed in the Fees and Charges Bylaw for the attendance and review by the Fire Department.

Technical Assistance

- 4.14 If, in the opinion of the Fire Chief, a design proposal for a Building requires an independent review, the Fire Chief is authorized, at the Owner's expense, to retain the services of a Registered Professional with expertise in the proposed design to review the design proposal and provide an evaluation, including making recommendations for changes to the proposed design, operation, process, or new technology. The cost for the Registered Professional must be paid by the Building Owner upon receipt of an invoice from the Municipality.

Code Analysis

- 4.15 The Fire Chief may require an Owner(s) or Owner's Authorized Agent of a Building to provide, at the Owner's expense, confirmation from a Registered Professional that the Building or use within the Building is adequately protected against fire hazards in conformance with the Building Code, the Fire Code and any associated regulations.
- 4.16 If required by the Fire Chief, the Owner's Registered Professional must provide an evaluation of the Building or use and, where applicable, recommended upgrades to the Building or Life Safety Systems.

Construction Fire Safety Planning

- 4.17 An Owner(s) or Owner's Authorized Agent must at the time of Building Permit application submit a Construction Fire Safety Plan for review and acceptance in a form and diagram template acceptable to the Fire Chief together with the Construction Fire Safety Plan review fee prescribed in the Fees and Charges Bylaw.
- 4.18 The Owner(s) or Owner's Authorized Agent must ensure that Construction Fire Safety Plan is kept up to date, including but not limited to:
- (a) The emergency contact information; and
 - (b) The changing hazards or risks at the construction site.
- 4.19 The Owner(s) or Owner's Authorized Agent must:
- (a) Submit updates to the Construction Fire Safety Plan to the Fire Department for review and acceptance together with the applicable fee prescribed in the Fees and Charges Bylaw; and
 - (b) Ensure that the Construction Fire Safety Plan includes a Fire Code Exposure Report per Fire Code section 5.6.1.2, prepared by a Registered Professional in accordance with the Fire Code, to identify risks to adjacent properties and the mitigation methods that will be used on the construction site.

Fire Safety Plan/Emergency Planning

- 4.20 The Owner(s) or Owner's Authorized Agent of any of the following must provide fire emergency planning and procedures conforming to section 2.8. of the Fire Code:
- (a) Buildings containing assembly or care and detention occupancy as per the Building Code;

- (b) Buildings required to have a fire alarm system;
- (c) Demolition and construction sites;
- (d) Indoor and outdoor storage areas;
- (e) Properties where Flammable and Combustible Liquids are stored or handled; and
- (f) Properties where Hazardous Materials are stored or processed.

4.21 The Owner(s) or Owner's Authorized Agent must:

- (a) Where required to have a Fire Safety Plan per the Fire Code, submit the plan for review and acceptance in a form and diagram template acceptable to the Fire Chief together with the Fire Safety Plan review fee prescribed in the Fees and Charges Bylaw;
- (b) Review the approved Fire Safety Plans at least every twelve (12) months to ensure that the emergency contact information is up to date;
- (c) Forward any changes in the use, design or Life Safety Systems to the Fire Department for review and acceptance together with the Fire Safety Plan review fee prescribed in the Fees and Charges Bylaw; and
- (d) Ensure that every Fire Safety Plan is placed in a locked cabinet located at the Fire Department Response Point or other location acceptable to the Fire Chief.

Pre-Incident Fire Plans

4.22 The Owner(s) or Owner's Authorized Agent of any Building required by the Fire Code to have a Fire Safety Plan must, on the request of the Fire Chief, provide Building pre-plan information, including floor plans and diagrams showing the type and location of any Building service, Fire Protection Equipment, Fire Department connection, fire hydrant, Fire Department Access Route and Hazardous Materials storage or processing, in a form prescribed by the Fire Chief, and must pay the review fee prescribed in the Fees and Charges Bylaw.

Occupancy Contact Requirements

4.23 The Owner(s) or Owner's Authorized Agent of a Building that has a Fire Alarm System or an automatic fire sprinkler system, monitored or non-monitored, must:

- (a) Provide a twenty-four hour emergency contact name and phone numbers for persons able to respond to a phone call and attend the premise immediately; and
- (b) Provide additional Building contact names and phone numbers.

4.24 The contact persons required under section 4.23 must:

- (a) Have full access to the entire Building for which they have responsibility;

- (b) Be available to attend, enter and secure the premises at all times of day and night to respond to an Incident Response;
- (c) Be able to take responsibility for the Building from the Member on completion of an Incident Response;
- (d) Attend all alarms at the Building within forty-five (45) minutes of being requested by the Fire Department; and
- (e) Secure the premises within a reasonable time or when directed to do so by the Fire Chief.

PART 5 – REGULATION OF FIRE HAZARDS

Fire Hazards

5.1 The Fire Chief may, at all reasonable hours enter any premises to inspect them and ascertain whether:

- (a) A fire hazard exists on the premises;
- (b) The premises are in such a state of disrepair that a fire starting in them might spread rapidly to endanger life or other property;
- (c) The premises are so used or occupied that fire would endanger life or property; or
- (d) Combustible or explosive material is kept or other flammable conditions exist on the premises so as to endanger life or property.

5.2 A person must not cause a fire hazard.

Disposal of Material

5.3 A person must not:

- (a) Dispose of any liquid, flammable substance or hazardous substance in any manner that could cause a fire hazard;
- (b) Dispose of any explosive, Flammable and Combustible Liquid, Hazardous Material or any liquid of a petro-chemical nature without written permission from the Fire Chief;
- (c) Dispose of any lighted or extinguished cigarette, cigar, match, smoking or vaporizing equipment or other burning substance except into a garbage container or other container designed for such disposal; or
- (d) Dispose of yard waste or trimmings, trees, branches or any other materials which could cause a fire hazard onto property of the Municipality.

Garbage and Recycling Containers

5.4 Containers for the disposal, removal or storage of garbage, refuse, Building debris, paper, recyclable materials or Combustible material with any dimension greater than 1.5 meters must comply with the following requirements:

- (a) Be constructed of non-Combustible material;
- (b) Be equipped with a non-Combustible tight-fitting lid;
- (c) Have lids kept closed at all times, unless otherwise approved by the Fire Chief;
- (d) If the container is located outside of a Building, it must not be located within 5 meters of any Combustible Building or structure, unless stored within a non-Combustible structure or in a location approved by the Fire Chief; and
- (e) If the container is located outside of a Building and is a non-Combustible container with a self-closing lid and no hold-open devices, it must be located no closer than 1 meter from any Combustible Building or structure,

Provided that Combustible containers with dimensions greater than 1.5 meters are permitted to be stored in storage rooms specifically designed for the storage of garbage and recycling.

Combustible Waste Near Buildings

- 5.5 An Owner(s) or Owner's Authorized Agent must not allow Combustible waste materials or garbage to remain adjacent to such Building for longer than forty-eight (48) hours.
- 5.6 The Municipality may cause the removal of Combustible materials from in and around Buildings and in such event, the Owner of the property must pay the cost of such removal.

Explosion or Potential Explosion – Hazardous Substance

- 5.7 It is the duty of the Owner(s) or Owner's Authorized Agent of any property, Building, premises, motor vehicle, vessel or railway rolling stock, to immediately report the potential for or the occurrence of any Explosion, discharge, emission, escape or spill of a Hazardous Materials to the Fire Chief.

Open Air Fires

- 5.8 Restrictions:

- (a) Except as specifically permitted in section 5.8, a person must not light, ignite, start or cause to be lighted, ignited or started, a fire of any kind whatsoever in the open air, including airborne fire holding devices not under the control of the user (e.g. wish lanterns);
- (b) Burning for land clearing and/or construction purposes is prohibited;
- (c) All exterior solid fuel-fired appliances or devices are prohibited, including pizza ovens and outdoor fireplaces that were built without a municipal Building Permit;
- (d) Existing wood-fired pizza ovens and outdoor fireplaces that were constructed and inspected through a municipal Building Permit may be permitted to operate, but must be in compliance with the Metro Vancouver Air Quality Bylaw.

Exemptions:

- (a) The Fire Chief may issue a Permit for open air burning fires. Any person to whom such a Permit has been issued must comply with the Metro Vancouver Air Quality Bylaw, as amended or replaced
- (b) The Fire Chief or designate may suspend an open air fire Permit if on the date specified, the wind and weather conditions, or other conditions such as fire danger rating, are not conducive to fire safety;
- (c) CSA/ULC approved briquette, natural gas, electric or propane appliances are permitted provided such appliance is operated in accordance with its listed use and manufacturer's instructions. In the absence of defined operating instructions, the operator must:
 - (i) maintain a minimum of 1-meter clearance from the nearest structure, property line, overhead tree or other combustible material;
 - (ii) keep the appliance under constant supervision when in use;
 - (iii) provide an adequate extinguishing agent, such as a fire extinguisher or garden hose; and
 - (iv) dispose of used briquettes in a non-combustible container;
- (d) Open air burning for the purposes of Fire Department approved training is permitted;
- (e) Smokers that are ULC rated and fueled by electricity, propane, or natural gas where wood/mesquite is supplemental, and the appliance is used in accordance with the manufacturer's specifications, including clearance to combustibles, are permitted. Smoke generated from such device must be in compliance with Metro Vancouver Air Quality Bylaw;

Forest Fire Danger

5.9 For the purpose of preventing forest fires within the Municipality, the Fire Chief may:

- (a) Order the temporary closure to public use of outdoor trails, camping areas and other facilities located in or near forested areas, whether on municipal land, Crown land or private land;
- (b) Order the notification of the public regarding a closure under this section, including without limitation, the erection of signs and the publication and broadcasting of notices;
- (c) Order that a person not light, ignite, start, or maintain, or allow or cause to be lighted, ignited, started or maintained, a campfire or other kind of fire outdoors or within a grill, barbecue or other outdoor fireplace or appliance which uses wood, charcoal, briquettes;
- (d) Order that any procedures, activity or work program of any business, contractor, facility or their operations adjacent to a forest or park be stopped or modified as directed by the Fire Chief;
- (e) Modify and rescind any order under this section;

- (f) Exempt in writing any person or group of persons from an order issued under this section where the Fire Chief considers that such an exemption is unlikely to result in a fire, increase the danger of a fire or increase the danger to persons or property from fire; and
 - (g) Suspend, revoke or deny any Permits.
- 5.10 An order under section 5.10 does not prevent any person from travelling to and from or occupying his or her residence or using a Highway.
- 5.11 A person must not:
- (a) Tamper with or remove any sign or notice placed pursuant section 5.9; or
 - (b) Violate any order issued pursuant to section 5.9.

Interface Construction Protocols

- 5.12 High-risk construction and demolition activity, as defined in the Interface Construction Guidelines, will require a site-specific Construction Fire Safety Plan which must be available on site for review by the Fire Chief on request.
- 5.13 High-risk construction and demolition activity during high and extreme fire danger rated days, as established or declared by the Province, requires submission and acceptance of an interface construction mitigation checklist in the form required by the Fire Department.
- 5.14 The Owner(s) or Owner's Authorized Agent must:
- (a) Provide all mitigation measures that are required in the Construction Fire Safety Plan and/or the interface construction risk mitigation checklist, as applicable;
 - (b) Where a site inspection is required to confirm that mitigation measures are in place during construction and/or demolition, pay the applicable fee prescribed in the Fees and Charges Bylaw; and
 - (c) Ensure that the mitigation measures required pursuant to subsection 5.14(a) are complied with and/or must comply with any order by the Fire Chief to cease and desist any or all activities on site.

Delegation of Authority – Fire Risk in Forest/Woodlands

- 5.15 Where the Fire Chief determines that there is a fire or a risk of fire in a forest or woodland, the Fire Chief has the authority to take the following measures to prevent or suppress the fire:
- (a) Order the Owner(s) or Owner's Authorized Agent, Occupier or any other person who has contributed or may contribute to the risk of fire to cease any activity that may contribute to the risk of fire;
 - (b) Order the Owner(s) or Owner's Authorized Agent, Occupier or any other person who has contributed or may contribute to a risk of fire to take specified reasonable actions to prevent or suppress a fire, including, but not limited to, cutting, removing and demolishing any trees, vegetation, Buildings and other things;

- (c) With the consent of the Fire Chief, order that no person enter or be in all or a portion of the forest or woodland unless authorized by the Fire Chief;
- (d) Enter on private or public forest or woodland and take any reasonable action to prevent or suppress a fire, including, but not limited to, cutting, removing and demolishing any trees, vegetation, Buildings and other things.

Compliance with Orders

5.16 If the Fire Chief makes an Order under sub-section 5.15, any person to whom the Order is directed must:

- (a) Cease the activity specified in the Order; and/or
- (b) Take the actions specified in the Order.

5.17 If the Fire Chief makes an Order under sub-section 5.15, a person must not enter or be in the forest or woodland specified in the Order unless authorized by the Fire Chief.

Right to Enter

5.18 The Fire Chief may:

- (a) On reasonable notice, enter on property for the purpose of fire protection;
- (b) In the case of an emergency, as determined by the Fire Chief or any person authorized to act in the place of the Fire Chief, enter on property for the purpose of fire protection;
- (c) On reasonable notice, enter on property that is subject to a direction in or requirement of a bylaw to ascertain whether the direction or requirement is being met or the regulations under the bylaw are being observed.

PART 6 – INSPECTION OF PREMISES AND FIRE PROTECTION EQUIPMENT

Fire Department Access

6.1 An Owner(s) or Owner's Authorized Agent must in relation to all property they own or control:

- (a) Maintain and keep all streets, yards and roadways provided for Fire Department Access Routes on private property clear and ready for use by Fire Department vehicles at all times;
- (b) Post signs in all fire lanes prohibiting parking with the wording "FIRE LANE – NO PARKING";
- (c) Ensure that all fire lanes are designed to meet Fire Department response needs and to meet the operational restrictions of Fire Department vehicles and apparatus;
- (d) Maintain Fire Department Access Routes in compliance with all applicable codes and standards;
- (e) Ensure the address of the Building is visible from the street frontage at all times;

- (f) Provide directional signage for entrances not visible from the primary Fire Department Response Point;
- (g) Maintain and keep corridors used by the public and exits free of obstructions; and
- (h) Design, install, keep, maintain and use devices on all required exit doors in accordance with the Building Code.

Fire Department Lock Boxes

6.2 All premises, not including single family dwellings, with a monitored or unmonitored fire alarm or an automatic fire sprinkler system, must install a Fire Department Lock Box conforming to the Fire Department Lock Box key and:

- (a) Maintenance and upgrades of the Fire Department Lock Box is the responsibility of the Owner(s) or Owner's Authorized Agent.
- (b) The Owner(s) or Owner's Authorized Agent is responsible for ensuring that the building access, service rooms, and common area keys that are provided in the Fire Department Lock Box, are kept current.
- (c) Additional Fire Department Lock Boxes may be required to accommodate additional sets of access keys for high or complex Buildings.

6.3 For all new construction, the interior access stairs for providing access to all levels of each Building must be located within close proximity to the Fire Department Response Point, in a location acceptable to the Fire Chief.

Indoor and Outdoor Storage

6.4 An Owner(s) or Owner's Authorized Agent of a Building must in relation to all property they own or control:

- (a) Ensure indoor and outdoor storage is in compliance with the Fire Code;
- (b) Not permit Combustible materials to accumulate or be stored in and around Buildings in quantities or locations that constitute a fire hazard;
- (c) Ensure that all storage is contained within rooms designed for storage and that such storage rooms are designed in compliance with the requirements of the Building Code;
- (d) Not permit Combustible materials to accumulate or be stored in a Storage Garage or Underground Storage Garage designed for the parking of motor vehicles;
- (e) Not permit limited non-Combustible materials such as bicycles and metal ladders to be stored in a Storage Garage unless, they can remain in place during a fire without affecting aisles and means of egress and so as not to interfere with firefighting activities which is to be determined at the discretion of the Fire Chief;
- (f) Ensure that no storage units, cabinets or shelving, whether Combustible or non-Combustible, are located within a Storage Garage;

- (g) Not Permit storage in the common area of a Storage Garage; storage is only to be permitted in storage rooms designed for storage use; and
- (h) Not permit storage in portable storage containers or bike lockers in the common area of a Storage Garage.

Fire Separations

- 6.5 Where Fire Separations are damaged so as to affect their integrity, the Owner(s) or Owner's Authorized Agent must, without delay, repair them in conformance with the Fire Code and Building Code.

Fire Doors

- 6.6 The Owner(s) or Owner's Authorized Agent of any Building must not block, wedge or keep open closures in Fire Separations or allow such action.
- 6.7 Every door used as a closure within a Fire Separation must have a permanent sign posted on the visible side of the door when the door is in the open position with the words "FIRE DOOR KEEP CLOSED".

Identification of Floors

- 6.8 The Owner(s) or Owner's Authorized Agent of every Building greater than 4 stories must ensure that the following requirements are complied with:
- (a) Display conspicuous signage of the floor level in all stairwells at each floor level. If numbers are used, the minimum height of those numbers is 100 mm. If wording is used, the dimensions and type must be not less than 50 mm by 100 mm on permanent plastic laminate or equivalent material;
 - (b) Have stair numbering as follows:
 - (i) main exit stair from lobby to floor levels above is to be Stair #1;
 - (ii) other exit stair is to be Stair #2; and
 - (iii) no Building or complex may duplicate stair numbers, other than as stated in section 6.8(c);
 - (c) For complex sites where there is more than one tower on a common podium and/or parkade, Stair #1 and Stair #2 should be duplicated in each tower. There must be no further duplication of Stair #1 and Stair #2;
 - (d) Lettering must not be used for stair signage;
 - (e) Stair number plan for complex sites is to be submitted to the Fire Department and the Building Official for review;
 - (f) Stair numbers are to be clearly posted on both the inside of the stairwell and on the corridor side;
 - (g) Cross Over Floors in a high building as defined by the Building Code, must be posted on the inside of the stairwell and identified on the fire alarm graphic annunciator; and

- (h) Stair numbers in a high building as defined by the Building Code, must be identified on the fire alarm graphic annunciator.

Portable Extinguishers

6.9 Portable fire extinguishers must be:

- (a) Selected and installed in conformance with the Fire Code and NFPA 10;
- (b) Located so as to be visible and readily accessible at all times; and
- (c) Inspected, tested and tagged annually by a Certified Fire Protection Technician.

Exit Signs

- 6.10 Illuminated exit signage must be installed in Buildings in accordance with the Building Code.
- 6.11 Illuminated exit signage with internal battery backup systems must be inspected, tested and maintained in conformance with the Fire Code and CAN/CSA C282-M, "Emergency Electrical Power Supply for Buildings".
- 6.12 Emergency power systems for illuminated exit signage must be inspected, tested and tagged annually by a Certified Fire Protection Technician.
- 6.13 Replacement of illuminated exit signage must be consistent to avoid combining current code green signs with previous code versions of red signs.
- 6.14 Records of monthly inspections and the last two consecutive testing and service reports must be kept on site and available for examination by the Fire Chief on request.

Emergency Power Systems and Emergency Lighting Systems

- 6.15 Emergency power systems and emergency lighting systems must be:
 - (a) Installed in Buildings in accordance with the Building Code;
 - (b) Inspected, tested and maintained in operable condition at all times in conformance with the Fire Code and CAN/CSA C282-M "Emergency Electrical Power Supply for Buildings"; and
 - (c) Inspected, tested and tagged annually by a Certified Fire Protection Technician.
- 6.16 Records of monthly inspections and the last two consecutive testing and service reports must be kept on site and available for examination by the Fire Chief on request.

Exit Systems

- 6.17 There must be no storage in access to exits and exits, including elevators, stair shafts, hallways and fire escapes.
- 6.18 Exit systems must be inspected, tested and maintained in operational condition at all times.
- 6.19 Records of monthly inspections and the last two consecutive testing and service reports must be kept on site and available for examination by the Fire Chief on request.

Smoke Control Systems and Fire Dampers

6.20 Smoke control systems and fire dampers must be:

- (a) Installed in accordance with the Building Code;
- (b) Inspected, tested and maintained in operable condition at all times in conformance with the Fire Code and CAN/ULC-S1001 “Integrated Systems Testing of Fire Protection and Life Safety Systems”; and
- (c) Inspected, tested and maintained annually by a Certified Fire Protection Technician.

6.21 Records of monthly inspections and the last two consecutive testing and service reports must be kept on site and available for examination by the Fire Chief on request.

6.22 Inspection is required to confirm operation of smoke control systems and fire dampers, and the Owner(s) or Owner’s Authorized Agent must pay the applicable fee prescribed in the Fees and Charges Bylaw.

