



ADVISORY PLANNING COMMISSION

NOTICE OF OPEN MEETING

DATE: THURSDAY, 2016 NOVEMBER 10

TIME: 6:00 PM

PLACE: Clerk's Committee Room, Burnaby City Hall

A G E N D A

- | | <u>PAGE</u> |
|---|--------------------|
| 1. <u>CALL TO ORDER</u> | |
| 2. <u>MINUTES</u> | |
| Minutes of the Advisory Planning Commission Meeting held on 2016 October 13 | 1 |
| 3. <u>ZONING BYLAW AMENDMENTS</u> | |
| 1) <u>Burnaby Zoning Bylaw 1965,
Amendment Bylaw No. 47, 2016 - Bylaw No. 13671</u> | 6 |
| Rez . #16-45 | |
| 3570/3650/3670/3690 Douglas Road and 5628 Hardwick Street | |
| From: R5 District | |
| To: R12 District | |
| The purpose of the proposed zoning bylaw amendment is to respond to a neighbourhood request to rezone the subject properties at 3570/3650/3670/3690 Douglas Road and 5628 Hardwick Street from the R5 Residential District to the R12 Residential District. | |
| 2) <u>Burnaby Zoning Bylaw 1965,
Amendment Bylaw No. 48, 2016 - Bylaw No. 13672</u> | 13 |
| Rez . #15-53 | |
| 4341, 4351 Rumble Street and 7451, 7557 Sussex Avenue | |
| From: CD Comprehensive Development District (based on P5 Community Institutional District) | |

To: Amended CD Comprehensive Development District (based on P5 Community Institutional District and RM3 Multiple Family Residential District and in accordance with the development plan entitled “Fair Haven United Church Homes – Seniors Affordable Rental Housing” prepared by NSDA Architects)

The purpose of the proposed zoning bylaw amendment is to permit the development of a new four-storey, 145 unit, non-profit seniors’ housing facility.

3) **Burnaby Zoning Bylaw 1965,** 22
Amendment Bylaw No. 49, 2016 - Bylaw No. 13673

Rez . #15-52

6921, 6931, 6939, 6947, 6957 and 6965 Arcola Street

From: R5 Residential District

To: CD Comprehensive Development District (based on RM3 Multiple Family Residential District and Edmonds Town Centre Plan guidelines and the development plan entitled “6921 – 6965 Arcola Street Burnaby, B.C.” prepared Ankenman Marchand Architects.)

The purpose of the proposed zoning bylaw amendment is to permit the construction of a three-storey townhouse development with 22 units and full underground parking.

4) **Burnaby Zoning Bylaw 1965,** 31
Amendment Bylaw No. 50, 2016 - Bylaw No. 13674

Rez . #14-47

6837, 6857 and Portion of 6875 Royal Oak Avenue

From: M4 Special Industrial District

To: CD Comprehensive Development District (based on C9 Urban Village Commercial District and Royal Oak Community Plan guidelines and the development plan entitled “6837/6857/6875 Royal Oak Ave, Burnaby, BC” prepared by Wilson Chang Architect)

The purpose of the proposed zoning bylaw amendment is to permit the construction of a four-storey mixed-use development with full residential underground parking and at grade commercial parking, with ground level commercial fronting Royal Oak Avenue and residential uses (54 units) above.

5) **Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 40, 2016 - Bylaw No. 13645** 44

Rez #15-49

6695 Dunblane Avenue and 4909, 4929, 4971 Imperial Street

From: RM3 Multiple Family Residential District

To: CD Comprehensive Development District (based on the RM5s Multiple Family Residential District, C2 Community Commercial District, Metrotown Town Centre Development Plan as guidelines, and in accordance with the development plan entitled “Imperial” prepared by IBI Architects Group, dated 2016 July 08)

The purpose of the proposed zoning bylaw amendment is to permit a 36-storey apartment building with street-oriented townhouses on Dunblane Avenue and live-work townhouse units on Imperial Street and Nelson Avenue.

6) **Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 35, 2016 - Bylaw No. 13639** 60

TEXT AMENDMENT

The purpose of the proposed zoning bylaw text amendment is to bring the Burnaby Zoning Bylaw into alignment with updated Provincial regulations regarding child care facilities, and to provide clarity of language for child care uses that are currently permitted.

7) **Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 46, 2016 - Bylaw No. 13665** 68

TEXT AMENDMENT

The purpose of the proposed zoning bylaw text amendment is to recommend amendments to Section 7.9 of the Burnaby Zoning Bylaw to provide updated fees for rezoning applications and administration of servicing agreements.

4. **NEW BUSINESS**

5. **INQUIRIES**

6. **ADJOURNMENT**



ADVISORY PLANNING COMMISSION

MINUTES

An Open meeting of the Advisory Planning Commission was held in the Clerk's Committee Room, Burnaby City Hall, 4949 Canada Way, Burnaby, B.C. on Thursday, 2016 October 13 at 6:00 PM.

1. CALL TO ORDER

PRESENT: Mr. Valentin Ivancic, Vice Chair
 Ms. Sarah Campbell
 Mr. Arsenio Chua
 Mr. Rob Nagai
 Ms. Jasmine Sodhi

ABSENT: Mr. Craig Henschel
 Mr. Harman Dhatt
 Mr. Larry Myers
 Mr. Wayne Peppard

STAFF: Mr. Lou Pelletier, Director Planning and Building
 Ms. Karin Hung, Current Planner
 Ms. Eva Prior, Administrative Officer

The Chair called the meeting to order at 6:05 p.m.

2. MINUTES

1) Minutes of the Advisory Planning Commission Meeting held on 2016 September 08

MOVED BY COMMISSIONER NAGAI
SECONDED BY COMMISSIONER SODHI

THAT the minutes of the Advisory Planning Commission meeting held on 2016 September 08 be adopted.

CARRIED UNANIMOUSLY

3. ZONING BYLAW AMENDMENTS

MOVED BY COMMISSIONER CAMPBELL
SECONDED BY COMMISSIONER CHUA

THAT the Zoning Bylaw Amendments be received.