Fire Alarm and Voice Communication Systems

6.23 Fire Alarm Systems and related systems must be:

- (a) Maintained in operable conditions at all times;
- (b) Inspected and tested in conformance with the Fire Code and CAN/ULC-S536 “Inspection and Testing of Fire Alarm Systems”; and
- (c) Inspected, tested and tagged annually by a Certified Fire Protection Technician.

6.24 Records of monthly inspections of Fire Alarm Systems and the last two consecutive testing and service reports must be kept on site and available for examination by the Fire Chief on request.

Fire Alarm System Monitoring and Certificate Posting

6.25 The Owner or Owner’s Authorized Agent of any Building required by the Building Code or Construction Bylaw to have a monitored Fire Alarm System installed as per ULC S561 must obtain a ULC Certificate or equivalent as approved by the Fire Chief and post it in a permanent manner in close proximity to the monitoring equipment or such other location acceptable to the Fire Chief.

6.26 The Owner(s) or Owner’s Authorized Agent of any Building containing a ULC monitored Fire Alarm System must immediately notify the Fire Chief if the monitoring service has been cancelled or changed or the ULC Certificate has been removed.

6.27 Records of monthly inspections and the last two consecutive testing and service reports must be kept on site and available for examination by the Fire Chief on request.

Smoke Alarms

6.28 Smoke alarms must be:

- (a) Installed in accordance with the Building Code and the Fire Code; and

- (b) Maintained in operable condition at all times and in conformance with CAN/ULC-S552 Inspection, Testing and Maintenance of Smoke Alarms.
- 6.29 Records of monthly inspections and the last two consecutive testing and service reports must be kept on site and available for examination by the Fire Chief on request.

Standpipe and Hose Systems

- 6.30 Standpipe and hose systems must be:
 - (a) Installed in accordance with the Building Code and NFPA 14 Installation of Standpipe and Hose Systems and be operable at all times;
 - (b) Inspected, tested and maintained in conformance with the Fire Code and NFPA 25 Inspections, Testing and Maintenance of Water-Based Fire Protection Systems;
 - (c) Inspected, tested and tagged annually by a Certified Fire Protection Technician.
- 6.31 Records of monthly inspections and the last two consecutive testing and service reports must be kept on site and available for examination by the Fire Chief on request.
- 6.32 Unless otherwise approved by the Fire Chief, Fire Department connections must be located not less than 0.61m (24 inches) and not more than 0.91 m (36 inches) above the level of the adjacent grade or access level.
- 6.33 Fire Department Connections for standpipe and hose systems must:
 - (a) Be clearly identified, clean, functional and with protective caps in place;
 - (b) Have signage in place to clearly identify the area that the Fire Department connection serves and the maximum pumping pressure, if applicable; and
 - (c) Be kept free and clear by at least one metre (three feet) from all shrubbery, trees, other vegetation, structures, Buildings and obstructions and be clearly visible at all times from the Fire Department access route.

Automatic Sprinkler Systems

- 6.34 Automatic sprinkler systems must be:
 - (a) Installed in conformance with the Building Code, NFPA 13 Installation of Sprinkler Systems and the Construction Bylaw;
 - (b) Inspected, tested and maintained annually in conformance with the Fire Code and NFPA 25 Inspection, Testing and Maintenance of Water-Based Fire Protection Systems; and
 - (c) Inspected, tested and tagged annually by a Certified Fire Protection Technician.
- 6.35 Fire Department Connections for automatic sprinkler systems must be:
 - (a) Clearly identified, clean, functional and with protective caps in place;

- (b) Located not less than 0.61 m (24 inches) and not more than 0.91 m (36 inches) above the level of the adjacent grade or access level, Unless otherwise approved by the Fire Chief; and
 - (c) Kept free and clear by at least one metre (three feet) from all shrubbery, trees, other vegetation, structures, buildings and obstructions, and be clearly visible at all times from the Fire Department Access Route.
- 6.36 Signage must be in place to clearly identify the area the Fire Department Connection serves and the maximum pumping pressure if applicable.
- 6.37 Records of monthly inspections and the last two consecutive testing and service reports must be kept on site and available for examination by the Fire Chief on request.

Water Supply Systems for Fire Protection

- 6.38 Fire hydrants must be maintained in operable condition at all times.
- 6.39 The colour coding and location of all fire hydrants in the Municipality will be subject to the approval of the Fire Chief and the Municipal Engineer.
- 6.40 No person, except a Member, may use or take water from any water supply system nor make any attachment thereto without first obtaining authorization from the Fire Chief.
- 6.41 Fire hydrants must be in clear view from the driving lane when approached from either direction.
- 6.42 There must be a clear and unobstructed radius of one metre (three feet) around fire hydrants.
- 6.43 Fire hydrants must be maintained so that the center of the 0.1 m (4 inch) port is not less than 0.46 m (18 inches) and not more than 0.91 m (36 inches) above the level of the adjacent grade.
- 6.44 Fire pumps must be inspected, serviced and tested at full rated capacity by a Certified Fire Protection Technician at least once per year to ensure that they are capable of delivering the rated flow.
- 6.45 Records of monthly inspections and the last two consecutive testing and service reports must be kept on site and available for examination by the Fire Chief on request.
- 6.46 The owner of any property being used for manufacturing or industrial uses must ensure that the property is equipped with sufficient fire hydrants and water supply with pressure and quantity that is adequate to meet the demands for fire protection purposes to the satisfaction of the Fire Chief.
- 6.47 The Owner(s) or Owner's Authorized Agent of a property on which a private fire hydrant has been installed must:
 - (a) Have the private fire hydrant flushed and drained and have all the threads of outlets and caps greased with waterproof grease not less than twice per calendar year;

- (b) Before November 1 of each year, provide the Fire Chief with a written report of the inspection, servicing and testing performed on the private fire hydrant during the previous 12 months;
- (c) Maintain the private fire hydrant so that the center of the 0.1 m (4 inch) port is not less than 0.46 m (18 inches) and not more than 0.91 m (36 inches) above the level of the adjacent grade; and
- (d) Keep the ground surface clear of shrubs, trees, structures, debris and any obstructions of any kind within a radius of one meter around the private fire hydrant.

Special Fire Suppression Systems

- 6.48 Where a Special Fire Suppression System has been installed, inspection, testing and maintenance must be provided in conformance with the Fire Code and/or applicable NFPA standard.
- 6.49 Records of monthly inspections and the last two consecutive testing and service reports must be kept on site and available for examination by the Fire Chief on request.

Commercial Cooking Equipment

- 6.50 Commercial cooking equipment, fire suppression, hood, vent and exhaust systems must be installed in accordance with the Fire Code and NFPA 96 - "Ventilation Control and Fire Protection of Commercial Cooking Operations."
- 6.51 Commercial cooking equipment and fire suppression systems must be inspected, tested and maintained in conformance with the Fire Code by a Certified Fire Protection Technician at intervals not greater than 6 months or more often if required to remove grease and other Combustible residues.
- 6.52 Commercial kitchen hood, vent and exhaust systems must be inspected, tested, maintained, and cleaned by a Certified Fire Protection Technician at intervals not greater than 6 months or more often if required to remove grease and other Combustible residues.
- 6.53 Records of monthly inspections and the last two consecutive testing and service reports must be kept on site and available for examination by the Fire Chief on request.

In Building Emergency Responder Communication Enhancement Systems

- 6.54 Radio amplification systems must be installed, maintained and inspected in Buildings as per the Radio Amplification Bylaw, 2021, No. 8853.

Carbon Monoxide/Gas Monitoring Systems

- 6.55 Carbon monoxide and gas monitoring systems must be inspected, tested and maintained in conformance with the Fire Code and the manufacturer's instructions.
- 6.56 Records of the last two consecutive testing and service reports must be kept on site and available for examination by the Fire Chief on request.

Access to Storage Areas

- 6.57 The Owner(s) or Owner's Authorized Agent of a property must maintain adequate access for firefighting purposes to all portions of a storage area in accordance with the Fire Code.

Enclosed Storage Garages for Vehicles

- 6.58 Enclosed Storage Garages in any multifamily residential development must be used for the parking of vehicles only (including bicycles, scooters, motorcycles and watercraft).
- 6.59 Private Storage Garages are not permitted..
- 6.60 “NO STORAGE PERMITTED” signage must be installed in all Enclosed Storage Garages.
- 6.61 The Fire Safety Plan for an Enclosed Storage Garage must require the Owner or Strata Corporation to inspect the Enclosed Storage Garages monthly and enforce for compliance with sections 6.63 through 6.68, inclusive.
- 6.62 Enclosed Storage Garages must be available for inspection by the Fire Department at any time without notice and must not have the access or visibility of the garage blocked at any time.
- 6.63 Replacement of the door at the entrance to an Enclosed Storage Garage with a solid door is not permitted.

Shipping Containers

- 6.64 All Shipping Containers used for storage of Dangerous Goods, including but not limited to any flammable or combustible liquids or Combustible materials must have the following identification information:
- (a) UN (United Nations) Placards for all stored Dangerous Goods must be visible on the two container sides most visible to emergency responders;
 - (b) The name of the company/person responsible for the storage and an emergency telephone contact number must be marked on the shipping container in lettering visible from 10m; and
 - (c) The shipping container and contents must be identified in the Fire Safety Plan for the property.
- 6.65 Any Shipping Containers being used for any kind of storage must have the following safety features in place prior to any use for storage:
- (a) One ventilation opening must be added within 150 mm of the floor in the container door primarily used for opening;
 - (b) One ventilation opening must be added within 150 mm from the top of the container on the opposite end from the doors for cross ventilation;
 - (c) The high ventilation opening required in subsection 6.70(b) must not directly vent toward a structure and must be equipped with a wind vent device designed to generate a venturi effect during low wind speeds; and
 - (d) Where heavier than air flammable or combustible liquids are stored in the shipping container, a ventilation opening at a low level as referenced in 6.70(a) must also be installed at the opposite end from the doors.

- 6.66 The ventilation openings in a Shipping Containers required in section 6.70 must be constructed in accordance with the following minimum requirements:
- (a) Containers 6m or less in length must have two 0.3 m x 0.3 m ventilation openings;
 - (b) Containers over 6m in length must have two 0.5 m x 0.5 m ventilation openings;
 - (c) Both ventilation openings must be covered by open grate wire mesh with greater than 50% free area; and
 - (d) Both ventilation openings must remain unobstructed by stored materials at all times and must be kept clean of internal and external debris.
- 6.67 Where 1A flammable liquids (as defined in the Fire Code) in quantities greater than 4 litres are stored in a Shipping Containers, the Shipping Containers must be modified to withstand an internal Explosion as per the Fire Code, Building Code and NFPA 68.
- 6.68 Compressed gasses must not be stored within Shipping Containers.
- 6.69 Alternate engineered solutions for ventilation and Explosion protection in a Shipping Containers may be submitted to the Fire Chief for consideration.

Construction and Demolition Sites

- 6.70 All construction and demolition sites must have a Construction Fire Safety Plan in accordance with Section 4.17.
- 6.71 Prior to construction of any new water supply system or extension of an existing water supply system, the Owner of the property must submit plans for the water supply system, including the proposed fire hydrant locations and all components of the water supply system to the Municipal Engineer and the Fire Chief for review and acceptance.
- 6.72 Fire hydrants must not be decommissioned prior to review and acceptance by the Municipal Engineer and the Fire Chief.
- 6.73 All construction and demolition sites must immediately advise the Municipal Engineer and the Fire Department of all fire hydrant conditions affecting fire safety during the installation of the water supply to the site for mitigation measures, including, but not limited to, fire hydrants temporarily out of service, low water volumes and low water pressure.
- 6.74 Construction and demolition sites must maintain a Fire Department access route as required in the Building Code and Fire Code.
- 6.75 The Owner(s) or Owner's Authorized Agent of all construction and demolition sites must:
- (a) Comply with the site-specific Construction Fire Safety Plan;
 - (b) Comply with the site-specific BCFC 5.6.1.2 Exposure Report; and
 - (c) Ensure that the water supply to the site for mitigation measures proposed in the Construction Fire Safety Plan and the BCFC 5.6.1.2. Exposure Report is installed at the beginning of construction and is functionally operational before a hazard exists.

New Fire Hydrants

- 6.76 As part of the development of a property, the Fire Chief may require an Owner to provide additional fire hydrant(s) to be located and installed to address Fire Department operational requirements.
- 6.77 New fire hydrants must be installed so that the distribution density and fire flow requirements will meet the needs for each Building, structure or use that the new fire hydrant serves.
- 6.78 Fire hydrants must be installed in accordance with the following requirements:
- (a) Installed in accordance with the City's standard;
 - (b) In residential areas - located generally at street intersections and no more than 150m apart. In high density residential, commercial or industrial areas, - located a maximum of 75m apart or as otherwise approved by the Municipal Engineer and the Fire Department;
 - (c) Installed so that the center of the 0.1 m (4 inch) port is not less than 0.46 m (18 inches) and not more than 0.91 m (36 inches) above the level of the adjacent grade.

Flammable and Combustible Liquids

- 6.79 Flammable and Combustible liquids must be handled and stored in accordance with the Fire Code.

Hazardous Processes and Operations

- 6.80 Any processes or operations that involve a risk from Explosion, high flammability or related conditions that may create a hazard to life safety must only be carried out in compliance with the Fire Code.

Dangerous Goods

- 6.81 Dangerous Goods must be stored in accordance with the Fire Code.

Mobile Food Vendors

- 6.82 Every Mobile Food Vendor operation must:
- (a) Apply for and obtain an annual inspection by the Fire Chief;
 - (b) Comply with the commercial cooking equipment requirements in this bylaw; and
 - (c) Situate all cooking appliances on a stable non-Combustible base with clearance from Combustibles.
- 6.83 All Mobile Food Vendor tents and awnings must have flame resistance conforming with CAN/ULC S-109 and identified with a factory label. Flame retardant treatments to tents and awnings must be renewed as often as required to meet the match test of NFPA 705.
- 6.84 All Mobile Food Vendors must have fire extinguishers that meet the requirements in sections 6.8 and comply with the following, where applicable:

- (a) At least one portable multi-purpose extinguisher (minimum 4.54 kg (10-pound) 4A-10B:C);
- (b) A portable Class K wet chemical extinguisher for all deep fryers; and
- (c) A 2A rated water-type extinguisher or a 6L wet chemical fire extinguisher listed for Class K Fires if using solid fuel cooking appliances.

Special Events

6.85 Any person organizing or hosting any Special Event must submit an application for an occupant load certificate together with a dimensioned site plan prepared by a Registered Professional must ensure that:

- (a) All cooking and Mobile Food Vendor operations comply with the commercial cooking equipment requirements in sections 6.48 through 6.51, inclusive;
- (b) Aisles with a minimum width of 3.0 metres are maintained between displays at all times;
- (c) The line of travel to an exit door by an aisle is not more than 45 metres;
- (d) Lobbies, foyers or access to exit are not blocked; and
- (e) A special inspection is scheduled; and
- (f) All prescribed fees for Special Events in the Fees and Charges Bylaw have been paid.

6.86 Any person holding a Special Event that displays automobiles, motorcycles, scooters, or other fuel-operated vehicles in any public Building must ensure that the vehicles comply with the Fire Code, including, but not limited to:

- (a) The battery must be disconnected and the battery cable placed or tied in a position to prevent accidental battery contact;
- (b) Fuel tanks must be equipped with a key-locking cap or other similar locking device; and
- (c) The quantity of fuel in the fuel tank must not exceed the lesser of one quarter of the tank capacity or nineteen (19) litres (5 gallons).

Service Station Safety

6.87 The operator of a service station must ensure that:

- (a) Every employee who acts as an attendant successfully completes a training program in fire safety and protection designed for service station employees within 30 days of being hired;
- (b) All fire extinguishers comply with the requirements in this bylaw;
- (c) One fire extinguisher is mounted on each of the dispensing service islands with conspicuous signs that clearly identify the location of each fire extinguisher;

- (d) Emergency signage is provided in each attendant's booth and in the office of the service station, providing instructions for dealing with any emergency involving a fire or potential fire, including instructions on how to shut off all electrical power to the pumps, evacuate the area and notify the Fire Department.

Integrated Fire Protection and Life Safety Systems Testing

- 6.88 As per CAN/ULC-S1001, an Integrated Testing Plan must be submitted to the Fire Department for review as required by the Building Code.
- 6.89 The Integrated Testing Coordinator must ensure that system testing is coordinated with the Fire Department in advance of the occupancy of a Building being authorized by the Fire Chief.
- 6.90 The Integrated Testing Coordinator must coordinate with the Fire Department to conduct an Integrated Test one year after completion of the initial Integrated Test.
- 6.91 The Integrated Testing Coordinator must ensure that subsequent Integrated Tests are conducted at intervals not exceeding five years.
- 6.92 Integrated Testing Reports must be kept on site and available for examination by the Fire Chief on request.
- 6.93 As outlined in CAN/ULC-S1001, the Municipality may request that any Building which has not undergone an initial Integrated Test provide an Integrated Testing Plan, conduct an Integrated Test and submit an Integrated Testing Report.
- 6.94 A functional demonstration of the Integrated Test may be required by the Fire Department and the owner of the property must pay the applicable fee in the Fees and Charges Bylaw.

PART 7 – COST RECOVERY AND FEES

Fees for Permits and Services

- 7.1 Every person who requests any Permits, inspections and services from the Fire Department listed in the Fees and Charges Bylaw must pay the applicable fee unless otherwise exempted under this bylaw.
- 7.2 Payment of a fee or charge under this bylaw or the Fees and Charges Bylaw does not relieve a person from an obligation to pay any fee or charge prescribed under another enactment.

Special Inspections, Follow-up and Re-inspections

- 7.3 Where a special inspection is required to determine compliance with the Fire Code and/or municipal bylaws, the applicant may be required to pay the fee prescribed in the Fees and Charges Bylaw.
- 7.4 Where a second and subsequent inspections are required to determine compliance with instructions noted on a Fire Department "Fire Inspection Violation Report", the applicant must pay the re-inspection fee prescribed in the Fees and Charges Bylaw.

Fire Investigations

- 7.5 Every Owner of property which requires a Fire Department investigation and report pursuant to the Fire Services Act must pay the minimum fee for fire investigation services as prescribed in the Fees and Charges Bylaw and, in addition, may have to pay other costs, including, but not limited to, overtime costs of fire investigators for an investigation lasting 4+ hours and/or requiring more than one fire investigator, tools/equipment/supplies that are lost, damaged or consumed as a result of Fire Department investigation or operations, and/or rentals of Fire Department equipment.
- 7.6 If, while completing an investigation pursuant to the Fire Service Act, the Fire Chief deems it necessary to obtain the services of a private investigation company, service contractor, industry specialist or consultant, site security or structure securing services and/or testing fees from an independent agency, the Owner(s) or Owner's Authorized Agent of the property shall pay all expenses incurred by the Municipality in relation to such services. Any charges remaining unpaid on December 31 of that year will be added to and form part of the taxes payable on the property as taxes in arrears.

Comfort Letter Requests

- 7.7 Comfort letter requests may be fulfilled on payment of the fee prescribed in the Fees and Charges Bylaw. Additional fees may be charged for any requested on-site inspection to complete a comfort letter.

Damaged or Contaminated Vehicles or Equipment

- 7.8 The Fire Chief may charge an Owner or Occupier of a premise for the costs of decontamination, replacement or repair of Fire Department vehicles or equipment where such vehicles or equipment has been damaged or contaminated by a hazardous substance or Dangerous Goods and requires decontamination, repair or replacement as a result of an incident at that Owner or Occupier's property.

Building Permit Fees

- 7.9 When the Fire Department is involved in the process of Building Permit issuance or is required to perform an inspection or inspections in order to determine compliance with an issued Building Permit, the Building Permit holder must pay a fee in an amount equal to 0.1% of the value of the work associated with that Building Permit with a minimum Permit fee of \$75.00. Such fee must be paid at the time of Building Permit issuance.

Occupant Load

- 7.10 An owner or Owner(s) or Owner's Authorized Agent of a premise must ensure that the number of persons in a room does not exceed the maximum occupant load for that room for that use. Occupant loads are calculated as follows:
- (a) For all new construction - calculated in conformance with the Building Code; and/or
 - (b) For all existing construction - calculated in conformance with the Fire Code.
- 7.11 Occupant load signage must be posted as required by the Fire Code:
- (a) In a conspicuous location near the principal entrance to the room or floor area;
 - (b) In the form prescribed by the Fire Commissioner; and
 - (c) Signed by the Fire Chief.

- 7.12 Every person who requires an occupant load certificate for the purpose of assembly in an existing Building or area within the Municipality must apply in the form specified by the Fire Chief and must include with the application:
- (a) Drawings certified by an architect or other Registered Professional;
 - (b) Occupant load calculation form; and
 - (c) Any other documentation required by the Fire Chief.
- 7.13 Every person who receives an occupancy load certificate must pay to the Municipality the fee set out in the Fees and Charges Bylaw.

Event Approval

- 7.14 If the approval of the Fire Chief is required by any Act, bylaw or procedure for an event to be permitted within the Municipality, the Fire Chief will review the details of the event application and may:
- (a) Refuse approval if the Fire Chief determines that the event may be hazardous or create a nuisance;
 - (b) Provide approval without condition; or
 - (c) Provide approval subject to the conditions and restrictions that they deem necessary for safety and the prevention or the spread of fire.
- 7.15 If as a condition of event approval, the Fire Chief requires any number of Members to inspect or attend at an event site for any time before, during or after the event, for any reason, the person applying to the Municipality for the event shall pay to the Municipality the fees set out in the Fees and Charges Bylaw.

Filming Special Effects and Pyrotechnics

- 7.16 Fire protection is required for Special Effects and pyrotechnics. A Permit is required in the form prescribed by the Fire Chief and must include a site plan, a description of the event including time and date, the risks of the event, training of staff, and the proposed mitigation measures for the event. The Fire Chief will review for acceptance the level of fire protection required based on the location and event specific risks.
- 7.17 Permit, inspection, and fire protection fees for the event must be paid to the Municipality as prescribed in the Fees and Charges Bylaw.

Notification of Fire and Sprinkler Alarm Testing

- 7.18 Any Owner or Occupier of premises where there is a monitored Fire Alarm System must notify their fire alarm monitoring company and/or fire dispatch prior to any service, test, repair, maintenance, adjustment alteration or installation of the system which might activate a false alarm which would normally result in an emergency response.
- 7.19 Where an Owner or Occupier of premises fails to notify as required in section 7.19, such Owner or Occupier must pay the applicable fee prescribed in the Fees and Charges Bylaw.

False Alarms and Nuisance Alarms

- 7.20 The Owner or Occupier of premises must pay the applicable fee prescribed in the Fees and Charges Bylaw on the occurrence of a third False Alarm, or Nuisance Alarm, and for each subsequent False Alarm or Nuisance Alarm, respecting the premises occurring in any 12 month period.

PART 8 – PERMITS

Issuance of Permit

- 8.1 If a Permit is required under this bylaw, the Fire Chief will only issue such Permit if:
- (a) The proposed operation or occupancy conforms to this bylaw, the Fire Code and any other applicable bylaws or codes;
 - (b) Receptacles, vehicles, Buildings and storage places to be used for the activity have been reviewed and accepted by the Fire Chief;
 - (c) The proposed location for the activity is acceptable to the Fire Chief with respect to topography, proximity to other occupancies and adequacy of water supply for fire control; and
 - (d) The Permit fee, if required, has been paid.

Conditions of Permit

- 8.2 A Permit issued by the Fire Chief:
- (a) Is not transferable and any change in use or Occupancy of a Building or premises or change in operations to be conducted, requires a new Permit;
 - (b) Is revocable where there is a violation of:
 - (c) Any condition under which the Permit was issued; or
 - (d) Any violation of this bylaw;
 - (e) Must be posted in the premises in a conspicuous place on the Building or structure to the satisfaction of the Fire Chief; and
 - (f) May be revoked at any time at the discretion of the Fire Chief.

Permit Form

- 8.3 Where in this bylaw a Permit is required for any activity, the application for a Permit must be in the form prescribed by the Fire Chief for such Permit.

PART 9 – ENFORCEMENT

Orders

- 9.1 A person who is delivered an Order issued by the Fire Chief under this bylaw, whether by mail, sign, posting or personal delivery, must comply with it, either promptly or, if a time period for compliance is specified, within that time period. Any and all costs and expenses associated with compliance are the responsibility of the property Owner or other person to whom the order is directed.

- 9.2 Where an Order issued by the Fire Chief is not complied with within the time specified, the Fire Chief may give such notice as the Fire Chief deems sufficient for entry onto the property or premises and carrying out of any remedial work required to bring the property into a safe, compliant condition, including, without limitation:
- (a) Removal and safe disposal of any accumulation of Combustible material;
 - (b) Installation of a fire safety device; or
 - (c) Work to secure a vacant or fire-damaged Building.
- 9.3 In any circumstance where the Fire Chief has arranged for work to be carried out on, within, or for a property or Building to achieve compliance with an Order, the Owner of the property is liable to pay the Municipality the total amount of all costs incurred by the Fire Department for the purpose.
- 9.4 If fees charged for fire inspections, reviews or other services to land or improvements, or the amounts charged for costs incurred by the Fire Department in taking remedial action to lands or for improvements are not paid to the Municipality by December 31st of the year in which they are due and payable, the amounts owing may be collected from the Owner in the same manner as for property taxes in arrears.

Standard of Work

- 9.5 The Fire Chief may, where work being completed is not covered by this bylaw or applicable codes, in the interest of safety adopt the latest edition of the National Fire Protection Association codes, standards, recommended practices and manuals by reference or equivalent.

Rejection of Work

- 9.6 The Fire Chief may, after the examination of any work, issue a written rejection which shall have the same force and effect as an Order issued under this bylaw.

Form of Order

- 9.7 An Order made under this bylaw will be in writing and may be directed to the Owner, Occupier or lessee of the Building or property in respect of which the Order is made.

Serving and Compliance with Order

- 9.8 An Order made under this bylaw will be served by delivering it or causing it to be delivered to the person to whom it is directed.
- 9.9 An Owner(s) or Owner's Authorized Agent of a Building or premises must, after receipt of a violation report, inspection report or Order issued by the Fire Chief, comply within the stated timelines.
- 9.10 Where an Order has been made pursuant to this bylaw, the Owner must pay applicable fees for inspection prescribed in the Fees and Charges Bylaw and if upon re-inspection, a Member determines that the Order has not been complied with, the Owner must pay the applicable fee for each additional inspection as prescribed in the Fees and Charges Bylaw.

Cost Recovery

- 9.11 The Municipality may recover the costs and expenses of providing service and/or incident response as outlined in this bylaw, jointly and severally from any person, Owner(s) or Owner's Authorized Agent responsible for the Building or premises.
- 9.12 Fees may be collected as property taxes as per section 258(1) of the Community Charter. If the Owner does not pay the cost of the service, on or before December 31st in the year in which the service was done the cost shall be added to and form part of the taxes payable on the parcel as taxes in arrears.

Compensation to Municipality

- 9.13 Every person who, without necessary cause or required Permit, sets a fire to which the Fire Department responds, or in any manner makes or causes to be made a False Alarm, or causes a fire, damage to property or injury to persons that can be attributed to the use of fireworks contrary to the Fireworks Regulation Bylaw, 2005, No. 7677, or to the unauthorized cultivation, processing, manufacturing or storage of a controlled substance contrary to the Controlled Drugs and Substances Act (Canada), SC 1996, c. 19, is deemed to have caused a nuisance in the community and, in addition to any fine or other penalty, as an extraordinary service fee is liable to compensate the Municipality for the actual costs and expenses incurred by the Fire Department in responding to the fire, False Alarm or unauthorized activity. The amount of the extraordinary service fee will be calculated in accordance with the rates prescribed in the Fees and Charges Bylaw.
- 9.14 Whether or not a Permit is in effect, any person who fails to comply with this bylaw must, upon direction of the Fire Chief, immediately and completely extinguish any fire that the person has started, maintained or otherwise is responsible for, and at their own cost, promptly take any and all remedial measures that the Fire Chief considers necessary or advisable in the interest of fire safety and protection of life or property as communicated to that person.
- 9.15 If a person fails to extinguish a fire as directed by the Fire Chief or Fire Officer, the Fire Chief or Fire Officer may direct or cause it to be extinguished and in that circumstance, the Permit holder or other person responsible is liable to pay the Municipality the costs and expenses of extinguishment incurred by the Fire Department.
- 9.16 Every person who is not a resident or ratepayer of the Municipality and who causes, directs, allows or suffers an incident attended by the Fire Department is liable to pay the Municipality for all costs and expenses incurred by the Fire Department in response to the incident as well as any fees imposed under the Fees and Charges Bylaw.

Designation of the Bylaw

- 9.17 Pursuant to section 264 of the *Community Charter*, this bylaw is designated as a bylaw that may be enforced by means of a ticket in the form prescribed and Fire Chief, Local Assistants to the Fire Commissioner, and Bylaw Enforcement Officers are designated to enforce this bylaw.

Obstruction

- 9.18 A person must not interfere with, delay, obstruct or impede any person lawfully authorized to enforce this bylaw in the performance of duties under this bylaw.

Default

- 9.19 Whenever a person is in default of doing any matter or thing required to be done under this bylaw, the Municipality, through its employees or agents, may do what is required to be done, at the expense of the person in default and such costs will constitute a debt due and owing in accordance with section 17 of the *Community Charter*.

Offences and Penalties

- 9.20 Every person who violates any of the provisions of this bylaw, or who suffers or permits any act or thing to be done in contravention or in violation of any of the provisions of this bylaw, is deemed to be guilty of an offence against this bylaw and of a separate offence each day the violation is caused or allowed to continue and is liable upon conviction to a fine of up to \$50,000.

Ticketing (Municipal Ticket Information)

- 9.21 Pursuant to sections 264(1)(c) and 265(1)(a) of the *Community Charter*, this bylaw is designated as a bylaw that may be enforced by means of a ticket in the form prescribed and Fire Chief, Local Assistants to the Fire Commissioner, and Bylaw Enforcement Officers are designated to enforce this bylaw and the table below sets out the designated expressions for offences under this bylaw with the corresponding bylaw section number and fine amount:

| Section number | Designated Expression (Short-Form Description) | Fine \$ |
|----------------|---|---------|
| 3.6(a) | Obstruct Member | 500 |
| 3.6(b) | Enter incident area | 200 |
| 3.6(c) | Drive over fire hose | 200 |
| 3.6(d) | Impersonate Member | 500 |
| 3.8 | Fail to secure vacant/damaged Building | 500 |
| 3.15(a) | Tamper with Fire Protection Equipment | 500 |
| 3.15(b) | Reset Fire Alarm System without authorization | 200 |
| 4.4 | Fail to comply with Order | 200 |
| 4.6(a) | Fail to have inspection by Certified Fire Protection Technician | 200 |
| 4.6(b) | Fail to have Fire Protection Equipment tagged | 200 |
| 4.8 | Falsify records | 300 |
| 4.10 | Fail to have Fire Watch | 200 |
| 4.11 | Fail to comply with Fire Watch requirements | 500 |
| 4.19(a) | Fail to submit update to Construction Fire Safety Plan | 200 |
| 4.21(a) | Fail to submit Fire Safety Plan | 200 |
| 4.23 | Fail to have occupancy contact information | 200 |
| 5.2 | Cause fire hazard | 200 |
| 5.3(a) | Unsafe disposal of hazardous substance | 500 |
| 5.3(b) | Unauthorized disposal of Hazardous Materials | 500 |
| 5.3(c) | Unsafe disposal of smoking equipment | 500 |
| 5.4 | Fail to comply with container requirements | 200 |
| 5.5 | Combustible waste near Building | 200 |
| 5.7 | Fail to report potential explosion/Hazardous Materials spill | 500 |
| 5.8(a) | Start open air fire | 500 |
| 5.8(b) | Burn land for clearing | 300 |
| 5.8(c) | Unpermitted cooking fire | 200 |
| 5.8(d) | Smoke from outdoor cooking fire | 200 |
| 5.9(a) | Smoke from open air burning | 200 |

| Section number | Designated Expression (Short-Form Description) | Fine \$ |
|-----------------------|---|----------------|
| 5.9(c) | Fail to comply with propane appliance requirements | 200 |
| 5.9(e) | Smoke from smoker | 200 |
| 5.11(a) | Tamper with fire ban sign | 200 |
| 5.11(b) | Violate fire ban Order | 300 |
| 5.12 | Unauthorized high-risk construction/demolition | 200 |
| 5.13 | Fail to obtain approval of construction Fire Safety Plan mitigation checklist | 200 |
| 5.14 | Fail to comply with Construction Fire Safety Plan mitigation checklist | 200 |
| 5.16 | Fail to comply with Order | 300 |
| 5.17 | Enter forest contrary to Order | 200 |
| 6.1(a) | Fail to keep access routes clear | 200 |
| 6.1(b) | Fail to post fire lane sign | 200 |
| 6.1(d) | Fail to maintain access routes in compliance with Fire Code | 200 |
| 6.1(e) | Fail to have address visible from street | 100 |
| 6.1(f) | Fail to provide directional signage | 100 |
| 6.1(g) | Fail to keep corridors free of obstructions | 200 |
| 6.1(h) | Fail to have devices on exit doors per Building Code | 200 |
| 6.2 | Fail to maintain Fire Department Lock Box | 200 |
| 6.4(a) | Storage contrary to Fire Code | 200 |
| 6.4(b) | Permit Combustibles around Building | 200 |
| 6.4(c) | Fail to contain storage in room | 200 |
| 6.4(c) | Storage room fails to comply with Building Code | 200 |
| 6.4(d) | Store combustible materials in Storage Garage or Underground Storage Garage | 200 |
| 6.4(e) | Storage impeding firefighting access | 200 |
| 6.4(f) | Have storage unit in Storage Garage | 200 |
| 6.4(g) | Storage in common area of Storage Garage | 200 |
| 6.4(h) | Storage in portable storage container in common area of Storage Garage | 200 |
| 6.5 | Fail to maintain Fire Separation | 200 |
| 6.6 | Keep fire door open | 200 |
| 6.7 | Fail to have sign on Fire Separation door | 200 |
| 6.8 | Fail to comply with stair numbering requirements | 200 |
| 6.8 | Fail to comply with fire extinguisher requirements | 200 |
| 6.10 | Exit sign not in compliance with Building Code | 200 |
| 6.11 | Fail to maintain exit sign | 200 |
| 6.12 | Fail to maintain emergency power for exit sign | 200 |
| 6.13 | Exit sign not consistent with current Fire Code | 200 |
| 6.14 | Fail to keep records for exit sign | 200 |
| 6.14 | Emergency power system does not meet requirements | 200 |
| 6.16 | Fail to keep records for emergency power system | 200 |
| 6.17 | Storage in exit system area | 200 |
| 6.18 | Fail to inspect exit systems | 200 |
| 6.19 | Fail to keep records for exit system | 200 |
| 6.20 | Fail to comply with smoke control system requirements | 500 |
| 6.21 | Fail to keep records for smoke control system | 200 |
| 6.22 | Fail to obtain inspection of smoke control system | 200 |
| 6.23 | Fail to inspect or maintain fire alarm system | 200 |

| Section number | Designated Expression (Short-Form Description) | Fine \$ |
|-----------------------|--|----------------|
| 6.24 | Fail to keep records for Fire Alarm System | 200 |
| 6.25 | Fail to obtain certificate for installation of monitored fire alarm system | 200 |
| 6.26 | Fail to notify of cancellation of monitored Fire Alarm System | 200 |
| 6.27 | Fail to keep records of monitored fire alarm system | 200 |
| 6.28(a) | Fail to install smoke alarm | 200 |
| 6.28(b) | Fail to maintain smoke alarm | 200 |
| 6.29 | Fail to keep records for smoke alarm | 200 |
| 6.30 | Fail to comply with standpipe requirements | 200 |
| 6.31 | Fail to keep records for standpipe | 200 |
| 6.33 | Fail to comply with standpipe siting requirements | 200 |
| 6.34 | Fail to comply with automatic sprinkler system requirements | 500 |
| 6.35 | Fail to comply with automatic sprinkler system connection requirements | 200 |
| 6.36 | Fail to post sign for automatic sprinkler system connection | 200 |
| 6.37 | Fail to keep records for automatic sprinkler system | 200 |
| 6.40 | Take water without authorization | 200 |
| 6.44 | Fail to maintain fire pump | 200 |
| 6.45 | Fail to keep records for fire pump | 200 |
| 6.47 | Fail to comply with private fire hydrant requirements | 300 |
| 6.48 | Fail to maintain Special Fire Suppression System | 200 |
| 6.49 | Fail to keep records for special fire suppression system | 200 |
| 6.50 | Fail to install fire suppression system for commercial cooking equipment | 200 |
| 6.51 | Fail to maintain fire suppression system for commercial cooking equipment | 200 |
| 6.52 | Fail to maintain exhaust system for commercial cooking equipment | 200 |
| 6.53 | Fail to keep records of commercial cooking equipment | 200 |
| 6.54 | Fail to install radio amplification system | 200 |
| 6.55 | Fail to maintain carbon monoxide monitoring system | 200 |
| 6.56 | Fail to keep records for carbon monoxide monitoring system | 200 |
| 6.57 | Fail to maintain access to storage areas | 200 |
| 6.58 | Enclosed Storage Garage used for other than parking vehicles | 200 |
| 6.59 | Have Private Storage Garage | 200 |
| 6.60 | Fail to install no storage sign in Enclosed Storage Garage | 200 |
| 6.62 | Access to Enclosed Storage Garage blocked | 200 |
| 6.63 | Solid door on Enclosed Storage Garage | 200 |
| 6.64(a) | Fail to have required info. on Shipping Container | 200 |
| 6.64(b) | Fail to have required contact info. on Shipping Container | 200 |
| 6.64(c) | Fail to identify shipping container in Fire Safety Plan | 200 |
| 6.65 | Fail to install safety features in Shipping Container | 200 |
| 6.66 | Fail to install ventilation for Shipping Container | 200 |
| 6.67 | Fail to modify Shipping Container as required | 200 |
| 6.68 | Store compressed gas in shipping container | 300 |
| 6.70 | Fail to have Construction Fire Safety Plan | 200 |
| 6.72 | Decommission fire hydrant without authorization | 200 |
| 6.73 | Fail to notify of fire hydrant conditions | 200 |
| 6.74 | Fail to maintain access route | 200 |
| 6.75(a) | Fail to comply with Construction Fire Safety Plan | 200 |

| Section number | Designated Expression (Short-Form Description) | Fine \$ |
|-----------------------|--|----------------|
| 6.75(b) | Fail to comply with Exposure Report | 200 |
| 6.75(c) | Fail to install water supply | 200 |
| 6.78 | New fire hydrant fail to meet requirements | 200 |
| 6.79 | Handle flammable and combustible liquids contrary to Fire Code | 200 |
| 6.80 | Hazardous process contrary to Fire Code | 300 |
| 6.81 | Store Dangerous goods contrary to Fire Code | 300 |
| 6.82(a) | Fail to obtain Mobile Food Vendor inspection | 200 |
| 6.82(b) | Mobile Food Vendor fail to comply with commercial cooking equipment requirements | 200 |
| 6.82(c) | Mobile food vendor fail to safely situate cooking appliances | 200 |
| 6.83 | Mobile food vendor with non-flame retardant tent | 200 |
| 6.84 | Mobile food vendor fail to have required fire extinguishers | 200 |
| 6.85(a) | Fail to comply with commercial cooking requirements for special event | 200 |
| 6.85(b) | Fail to have required aisle width at Special Event | 200 |
| 6.85(c) | Fail to have required line of travel at Special Event | 200 |
| 6.85(d) | Access to exit blocked at Special Event | 200 |
| 6.85(e) | Fail to obtain inspection for Special Event | 200 |
| 6.86 | Fail to comply with requirements for motor vehicle display | 200 |
| 6.87(a) | Service station attendant not qualified | 200 |
| 6.87(b) | Service station fire extinguishers do not meet requirements | 200 |
| 6.87(c) | Service station fire extinguishers not mounted as required | 200 |
| 6.87(d) | Fail to post service station emergency signage | 200 |
| 6.88 | Fail to submit Integrated Testing Plan | 200 |
| 6.89 | Fail to conduct Integrated Test before occupancy | 200 |
| 6.90 | Fail to conduct Integrated Test after one year | 200 |
| 6.91 | Fail to conduct Integrated Test every 5 years | 200 |
| 6.92 | Fail to keep records for Integrated Test on site | 200 |
| 6.93 | Fail to provide Integrated Testing Plan | 200 |
| 6.94 | Fail to give functional demonstration of Integrated Test | 200 |
| 7.10 | Exceed occupant load | 300 |
| 7.11 | Fail to post occupant load | 200 |
| 7.16 | Fail to provide fire protection for Special Effects | 200 |
| 9.1 | Fail to comply with Order | 300 |
| 9.15 | Fail to extinguish fire | 300 |
| 9.20 | Obstruction | 500 |

PART 10 – MISCELLANEOUS

Severability

- 10.1 If a section, subsection, paragraph, subparagraph or phrase of this bylaw is for any reason declared invalid by a Court of competent jurisdiction, the decision shall not affect the validity of the remaining portions of this bylaw.

Repeal

- 10.2 “Fire Bylaw, 2005, No. 7709” and all its amendments are hereby repealed, and all references in other bylaws of the City to “Fire Bylaw, 2005, No. 7709” are hereby amended to refer to this “Fire Bylaw, 2021, No. 8852”.