CARRIED UNANIMOUSLY

- a) **Burnaby Zoning Bylaw 1965,
Amendment Bylaw No. 41, 2016 - Bylaw No. 13648**

1

Rez . #16-04

4380 Halifax Street

From: CD Comprehensive Development District (based on RM5 Multiple Family Residential District, C3, C3h General Commercial Districts, P3 Park and Public Use District)

To: Amended CD Comprehensive Development District (based on RM5 Multiple Family Residential District, C3, C3h General Commercial Districts, P2 Administration and Assembly District, P3 Park and Public Use District and Brentwood Town Centre Development Plan guidelines)

The purpose of the proposed zoning bylaw amendment is to permit the installation of rooftop antennas and ancillary equipment.

MOVED BY COMMISSIONER NAGAI
SECONDED BY COMMISSIONER CHUA

THAT the Advisory Planning Commission SUPPORT Rez. #16-04, Bylaw No. 13648.

CARRIED UNANIMOUSLY

- b) **Burnaby Zoning Bylaw 1965,
Amendment Bylaw No. 42, 20216 – Bylaw No. 13649**

7

Rez. #16-23

8940 University Crescent

From: CD Comprehensive Development District (based on P11e SFU Neighbourhood District)

To: Amended CD Comprehensive Development District (based on the P11e SFU Neighbourhood District and SFU Community Plan as guidelines, and the development plan entitled "Parcel 17 UniverCity" prepared by Ramsay Worden Architects Ltd.)

The purpose of the proposed zoning bylaw amendment is to permit the development of a 13-storey apartment building with a townhouse podium.

MOVED BY COMMISSIONER CAMPBELL
SECONDED BY COMMISSIONER NAGAI

THAT the Advisory Planning Commission SUPPORT Rez. #16-23, Bylaw No. 13649.

CARRIED UNANIMOUSLY

- c) **Burnaby Zoning Bylaw 1965,
Amendment Bylaw No. 43, 2016 - Bylaw No. 13650**

17

Rez. #15-28

Portion of 9855 Austin Avenue

From: CD Comprehensive Development District (based on Lougheed Town Centre Core Area Master Plan and Lougheed Town Centre Plan as guidelines)

To: Amended CD Comprehensive Development District (based on C3 General Commercial District, RM5s Multiple Family Residential District, Lougheed Core Area Master Plan, and Lougheed Town Centre Plan as guidelines, and in accordance with the development plan entitled "Lougheed Town Centre – Phase 1 Commercial Podium / Parking" prepared by GBL Architects Inc.)

The purpose of the proposed zoning bylaw amendment is to permit construction of the commercial podium, underground parking and public realm components on the Phase I site, within the Lougheed Town Centre Core Area.

MOVED BY COMMISSIONER SODHI
SECONDED BY COMMISSIONER CAMPBELL

THAT the Advisory Planning Commission SUPPORT Rez. #15-28, Bylaw No. 13650.

CARRIED UNANIMOUSLY

d) **Burnaby Zoning Bylaw 1965,
Amendment Bylaw No. 44, 2016 – Bylaw No. 13651**

39

Rez. #15-29

Portion of 9855 Austin Road

From: CD Comprehensive Development District (based on Lougheed Town Centre Core Area Master Plan and Lougheed Town Centre Plan as guidelines)

To: Amended CD Comprehensive Development District (based on C3 General Commercial District, RM5s Multiple Family Residential District, Lougheed Core Area Master Plan, and Lougheed Town Centre Plan as guidelines, and in accordance with the development plan entitled “Lougheed Town Centre – Phase 1 Tower 1” prepared by GBL Architects Inc.)

The purpose of the proposed zoning bylaw amendment is to permit the construction of the first residential tower on the Lougheed Core Area Phase I site, within the Lougheed Town Centre Core Area.

MOVED BY COMMISSIONER SODHI
SECONDED BY COMMISSIONER NAGAI

THAT the Advisory Planning Commission SUPPORT Rez. 15-29#, Bylaw No. 13651.

CARRIED UNANIMOUSLY

e) **Burnaby Zoning Bylaw 1965,
Amendment Bylaw No. 45, 2016 - Bylaw No. 13652**

51

TEXT AMENDMENT

The purpose of the proposed zoning bylaw text amendment is to require review and Council approval of boarding, lodging, and rooming houses through the CD Comprehensive Development rezoning process.

MOVED BY COMMISSIONER SODHI
SECONDED BY COMMISSIONER CHUA

THAT the Advisory Planning Commission SUPPORT Text Amendment Bylaw No. 13652.

CARRIED UNANIMOUSLY

4. NEW BUSINESS

There was no new business brought before the Commission at this time.

5. INQUIRIES

There were no inquiries brought before the Commission at this time.

6. ADJOURNMENT

MOVED BY COMMISSIONER SODHI
SECONDED BY COMMISSIONER CHUA

THAT this Advisory Planning Commission meeting do now adjourn.

CARRIED UNANIMOUSLY

The meeting of the Advisory Planning Commission adjourned at 6:45 p.m.

Eva Prior
ADMINISTRATIVE OFFICER

Commissioner Valentin Ivancic
CHAIR



PROPOSED DEVELOPMENT SUMMARY FOR ADVISORY PLANNING COMMISSION (APC)

REZONING REFERENCE # 16-00045

Meeting Date: 2016 November 10

ADDRESS: 3570/3650/3670/3690 Douglas Road and 5628 Hardwick Street

DEVELOPMENT PROPOSAL:

Permit the rezoning of five legal lots from R5 to R12 allowing single family dwellings on 9.15 m (30.02 ft.) wide lots, two-family dwellings on 9.15 m (30.02 ft.) wide lots with lane access and two-family dwellings on lots with a width of or greater than 13.7 m (44.95 ft.) that do not have lane access.