READ a first time on the <> day of <>, 2021.

READ a second time on the <> day of <>, 2021.

READ a third time on the <> day of <>, 2021.

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

MAYOR

CORPORATE OFFICER

Appendix A – Definitions

In this bylaw, unless the context otherwise requires:

“Alternate Solution” means a proposed alternate design solution for a Building that is produced by a Registered Professional to comply with the requirements of the Building Code, Fire Code or other statutory or regulatory requirements.

“Area of Refuge” means a space that facilitates a safe delay in egress, is sufficiently protected from fire conditions developing in the floor area, and provides direct access to an exit or firefighters elevator.

“Authority Having Jurisdiction” means the governmental agency having regulatory authority over a specific aspect of a project.

“Building” means any structure used or intended for supporting or sheltering any use or Occupancy as defined by the Fire Code.

“Building Code” means the current edition of the British Columbia Building Code as adopted by the Minister responsible under provincial legislation, as amended or replaced.

“Building Official” means the Municipality’s Chief Building Official and the building inspectors, plan checkers, plumbing inspectors, mechanical inspectors and electrical inspectors designated or appointed by the Municipality.

“Building Permit” has the meaning prescribed in the Construction Bylaw.

“Bylaw Enforcement Officer” means a Park Ranger, Royal Canadian Mounted Police officer, a Member, or any official or employee of the Municipality whose designated duties include the enforcement of bylaws within the Municipality;

“Certified Fire Protection Technician” means a person certified by ASTTBC (Applied Science Technologists and Technicians of British Columbia) to inspect and test Fire Protection Equipment, or an equivalent acceptable to the Fire Chief.

“City” means the Corporation of the City of North Vancouver or the geographic area within the municipal boundaries of the City, as the context requires.

“Combustible” refers to the chemical reaction that is demonstrated when matter (substance, product) bursts into flame, through combustion or being exposed to fire. Combustion is a self-sustaining chemical reaction yielding energy or products that cause further reactions of the same kind.

“Community Charter” means the *Community Charter*, SBC 2003, c. 26, as amended or replaced.

“Construction Bylaw” means the “Construction Regulation Bylaw, 2003, No. 7390”, as amended or replaced;

“Construction Fire Safety Plan” means a plan meeting Fire Department Guidelines for construction fire safety submitted for acceptance in accordance with the Fire Code and Building Code.

“Cross Over Floors” has the meaning prescribed in the Building Code.

“CSA/ULC” means the Canadian Standards Association/Underwriters Laboratory of Canada.

“Dangerous Goods” means those products or substances which are regulated by the Transportation of Dangerous Goods Act, SC 1992, c. 34 and its Regulations, as amended or replaced.

“Enclosed Storage Garage” means a structure built within a common area of a Storage Garage as defined in the Building Code, where the interior space can be fully viewed from the exterior through a gated or mesh overhead door.

“Explosion” means a rapid release of energy that may or may not be preceded or followed by a fire which produces a pressure wave or shock wave in air and is usually accompanied by a loud noise.

“False Alarm” means the activation of a Fire Alarm System, regardless of how caused, as a result of which Fire Department resources and services are provided and a Member does not find any evidence of fire, fire damage or smoke.

“Fees and Charges Bylaw” means the “Fees and Charges Bylaw, 1993, No. 6383”, as amended or replaced.

“Fire Alarm System” means a device or devices installed on or in real property and designed to issue a warning of a fire by activating an audible alarm signal and/or alerting a monitoring service, but does not include local smoke alarms that are intended to alert only the occupants of a single family dwelling unit in which it is installed.

“Fire Chief” means the person appointed as the Chief of the Fire Department of the Municipality or an authorized designate.

“Fire Code” means the BC Fire Code adopted as Regulation 263/2012 to the Fire Services Act;

“Fire Commissioner” means the person appointed as the fire commissioner for British Columbia pursuant to the Fire Services Act.

“Fire Department” means the department that provides municipal emergency and non-emergency fire and rescue services.

“Fire Department Access Route” means an approved route designed to Building Code and municipal standards that the Fire Department uses to respond to a building or occupancy.

“Fire Department Connection” means a Siamese connection through which the Fire Department pumps supplemental water into a sprinkler or standpipe system.

“Fire Department Response Point” means an identified primary response point on a property where the Fire Department would access and operate the site specific fire protection equipment and life safety systems during an incident response.

“Fire Inspector” means a local assistant to the Fire Commissioner as appointed or authorized by the Fire Chief.

“Fire Investigation Report” means a report prepared by a Fire Investigator in accordance with the Fire Services Act.

“Fire Officer” means Fire Department personnel who have achieved the rank of Lieutenant or Captain.

“Fire Protection Equipment” means, but is not limited to, fire alarm systems, automatic sprinkler systems, special extinguisher systems, portable fire extinguishers, fire hydrants, water supplies for fire protection, standpipe and hose systems, fixed pipe fire suppression systems in commercial cooking exhaust systems, smoke control measures and emergency power installations.

“Fire Safety Plan” means a documented plan outlining fire safety measures, procedures and equipment as required in accordance with the Fire Code and the Building Code.

“Fire Separation” has the meaning prescribed in the Building Code.

“Fire Services Act” means the Fire Services Act, RSBC 1996, c. 144, as amended or replaced.

“Fire Watch” is a temporary measure intended to ensure continuous and systematic surveillance of a Building or portion thereof by an assigned fire watch person, for the purposes of identifying and controlling fire hazards, detecting early signs of fire, raising an alarm for fire and notifying occupiers and the Fire Department.

“Flammable and Combustible Liquid” means a liquid classified as flammable or combustible in the Fire Code.

“Hazardous Materials” means products, materials, or substances that are considered Dangerous Goods.

“Highway” includes a street, road, lane, bridge, viaduct and any other way open to public use, other than a private right of way on private property.

“Hot Works” means processes that involve open flames or that produce heat or sparks, including but not limited to cutting, welding, soldering, brazing, grinding, adhesive bonding, roofing operations, thermal spraying and thawing pipes.

“Incident Response” means aid provided in response to fires, Explosions, medical emergencies, earthquakes or other natural disasters, escape of Dangerous Goods, rail or marine incidents, motor vehicle or other accidents and other circumstances to which the Fire Department responds or attends.

“Integrated Test” means a test of the interconnections between fire protection and life safety systems as per CAN/ULC-S1001 “Integrated Systems Testing of Fire Protection and Life Safety Systems”.

“Integrated Testing Coordinator” means a person, firm, corporation, or organization responsible for developing and implementing the Integrated Testing Plan and who are knowledgeable and experienced in the design, installation and operation of the Fire Protection Equipment included in the Integrated Testing Plan. The Integrated Testing Coordinator is to be certified by ULC as an Integrated Systems Testing Service Provider or equivalent acceptable to the Fire Chief.

“Integrated Testing Plan” means a written project-specific document, prepared by the Integrated Testing Coordinator, outlining the required tests and necessary functional results to conduct integrated fire protection and life safety system testing.

“Integrated Testing Report” means a written project-specific document, prepared by the integrated testing coordinator, documenting the implementation of the integrated testing plan.

“Interface Construction Guidelines” means the municipal permit process for reporting risks and mitigating measures related to construction work adjacent to or in parks and forest, which must be submitted by the Owner to the Authority Having Jurisdiction before the fire danger rating, as declared by the Province, for the area becomes high or extreme.

“Life Safety Systems” means components or combinations of equipment of Fire Alarm Systems, sprinkler systems, special suppression systems, means of egress, and other emergency equipment as regulated by the Fire Code, its regulations and this bylaw.

“Lock Box” means a locked metal enclosure designed to securely hold the keys to a Building, structure or complex where the Lock Box is to be located, as approved by the Fire Department.

“Member” means any employee of the Fire Department.

“Metro Vancouver Air Quality Bylaw” means the “Metro Vancouver Air Quality Management Bylaw No. 1082, 2008” as amended or replaced.

“Mobile Food Vendor” means a person carrying on a business of preparing food and offering it for sale from a vehicle and includes, but is not limited to, vehicles, trailers and carts with cooking equipment that produce smoke or grease laden vapors in a confined compartment.

“Municipal Council” or “Council” means the elected council of the Municipality.

“Municipal Engineer” means the General Manager – Engineering, Parks and Environment or a person designated to act in his/her place.

“Municipality” means the Corporation of the City of North Vancouver or the geographic area within the municipal boundaries of the District, as the context requires.

“NFPA” means the National Fire Protection Association.

“Nuisance Alarms” means activation of a Fire Alarm System regardless of how it is caused necessitating a fire response where a fire or emergency does not exist.

“Occupancy” means the use or intended use of a Building or part thereof for the shelter or support of persons, animals or property as defined in Fire Code.

“Occupier” means the owner, tenant, lessee, agent or other person who has the right of access to and responsibility for any Building or premises.

“Order” means an order, direction, remedial action, approval, decision, determination, or Permit made under this bylaw and/or the Fire Code by the Fire Chief, Fire Inspector or a member.

“Owner” has the meaning prescribed in the *Community Charter*, SBC 2003, c. 26, as amended or replaced.

“Owner’s Authorized Agent” means the person or persons appointed by the Owner to make decisions in relation to the Owner’s property in their absence.

“Permit” means a Permit issued by the Fire Chief or any Member pursuant to this bylaw.

“Private Storage Garage” means a structure built within a common area of a Storage Garage as defined in the Building Code where the interior space cannot be fully viewed from the exterior due to the installation of solid doors and walls.

“Registered Professional” means a person who is registered or licensed to practice as an architect under the Architects Act, RSBC 1996, c. 17, as amended or replaced, a person who is registered or licensed to practice as a professional engineer under the Professional Governance Act, SBC 2018, c. 47, as amended or replaced, or other professionals as approved by the Fire Chief.

“Shipping Container” means a large standardized container designed and built for intermodal freight transport.

“Special Effects” means images and/or sounds used to represent real or imaginary spectacles in a television or movie production or other similar activity, including but not limited to an Explosion or fire.

“Special Event” means any exhibit, market, outdoor concert, fair display, trade show, vehicle display or outdoor event or other similar event.

“Special Fire Suppression System” includes low, medium and high expansion foam systems, foam-water, carbon dioxide, dry chemical and wet chemical systems.

“Storage Garage” as defined by the BC Building Code means a Building or part thereof intended primarily for the storage or parking of motor vehicles and containing no provision for the repair or servicing of such vehicles, but do not include entrances at which vehicles stop for a short time beneath an unenclosed canopy to pick up and drop off passengers. For certainty, Storage Garages may also contain space for parking or storing other vehicles, including, but not limited to bicycles and boats.

“Test Operator” means an individual or company with experience in testing radio communications signals and whose credentials are acceptable to the Fire Chief.

“Transportation of Dangerous Goods Act” means the Transportation of Dangerous Goods Act, SC 1992, c. 34, as amended or replaced

“ULC Certificate” is a certificate issued under the Certificate Service of Underwriters Laboratories of Canada.

“Value of the Work” has the meaning prescribed in the Construction Bylaw.

“Water Supply System” means the system for supplying water for fire protection purposes and includes, but is not limited to, fire hydrants, fire pumps, water towers and tanks, Fire Department connections and any other hose connections necessary for Fire Department operations.

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THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8853

A Bylaw to provide for In-Building Emergency Responder Communications Enhancement Systems within the City of North Vancouver

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

PART 1 – TITLE

101 This Bylaw shall be known and cited for all purposes as “**Radio Amplification Bylaw, 2021, No. 8853**”.

PART 2 – DEFINITIONS

201 In this Bylaw, unless the context otherwise requires:

“Adequate Radio Coverage” has the meaning ascribed in section 401;

“Building” means any structure used or intended to be used for supporting or sheltering any use of occupancy as defined by the BC Fire Code adopted as Regulation 263/2012 to the BC *Fire Services Act*, RSBC 1996, c. 144;

“Building Inspector” means the person(s) appointed by the Council for the City to be building inspectors, or such person’s authorized designate;

“City” means the City of North Vancouver;

“Community Charter” means the BC *Community Charter* SBC 2003, c. 26, as amended or replaced;

“dB” means decibel, a relative unit of measurement used to express the ratio of one value to another on a logarithmic scale;

“dBs” means dB SINAD, the ratio of the total power of a received signal to the power of the noise and distortion of that signal in decibels;

“dBm” means decibel-milliwatts, a measure of absolute power with reference to one milliwatt in decibels;

“Delivered Audio Quality” or “DAQ” means a subjective performance scale developed by the Telecommunications Industry Association for determining the intelligibility of radio system audio;

“Dispatch Center” means the dispatch service used by the Fire Department;

“E-Comm” means Emergency Communications for Southwest British Columbia Incorporated and all the features and functions of its radio communications systems, including microwave radio systems, provided to the Fire Department, Royal Canadian

Mounted Police, British Columbia Emergency Health Services, and other emergency services;

“Enhancement System” means an in-building emergency responder communications enhancement system, also known as a zone enhancer, that enhances radio signal coverage inside a building for the radio frequencies used by E-Comm;

“Fire Chief” means the person appointed as the Chief of the Fire Department of the City or an authorized designate;

“Fire Department” means the department of the City that provides municipal emergency and non-emergency fire and rescue services;

“Inadequate Radio Coverage” means radio coverage that does not meet all of the criteria required in section 401;

“Low-E reflective glass” means glass that has been treated with a coating intended to reflect infrared and ultraviolet radiation;

“NEMA Type 4” means a waterproof enclosure as defined by the National Electrical Manufacturers Association;

“Owner” has the meaning prescribed in the *Community Charter*;

“Permit” means authorization in writing by the Building Inspector to perform construction or demolition of a building or structure, or to permit occupancy of a building or structure, all as regulated by the Construction Regulation Bylaw 2003, No. 7390, as amended or replaced;

“P25” means Project 25 which is a suite of standards for the design and manufacture of interoperable digital two-way wireless communication products. Project 25 is administered by the Telecommunications Industry Association (TIA);

“Shadowed Area” means an area that suffers attenuation or obstruction of radio signals to or from the area as a result of the interposition of all or any part of a building or structure in the radio signal path (line of sight) between the area and the transmitting/receiving site of E-Comm;

“SINAD” means signal-to-noise and distortion ratio and is a measure of the quality of a signal from a communications device;

“Test Operator” means an individual or company with experience in testing radio communications signals and whose credentials are satisfactory to the Fire Chief.

PART 3 – APPLICABILITY

301 – Applies to all Buildings

Unless specifically exempted in this Bylaw, this Bylaw applies to all Buildings within the municipal boundaries of the City.

302 – Exemptions

This Bylaw shall not apply to:

- a) Any single-family detached or semi-detached residence;
- b) Any Building or structure that complies with all of the following:
 - i. is constructed entirely of wood frame;
 - ii. does not have any metal cladding;
 - iii. does not have any Low-E reflective glass;
 - iv. does not have any portion of the Building or structure with a floor level that is partially or wholly underground, including basements, cellars and crawlspaces;
 - v. the area of all the floors of the Building or structure is less than 5000 square metres, as measured to the lesser of the outside edge of the exterior walls or sheathing; and
 - vi. is less than 12 metres in height, as measured from the lowest ground elevation of the Building or structure to the highest point of the Building or structure; or

Any Building that has been granted an exemption in writing by the Fire Chief or Building Official, where the Fire Chief or Building Official considers that the Building should be exempt from this Bylaw, having consideration for the operational needs of the City, the need for or quality of radio coverage in the Building, or any other factor the Building Official or Fire Chief considers appropriate.

PART 4 – REQUIREMENTS TO PROVIDE ADEQUATE RADIO COVERAGE

401 – Adequate Radio Coverage

For the purposes of this Bylaw, “Adequate Radio Coverage” means coverage that meets all of the following criteria:

- a) System access and DAQ of 3.4 or better (speech understandable with repetition only rarely, some noise or distortion may be present) for communication between a portable (handheld) radio with simple flexible whip antenna and E-Comm radio communication sites:
 - i. within the Building, for a minimum of 90% of the area of each floor of the Building, including underground areas such as for parking;
 - ii. within the Building, for 100% of fire command centres, stairwells, protect-in-place areas, lobby refuge areas, equipment rooms and high-hazard areas; and
 - iii. in areas that are in the Shadow Area of the Building, in 90% of all areas where DAQ 3.4 could be achieved before the erection, construction or modification of the Building or structure.

As an aid to system design, DAQ 3.4 has been measured by NTIA (U.S. Department of Commerce, National Telecommunications and Information Administration) to be approximately equivalent to 22 dBs (22 dB SINAD) for analogue signals modulated with a 1 kHz tone at 1.5 kHz deviation, and to 2%

BER (Bit Error Rate) for P25 digital signals. It is approximately equivalent to a received signal level of -95 dBm, in the absence of other signals that may affect the receiver. Good design should provide a margin of not less than 10 dB to allow for uncontrolled variables. Based on the foregoing, the design target for indoor coverage should be -85 dBm;

- b) Signaling transmitted by the portable radios (radio ID, Emergency Alert, or other signals used by the Fire Department) shall pass through the Enhancement System and be rebroadcast to all receiving radios;
- c) The radio frequency range to be supported shall be any frequencies used by the E-Comm network. If signal amplifiers are used, they shall include filters that will protect the amplifiers from overload and the system from interference by out-of-band signals; and
- d) In the event that active amplification is required to meet the foregoing communication quality requirements in the Building including the Shadowed Area of the Building, coordination with E-Comm is required to ensure that its outdoor radio communication performance is not degraded. If there is a trade-off to be made between maintaining the E-Comm outdoor radio communication performance and restoration of signal strength in the Building and Shadowed Area, the trade-off decision shall be made by E-Comm and communicated to the Fire Chief by the Building Owner.

402 – Requirement to Provide Adequate Radio Coverage

Subject to the exemptions listed in Part 3 of this Bylaw and except as otherwise provided, a Building must have Adequate Radio Coverage within the Building:

- a) For 90% of the area of each floor of the Building, including underground areas; and
- b) For any part of those areas designed or designated in the Building as being fire command centres, stairwells, protect-in-place areas, lobby refuge areas, equipment rooms and high-hazard areas.

403 – Licensing Requirements

All active systems shall be licensed by the federal regulator, Innovation, Science & Economic Development Canada (ISED) and shall comply with the applicable Standard Radio Systems Plan (SRSP). Radio equipment shall only be selected from the ISED Radio Equipment List. Any License required shall be renewed annually by the Building Owner and the cost of the license borne solely by the Building Owner.

404 – System Changes

Enhancement Systems shall be capable of upgrade to allow for instances where the Fire Department changes or adds system frequencies, or changes or adds signaling functionality, in order to maintain system coverage as originally designed.

PART 5 – ENHANCEMENT SYSTEMS ALLOWED

501 – Systems Allowed

Where a Building must provide an Enhancement System to achieve Adequate Radio Coverage to comply with section 402 of this Bylaw, such Enhancement System shall include any of the following that are sufficient to achieve the required criteria:

- a) Passive antenna systems or radiating cable systems;
- b) Distributed antenna systems with unidirectional or bidirectional amplifiers as required;
- c) Voting receiver systems; or
- d) Any other system acceptable to the Fire Chief, as signified in writing on a case by case basis.

502 – Secondary Power

If any part of the installed Enhancement System contains an electrically powered component, the system shall be equipped to operate on an independent "Uninterruptible Power Supply" (UPS), using a battery and/or generator system, for a period of at least twelve hours without external power or maintenance. All amplifiers and electronics required by the system shall be protected by NEMA type 4 or higher enclosures. The UPS shall automatically charge the batteries in the presence of external power.

The UPS shall provide supervisory signals to the fire alarm to indicate:

- a) Failure of primary power;
- b) Failure of the UPS charger (primary power but no charger output); and
- c) 70% discharge of the batteries.

503 – Emergency Generators

The Owner of a Building that is equipped with emergency generators for backup power shall ensure that such generator is connected to and provides emergency power to the Enhancement System UPS.

504 – System Monitoring

Active components of the Enhancement System shall be capable of sending the following supervisory signals, which shall be connected to and monitored by the fire alarm panel:

- a) Donor antenna malfunction;
- b) Active RF-emitting device failure;
- c) Low battery capacity (70% depleted);
- d) Active system component failure;
- e) Loss of normal AC power; and
- f) Failure of battery charger.