1. **Site Area:** Five lots

2. **Existing Use:** Residential

Adjacent Use: Residential

Proposed Use: Residential

	Permitted/Required	Proposed/Provided
3. Gross Floor Area:	n/a	n/a
4. Site Coverage:	n/a	n/a
5. Building Height:	n/a	n/a
6. Vehicular Access from:	n/a	n/a
7. Parking Spaces:	n/a	n/a
8. Loading Spaces:	n/a	n/a
9. Communal Facilities:	n/a	n/a
10. Proposed development consistent with adopted plan? (i.e. Development Plan, Community Plan, or OCP)		<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO

Note: N/A where not applicable



Item
Meeting 2016 October 25

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
PLANNING AND DEVELOPMENT
COMMITTEE

DATE: 2016 October 20

FROM: DIRECTOR PLANNING AND BUILDING

FILE: 49500 10
*Reference: R12 3570/3650/3670/3690
Douglas Road and 5628
Hardwick Street*

**SUBJECT: R12 DISTRICT AREA REZONING PUBLIC CONSULTATION RESULTS
FOR 3570/3650/3670/3690 DOUGLAS ROAD AND 5628 HARDWICK
STREET**

PURPOSE: To review the results of the consultation process regarding a request for an area rezoning from the R5 to the R12 District and to recommend that the subject area be advanced through the rezoning process.

RECOMMENDATIONS:

1. **THAT** the Planning and Development Committee recommend that Council authorize the preparation of a Rezoning Bylaw to rezone the subject properties at 3570/3650/3670/3690 Douglas Road and 5628 Hardwick Street, as referenced in Schedule A (*attached*), from the R5 Residential District to the R12 Residential District, and that the bylaw be advanced to First Reading on 2016 November 07 and to Public Hearing on 2016 November 22 at 7:00 p.m.
2. **THAT** a copy of this report be sent to the property owners and residents in the petition and consultation areas.
3. **THAT** the submission of a covenant specifying the future subdivision pattern for the properties at 3670 and 3690 Douglas Road be established as a prerequisite to the completion of the rezoning.

REPORT

1.0 BACKGROUND

A petition requesting the rezoning of 3570/3650/3670/3690 Douglas Road and 5628 Hardwick Street from the R5 Residential District to the R12 Residential District was received in the Planning Department. The petition represents an area consisting of five legal lots (Sketch #1 *attached*). The petition was signed by three (60%) of the five property owners.

To: Planning and Development Committee
 From: Director Planning and Building
 Re: R12 District Area Rezoning Public Consultation Results
 2016 October 20..... Page 2

On the recommendation of the Planning and Development Committee, Council at its regular meeting of 2016 April 04 authorized staff to initiate a consultation process to determine the level of support for the proposed area rezoning. This report reviews the results of the consultation process and recommends that the area rezoning be advanced.

2.0 CONSULTATION PROCESS

The approved consultation process for the subject area rezoning involved the distribution of a brochure and questionnaire to the property owners and residents of the five properties in the proposed rezoning area and to 131 owners and residents in the consultation area, which extends 100 m (328.08 ft.) from the rezoning area.

In addition, a community open house was held on 2016 June 23 at Douglas Road Elementary School and was attended by ten residents.

2.1 Responses in the Rezoning Area

There were three responses to the questionnaire from the property owners of the five lots in the rezoning area, which is a 60% response rate. The table below contains the questionnaire results for owners in the rezoning area.

Questionnaire Results – Owners in the Rezoning Area

	Support.	Oppose	Undecided	Did Not Respond
Resident Owner	1	0	0	2
Absentee Owner	2	0	0	0
Total	3	0	0	2

This return shows that three of the owners favour the proposed area rezoning. The three positive responses represent 60% of the total number of lots in the subject area.

There were no responses from tenants in the rezoning area.

2.2 Responses in the Consultation Area

There were seven questionnaires returned from the 131 residents and property owners in the broader consultation area. Two supported the rezoning, one did not have any comment, and four objected to the rezoning, expressing concerns generally related to parking, traffic, and increased density, including from unauthorized suites in two family dwellings (duplexes).

3.0 DISCUSSION

The key factor in recommending whether an area rezoning should proceed through the rezoning process is evidence of majority support for the rezoning within the proposed rezoning area. The adopted guidelines for area rezonings state that responses to the questionnaire from within the

To: Planning and Development Committee
 From: Director Planning and Building
 Re: R12 District Area Rezoning Public Consultation Results
 2016 October 20..... Page 3

proposed rezoning area should meet the following criteria, in order for the proposal to be forwarded to Public Hearing:

1. Where the response rate is 100%, at least 50% of the property owners have indicated that they support an area rezoning; or,
2. Where the response rate is less than 100%, at least 50% of the property owners have responded and at least 70% of those who responded support the area rezoning.

The response rate for the subject area rezoning does not meet the first criteria, because 100% of the property owners within the rezoning area did not respond. However the response rate does meet the second criteria as 60% (three) of the property owners in the rezoning area did respond. Of these respondents, three support the area rezoning proposal which represents 100% of the respondents. This result meets the 70% support requirement. Two property owners did not respond.

As such, the proposal meets the Council adopted guidelines for area rezoning as there is majority support among the property owners within the rezoning area. Therefore it is recommended that this proposal be advanced through the rezoning process.

Should the proposed area be rezoned to the R12 District, 3570 Douglas Road would retain its two-family dwelling development potential; any future subdivision potential would be subject to meeting all applicable requirements. The remaining four lots would become eligible for two-family dwelling development. It is expected that 3670 and 3690 Douglas Road will be consolidated with the irregularly shaped R12 District property at 5687 Woodsworth Street and subdivided into five lots, each of which would front onto Woodsworth Street. The registration of a covenant specifying the expected future subdivision pattern will be required prior to Final Adoption of this R12 rezoning amendment bylaw for the properties at 3670 and 3690 Douglas Road.

In addition, it is noted that development potential of any of the subject properties is subject to meeting all City bylaw regulations as well as any works and servicing requirements that would be applied at the time of development.

4.0 CONCLUSION

The results of the public consultation process for the proposed R12 area rezoning for 3570/3650/3670/3690 Douglas Road and 5628 Hardwick have been reviewed and are included in this report. Of the five property owners in the rezoning area, three indicated support. As such, the proposal has achieved the required percentage of support under the City's adopted guidelines for area rezoning.

It is recommended that the Planning and Development Committee forward this report to Council

To: Planning and Development Committee
From: Director Planning and Building
Re: R12 District Area Rezoning Public Consultation Results
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with the recommendation that the proposed R12 area rezoning process be advanced, and that a copy of this report be sent to the property owners and residents for their information.