505 – Remote Annunciation

The Enhancement System supervisory signals shall be summarized on a graphic annunciator located near the Fire Alarm Panel as described in this section, either:

- a) Using a stand-alone, hardwired annunciator designed to display the supervisory signals described in section 504; or
- b) As part of the Fire Alarm graphic annunciator using a delineated area labelled "Radio Enhancement System" containing 3 LEDs:
 - i. normal operation shall be annunciated with a green LED labelled "Normal" that indicates there are no supervisory signals being sent by the Enhancement System;
 - ii. off normal operation shall be annunciated with a yellow LED labelled "Trouble" that indicates a supervisory signal specified in 504 e), f) or any other signal where the Enhancement System is off normal but still fully operational for in-building radio communications; and
 - iii. system failure shall be annunciated by a yellow LED labelled "Failure" that indicates a supervisory signal specified in 504 a), b), c), d), or any other supervisory signal that indicates the radio communication performance of the system is unreliable

PART 6 – PROCEDURES TO VERIFY AND MAINTAIN COMPLIANCE

601 – Initial Compliance

After a new Enhancement System has been installed and before that system is put into regular operation, the Owner of a Building regulated by this Bylaw shall arrange for tests by a Test Operator to verify that the Enhancement System is installed and operates in compliance with this Bylaw, at the sole expense of the Owner. The procedures used for testing shall be developed by the Owner, subject to acceptance by the Fire Chief, and in compliance with the following guidelines:

Acceptance Tests

Enhancement System acceptance shall be based upon a commissioning report that consists of the following tests and information:

- a) Radio Coverage testing:
 - i. radio coverage testing shall be performed when the construction of the Building is substantially complete and all interior and exterior doors and windows have been installed. All doors and windows shall remain closed during testing;
 - ii. acceptance tests shall be performed using radio frequencies assigned to the Dispatch Center, after proper coordination with an agent of that system and with the Fire Chief;
 - iii. if queuing occurs on the radio system while testing is underway, testing shall be terminated immediately and resumed only when traffic levels on the radio system drop to the level where queuing will no longer occur;
 - iv. for all DAQ tests, a pre-defined "Harvard" sentence should be used, such that the listeners are not aware of the sentence in advance on each test. A different recorded sentence should be used at each location;
 - v. where the Shadowed Area, or the floor plate area of a Building, is greater than 4,500 m² it shall be divided into a uniform grid of not more than 15m

on a side, or if the floor area is smaller than 4,500m² it shall be divided into a uniform grid of approximately 20 equal areas, to a minimum of 9m², and measurements shall be taken at the centre of each grid area. The size of the grids shall also be reduced, or the number of grids increased, upon recommendation of the Fire Chief, or Building Inspector in areas where special construction or other obstruction may significantly affect radio signals. Tests shall also be performed in the fire command centres, stairwells, protect-in-place areas, lobby refuge areas, equipment rooms, and high-hazard areas without the use of a grid system;

- vi. tests shall first be made using a portable (handheld) radio of the type used by emergency service providers, held at hip level and using a simple flexible whip antenna, and shall be deemed satisfactory if Adequate Radio coverage can be achieved for a five-second test transmission in each direction. If system access is not reliable, or if Adequate Radio Coverage for five seconds cannot be achieved at any location, the Test Operator may move a maximum of 1.5m in any direction from the centre of the grid and repeat the test. If system access continues to be unreliable, or if Adequate Radio Coverage still cannot be achieved, or if there is any doubt about whether it can be achieved, a failure shall be recorded for that location;
- vii. a maximum of two (2) non-adjacent grid areas on a floor or in a Shadowed Area will be allowed to fail the test. In the event that three (3) or more grid areas on a floor or in a Shadowed Area fail the test, the floor or Shadowed Area may be divided into 40 approximately equal areas and the tests repeated. In such event, a maximum of four (4) non-adjacent areas will be allowed to fail the test. If the Enhancement System fails the 40-area test, the Owner shall have the Enhancement System altered to meet the 90% coverage requirement in section 3.2(a); otherwise the Enhancement System will not be accepted; and
- viii. if the Enhancement System fails to provide Adequate Radio Coverage in any of the fire command centre, any portion of a stairwell, protect-in-place areas, lobby refuge areas, equipment rooms, or high-hazard areas, the Owner shall have the Enhancement System altered to meet the 100% coverage requirement for these areas, otherwise the Enhancement System will not be accepted.

b) System Measurements:

- i. measurements shall be taken and recorded in compliance with the E-Comm Coverage Enhancement System Commissioning Guidelines, and shall be included in the document specified in 601 e) ix.

c) Secondary Power:

- i. backup batteries and power supplies shall be tested under full load by generating communication traffic automatically for a duration of at least one hour. If within the one-hour period the UPS shows any symptom of failure or impending failure, the test shall be continued to determine the integrity of the UPS. If the UPS fails within a twelve-hour continuous period, such UPS will not be accepted; and
- ii. if the Building contains an emergency generator, the UPS shall be tested to ensure charging takes place on emergency generator power.

d) System Monitoring:

- i. tests shall be made using deliberate failures or simulations that activate each monitoring signal in section 504. Each test must also ensure that the signals are annunciated in compliance with section 505.

e) Documentation:

The Owner shall provide the following documentation to the Fire Department:

- i. complete drawings of the system as installed showing the location of all components;
- ii. design drawings sufficient to use as a baseline for future maintenance and testing;
- iii. the measured signal strength received at the donor antenna from the targeted E-Comm site;
- iv. other amplifier settings required for compliance with this bylaw or the requirements of E-Comm;
- v. signal strength measurements at each interior antenna;
- vi. an acceptance test report showing signal strength and/or bit error rate and the DAQ values for each required test grid, certified in accordance with section 603;
- vii. secondary power system design information and test results;
- viii. supervisory signals and fire alarm panel interconnection details and test results; and
- ix. an annual test procedures document sufficient to ensure future system compliance with this bylaw.

If any tests described in section 601 are not successful the Enhancement System will not be accepted.

602 – Annual Testing

At least once per calendar year, at the sole cost of the Owner, the Owner shall retain a Test Operator to test all active components of the Enhancement System, including but not limited to all amplifiers, power supplies and back-up batteries, and shall keep a record of such tests for inspection by the Fire Chief or other inspector designated by the City. The Test Operator may adjust the amplifier gain if necessary to re-establish the gain recorded upon acceptance testing, and batteries and power supplies shall be tested under load for a period of at least one hour to verify that they will function properly during a power outage.

Additional tests or inspection of records may be conducted from time to time by the Fire Department at the discretion of the Fire Chief, after giving reasonable notice to the Owner. If the radio signal within the Building or within the Shadowed Area appears to have degraded, or if the tests show Inadequate Radio Coverage, the Owner of the Building is required to remedy the problem and restore the Enhancement System in a manner consistent with the original acceptance criteria in section 601, unless the Owner can demonstrate conclusively that the degradation is solely the result of external changes not under his or her control.

603 – Test Reports

Unless otherwise approved by the Fire Department, all test reports of tests described in Part 6 must be certified by a professional engineer registered in the Province of British Columbia and qualified in radio communications. Test reports will not be deemed conclusive or acceptable for the purposes of this Bylaw unless they bear the seal of a professional engineer.

604 – Test Equipment

Portable radios used for DAQ testing must be of the same type used by the Fire Department. SINAD (ratio of signal-plus-noise-plus-distortion-to-noise-plus-distortion) Bit Error Rate (BER) and signal strength measurements shall be made using appropriate instrumentation acceptable to the Fire Chief. The Test Operator shall ensure that the Test Operator's radios and measurement equipment have been tested for conformance to design specification within twelve months prior to the conduct of Enhancement System acceptance tests or re-tests.

605 – Maintenance

Enhancement Systems shall be maintained in operable condition at all times. The Fire Department shall be notified of any Enhancement System supervisory signal, either immediately that the signal is detected, but not later than (2) hours after the initial signal occurred. Supervisory signals regarding Enhancement System failure shall be reported immediately.

606 –System Upgrade

If the Enhancement System fails to provide Adequate Coverage because of any technological change to the municipal fire services radio system, the Enhancement System shall be upgraded at the sole expense of the Owner, in order to maintain Enhancement System coverage as originally designed.

PART 7 – EXISTING ENHANCEMENT SYSTEMS

701 – Minimum Compliance

The Owner of a Building containing an existing Enhancement System:

- a) That has provision to supply supervisory signals shall upgrade their fire alarm interconnection if necessary to comply with section 504 and 505 for all such signals present;
- b) That has an emergency generator shall provide a connection from the generator to the Enhancement System UPS;
- c) That provides less than 12 hours of secondary power shall upgrade the UPS to provide 12 hours of secondary power;
- d) That does not have documented measurements as specified in 601 b) shall have those measurements taken and recorded in the next annual test report to ensure system compliance; and
- e) That requires repairs shall ensure replacement components comply with the current requirements of this Bylaw.

PART 8 – PERMIT CONDITIONS

- 801** No Permit for occupancy of a Building shall be issued for any Building until the requirements of this Bylaw have been met to the satisfaction of the Building Inspector and Fire Chief.

PART 9 – RIGHT OF ENTRY

- 901** Every Owner or occupant of a Building shall, at all reasonable times, permit the Building Inspector, the Fire Chief, or their authorized designate to enter into and inspect any Building or structure to ascertain whether the regulations and provisions of this Bylaw are being obeyed and any person who refuses entry shall be in violation of the Bylaw and shall be liable to the penalties hereby imposed.

PART 10 – DEEMED NUISANCE

- 1001** The construction or erection of a Building which interferes with the City's fire services, law enforcement and other emergency related telecommunications networks shall constitute a nuisance because it threatens the health, safety and welfare of the residents and visitors to the City. In addition to any other remedies or enforcement procedures provided herein, the City may seek an injunction to restrain such a nuisance.

PART 11 – ENFORCEMENT

1101 – Orders

If the Fire Chief finds that any provision of this Bylaw has been contravened or has not been complied with, or has been complied with improperly or only in part, or that conditions exist in or about a Building or property to which the Bylaw applies and which constitutes a hazard to life or property or both, the Fire Chief may make an order to ensure full and proper compliance with this bylaw and, in particular, but without limiting the generality of the foregoing, Fire Chief may:

- a) make recommendations to the Owner, occupier or lessee of the Building or property to correct the contravention or to ensure compliance with this Bylaw or to remove the hazards referred to in the Bylaw; or
- b) make orders with respect to any of the matters referred to in this Bylaw; and

if the Owner, occupier or lessee does not comply with the requirements in subsection (a) and/or (b) above, the Fire Chief may take such action as the Fire Chief deems necessary to mitigate the hazard and may recover the costs and expenses of such action from the Owner, occupier or lessee, as applicable.

1102 – Standard of Work

The Fire Chief may, where work being completed is not covered by this Bylaw or applicable codes, in the interest of safety adopt the latest edition of the National Fire Protection Association codes, standards, recommended practices and manuals by reference or equivalent.

1103 – Rejection of Work

The Fire Chief may, after the examination of any work, issue a written rejection, which shall have the same force and effect as an order issued under Section 1101.

1104 – Form of Order

An order made under this Bylaw shall be in writing and may be directed to the Owner, occupier or lessee of the Building or property in respect of which the order is made, or to any or all of them.

1105 – Serving of Order

An order made under this Bylaw shall be served by delivering it or causing it to be delivered to the person to whom it is directed. An Owner, occupier or lessee of a Building or premises shall, after receipt of a violation report, inspection report or order, comply with it.

1106 – Appeal of Order to Fire Chief

Any person against whom an order has been made under this Bylaw may, before the expiration of seven days after the service of the order, appeal to the Fire Chief, who shall review and shall amend, revoke or confirm the order appealed against or substitute another order.

1107 – Cost Recovery

The municipal fire service may recover the costs and expenses of providing service and/or assistance response as outlined in this Bylaw, jointly and severally from any person, Owner, occupier or lessee in control of the Building or premises.

1108 – Designation of the Bylaw

This Bylaw is designated pursuant to section 264 of the *Community Charter* as a bylaw that may be enforced by means of a ticket in the form prescribed and the Fire Chief, members and authorized Local Assistants to the Fire Commissioner, are designated to enforce this Bylaw by means of a ticket pursuant to section 264 of the *Community Charter*.

1109 – Offences, Penalties and Enforcement

Every person who violates a provision of this Bylaw, or consents, allows or permits an act or thing to be done in violation of a provision of this Bylaw, or who neglects to or refrains from doing anything required to be done by a provision of this Bylaw is guilty of an offence punishable upon summary conviction and is liable to a fine of not more than \$50,000.00 or to imprisonment for not more than six months or to both. Each day that an offence continues shall constitute a separate offence.

Pursuant to Section 264 of the *Community Charter*, any person designated as a Bylaw Enforcement Officer pursuant to the “Bylaw Notice Enforcement Bylaw, 2018, No. 8675” or is named as the enforcement officer pursuant to the “Ticket Information Utilization Bylaw, 1992, No. 6300” is hereby authorized and empowered to enforce the provisions of this Bylaw by Bylaw Notice or Municipal Ticket Information or as otherwise provided by this or any other Bylaw.

1110 – Ticketing (Municipal Ticket Information)

Pursuant to sections 264(1)(c) and 265(1)(a) of the *Community Charter*, this bylaw is designated as a bylaw that may be enforced by means of a ticket in the form prescribed, and the Fire Chief, Local Assistants to the Fire Commissioner and Bylaw Enforcement Officers are designated to enforce this bylaw. The table below sets out the designated expressions for offences under this bylaw with the corresponding bylaw section number and fine amount.

| Section | Designated Expression (Short-Form Description) | Fine |
|---------|--|-------|
| 402 | Fail to provide Adequate Radio Coverage | \$200 |
| 601 | Fail to test Enhancement System | \$200 |
| 605 | Fail to maintain Enhancement System | \$200 |
| 606 | Fail to upgrade Enhancement System | \$200 |
| 901 | Obstruction | \$500 |
| 1101 | Fail to comply with Order | \$500 |

PART 12 – SEVERABILITY OF PROVISIONS

1201 The provisions of this Bylaw are severable. If, for any reason, any provision is held to be invalid by the decision of a court of competent jurisdiction, such a decision shall not affect the validity of the remaining provisions of this Bylaw.

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

MAYOR

CORPORATE OFFICER

THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8854

A Bylaw to amend “Fireworks Regulation Bylaw, 2005, No. 7677”

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 **“Fireworks Regulation Bylaw, 2005, No. 7677, Amendment Bylaw, 2021, No. 8854” (Text Amendments)**.
2. “Fireworks Regulation Bylaw” is amended as follows:
 - A. By deleting the wording for the purpose of the Bylaw and replacing it with the following:

“A Bylaw to regulate the sale, purchase, possession, disposal and discharge of Fireworks, and the discharge of Animal-Deterring Explosives, in the City of North Vancouver pursuant to section 264 of the *Community Charter* (SBC 2003, c.26).”
 - B. By adding the following definition, in the correct alphabetical order:

“Animal-Deterring Explosive” means a type of low-hazard special purpose explosive that produces only noise designed to scare away bears and other animals and includes, but is not limited to, devices known as air bangers, bear bangers and seal bombs.”
 - C. By adding the following section, in the correct numerical order:

“3. (c) No person shall discharge Animal-Deterring Explosives in the City of North Vancouver.”
 - D. By deleting the wording in section 7, first paragraph, and replacing it with the following:

“The Fire Chief, a member of North Vancouver City Fire Department or a member of the Royal Canadian Mounted Police may rescind a permit or written permission and/or confiscate and seize any Fireworks, and may confiscate and seize any Animal-Deterring Explosives and issue a ticket, in the event:”
 - E. By adding the following section, in the correct numerical order:

“7. (f) One or more Animal-Deterring Explosives are discharged within the boundaries of the City.”
 - F. By adding the following wording to section 8.(d), after the word “Fireworks”:

“and/or Animal-Deterring Explosives”

G. By deleting section 12 in its entirety and replacing it with the following:

“12.(a) Members of the Royal Canadian Mounted Police, the Fire Chief, authorized Local Assistants to the Fire Commissioner and the Fire Inspector for the City are designated to enforce this bylaw by means of seizure of Fireworks and/or Animal-Deterring Explosives and/or issuance of a ticket pursuant to Section 264 of the *Community Charter*, as amended;

(b) Bylaw Enforcement Officers and Business License Inspectors are designated to enforce this bylaw by means of a ticket issued pursuant to Section 264 of the *Community Charter*, as amended.”

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

MAYOR

CORPORATE OFFICER

THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8855

A Bylaw to amend “Ticket Information Utilization Bylaw, 1992, No. 6300”

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 “**Ticket Information Utilization Bylaw, 1992, No. 6300, Amendment Bylaw, 2021, No. 8855**” (Fire Bylaw Penalties; Fireworks Regulation Bylaw Penalties; Radio Amplification Bylaw Penalties).
2. “Ticket Information Utilization Bylaw, 1992, No. 6300” is amended as follows:
 - A. In Schedule A, Designated Bylaws, line 4, by deleting “Fire Bylaw, 2005, No. 7709” and replacing it with “Fire Bylaw, 2021, No. 8852”.
 - B. By deleting Schedule B4 in its entirety and replacing it with the following:

SCHEDULE B4 TO BYLAW NO. 6300 FIRE BYLAW, 2021, NO. 8852

| DESIGNATED EXPRESSION | SECTION | FINE (\$) |
|---|---------|-----------|
| Obstruct Member | 3.6(a) | 500 |
| Enter incident area | 3.6(b) | 200 |
| Drive over fire hose | 3.6(c) | 200 |
| Impersonate Member | 3.6(d) | 500 |
| Fail to secure vacant/damaged Building | 3.8 | 500 |
| Tamper with Fire Protection Equipment | 3.15(a) | 500 |
| Reset Fire Alarm System without authorization | 3.15(b) | 200 |
| Fail to comply with Order | 4.4 | 200 |
| Fail to have inspection by Certified Fire Protection Technician | 4.6(a) | 200 |
| Fail to have Fire Protection Equipment tagged | 4.6(b) | 200 |
| Falsify records | 4.8 | 300 |
| Fail to have Fire Watch | 4.10 | 200 |
| Fail to comply with Fire Watch requirements | 4.11 | 500 |
| Fail to submit update to Construction Fire Safety Plan | 4.19(a) | 200 |
| Fail to submit Fire Safety Plan | 4.21(a) | 200 |
| Fail to have occupancy contact information | 4.23 | 200 |
| Cause fire hazard | 5.2 | 200 |
| Unsafe disposal of hazardous substance | 5.3(a) | 500 |
| Unauthorized disposal of Hazardous Materials | 5.3(b) | 500 |
| Unsafe disposal of smoking equipment | 5.3(c) | 500 |
| Fail to comply with container requirements | 5.4 | 200 |
| Combustible waste near Building | 5.5 | 200 |
| Fail to report potential explosion/Hazardous Materials spill | 5.7 | 500 |
| Start open air fire | 5.8(a) | 500 |
| Burn land for clearing | 5.8(b) | 300 |
| Unpermitted cooking fire | 5.8(c) | 200 |
| Smoke from outdoor cooking fire | 5.8(d) | 200 |

| DESIGNATED EXPRESSION | SECTION | FINE (\$) |
|---|----------------|------------------|
| Smoke from open air burning | 5.9(a) | 200 |
| Fail to comply with propane appliance requirements | 5.9(c) | 200 |
| Smoke from smoker | 5.9(e) | 200 |
| Tamper with fire ban sign | 5.11(a) | 200 |
| Violate fire ban Order | 5.11(b) | 300 |
| Unauthorized high-risk construction/demolition | 5.12 | 200 |
| Fail to obtain approval of construction Fire Safety Plan mitigation checklist | 5.13 | 200 |
| Fail to comply with Construction Fire Safety Plan mitigation checklist | 5.14 | 200 |
| Fail to comply with Order | 5.16 | 300 |
| Enter forest contrary to Order | 5.17 | 200 |
| Fail to keep access routes clear | 6.1(a) | 200 |
| Fail to post fire lane sign | 6.1(b) | 200 |
| Fail to maintain access routes in compliance with Fire Code | 6.1(d) | 200 |
| Fail to have address visible from street | 6.1(e) | 100 |
| Fail to provide directional signage | 6.1(f) | 100 |
| Fail to keep corridors free of obstructions | 6.1(g) | 200 |
| Fail to have devices on exit doors per Building Code | 6.1(h) | 200 |
| Fail to maintain Fire Department Lock Box | 6.2 | 200 |
| Storage contrary to Fire Code | 6.4(a) | 200 |
| Permit Combustibles around Building | 6.4(b) | 200 |
| Fail to contain storage in room | 6.4(c) | 200 |
| Storage room fails to comply with Building Code | 6.4(c) | 200 |
| Store combustible materials in Storage Garage or Underground Storage Garage | 6.4(d) | 200 |
| Storage impeding firefighting access | 6.4(e) | 200 |
| Have storage unit in Storage Garage | 6.4(f) | 200 |
| Storage in common area of Storage Garage | 6.4(g) | 200 |
| Storage in portable storage container in common area of Storage Garage | 6.4(h) | 200 |
| Fail to maintain Fire Separation | 6.5 | 200 |
| Keep fire door open | 6.6 | 200 |
| Fail to have sign on Fire Separation door | 6.7 | 200 |
| Fail to comply with stair numbering requirements | 6.8 | 200 |
| Fail to comply with fire extinguisher requirements | 6.8 | 200 |
| Exit sign not in compliance with Building Code | 6.10 | 200 |
| Fail to maintain exit sign | 6.11 | 200 |
| Fail to maintain emergency power for exit sign | 6.12 | 200 |
| Exit sign not consistent with current Fire Code | 6.13 | 200 |
| Fail to keep records for exit sign | 6.14 | 200 |
| Emergency power system does not meet requirements | 6.14 | 200 |
| Fail to keep records for emergency power system | 6.16 | 200 |
| Storage in exit system area | 6.17 | 200 |
| Fail to inspect exit systems | 6.18 | 200 |
| Fail to keep records for exit system | 6.19 | 200 |
| Fail to comply with smoke control system requirements | 6.20 | 500 |
| Fail to keep records for smoke control system | 6.21 | 200 |
| Fail to obtain inspection of smoke control system | 6.22 | 200 |
| Fail to inspect or maintain fire alarm system | 6.23 | 200 |

| DESIGNATED EXPRESSION | SECTION | FINE (\$) |
|--|----------------|------------------|
| Fail to keep records for Fire Alarm System | 6.24 | 200 |
| Fail to obtain certificate for installation of monitored fire alarm system | 6.25 | 200 |
| Fail to notify of cancellation of monitored Fire Alarm System | 6.26 | 200 |
| Fail to keep records of monitored fire alarm system | 6.27 | 200 |
| Fail to install smoke alarm | 6.28(a) | 200 |
| Fail to maintain smoke alarm | 6.28(b) | 200 |
| Fail to keep records for smoke alarm | 6.29 | 200 |
| Fail to comply with standpipe requirements | 6.30 | 200 |
| Fail to keep records for standpipe | 6.31 | 200 |
| Fail to comply with standpipe siting requirements | 6.33 | 200 |
| Fail to comply with automatic sprinkler system requirements | 6.34 | 500 |
| Fail to comply with automatic sprinkler system connection requirements | 6.35 | 200 |
| Fail to post sign for automatic sprinkler system connection | 6.36 | 200 |
| Fail to keep records for automatic sprinkler system | 6.37 | 200 |
| Take water without authorization | 6.40 | 200 |
| Fail to maintain fire pump | 6.44 | 200 |
| Fail to keep records for fire pump | 6.45 | 200 |
| Fail to comply with private fire hydrant requirements | 6.47 | 300 |
| Fail to maintain Special Fire Suppression System | 6.48 | 200 |
| Fail to keep records for special fire suppression system | 6.49 | 200 |
| Fail to install fire suppression system for commercial cooking equipment | 6.50 | 200 |
| Fail to maintain fire suppression system for commercial cooking equipment | 6.51 | 200 |
| Fail to maintain exhaust system for commercial cooking equipment | 6.52 | 200 |
| Fail to keep records of commercial cooking equipment | 6.53 | 200 |
| Fail to install radio amplification system | 6.54 | 200 |
| Fail to maintain carbon monoxide monitoring system | 6.55 | 200 |
| Fail to keep records for carbon monoxide monitoring system | 6.56 | 200 |
| Fail to maintain access to storage areas | 6.57 | 200 |
| Enclosed Storage Garage used for other than parking vehicles | 6.58 | 200 |
| Have Private Storage Garage | 6.59 | 200 |
| Fail to install no storage sign in Enclosed Storage Garage | 6.60 | 200 |
| Access to Enclosed Storage Garage blocked | 6.62 | 200 |
| Solid door on Enclosed Storage Garage | 6.63 | 200 |
| Fail to have required info. on Shipping Container | 6.64(a) | 200 |
| Fail to have required contact info. on Shipping Container | 6.64(b) | 200 |
| Fail to identify shipping container in Fire Safety Plan | 6.64(c) | 200 |
| Fail to install safety features in Shipping Container | 6.65 | 200 |
| Fail to install ventilation for Shipping Container | 6.66 | 200 |
| Fail to modify Shipping Container as required | 6.67 | 200 |
| Store compressed gas in shipping container | 6.68 | 300 |
| Fail to have Construction Fire Safety Plan | 6.70 | 200 |
| Decommission fire hydrant without authorization | 6.72 | 200 |
| Fail to notify of fire hydrant conditions | 6.73 | 200 |
| Fail to maintain access route | 6.74 | 200 |
| Fail to comply with Construction Fire Safety Plan | 6.75(a) | 200 |
| Fail to comply with Exposure Report | 6.75(b) | 200 |

| DESIGNATED EXPRESSION | SECTION | FINE (\$) |
|--|----------------|------------------|
| Fail to install water supply | 6.75(c) | 200 |
| New fire hydrant fail to meet requirements | 6.78 | 200 |
| Handle flammable and combustible liquids contrary to Fire Code | 6.79 | 200 |
| Hazardous process contrary to Fire Code | 6.80 | 300 |
| Store Dangerous goods contrary to Fire Code | 6.81 | 300 |
| Fail to obtain Mobile Food Vendor inspection | 6.82(a) | 200 |
| Mobile Food Vendor fail to comply with commercial cooking equipment requirements | 6.82(b) | 200 |
| Mobile food vendor fail to safely situate cooking appliances | 6.82(c) | 200 |
| Mobile food vendor with non-flame retardant tent | 6.83 | 200 |
| Mobile food vendor fail to have required fire extinguishers | 6.84 | 200 |
| Fail to comply with commercial cooking requirements for special event | 6.85(a) | 200 |
| Fail to have required aisle width at Special Event | 6.85(b) | 200 |
| Fail to have required line of travel at Special Event | 6.85(c) | 200 |
| Access to exit blocked at Special Event | 6.85(d) | 200 |
| Fail to obtain inspection for Special Event | 6.85(e) | 200 |
| Fail to comply with requirements for motor vehicle display | 6.86 | 200 |
| Service station attendant not qualified | 6.87(a) | 200 |
| Service station fire extinguishers do not meet requirements | 6.87(b) | 200 |
| Service station fire extinguishers not mounted as required | 6.87(c) | 200 |
| Fail to post service station emergency signage | 6.87(d) | 200 |
| Fail to submit Integrated Testing Plan | 6.88 | 200 |
| Fail to conduct Integrated Test before occupancy | 6.89 | 200 |
| Fail to conduct Integrated Test after one year | 6.90 | 200 |
| Fail to conduct Integrated Test every 5 years | 6.91 | 200 |
| Fail to keep records for Integrated Test on site | 6.92 | 200 |
| Fail to provide Integrated Testing Plan | 6.93 | 200 |
| Fail to give functional demonstration of Integrated Test | 6.94 | 200 |
| Exceed occupant load | 7.10 | 300 |
| Fail to post occupant load | 7.11 | 200 |
| Fail to provide fire protection for Special Effects | 7.16 | 200 |
| Fail to comply with Order | 9.1 | 300 |
| Fail to extinguish fire | 9.15 | 300 |
| Obstruction | 9.20 | 500 |

C. In Schedule B5, by adding the following Designated Expression in Section sequence:

| DESIGNATED EXPRESSION | SECTION | FINE |
|------------------------------|----------------|-------------|
| Discharge within City | 7(f) | \$500 |

D. By adding the following Schedule B25:

**SCHEDULE B25 TO BYLAW NO. 6300
RADIO AMPLIFICATION BYLAW, 2021, NO. 8853**

| DESIGNATED EXPRESSION | SECTION | FINE |
|---|----------------|-------------|
| Fail to provide Adequate Radio Coverage | 402 | \$200 |
| Fail to test Enhancement System | 601 | \$200 |
| Fail to maintain Enhancement System | 605 | \$200 |
| Fail to upgrade Enhancement System | 606 | \$200 |
| Obstruction | 901 | \$500 |
| Fail to comply with order | 1101 | \$500 |

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

MAYOR

CORPORATE OFFICER

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THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8856

A Bylaw to amend “Bylaw Notice Enforcement Bylaw, 2018, No. 8675”

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 “**Bylaw Notice Enforcement Bylaw, 2018, No. 8675, Amendment Bylaw, 2021, No. 8856**” (Fire Bylaw Penalties; Fireworks Regulation Bylaw Penalties; Radio Amplification Bylaw Penalties).
2. “Bylaw Notice Enforcement Bylaw, 2018, No. 8675” is amended as follows:
 - A. In Schedule “A” – Designated Bylaw Contraventions and Penalties for Bylaw Contraventions, by deleting the “Fire Bylaw No. 7709” table in its entirety and replacing it with the following:

| “Fire Bylaw, 2021, No. 8852” | | | | | | |
|---|----------------------|---|---|--|--|---|
| Description | Bylaw Section | A1 Penalty Amount (\$) | A2 Discounted Penalty: Within 14 days (\$) | A3 Late Payment: After 28 days (\$) | A4 Compliance Agreement Available | A5 Compliance Agreement Discount |
| Obstruct Member | 3.6(a) | 450 | 400 | 500 | NO | N/A |
| Enter incident area | 3.6(b) | 200 | 225 | 450 | NO | N/A |
| Drive over fire hose | 3.6(c) | 200 | 75 | 150 | NO | N/A |
| Impersonate Member | 3.6(d) | 450 | 400 | 500 | NO | N/A |
| Fail to secure vacant/damaged Building | 3.8 | 450 | 400 | 500 | NO | N/A |
| Tamper with Fire Protection Equipment | 3.15(a) | 450 | 400 | 500 | NO | N/A |
| Reset Fire Alarm System without authorization | 3.15(b) | 200 | 150 | 300 | NO | N/A |
| Fail to comply with Order | 4.4 | 200 | 150 | 300 | NO | N/A |
| Fail to have inspection by Certified Fire Protection Technician | 4.6(a) | 200 | 150 | 300 | NO | N/A |
| Fail to have Fire Protection Equipment tagged | 4.6(b) | 200 | 150 | 300 | NO | N/A |
| Falsify records | 4.8 | 300 | 225 | 450 | NO | N/A |
| Fail to have Fire Watch | 4.10 | 200 | 150 | 300 | NO | N/A |
| Fail to comply with Fire Watch requirements | 4.11 | 450 | 400 | 500 | NO | N/A |
| Fail to submit update to Construction Fire Safety Plan | 4.19(a) | 200 | 150 | 300 | NO | N/A |
| Fail to submit Fire Safety Plan | 4.21(a) | 200 | 150 | 300 | NO | N/A |
| Fail to have occupancy contact information | 4.23 | 200 | 150 | 300 | NO | N/A |
| Cause fire hazard | 5.2 | 200 | 150 | 300 | NO | N/A |
| Unsafe disposal of hazardous substance | 5.3(a) | 450 | 400 | 500 | NO | N/A |
| Unauthorized disposal of Hazardous Materials | 5.3(b) | 450 | 400 | 500 | NO | N/A |
| Unsafe disposal of smoking equipment | 5.3(c) | 450 | 400 | 500 | NO | N/A |
| Fail to comply with container requirements | 5.4 | 200 | 150 | 300 | NO | N/A |
| Combustible waste near Building | 5.5 | 200 | 150 | 300 | NO | N/A |
| Fail to report potential explosion/Hazardous Materials spill | 5.7 | 450 | 400 | 500 | NO | N/A |
| Start open air fire | 5.8(a) | 450 | 400 | 500 | NO | N/A |
| Burn land for clearing | 5.8(b) | 300 | 225 | 450 | NO | N/A |
| Unpermitted cooking fire | 5.8(c) | 200 | 150 | 300 | NO | N/A |
| Smoke from outdoor cooking fire | 5.8(d) | 200 | 150 | 300 | NO | N/A |
| Smoke from open air burning | 5.9(a) | 200 | 150 | 300 | NO | N/A |
| Fail to comply with propane appliance requirements | 5.9(c) | 200 | 150 | 300 | NO | N/A |
| Smoke from smoker | 5.9(e) | 200 | 150 | 300 | NO | N/A |
| Tamper with fire ban sign | 5.11(a) | 200 | 150 | 300 | NO | N/A |
| Violate fire ban Order | 5.11(b) | 300 | 225 | 450 | NO | N/A |
| Unauthorized high-risk construction/demolition | 5.12 | 200 | 150 | 300 | NO | N/A |

| "Fire Bylaw, 2021, No. 8852" | | | | | | |
|---|----------------------|---|---|--|--|---|
| Description | Bylaw Section | A1 Penalty Amount (\$) | A2 Discounted Penalty: Within 14 days (\$) | A3 Late Payment: After 28 days (\$) | A4 Compliance Agreement Available | A5 Compliance Agreement Discount |
| Fail to obtain approval of construction Fire Safety Plan mitigation checklist | 5.13 | 200 | 150 | 300 | NO | N/A |
| Fail to comply with Construction Fire Safety Plan mitigation checklist | 5.14 | 200 | 150 | 300 | NO | N/A |
| Fail to comply with Order | 5.16 | 300 | 225 | 450 | NO | N/A |
| Enter forest contrary to Order | 5.17 | 200 | 150 | 300 | NO | N/A |
| Fail to keep access routes clear | 6.1(a) | 200 | 150 | 300 | NO | N/A |
| Fail to post fire lane sign | 6.1(b) | 200 | 150 | 300 | NO | N/A |
| Fail to maintain access routes in compliance with Fire Code | 6.1(d) | 200 | 150 | 300 | NO | N/A |
| Fail to have address visible from street | 6.1(e) | 100 | | | NO | N/A |
| Fail to provide directional signage | 6.1(f) | 100 | | | NO | N/A |
| Fail to keep corridors free of obstructions | 6.1(g) | 200 | 150 | 300 | NO | N/A |
| Fail to have devices on exit doors per Building Code | 6.1(h) | 200 | 150 | 300 | NO | N/A |
| Fail to maintain Fire Department Lock Box | 6.2 | 200 | 150 | 300 | NO | N/A |
| Storage contrary to Fire Code | 6.4(a) | 200 | 150 | 300 | NO | N/A |
| Permit Combustibles around Building | 6.4(b) | 200 | 150 | 300 | NO | N/A |
| Fail to contain storage in room | 6.4(c) | 200 | 150 | 300 | NO | N/A |
| Storage room fails to comply with Building Code | 6.4(c) | 200 | 150 | 300 | NO | N/A |
| Store combustible materials in Storage Garage or Underground Storage Garage | 6.4(d) | 200 | 150 | 300 | NO | N/A |
| Storage impeding firefighting access | 6.4(e) | 200 | 150 | 300 | NO | N/A |
| Have storage unit in Storage Garage | 6.4(f) | 200 | 150 | 300 | NO | N/A |
| Storage in common area of Storage Garage | 6.4(g) | 200 | 150 | 300 | NO | N/A |
| Storage in portable storage container in common area of Storage Garage | 6.4(h) | 200 | 150 | 300 | NO | N/A |
| Fail to maintain Fire Separation | 6.5 | 200 | 150 | 300 | NO | N/A |
| Keep fire door open | 6.6 | 200 | 150 | 300 | NO | N/A |
| Fail to have sign on Fire Separation door | 6.7 | 200 | 150 | 300 | NO | N/A |
| Fail to comply with stair numbering requirements | 6.8 | 200 | 150 | 300 | NO | N/A |
| Fail to comply with fire extinguisher requirements | 6.8 | 200 | 150 | 300 | NO | N/A |
| Exit sign not in compliance with Building Code | 6.10 | 200 | 150 | 300 | NO | N/A |
| Fail to maintain exit sign | 6.11 | 200 | 150 | 300 | NO | N/A |
| Fail to maintain emergency power for exit sign | 6.12 | 200 | 150 | 300 | NO | N/A |
| Exit sign not consistent with current Fire Code | 6.13 | 200 | 150 | 300 | NO | N/A |
| Fail to keep records for exit sign | 6.14 | 200 | 150 | 300 | NO | N/A |
| Emergency power system does not meet requirements | 6.14 | 200 | 150 | 300 | NO | N/A |
| Fail to keep records for emergency power system | 6.16 | 200 | 150 | 300 | NO | N/A |
| Storage in exit system area | 6.17 | 200 | 150 | 300 | NO | N/A |
| Fail to inspect exit systems | 6.18 | 200 | 150 | 300 | NO | N/A |
| Fail to keep records for exit system | 6.19 | 200 | 150 | 300 | NO | N/A |
| Fail to comply with smoke control system requirements | 6.20 | 500 | 375 | 750 | NO | N/A |
| Fail to keep records for smoke control system | 6.21 | 200 | 150 | 300 | NO | N/A |
| Fail to obtain inspection of smoke control system | 6.22 | 200 | 150 | 300 | NO | N/A |
| Fail to inspect or maintain fire alarm system | 6.23 | 200 | 150 | 300 | NO | N/A |
| Fail to keep records for Fire Alarm System | 6.24 | 200 | 150 | 300 | NO | N/A |
| Fail to obtain certificate for installation of monitored fire alarm system | 6.25 | 200 | 150 | 300 | NO | N/A |
| Fail to notify of cancellation of monitored Fire Alarm System | 6.26 | 200 | 150 | 300 | NO | N/A |
| Fail to keep records of monitored fire alarm system | 6.27 | 200 | 150 | 300 | NO | N/A |
| Fail to install smoke alarm | 6.28(a) | 200 | 150 | 300 | NO | N/A |
| Fail to maintain smoke alarm | 6.28(b) | 200 | 150 | 300 | NO | N/A |
| Fail to keep records for smoke alarm | 6.29 | 200 | 150 | 300 | NO | N/A |
| Fail to comply with standpipe requirements | 6.30 | 200 | 150 | 300 | NO | N/A |
| Fail to keep records for standpipe | 6.31 | 200 | 150 | 300 | NO | N/A |
| Fail to comply with standpipe siting requirements | 6.33 | 200 | 150 | 300 | NO | N/A |
| Fail to comply with automatic sprinkler system requirements | 6.34 | 450 | 400 | 500 | NO | N/A |