Lou Pelletier, Director
PLANNING AND BUILDING

LS:spf
Attachment

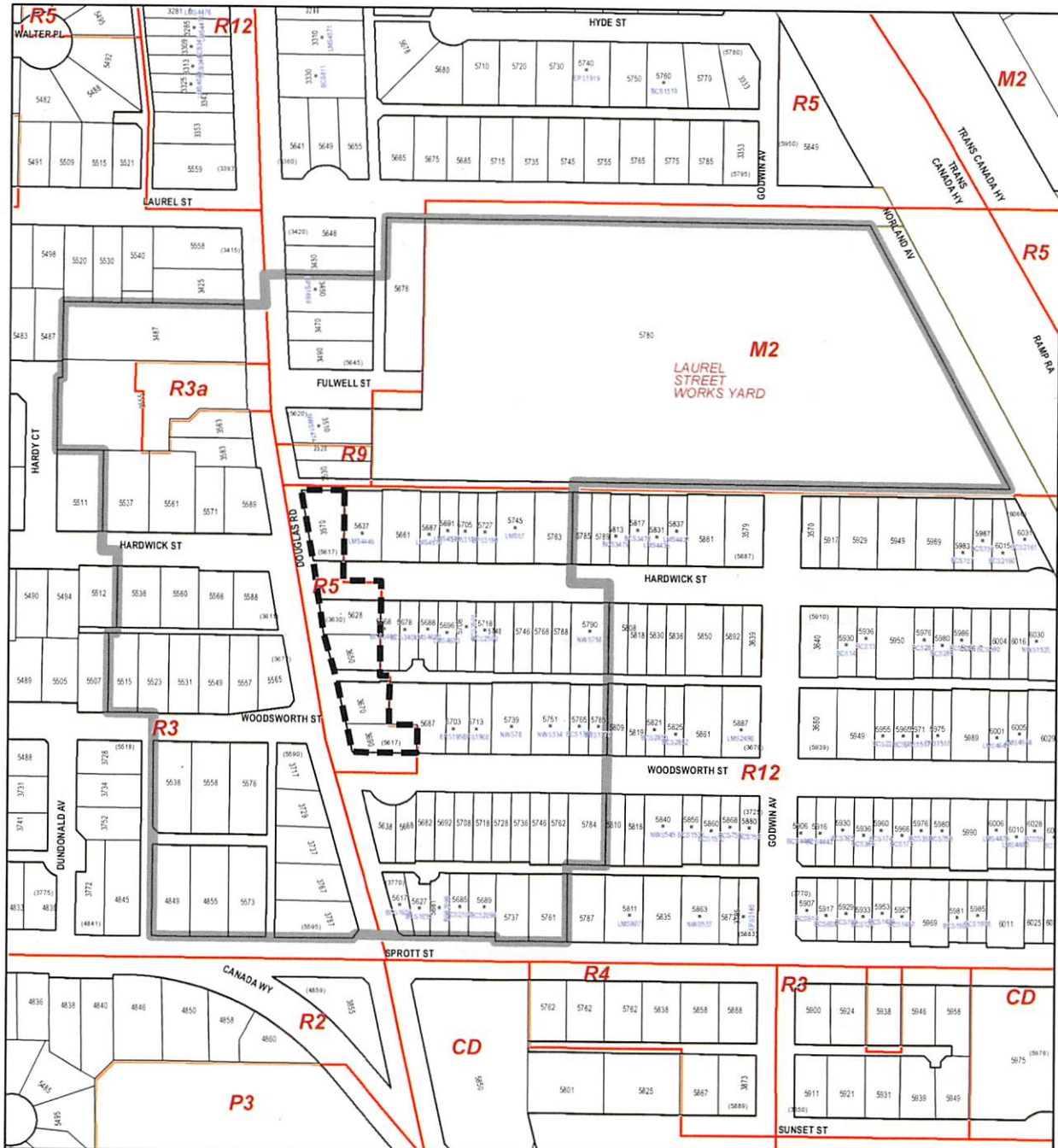
cc:	City Manager	Director Finance
	Director Engineering	Chief Building Inspector
	City Solicitor	City Clerk

P:\REZONING\AREA Rezoning\1 - Douglas Hardwick Woodsworth R12 Enquiry\Area Rezoning R12 Consultation Results - Douglas Road.docx

AREA REZONING – R12 DISTRICT
Area Bounded by 3570, 3650, 3670, 3690
Douglas Road and 5628 Hardwick Street

SCHEDULE “A”

ADDRESS	LEGAL DESCRIPTION
3570 Douglas Road	Lot A, DL 74, Group 1, NWD Plan 1876
3650 Douglas Road	Lot 14, DL 74, Group 1, NWD Plan 1876
3670 Douglas Road	Lot D, DLs' 74 & 76, Group 1, NWD Plan 13044
3690 Douglas Road	Parcel 1 (Explanatory Plan 10806) of Lot C, DLs' 74 & 76, Group 1, NWD Plan 9883
5628 Hardwick Street	Lot 13, DL 74, Group 1, NWD Plan 1876



PLANNING & BUILDING DEPARTMENT



DATE:
SEP 07 2016

SCALE:
1:3,402

DRAWN BY:
AY

3570, 3650, 3670 AND 3690 DOUGLAS ROAD
5628 HARDWICK STREET



Rezoning Area



Consultation Area

Sketch #1



PROPOSED DEVELOPMENT SUMMARY FOR ADVISORY PLANNING COMMISSION (APC)

REZONING REFERENCE # 15-00053

Meeting Date: 2016 November 10

ADDRESS: 4341, 4351 Rumble Street and 7451, 7557 Sussex Avenue

DEVELOPMENT PROPOSAL:

Permit the development of a new four-storey, 145 unit, non-profit seniors' housing facility.