| "Fire Bylaw, 2021, No. 8852" | | | | | | |
|--|----------------------|---|---|--|--|---|
| Description | Bylaw Section | A1 Penalty Amount (\$) | A2 Discounted Penalty: Within 14 days (\$) | A3 Late Payment: After 28 days (\$) | A4 Compliance Agreement Available | A5 Compliance Agreement Discount |
| Fail to comply with automatic sprinkler system connection requirements | 6.35 | 200 | 150 | 300 | NO | N/A |
| Fail to post sign for automatic sprinkler system connection | 6.36 | 200 | 150 | 300 | NO | N/A |
| Fail to keep records for automatic sprinkler system | 6.37 | 200 | 150 | 300 | NO | N/A |
| Take water without authorization | 6.40 | 200 | 150 | 300 | NO | N/A |
| Fail to maintain fire pump | 6.44 | 200 | 150 | 300 | NO | N/A |
| Fail to keep records for fire pump | 6.45 | 200 | 150 | 300 | NO | N/A |
| Fail to comply with private fire hydrant requirements | 6.47 | 300 | 225 | 450 | NO | N/A |
| Fail to maintain Special Fire Suppression System | 6.48 | 200 | 150 | 300 | NO | N/A |
| Fail to keep records for special fire suppression system | 6.49 | 200 | 150 | 300 | NO | N/A |
| Fail to install fire suppression system for commercial cooking equipment | 6.50 | 200 | 150 | 300 | NO | N/A |
| Fail to maintain fire suppression system for commercial cooking equipment | 6.51 | 200 | 150 | 300 | NO | N/A |
| Fail to maintain exhaust system for commercial cooking equipment | 6.52 | 200 | 150 | 300 | NO | N/A |
| Fail to keep records of commercial cooking equipment | 6.53 | 200 | 150 | 300 | NO | N/A |
| Fail to install radio amplification system | 6.54 | 200 | 150 | 300 | NO | N/A |
| Fail to maintain carbon monoxide monitoring system | 6.55 | 200 | 150 | 300 | NO | N/A |
| Fail to keep records for carbon monoxide monitoring system | 6.56 | 200 | 150 | 300 | NO | N/A |
| Fail to maintain access to storage areas | 6.57 | 200 | 150 | 300 | NO | N/A |
| Enclosed Storage Garage used for other than parking vehicles | 6.58 | 200 | 150 | 300 | NO | N/A |
| Have Private Storage Garage | 6.59 | 200 | 150 | 300 | NO | N/A |
| Fail to install no storage sign in Enclosed Storage Garage | 6.60 | 200 | 150 | 300 | NO | N/A |
| Access to Enclosed Storage Garage blocked | 6.62 | 200 | 150 | 300 | NO | N/A |
| Solid door on Enclosed Storage Garage | 6.63 | 200 | 150 | 300 | NO | N/A |
| Fail to have required info. on Shipping Container | 6.64(a) | 200 | 150 | 300 | NO | N/A |
| Fail to have required contact info. on Shipping Container | 6.64(b) | 200 | 150 | 300 | NO | N/A |
| Fail to identify shipping container in Fire Safety Plan | 6.64(c) | 200 | 150 | 300 | NO | N/A |
| Fail to install safety features in Shipping Container | 6.65 | 200 | 150 | 300 | NO | N/A |
| Fail to install ventilation for Shipping Container | 6.66 | 200 | 150 | 300 | NO | N/A |
| Fail to modify Shipping Container as required | 6.67 | 200 | 150 | 300 | NO | N/A |
| Store compressed gas in shipping container | 6.68 | 300 | 225 | 450 | NO | N/A |
| Fail to have Construction Fire Safety Plan | 6.70 | 200 | 150 | 300 | NO | N/A |
| Decommission fire hydrant without authorization | 6.72 | 200 | 150 | 300 | NO | N/A |
| Fail to notify of fire hydrant conditions | 6.73 | 200 | 150 | 300 | NO | N/A |
| Fail to maintain access route | 6.74 | 200 | 150 | 300 | NO | N/A |
| Fail to comply with Construction Fire Safety Plan | 6.75(a) | 200 | 150 | 300 | NO | N/A |
| Fail to comply with Exposure Report | 6.75(b) | 200 | 150 | 300 | NO | N/A |
| Fail to install water supply | 6.75(c) | 200 | 150 | 300 | NO | N/A |
| New fire hydrant fail to meet requirements | 6.78 | 200 | 150 | 300 | NO | N/A |
| Handle flammable and combustible liquids contrary to Fire Code | 6.79 | 200 | 150 | 300 | NO | N/A |
| Hazardous process contrary to Fire Code | 6.80 | 300 | 225 | 450 | NO | N/A |
| Store Dangerous goods contrary to Fire Code | 6.81 | 300 | 225 | 450 | NO | N/A |
| Fail to obtain Mobile Food Vendor inspection | 6.82(a) | 200 | 150 | 300 | NO | N/A |
| Mobile Food Vendor fail to comply with commercial cooking equipment requirements | 6.82(b) | 200 | 150 | 300 | NO | N/A |
| Mobile food vendor fail to safely situate cooking appliances | 6.82(c) | 200 | 150 | 300 | NO | N/A |
| Mobile food vendor with non-flame retardant tent | 6.83 | 200 | 150 | 300 | NO | N/A |
| Mobile food vendor fail to have required fire extinguishers | 6.84 | 200 | 150 | 300 | NO | N/A |
| Fail to comply with commercial cooking requirements for special event | 6.85(a) | 200 | 150 | 300 | NO | N/A |
| Fail to have required aisle width at Special Event | 6.85(b) | 200 | 150 | 300 | NO | N/A |
| Fail to have required line of travel at Special Event | 6.85(c) | 200 | 150 | 300 | NO | N/A |
| Access to exit blocked at Special Event | 6.85(d) | 200 | 150 | 300 | NO | N/A |

| "Fire Bylaw, 2021, No. 8852" | | | | | | |
|---|----------------------|---|---|--|--|---|
| Description | Bylaw Section | A1 Penalty Amount (\$) | A2 Discounted Penalty: Within 14 days (\$) | A3 Late Payment: After 28 days (\$) | A4 Compliance Agreement Available | A5 Compliance Agreement Discount |
| Fail to obtain inspection for Special Event | 6.85(e) | 200 | 150 | 300 | NO | N/A |
| Fail to comply with requirements for motor vehicle display | 6.86 | 200 | 150 | 300 | NO | N/A |
| Service station attendant not qualified | 6.87(a) | 200 | 150 | 300 | NO | N/A |
| Service station fire extinguishers do not meet requirements | 6.87(b) | 200 | 150 | 300 | NO | N/A |
| Service station fire extinguishers not mounted as required | 6.87(c) | 200 | 150 | 300 | NO | N/A |
| Fail to post service station emergency signage | 6.87(d) | 200 | 150 | 300 | NO | N/A |
| Fail to submit Integrated Testing Plan | 6.88 | 200 | 150 | 300 | NO | N/A |
| Fail to conduct Integrated Test before occupancy | 6.89 | 200 | 150 | 300 | NO | N/A |
| Fail to conduct Integrated Test after one year | 6.90 | 200 | 150 | 300 | NO | N/A |
| Fail to conduct Integrated Test every 5 years | 6.91 | 200 | 150 | 300 | NO | N/A |
| Fail to keep records for Integrated Test on site | 6.92 | 200 | 150 | 300 | NO | N/A |
| Fail to provide Integrated Testing Plan | 6.93 | 200 | 150 | 300 | NO | N/A |
| Fail to give functional demonstration of Integrated Test | 6.94 | 200 | 150 | 300 | NO | N/A |
| Exceed occupant load | 7.10 | 300 | 225 | 450 | NO | N/A |
| Fail to post occupant load | 7.11 | 200 | 150 | 300 | NO | N/A |
| Fail to provide fire protection for Special Effects | 7.16 | 200 | 150 | 300 | NO | N/A |
| Fail to comply with Order | 9.1 | 300 | 225 | 450 | NO | N/A |
| Fail to extinguish fire | 9.15 | 300 | 225 | 450 | NO | N/A |
| Obstruction | 9.20 | 450 | 400 | 500 | NO | N/A |

- B. In Schedule "A" – Designated Bylaw Contraventions and Penalties for Bylaw Contraventions, by adding the following to the "Fireworks Regulation No. 7677" table in Section sequence:

| Bylaw | Description | Section | A1 Compliance Agreement Available | A2 Penalty | A3 Early Payment Option | A4 Late Payment Penalty | A5 Compliance Agreement Discount |
|-------------------------------|-----------------------|----------------|--|-----------------------|--|--|---|
| Fireworks Regulation No. 7677 | Discharge within City | 7(f) | No | \$450 | \$400 | \$500 | N/A |

- C. In Schedule “A” – Designated Bylaw Contraventions and Penalties for Bylaw Contraventions, by adding the following table for “Radio Amplification Bylaw, 2021, No. 8853”:

| “Radio Amplification Bylaw, 2021, No. 8853” | | | | | | |
|--|----------------------|---|---|--|--|---|
| Description | Bylaw Section | A1 Penalty Amount (\$) | A2 Discounted Penalty: Within 14 days (\$) | A3 Late Payment: After 28 days (\$) | A4 Compliance Agreement Available | A5 Compliance Agreement Discount |
| Fail to provide Adequate Radio Coverage | 402 | 200 | 150 | 300 | NO | N/A |
| Fail to test Enhancement System | 601 | 200 | 150 | 300 | NO | N/A |
| Fail to maintain Enhancement System | 605 | 200 | 150 | 300 | NO | N/A |
| Fail to upgrade Enhancement System | 606 | 200 | 150 | 300 | NO | N/A |
| Obstruction | 901 | 450 | 400 | 500 | NO | N/A |
| Fail to comply with order | 1101 | 450 | 400 | 500 | NO | N/A |

READ a first time on the <> day of <>, 2021.

READ a second time on the <> day of <>, 2021.

READ a third time on the <> day of <>, 2021.

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

MAYOR

CORPORATE OFFICER

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THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8857

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, 2021, No. 8857” (Fire Bylaw)**.
2. “Fees and Charges Bylaw, 1993, No. 6383” is amended by adding the new Schedule “D” attached to this bylaw.

READ a first time on the <> day of <>, 2021.

READ a second time on the <> day of <>, 2021.

READ a third time on the <> day of <>, 2021.

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




MAYOR

CORPORATE OFFICER

**SCHEDULE “D”
SCHEDULE OF FIRE BYLAW FEES**

| | | |
|---|------------------|-----------------------------------|
| File Search – Comfort Letter (up to 2 Hours) | \$150 | per 2 hours |
| Fire Safety Plan Review (up to 2 Hours) | \$150 | per 2 hours |
| Pre-Incident Fire Plan Review (up to 2 Hours) | \$150 | per 2 hours |
| Special Effects Application Review (up to 2 Hours) | \$150 | per 2 hours |
| Development Review Fee | 0.10% | Based on value of Building Permit |
| Development Review Fee | \$75 | Minimum on Building Permit |
| Hourly Fee (For Reviews, Inspections and File Searches): | | |
| Straight Time | \$100 | per hour |
| Time & Half | \$150 | per hour |
| Double Time | \$200 | per hour |
| Fire Investigation: | | |
| Minimum Fee | \$750 | per investigation |
| Damaged or Lost Equipment/Supplies | Replacement Cost | |
| After Hours Fire Investigation: | | |
| Straight Time | \$100 | per hour |
| Time & Half | \$150 | per hour |
| Double Time | \$200 | per hour |
| Fire Department Standby (Required by Fire Department): | | |
| After Hours – Straight Time | \$100 | per hour |
| After Hours – Time & Half | \$150 | per hour |
| After Hours – Double Time | \$200 | per hour |
| Vehicle/Apparatus | \$171 | per hour |
| PERMIT FEES: | | |
| Permit fees must be paid to the Municipality by all applicants for any Permit required by the Fire Bylaw, 2021, No. 8852 or by the regulations passed pursuant to the <i>Fire Services Act</i> (1996) c. 144, as amended or replaced. | | |
| Permit Processing (up to 2 hours): | | |
| Hourly Fees for Permit Processing as per above “Hourly Fee” | \$150 | per 2 hours |
| Permit Inspections as per above “Hourly Fee” | \$150 | per 2 hours |
| FALSE ALARMS and NUISANCE ALARMS (Based on Calendar Year): | | |
| First False and/or Nuisance Alarm | \$0 | |
| Second False and/or Nuisance Alarm | \$150 | |
| Third False and/or Nuisance Alarm | \$250 | |
| Fourth False and/or Nuisance Alarm | \$400 | |
| Fifth False and/or Nuisance Alarm | \$600 | |
| Subsequent to Fifth False and/or Nuisance Alarm | \$900 | |



| | | |
|--|---|--|
|  Department Manager |  Director |  CAO |
|--|---|--|

The Corporation of **THE CITY OF NORTH VANCOUVER**
PUBLIC SAFETY DEPARTMENT

REPORT

To: Mayor Linda Buchanan and Members of Council

From: Greg Schalk, Public Safety Director and Fire Chief

Subject: A BYLAW TO REPEAL FIRE DEPARTMENT REGULATION BYLAW,
1982, NO. 5437

Date: June, 28, 2021 File No: 09-3900-02-0001/2021

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

RECOMMENDATION

PURSUANT to the report of the Public Safety Director and Fire Chief, dated June 28, 2021, entitled "A Bylaw to Repeal Fire Department Regulation Bylaw, 1982, No. 5437":

THAT "Fire Department Regulation Bylaw, 1982, No. 5437, Repeal Bylaw, 2021, No. 8836" be considered.

ATTACHMENTS

1. Fire Department Regulation Bylaw, 1982, No. 5437 (Doc #501349)
2. Fire Department Regulation Bylaw, 1982, No. 5437, Repeal Bylaw, 2021, No. 8836 (Doc #2069666).
3. Letter of Understanding with North Vancouver Firefighters Association, Local 296, International Association of Firefighters (the IAFF) (Doc #2049351).

DISCUSSION

Fire Department Regulation Bylaw, 1982, No. 5437 has been in place since 1982, with a few amendments being made over the years. The most recent amendment in 2013 incorporated changes to residency requirements to provide more flexibility around where employees could reside, and still be able to meet critical staffing levels for major emergencies and disasters and, in particular, on the North Shore. The changes also supported the reduced number of callbacks following the introduction of the North Shore Shares Services model in 2011.

The Bylaw includes duties of officers and general rules and regulations, duties of watch, uniforms and residency requirements for the Fire Department. Other than the residency requirements, all other matters contained in the Bylaw are outdated and over time have been addressed through legislative requirements, City policies, operational guidelines, employment terms and conditions, the collective agreement with the North Vancouver Firefighters Association, Local 296, International Association of Firefighters (the IAFF), and through the adoption of various labour relations/employment best practices.

The City's collective agreement with the IAFF, Local 296, is the agreement intended to address employment terms and conditions for employees/members of the Fire Department. Since the residency requirements in the Bylaw are employment terms and conditions, they are more properly addressed in the collective agreement itself. The City has entered into a Letter of Understanding with Local 296, in principle, for residency requirements to continue to apply to employees if the Bylaw is repealed, as is being recommended to Council. When this Bylaw is repealed, the Letter of Understanding will take effect immediately to address residency requirements for employees and will continue to apply to employees until the City and the IAFF have incorporated the residency requirements into the collective agreement as part of renegotiating the 2016-2019 collective agreement (which expired on December 31, 2019). In reaching the in-principle agreement with Local 296, some revisions have been made to the residency requirements to ensure the Fire Department is strategically ready when these requirements have an even greater impact on employee retention, employee attraction and employment diversity in the future, whilst at the same time supporting operational requirements.

Residency requirements for Chief Officers are also included in other City employment terms and conditions.

FINANCIAL IMPLICATIONS

There are no financial implications.

INTER-DEPARTMENTAL IMPLICATIONS

The Manager, Human Resources has been involved with this employment matter as it relates to the Bylaw.

STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

There are no strategic plan, OCP or policy implications in repealing the Bylaw. The changes to the in-principle Letter of Understanding align with the Fire Department's 2021-2024 Service Priorities.

RESPECTFULLY SUBMITTED:



Greg Schalk
Public Safety Director and Fire Chief



THE CORPORATION OF THE CITY OF NORTH VANCOUVER

“Fire Department Regulation Bylaw, 1982, No. 5437”

CONSOLIDATED FOR CONVENIENCE – September 7, 2004

| | |
|---|---------------------------|
| Amendment Bylaw, 1985, No. 5625 Repealed by Bylaw 6040, September 12, 1989 | Schedule A, Section 10(4) |
| Amendment Bylaw, 1989, No. 6040 | Schedule A, Section 10(4) |
| Amendment Bylaw, 2004, No. 7635 | Schedule A, Section 10(4) |
| Amendment Bylaw, 2013, No. 8291 | Schedule A, Section 10(4) |

THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 5437

A Bylaw for the regulation of the Fire Department of the City of North Vancouver

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

1. The Rules and Regulations contained in Schedule "A" hereunto annexed and forming part of this Bylaw, are hereby made and established for the Fire Department of The Corporation of the City of North Vancouver.
2. The said Rules and Regulations shall be observed and complied with by every member of the said Department.
3. This Bylaw shall be known and cited for all purposes as **"Fire Department Regulation Bylaw, 1982, No. 5437"**.
4. Bylaw No. 3656, known and cited as "Fire Department Regulation Bylaw, 3656" is hereby repealed.

READ a first time by the Council
on the 23rd day of August, 1982.

READ a second time by the Council
on the 23rd day of August, 1982.

READ a third time and passed by the
Council on the 23rd day of August, 1982.

RECONSIDERED and finally adopted by the
Council, signed by the Mayor and City Clerk, and
sealed with the Corporate Seal on the 7th day of
September, 1982.

"John E. Loucks, Mayor"

"E. A. Raymond, City Clerk"

SCHEDULE "A"

RULES AND REGULATIONS OF THE FIRE DEPARTMENT OF THE CITY OF NORTH VANCOUVER

1. In these rules and regulations, unless the context otherwise requires:
 - (1) "CHIEF" shall mean the person appointed by the Council to be in charge of the Fire Department of the City of North Vancouver.
 - (2) "DEPUTY CHIEF" shall mean the person recommended by the Fire Chief and appointed by the City Administrator to assist the Chief and to act in the absence of the Chief.
 - (3) "CHIEF FIRE PREVENTION OFFICER" shall mean the person appointed by the Fire Chief to be in charge of the Fire Prevention Office of the City of North Vancouver Fire Department.
 - (4) "TRAINING OFFICER" shall mean the person appointed by the Fire Chief to carry out the training functions of the City of North Vancouver Fire Department.
 - (5) "MECHANIC" shall mean the person appointed by the Fire Chief to maintain full control and charge of all Fire Department apparatus and auxiliary equipment under the supervision of the Fire Chief.
 - (6) "FIRE INSPECTORS" shall mean the persons appointed by the Fire Chief to carry out the fire inspections for the City of North Vancouver Fire Department.
 - (7) "CAPTAINS AND LIEUTENANTS" shall mean the persons appointed by the Fire Chief as Captains and Lieutenants.
 - (8) "COMPANY" shall mean any unit so designated by the chief.
 - (9) "COUNCIL" shall mean the Municipal Council of the City of North Vancouver.
 - (10) "MEMBER" shall mean any employee of the Fire Department of the City of North Vancouver.
 - (11) "STATION" shall mean and include all fire halls and other premises under the control and supervision of the Fire Department.

DUTIES OF OFFICERS

2. "CHIEF"

The Chief shall be the Executive Officer of the Fire Department. He shall devote his whole time to its interests. It shall be his duty to see that all the laws, rules and regulations governing the operation and administration of the Department, and as approved by the Municipal Council, are carried into effect. He shall attend to such duties and see that all laws, orders and regulations established to secure protection against fire are enforced, and enquire into, investigate and record the cause of all fires occurring in the Municipality of the City of North Vancouver.

- (1) He shall have the power to employ, reprimand, suspend or recommend dismissal of any member of the Fire Department for insubordination, inefficiency, misconduct, tardiness, non-compliance with any of the terms or conditions of his employment or of any of the provisions of these rules and regulations and general orders that the Chief might make from time to time.
- (2) The Chief, following the suspension of any member, shall immediately report the suspension and his recommendation to the Council.
- (3) A member shall not be dismissed without being afforded an opportunity of a hearing before the Council if he makes written request for such hearing within seven (7) days notice of his suspension or proposed dismissal.

3. **"DEPUTY CHIEF"**

The Deputy Chief shall attend all fires when instructed to do so by the Chief. During the absence of the Chief, he shall have command of the Department and he shall perform and carry out all the duties of the Chief and shall exercise the same authority as the Chief. He shall perform such other duties as the Chief may prescribe.

4. **"CHIEF FIRE PREVENTION OFFICER"**

The Chief Fire Prevention Officer is responsible for the effective planning and execution of all fire prevention, inspection and investigational programs and operations, and for the enforcement of applicable codes, bylaws and regulations and shall be directly responsible to the Fire Chief.

5. **"TRAINING OFFICER"**

The Training Officer is responsible for the planning and co-ordination of the overall training for the Fire Department and shall be directly responsible to the Fire Chief.

6. **"CAPTAINS AND LIEUTENANTS"**

- (1) A Captain shall have charge of a station and of the platoon stationed therein.
- (2) A Lieutenant shall assume all the responsibility of the Captain in his absence.
- (3) The Captain of each station shall make a check of the members of his platoon at 0800 hours and at 1800 hours to ascertain as to whether all are present and shall inform them of any orders received since their last leaving the station. All orders shall be posted on a notice board for two weeks and shall be drawn to the attention of any men who were not present when the said orders were given.
- (4) The Station Captain shall be in charge of supplies. He shall notify the Chief when new supplies are required and shall be responsible for the care and distribution of all supplies. He shall report to the Chief of any improper use or waste thereof.
- (5) The Captain of each platoon shall be responsible for the arrangement and execution of a system of watch duty in his platoon when such duty is required.
- (6) The first officer to arrive at a fire shall take command until the arrival of a superior officer.

- (7) The Station Captain shall ride in front with the driver enroute to and returning from a fire and shall direct the driver.
- (8) Each Platoon Captain shall direct the activities of his platoon at all fires, subject to the direction of his superior officers.
- (9) Every Captain shall promptly report to the Chief any incapacity, neglect of duty, disobedience or any violation of these Rules and Regulations or failure to carry out any order of the Chief by any member of his platoon.
- (10) Every Captain shall submit a progress report on each probationer in his platoon following the completion of three (3) months of service. A final report shall be submitted prior to the completion of the six (6) months probation period, at which time the Captain shall recommend the appointment or rejection of the said probationer. If it should appear before the expiration of the six (6) months that any probationer is not satisfactory, the Captain may so report to the Chief and recommend his rejection.
- (11) Every Captain shall promptly report in writing to the Chief all accidents that occur enroute and returning from a fire, giving the names and addresses of all witnesses to the accident. They shall also report in writing to the Chief all accidents to members of their company and the nature of such accidents, giving all information required by the "WORKERS' COMPENSATION ACT".
- (12) Every Captain shall preserve order and discipline, enforce strict compliance with the Rules and Regulations of the Department and the orders of the Chief; see that the trucks and all equipment committed to his care are in good order and repair and ready for immediate use at all times; see that the buildings, furniture and fixtures are kept neat and clean and that the personal habits of the men are clean and wholesome.
- (13) Every Captain shall instruct his men on the Rules and Regulations and on their duties; on the location and character of fire hydrants and fire alarm boxes and other phases of Fire Department work which will prove of benefit.
- (14) No Captain shall absent himself from duty without the permission of a superior officer.
- (15) Every Captain shall have full control of his station and shall be responsible for its order and cleanliness. He shall see that the recreation room and sleeping quarters are kept scrupulously clean, and that the beds are made up each morning before 0730 hours and that they are not occupied between the hours of 0700 hours and 2230 hours except when sickness or fatigue from night duty makes it necessary.
- (16) No visitor will be allowed within any station after 2000 hours unless by special permission from the Chief, Deputy Chief or Station Captain.
- (17) No unauthorized person of either sex shall be allowed to loiter about any fire hall or fire department premises.
- (18) No Captain shall allow any member to speak disrespectfully of, or to, his superior officers.
- (19) It shall be the duty of the Headquarters Captain each and every time any fire apparatus leaves a fire station in response to any alarm, to complete in detail the

report form provided and known as the Fire Report form, and forward immediately to the Chief.