- | | | |
|----|----------------------|--|
| 1. | Site Area: | Net Site 5,758.1 m ² (61,980 sq.ft.) + Road Dedication 90.7 m ² (976 sq.ft.) = Gross Site 5,849 m ² (62,956 sq.ft.) |
| 2. | Existing Use: | Seniors' rental housing |
| | Adjacent Use: | Park, school, senior's rental housing |
| | Proposed Use: | Seniors' rental and housing facility |

	Permitted/Required	Proposed/Provided
3. Gross Floor Area:	5,849 m ² (62,956 sq.ft.)	5,849 m ² (62,956 sq.ft.)
4. Site Coverage:	34.5%	34.5%
5. Building Height:	Rumble St. - 4 Storeys David Gray Park - 3 Storeys	Rumble St. - 4 Storeys David Gray Park - 3 Storeys
6. Vehicular Access from:	McKay Avenue	McKay Avenue
7. Parking Spaces:	36 Parking Spaces	36 Parking Spaces
8. Loading Spaces:	N/A	N/A
9. Communal Facilities:	N/A	N/A
10. Proposed development consistent with adopted plan? (i.e. Development Plan, Community Plan, or OCP)		<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO

Note: N/A where not applicable



Item
Meeting 2016 October 24

COUNCIL REPORT

TO: CITY MANAGER 2016 October 19

FROM: DIRECTOR PLANNING AND BUILDING

SUBJECT: REZONING REFERENCE #15-53
Non-Profit Seniors' Rental Housing Development

ADDRESS: 4341, 4351 Rumble Street and 7451, 7557 Sussex Avenue (Sketch #1 *attached*)

LEGAL: Lots 1-3, DL 149, Group 1, NWD Plan LMP37050; Lot B, DL 149, Group 1, NWD Plan 85664

FROM: CD Comprehensive Development District (based on P5 Community Institutional District)

TO: Amended CD Comprehensive Development District (based on P5 Community Institutional District and RM3 Multiple Family Residential District and in accordance with the development plan entitled "Fair Haven United Church Homes – Seniors Affordable Rental Housing" prepared by NSDA Architects)

APPLICANT: Colliers International
 200 Granville Street, 19th Floor
 Vancouver, BC V6C 2R6
 (Attn: Justen Harcourt)

PURPOSE: To seek Council authorization to forward this application to a Public Hearing on 2016 November 22.

RECOMMENDATIONS:

1. **THAT** a Rezoning Bylaw be prepared and advanced to First Reading on 2016 November 07, and to a Public Hearing on 2016 November 22 at 7:00 pm.
2. **THAT** the following be established as prerequisites to the completion of the rezoning:
 - a. The submission of a suitable plan of development.
 - b. The deposit of sufficient monies, including a 4% Engineering Inspection Fee, to cover the costs of all services necessary to serve the site and the completion of a servicing agreement covering all requisite services. All services are to be designed to City standards and constructed in accordance with the Engineering

To: City Manager
 From: Director Planning and Building
 Re: Rezoning #15-53
 Non-Profit Seniors' Rental Housing Development
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Design. One of the conditions for the release of occupancy permits will be the completion of all requisite services.

- c. The installation of all electrical, telephone and cable servicing, and all other wiring underground throughout the development, and to the point of connection to the existing service where sufficient facilities are available to serve the development.
- d. The submission of an Undertaking to remove all improvements at 4341 Rumble Street prior to Final Adoption of the Bylaw, but not prior to Third Reading of the Bylaw. Demolition of any improvements will be permitted after Second Reading of the Rezoning Bylaw has been granted provided that the applicant acknowledges that such permission does not fetter Council's ability to grant or not to grant Third Reading and/or Final Adoption of the Rezoning Bylaw. In addition, the demolition of any improvements will be permitted at any time if they are vacant and considered by staff to be subject to misuse and vandalism.
- e. The granting of any necessary statutory rights-of-way, easements and/or covenants.
- f. The granting of any necessary Section 219 Covenants are to be provided, including, but not necessarily limited to:
 - Section 219 Covenant to ensure the provision, operation and continuing operation of stormwater management facilities;
 - Section 219 Covenant (Housing Agreement) to ensure that the use and ownership of the site is for seniors' non-profit housing; and,
 - Section 219 Covenant ensuring compliance with the submitted acoustical analysis.
- g. The submission of an exterior lighting plan which meets the standards for seniors' housing complexes.
- h. The deposit of the applicable Parkland Acquisition Charge.
- i. The deposit of the applicable GVS & DD Sewerage Charge.
- j. The submission of a suitable on-site stormwater management system to the approval of the Director Engineering, and the granting of a Section 219 Covenant and deposit of sufficient monies to guarantee its provision and continuing operation.
- k. The design and provision of units adaptable to persons with disabilities and the provision of customized hardware and cabinet work.

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 Non-Profit Seniors' Rental Housing Development
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- l. The submission of a tenant assistance plan.
- m. The submission of a suitable Solid Waste and Recycling plan to the approval of the Director Engineering.
- n. The review of a detailed Sediment Control System by the Director Engineering.

REPORT

1.0 REZONING PURPOSE

The purpose of the proposed rezoning bylaw amendment is to permit the development of a new four-storey, 145 unit, non-profit seniors' housing facility.

2.0 BACKGROUND

- 2.1 The subject site is the Fair Haven United Church Homes site located on Rumble Street, between McKay and Sussex Avenues and encompasses the four properties at 4341/4351 Rumble and 7451/7557 Sussex Avenue. The property at 4341 Rumble Street is occupied with 9 two-family rental dwellings (16 units), which were constructed in 1956. This property is proposed for redevelopment. The property at 4351 Rumble Street is improved with a three-storey seniors' rental housing apartment, which was constructed in 1998 and is intended to remain. The property at 7557 Sussex Avenue is improved with a residential care facility (Fair Haven Residential Care Facility), which was constructed in 1994, as well as accommodates the offices of the BC Conference United Church of Canada, which are intended to remain. The property at 7451 Sussex Avenue is improved with a residential care facility (St. Michael's Care Centre), which was constructed in 1981, which is intended to remain (see *attached* Sketch #1).
- 2.2 On 2016 January 20, Council received the report of the Planning and Building Department concerning the rezoning of the subject site and authorized the Department to continue to work with the applicant in the preparation of a suitable plan of development, with the understanding that a further and more detailed report would be submitted at a later date.

The applicant has submitted a plan of development suitable for presentation to a Public Hearing.

3.0 GENERAL COMMENTS

- 3.1 The overall subject site is zoned CD Comprehensive Development District, based on the P5 Community Institutional District as a guideline. Under Rezoning Reference #105/88,

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Council adopted a phased plan of development which encompassed the above noted properties, as well as a detailed first phase of development for the St. Michael's Care Centre at 7451 Sussex Avenue. The second phase of development at 7557 Sussex Avenue, Rezoning Reference #15/91, approved the development of the Fair Haven Residential Care Facility. The third phase of development at 4351 Rumble Street, Rezoning Reference #58/96, approved the seniors' rental housing apartment. It is noted that Rezoning Reference #58/96 also established a density allocation covenant over the development site, which permitted the redistribution of density over the four lots, while maintaining a maximum density of 0.8 F.A.R., as permitted under the P5 District for the overall site. A guide plan for the future redevelopment (final phase of development) of the property at 4341 Rumble Street was also established, which provided for a density of approximately 0.36 F.A.R. as part of the final phase of redevelopment, resulting in approximately 2,000 m² (21,528 sq. ft.) of potential gross floor area, resulting in a two-storey townhouse form for the final phase of development.

- 3.2 The Fair Haven United Church Homes Society is seeking redevelopment of the existing property at 4341 Rumble Street for non-market affordable seniors' housing (final phase of development). The Society is seeking the addition of the RM3 District as a guideline to allow for a maximum density of 1.1 F.A.R. over the four phases in order to increase the number of non-market affordable units from what was originally allotted in the final phase of development for the overall Fair Haven United Church Homes site. Based on a review of the land use and density of the subject site in the context of the overall site and in relation to adjacent developments, the redevelopment of the subject property at 4341 Rumble Street in line with the RM3 Multiple Family Residential District as a guideline with respect to density, which would allow for a maximum residential density of 1.1 F.A.R., is considered supportable from a building form perspective. The P5 District is proposed to be used as a guideline for the intended use as seniors' housing. The resulting development form would consist of a building of four-storeys along the Rumble Street frontage, and due to site grades, a three-storey form along the north elevation, fronting David Gray Park.
- 3.3 While the proposed development is limited to the property at 4341 Rumble Street, rezoning of the overall Fair Haven site is required to account for the revised density. As such, the discharge and replacement of the existing density allocation covenant over the site would also be required.
- 3.4 Vehicular access to the site would be from McKay Avenue.
- 3.5 A tree survey and arborist's report for the site will be required to determine whether any existing trees are suitable for retention. The removal of trees over 20 cm (8 inches) in diameter will require a tree removal permit.
- 3.6 As the proposed 145 rental units are non-profit, the development may be eligible for consideration of an allocation of Housing Funds to offset City-related costs associated

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with the development of the seniors housing. If a request is advanced by the applicant, a future report will be forwarded to the Planning and Development Committee.

- 3.7 The Director Engineering will be requested to prepare an estimate for services necessary to serve the site. The servicing requirements will include, but not necessarily be limited to, the construction of a new 1.5m sidewalk along the McKay Avenue frontage adjacent to the proposed.

Rumble Street from McKay Avenue to Royal Oak Avenue, including the frontage adjacent to the site, is to be improved as part of a City Capital Works Project and scheduled to be completed in 2017.

Necessary road dedications include a 1m road dedication along Rumble Street and a 3m x 3m corner truncation at McKay Avenue and Rumble Street.

- 3.8 Any necessary easements, Section 219 Covenants, and statutory rights-of-way for the site are to be provided, including, but not necessarily limited to:

- Section 219 Covenant to ensure the provision, operation and continuing operation of stormwater management facilities;
- Section 219 Covenant (Housing Agreement) to ensure that the use and ownership of the site is for seniors' non-profit housing; and,
- Section 219 Covenant ensuring compliance with the submitted acoustical analysis.

- 3.9 Applicable Development Cost Charges are:

- GVS & DD Sewerage Charge of \$1,082.00 per residential unit.
- Parkland Acquisition Charge of \$3.84 per sq.ft. of gross residential floor area.
- School Site Acquisition Charge is exempted as the residential units are non-profit.

- 3.10 The applicant will be seeking a waiver from Metro Vancouver for the GVS & DD Sewerage Development Charge due to the non-profit nature of the development.

- 3.11 An exterior lighting plan suitable for seniors' housing is required in accordance with approved guidelines.

- 3.12 Engineering Environmental Services Division will need to review a submission of a detailed plan of an engineered Sediment Control System prior to Final Adoption. The proposed Sediment Control System will then be the basis after Final Adoption for the necessary Preliminary Plan Approval and Building Permit.

- 3.13 An on-site stormwater management system to the approval of the Director Engineering is required. A Section 219 Covenant and bonding are required to guarantee its provision and continuing operation.

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 From: Director Planning and Building
 Re: Rezoning #15-53
 Non-Profit Seniors' Rental Housing Development
 2016 October 19..... Page 6

- 3.14 The submission of a suitable Solid Waste and Recycling plan to the approval of the Director Engineering.

4.0 DEVELOPMENT PROPOSAL

4.1 Site Area (4341 Rumble Street)

Gross Site Area:	- 5,849 m ² (62,956 sq.ft.)
Road Dedication Area:	- 90.7 m ² (976 sq.ft.)
Net Site Area:	- 5,758.1 m ² (61,980 sq.ft.) (Subject to detailed survey)

4.2 Density (4341 Rumble Street)

F.A.R. Permitted and Provided	- 1.1 F.A.R.
Gross Floor Area (G.F.A.) Proposed	- 6,112.6 m ² (65,795 sq.ft.)
Adaptable Unit Exemption (20 sq. ft. / unit)	- 268.3 m ² (2,887 sq.ft.)

<u>Site Coverage</u>	- 34.5%
----------------------	---------

4.3 Density (remainder of overall site)

4351 Rumble Street (Fair Haven Seniors' Apartments)	- 1.07 F.A.R.
7557 Sussex Avenue (Fair Haven Care Facility)	- 0.82 F.A.R.
7451 Sussex Avenue (St. Michael's Care Centre)	- 0.85 F.A.R.