- (20) Failure or negligence on the part of any Captain or officer in charge of a platoon in giving the wrong location of a fire with respect to which an alarm has been received, thereby causing delay in reaching the point of call, or negligence on the part of any such Officer in failing to carry out standing orders with respect to the movements of his platoon's apparatus in the case of covering other halls when equipment has proceeded to a fire, shall constitute an offence and may be dealt with by the Chief in such manner as he shall deem fitting.
- (21) It shall be the duty of every Captain to examine all buildings, except dwellings, within his company district in order to become familiar with the construction of such buildings, the class of business carried on, the class of goods carried on each floor of each building, and whether combustible or non-combustible, the accessibility of the stairways, halls and exits, in order to devise the most expedient method of attack in case of fire.
- (22) Every Captain shall inspect all pre-fire planned buildings in his district at least once a year and report any violations to the Fire Prevention Office.
- (23) Every Captain shall keep his station books neatly written, up-to-date, and such books shall be subject to inspection by the Chief or Deputy Chief of the Department.
- (24) Captains will see that all necessary housework around the station is completed.
- (25) It shall be the duty of the Captains to ensure that all hose is kept in good condition and is properly cared for and to see that it is always kept dry on the apparatus.
- (26) All hose that has been on the apparatus for more than three (3) months without being used shall be changed.
- (27) Every Captain shall be just, dignified, and firm with his subordinates and shall abstain from abusive and immoderate language in giving orders as well as in conversation.
- (28) No Captain shall permit any member of his platoon to go off duty until properly relieved. If a member of the on-coming shift fails to report for duty within thirty (30) minutes, the Captain shall select a member of the off-shift to remain on duty in substitution for such member not reporting. In the event of the absent member not reporting within thirty (30) minutes, the substitute will then, if necessary, continue on duty for the full shift and will be paid the prevailing rate of pay for such shift provided, however, that no substitute shall be required nor allowed to remain on duty for more than thirty-eight (38) hours at any one time. All cases of lateness or absence without leave shall be reported to the Chief or Deputy Chief forthwith.
- (29) When apparatus returns to a station during the night in a wet or muddy condition, it shall be hosed and wiped off only, the remainder of the work of cleaning the apparatus shall be left to the day shift.
- (30) Captains will hold drills at any time they deem it necessary or upon being ordered to do so by a Superior Officer.

- (31) Time for rising when on the night shift shall be 0700 hours.
- (32) The Station Captain, when notified by a driver that a piece of equipment is not in perfect working order, or receives information to the same effect from other stations, will immediately notify the Department mechanic and also the Chief as to the condition. He will also ensure that, each morning, a Vehicle Report form has been completed by the drivers.
- (33) Every Captain shall keep a correct record of the address and telephone number of every member of his company, correcting same whenever any change is made.
- (34) No Captain shall transfer any man or grant leave of absence to any man without permission from a Superior officer.
- (35) Every Captain shall keep in his platoon journal a complete and accurate record of the daily occurrences within his company.

7. "MECHANIC"

- (1) The Mechanic shall have full control and charge of all Department apparatus under the supervision of the Chief.
- (2) He shall instruct the drivers and assistant drivers in the care, operation and maintenance of apparatus driven by them.
- (3) He shall visit every station regularly and shall carefully inspect all apparatus and equipment attached thereto, in order to determine whether or not it is in good condition and ready for immediate service at all times.
- (4) He shall attend all second or greater alarms of fire, if possible, and shall visit each pumping engine working at a fire as often as possible and see that they are functioning properly.
- (5) He shall see that only Fire Department work is performed on the repair bench unless otherwise ordered. He shall keep an accurate record of repairs made and all materials and supplies used.

8. "DRIVERS"

- (1) It shall be the duty of every driver to attend to the apparatus committed to his care in a proper and careful manner.
- (2) Drivers must complete a Vehicle Report form each morning.
- (3) Drivers responding to an alarm of fire shall, on leaving the fire hall, be governed by the orders of the officer in Charge.
- (4) Drivers shall at all times keep their machines under control and when returning from an alarm shall not exceed the speed limit and shall obey the rules of the road.
- (5) Drivers must slacken speed in coming to and turning corners and crossing principal streets and, if necessary to avoid accidents, come to a full stop. They shall, whenever possible and practicable, keep to the right hand of the street in single file and shall not drive abreast of each other, except to pass another piece

of apparatus when such other piece of apparatus, through mechanical fault, is delaying their progress.

- (6) A fire vehicle responding to any alarm shall, if exceeding the speed limit, sound a siren and show flashing red lights while enroute to the alarm.
- (7) Drivers of apparatus shall only drive over hose when absolutely necessary and, on such occasions, shall not drive over couplings.
- (8) All drivers of this Department and any members who may be called upon to move apparatus must be in possession of a current driver's licence for the class of vehicle being driven.
- (9) They shall perform such other duties as their Superior officer shall prescribe.

9. **"FIRE INSPECTORS"**

- (1) It shall be the duty of the Fire Inspector to examine all premises, yards, buildings and other places within the City which, in his opinion, may constitute a fire hazard.
- (2) He shall enforce the provisions of the Fire Bylaw of the City of North Vancouver, Provincial "Fire Services Act", and any other applicable codes and regulations.
- (3) He shall keep a record of all inspections made by him.
- (4) He shall enquire into and investigate the cause of all fires that may occur in the City of North Vancouver as soon as possible after they occur and keep a record of all such investigations and the results thereof.
- (5) He shall report to the Chief all houses, stores, factories, and buildings which contain matter or material which, in his opinion, constitutes a fire hazard.
- (6) He shall perform such other duties as the Chief may from time to time prescribe.
- (7) The hours of duty of the Fire Inspector shall be as directed by the Chief.

10. **GENERAL RULES AND REGULATIONS**

- (1) Every member of the department shall make himself familiar with these Rules and Regulations which shall be terms and conditions of his employment and shall comply with them at all times.
- (2) No apparatus of the Fire Department shall be taken beyond the City limits without the permission of the Chief or the Deputy Chief or Officer in Charge.
- (3) No member shall engage in any occupation or pursuit which would cause him to report for duty in a fatigued, sluggish or sleepy condition.
- (4) General Residence Requirements

- (a) Extended North Shore Boundaries – Suppression Division

A minimum of 70% of the total number of members, excluding Chief Officers and Floater Firefighters, (rounded to the whole number) must

reside in the City of North Vancouver or in one of the following municipalities:

District of West Vancouver
District of North Vancouver
Village of Lions Bay
City of Vancouver
Burnaby
University Endowment Lands
Port Moody
Coquitlam
Port Coquitlam
New Westminster

(b) Extended Boundaries – Suppression Division

After submission of a written request and with subsequent written approval of the Fire Chief, a maximum of 30% of the total number of members, excluding Chief Officers and Floater Firefighters, (rounded to the whole number) may reside in the extended areas defined as follows:

Richmond
Delta
Surrey
Maple Ridge
Township of Langley
City of Langley
Pitt Meadows
White Rock
Squamish

(c) Outside Extended Boundaries – Suppression Division

Notwithstanding (a) and (b) above, it is understood that two current members (RP and DD) shall remain in this category and reside outside the extended boundaries as referenced in 10.4 (b). If, and when, they individually relocate permanently (for a continuous period of 12 months or more) into the area as outlined in 10.4 (a) or (b), their inclusion in category 10.4 (c) will cease. Category (c) will fall away when it no longer applies to both members.

In the event that a member residing in 10.4 (c) is unable to report for duty as a consequence of a situation such as a road closure or a disruption of ferry service, the Union shall be required to provide coverage of that member's shift at no additional cost to the Employer.

(d) Floater Firefighters – Suppression Division

Must reside in the areas as outlined in 10.4 (a).

(e) Fire Prevention Division

A maximum of one (1) member, excluding Chief Officers, may reside in the areas as outlined in 10.4 (b).

(f) Fire Department Mechanic

Must reside in the area as outlined in 10.4 (a).

(g) Training Captain

Must reside in the areas as outlined in 10.4 (a) and (b).

(h) Exempt Staff (Chief Officers)

A maximum of one (1) member may reside in the areas as outlined in 10.4 (b). Any exceptions for operational reasons must be approved by the Chief Administrative Officer and the Fire Chief.

[Bylaw 8291, May 13, 2013]

- (5) Every member of the Fire Department shall attend all fire alarms which come to the station where he is on duty in the department, unless excused by a Superior officer.
- (6) No member, other than the Senior Officer, shall at any time give information to the press. Request for information regarding inhalator calls where suicide or murder is suspected must be referred to the Police Department.
- (7) No spirits or liquor of any kind shall be brought upon, kept or consumed in or about any station, nor shall any member come into or near any station while intoxicated or under the influence of liquor. No member shall consume any spirits or liquor of any kind at any place while on duty.
- (8) No gambling with cards, dice or by any other means shall be permitted in any station.
- (9) No smoking shall be permitted while enroute to or from a fire.
- (10) No member shall solicit subscriptions or solicit the sale of tickets of any lottery, raffle, or entertainment of any kind in or near any station, nor shall any member solicit subscriptions from the public without the consent of the Chief.
- (11) No member shall take part in any parade or other public function while in the prescribed uniform without the consent of the Chief in writing.
- (12) Any member who is unable to carry out his duties due to illness or accident shall comply with the adopted procedure as outlined in the Agreement between the City and the North Vancouver Fire Fighters Association, Local #914.
- (13) Every member shall have a telephone in his place of residence and shall keep the department advised of his correct address and telephone number.
- (14) All members when addressing officers of the Department shall use the proper title of the Officer addressed and such title shall be used without any abbreviation whatsoever.
- (15) No member of the department shall enter any beer parlour or any place where intoxicating liquor is kept for sale while in uniform; provided, however, that this paragraph shall not apply to Fire Inspectors while inspecting such premises in the ordinary course of duty.

- (16) No member of the department shall wantonly or maliciously make any false report about any other member.
- (17) Any member of the department wishing to make any report or complaint shall make such report or complaint in writing to the Union Grievance Committee for their consideration.
- (18) Changes in platoon or shifts shall take place at 0800 hours and 1800 hours daily, unless otherwise ordered by the Chief.
- (19) Personnel, when reporting for duty at the aforementioned times, shall be on the apparatus floor in work clothes at these times.
- (20) If the platoon on duty is engaged in extinguishing a fire when the other platoon comes on duty, the officer in command of the relieving shift shall arrange a detail to keep watch at the station at Headquarters and then proceed to the fire with all personnel, reporting to the officer in Charge of the fire and arranging for relief, unless otherwise directed by the Chief.
- (21) All members must report for duty at their quarters promptly on time.
- (22) Every case of lateness shall be immediately reported to the Station Captain who will in turn notify the Chief in Charge, stating the time when such member reported. Habitual lateness shall be considered a serious offence and will be dealt with by the Fire Chief accordingly.
- (23) No member shall be allowed to take the place of a member of the opposite shift without the consent of the Chief, Deputy Chief or Platoon Captain.
- (24) No apparatus or any other property of the Fire Department shall be applied to any private use without the permission of the Chief.
- (25) It shall be the duty of every member of the Department to immediately, if possible, make out the required compensation report form in the event of any type of injury sustained while on duty.
- (26) A continuous day and night telephone watch shall be maintained at Headquarters station. The duration of each individual watch shall be in accordance with the membership of the station, no watch to be less than two (2) hours duration. Members for this duty will be detailed by the Station Captain in order of rotation. Members failing to report promptly or neglecting this duty in any manner will be subject to either fine or instant suspension at the discretion of the Chief.

11. DUTIES OF WATCH

- (1) While on duty, he shall remain in the watch-room and be responsible for receiving all alarms and telephone calls. He will attend to radio receiving and dispatching and will record all calls received or dispatched on record forms kept for the purpose. After receiving an alarm for fire, he will summon the members of the station by an established signal and, on the arrival of the Station Captain to the watch-room, will inform him as to the information received. If the call is of a nature that necessitates the duty-watch to respond, the Captain will detail another member to take his place and do the necessary dispatching to other stations and remain in the watch-room until duty-watch has returned from the fire or his relief has taken over watch.

- (2) The duty-watch shall not absent himself from the watch-room during his period of watch unless relieved by order of the Station Captain.
- (3) If his relief fails to report on time, he shall notify the Captain at once.
 - (a) A list of names and telephone numbers of the entire department shall be posted in the watch-room of the Headquarters Station, and on receipt of an order from the Senior Officer at the fire respecting a second alarm fire, the duty-watch will proceed to call out members of the off-shift and others whom he may be able to contact.
 - (b) The Fire Chief shall require any member who is called back to duty for fire, ambulance, or rescue and safety work to remain on call for a minimum of three (3) hours.
- (4) It will be a violation of rules equivalent to direct disobedience of orders and neglect of duty for any member when called, or when he has a definite knowledge that a fire is in progress to which he should respond within the meaning and operation of these rules, to neglect or refuse to respond immediately.

12. **UNIFORM**

- (1) Every member of this department, on duty, shall wear the prescribed uniform of the department and shall wear no button or insignia save and except war service medals and authorized medals of the department. Uniforms shall be kept clean and neat. No member shall appear in uniform in any public place unless the coat is fully buttoned. Black shoes of regulation issue only shall be worn while in uniform and the boots shall be kept polished at all times. Cap badges shall be worn in the centre and front of cap. The top of the badge shall be in line with the piping at the top of the cap. Issue shirts shall be worn at all times when on duty. Uniform coats may be left off at the discretion of the Chief or Deputy Chief.
- (2) Service chevrons shall be worn on the left cuff of the tunic. There shall be one (1) such chevron for each five (5) years of completed service. The bottom of the chevrons shall be in a straight line, one inch from the bottom of the left sleeve and centered.
- (3) Braid, designating rank, shall run in a circular manner around the sleeve.
- (4) Captains', Lieutenants', and Firemen's service chevrons shall be silver. Braid designating ranks of Captain and Lieutenant shall also be of silver in colour.
- (5) Chief's stripes and chevrons shall be gold and be governed as follows: The Chief shall wear four (4) such stripes spaced one-quarter of an inch (1/4") apart.
- (6) Deputy Chief's stripes and chevrons shall be gold in colour and be governed as follows: The Deputy shall wear three (3) such stripes spaced one-quarter of an inch (1/4") apart.
- (7) Assistant Chiefs' stripes and chevrons shall be gold in colour and be governed as follows: Assistant Chiefs shall wear two (2) such stripes spaced one quarter of an inch (1/4") apart.

- (8) All members of the department, excepting the Chiefs and drivers, shall wear, going to and returning from fires, service coats, service helmets, and necessary equipment.
- (9) The Chief, Deputy Chief and Assistant Chiefs shall wear a white coat and white helmet while in attendance at a fire and until such time as the fire is struck out.
- (10) Captains and Lieutenants shall wear red helmets and Firemen shall wear yellow helmets.
- (11) Every member shall be given a number and all personal equipment issued to him shall bear that number and he shall be held responsible for the care and condition of all such equipment.

13. **RECEIPT**

- (1) Each member shall sign an acknowledgement of having received a copy of these Rules and Regulations and that they are the terms and conditions of his employment.

THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8836

A Bylaw to repeal “Fire Department Regulation Bylaw, 1982, No. 5437”

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 **“Fire Department Regulation Bylaw, 1982, No. 5437, Repeal Bylaw, 2021, No. 8836”**.
2. “Fire Department Regulation Bylaw, 1982, No. 5437” and amendments thereto are hereby repealed.

READ a first time on the <> day of <>, 2021.

READ a second time on the <> day of <>, 2021.

READ a third time on the <> day of <>, 2021.

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

MAYOR

CORPORATE OFFICER

Letter of Understanding # 13

LETTER OF UNDERSTANDINGBetweenCITY OF NORTH VANCOUVER
(the "Employer")

and the

NORTH VANCOUVER FIREFIGHTERS' ASSOCIATION, LOCAL 296
INTERNATIONAL ASSOCIATION OF FIREFIGHTERS
(the "Union")

(together the "Parties")

WHEREAS subsection 10(4) of the Fire Department Regulation Bylaw, 1982, No. 5437 (the "Bylaw") currently specifies the general residence requirements for all members of the Fire Department as part of the terms and conditions of their employment with the Employer;

WHEREAS the Employer recognises the residence requirements for members of the Fire Department in (subsection 10(4) of the Fire Department Regulation Bylaw, 1982, No. 5437) as terms and conditions of employment with the Employer;

WHEREAS the Employer and the Union recognise that employment residence requirements are an employment matter that should be addressed in the collective agreement between the Parties;

WHEREAS the Employer and the Union have agreed to enter into this Letter of Understanding to determine the residence requirements for members of the Fire Department if and when the Bylaw is repealed by the City of North Vancouver City Council and before the Parties are able to incorporate these same requirements as part of renegotiating the 2016-2019 collective agreement (which expired on December 31, 2019);

THEREFORE the Employer and the Union agree as follows:

1. The general residence requirements set out in section 3 of this Letter of Understanding will come into effect immediately on the date that the Bylaw is repealed and will continue thereafter until the termination of this Letter of Understanding;
2. This Letter of Understanding will terminate on the date that the 2016-2019 collective agreement between the Parties is renegotiated and ratified with the general residence requirements set out in section 3 of the Letter of Understanding incorporated into the collective agreement;
3. General Residence Requirements

- (a) Extended North Shore Boundaries – All Divisions

A minimum of 60% of the total number of IAFF members, including all Divisions and Floater Firefighters, (rounded to the whole number) must reside in the City of North Vancouver or in one of the following municipalities:

District of West Vancouver
District of North Vancouver
Village of Lions Bay
City of Vancouver
Burnaby
University Endowment Lands
Port Moody
Coquitlam
Port Coquitlam
New Westminster
Squamish
Pitt Meadows

(b) Extended Boundaries – All Divisions

After submission of a written request and with subsequent written approval of the Fire Chief, a maximum of 34% of the total number of IAFF members, including all Divisions and Floater Firefighters, (rounded to the whole number) may reside in the extended areas defined as follows:

Richmond
Delta
Surrey
Maple Ridge
Township of Langley
City of Langley
White Rock

(c) Outside Extended Boundaries – All Divisions

After submission of a written request and with subsequent written approval of the Fire Chief, a maximum of 6% of the total number of IAFF members, including all Divisions and excluding Floater Firefighters, (rounded to the whole number) may reside in the outside extended areas defined as follows:

Whistler
Abbotsford
Mission
Chilliwack
Sunshine Coast
Bowen Island

It is understood that two current members (DD) and (SG) shall be included in the 6% maximum.

In the event that a member residing in category (c) is unable to report for duty as a consequence of a situation such as a road closure or a disruption of ferry service, the employee shall be required to provide coverage of that member's shift at no additional cost to the Employer. If the employee does not provide coverage for the shift, then the Parties acknowledge and accept that the Employer will not pay the employee for the shift to which coverage was not provided.

(d) Fire Prevention Division, Emergency Vehicle Technician and Training Captain

Must reside in the areas identified in paragraph 3(a), 3(b) or 3(c).

(e) Floater Firefighters – Suppression Division

Must reside in the areas identified in paragraph 3(a) or 3(b).

4. The Employer and the Union may amend any term or condition of this Letter of Understanding at any time by mutual written agreement.

Dated this _____ day of _____ 2021.

Signed:

Greg Schalk
Fire Chief
On behalf of the City of North Vancouver

Davide DiSpirito
President
On behalf of IAFF Local 296

2nd Authorised Signatory
On behalf of IAFF Local 296

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THE CORPORATION OF THE CITY OF NORTH VANCOUVER

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READ a first time on the <> day of <>, 2021.

READ a second time on the <> day of <>, 2021.

READ a third time on the <> day of <>, 2021.

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

MAYOR

CORPORATE OFFICER