4.4 Height

- 4 storeys (south elevation – Rumble Street),
- 3 storeys (north elevation – David Gray Park)

4.5 Unit Mix

113 studio units:	- 33 – 42.6 m ² (355 – 459 sq.ft.)
32 one-bedroom:	- 46 – 53.5 m ² (495 – 576 sq.ft.)
145 Total Units	

4.6 Parking


Total Parking Required and Provided	- 36
Car Wash Stall	- 1

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 Non-Profit Seniors' Rental Housing Development
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Bicycle Parking:

Secure Residential	-	45
Visitors	-	6

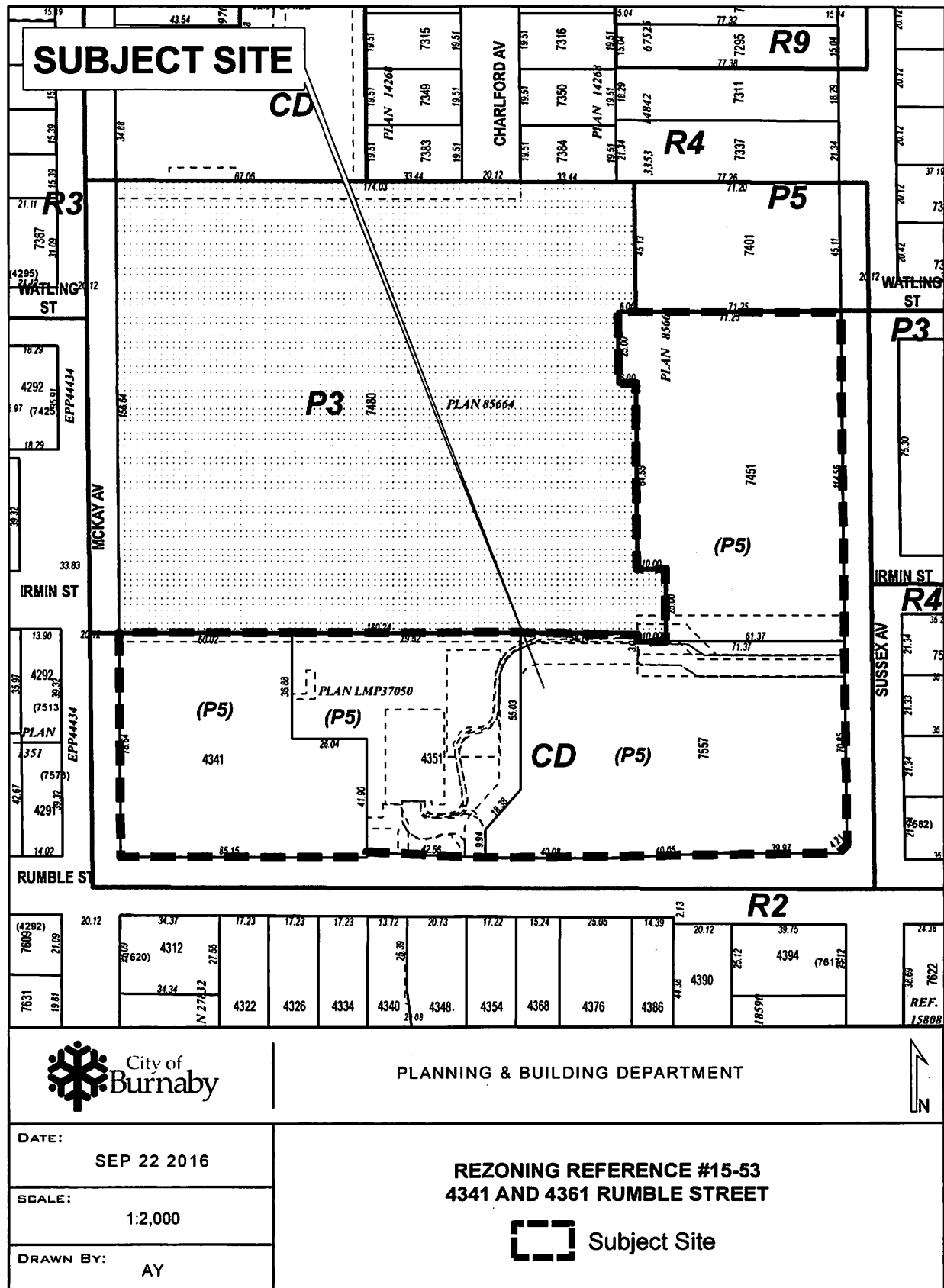
<u>Electric Scooter Parking</u>	-	20
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 Lou Pelletier, Director
 PLANNING AND BUILDING

SMN:spf
Attachment

cc: Director Engineering
 City Solicitor
 City Clerk

P:\REZONING\Applications\2015\15-00053 4341 Rumble Street\Rezoning Reference 15-53 PH Report 20161024.docx





PROPOSED DEVELOPMENT SUMMARY FOR ADVISORY PLANNING COMMISSION (APC)

REZONING REFERENCE # 15-00052

Meeting Date: 2016 November 10

ADDRESS: 6921, 6931, 6939, 6947, 6957 and 6965 Arcola Street

DEVELOPMENT PROPOSAL:

Permit the construction of a three-storey townhouse development with 22 units and full underground parking.

- | | | |
|----|----------------------|--|
| 1. | Site Area: | 2,208.9 m2 (23,776 sq.ft.) |
| 2. | Existing Use: | Single family dwellings |
| | Adjacent Use: | Multi-family residential and single-family dwellings |
| | Proposed Use: | Multi-family residential |

- | | Permitted/Required | Proposed/Provided |
|---|----------------------------|---|
| 3. Gross Floor Area: | 2,474.8 m2 (26,639 sq.ft.) | 2,474.8 m2 (26,639 sq.ft.) |
| 4. Site Coverage: | 44.5% | 44.5% |
| 5. Building Height: | 3 Storeys | 3 Storeys |
| 6. Vehicular Access from: | Rear Lane | Rear Lane |
| 7. Parking Spaces: | 39 Parking Spaces | 39 Parking Spaces |
| 8. Loading Spaces: | N/A | N/A |
| 9. Communal Facilities: | N/A | N/A |
| 10. Proposed development consistent with adopted plan?
(i.e. Development Plan, Community Plan, or OCP) | | <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO |

Note: N/A where not applicable



Item	
Meeting	2016 October 24

COUNCIL REPORT

TO: CITY MANAGER 2016 October 19

FROM: DIRECTOR PLANNING AND BUILDING

SUBJECT: **REZONING REFERENCE #15-52**
Townhouse Project with Underground Parking
Edmonds Town Centre Plan

ADDRESS: 6921, 6931, 6939, 6947, 6957 and 6965 Arcola Street (see *attached* Sketches #1 and #2)

LEGAL: Lots 15-20, Block B, DL 95, Group 1, NWD Plan 1264

FROM: R5 Residential District

TO: CD Comprehensive Development District (based on RM3 Multiple Family Residential District and Edmonds Town Centre Plan guidelines and the development plan entitled "6921 – 6965 Arcola Street Burnaby, B.C." prepared Ankenman Marchand Architects.)

APPLICANT: Kingswood Real Estate Management Inc.
 322-9440 202 Street
 Langley, BC V1M 4A6
 (Attn: Ketan Ladva)

PURPOSE: To seek Council authorization to forward this application to a Public Hearing on 2016 November 22.

RECOMMENDATIONS:

1. **THAT** a Rezoning Bylaw be prepared and advanced to First Reading on 2016 November 07 and to a Public Hearing on 2016 November 22 at 7:00 p.m.
2. **THAT** a copy of this report be forwarded to the property owners of 6975, 6983, 6993 and 7035 Arcola Street.
3. **THAT** the following be established as prerequisites to the completion of the rezoning:
 - a. The submission of a suitable plan of development.

To: City Manager
 From: Director Planning and Building
 Re: Rezoning Reference #15-52
 2016 October 19..... Page 2

- b. The deposit of sufficient monies, including a 4% Engineering Inspection Fee, to cover the costs of all services necessary to serve the site and the completion of a servicing agreement covering all requisite services. All services are to be designed to City standards and constructed in accordance with the Engineering Design. One of the conditions for the release of occupancy permits will be the completion of all requisite services.
- c. The installation of all electrical, telephone and cable servicing, and all other wiring underground throughout the development, and to the point of connection to the existing service where sufficient facilities are available to serve the development.
- d. The submission of an undertaking to remove all existing improvements from the site prior to Final Adoption but not prior to Third Reading of the Bylaw. Demolition will be permitted after Second Reading of the Rezoning Bylaw has been granted provided that the applicant acknowledges that such permission does not fetter Council's ability to grant or not to grant Third Reading and/or Final Adoption of the Rezoning Bylaw. In addition, the demolition of any improvements will be permitted at any time if they are vacant and considered by staff to be subject to misuse or vandalism.
- e. The consolidation of the net project site into one legal parcel.
- f. The granting of any necessary statutory rights-of-way, easements and/or covenants.
- g. The undergrounding of existing overhead wiring abutting the site.
- h. The granting of any necessary Section 219 Covenants including restricting enclosure of balconies and providing that all disabled parking is to remain as common property.
- i. Compliance with the guidelines for underground parking for residential visitors.
- j. The pursuance of Stormwater Management Best Practices in line with established guidelines.
- k. The review of a detailed Sediment Control System by the Director Engineering.
- l. The provision of a covered car wash stall and an adequately sized and appropriately located garbage handling and recycling material holding space, to the approval of the Director Engineering and a commitment to implement the recycling provisions.

To: City Manager
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 2016 October 19..... Page 3

- m. The deposit of the applicable Parkland Acquisition Charge.
- n. The deposit of the applicable GVS & DD Sewerage Charge.
- o. The deposit of the applicable School Site Acquisition Charge.
- p. The submission of a written undertaking to distribute area plan notification forms, prepared by the City, with disclosure statements; and, to post area plan notification signs, also prepared by the City, on the development site and in the sales office in prominent and visible locations prior to Third Reading, or at the time marketing for the subject development commences, whichever is first, and remain posted for a period of one year, or until such time that all units are sold, whichever is greater.

REPORT

1.0 REZONING PURPOSE

The purpose of the proposed rezoning bylaw amendment is to permit the construction of a three-storey townhouse development with 22 units and full underground parking.

2.0 BACKGROUND

- 2.1 The subject site is located on the north side of Arcola Street, east of Griffiths Avenue (see *attached* Sketch #1). The site is comprised of six lots which are all currently zoned R5 Residential District and each is improved with a single-family dwelling in fair to poor condition. To the west is a four-unit townhouse development constructed in 2010 under Rezoning Reference #05-15. To the north, across the lane are older low-rise multiple family developments. To the south across Arcola Street are single-family dwellings as well as a four-unit townhouse development constructed in 2010 under Rezoning Reference #07-21. To the east are single-family dwellings with an older low-rise apartment building beyond.
- 2.2 The subject site, located within the Sub-Area 1 of the Council-adopted Edmonds Town Centre Plan, is intended to form a larger site consolidation that includes 6975, 6983 and 6993 Arcola Street for Comprehensive Development based on RM3 Multiple Family District guidelines (see *attached* Sketch #2).
- 2.3 The applicant has indicated that they have made efforts to acquire the next two adjacent lots on Arcola Street for inclusion in the development site. The applicant submitted offers to purchase to the property owners, but has indicated that those property owners are not interested in selling at this time. The Legal and Lands Department has reviewed the submitted offers and advised that both offers reflect market value. The remaining

To: City Manager
 From: Director Planning and Building
 Re: Rezoning Reference #15-52
 2016 October 19..... Page 4

three properties could form a separate future consolidated site on their own, or in combination with the older apartment building at 7035 Arcola Street. However, it is noted that should the three single-family lot consolidation proceed in the future, the resultant lot would not meet the minimum area requirements of the RM3 District and thus would need to redevelop using the RM2 District as a guideline. A copy of this report is proposed to be sent to the property owners of 6975, 6983, 6993 and 7035 Arcola Street for information purposes.

- 2.4 Given the site's Town Centre location, the site would be eligible for the amenity bonus provisions of the Zoning Bylaw under the RM3s District. However, the applicant has indicated that they do not wish to pursue the additional density potential due to the townhouse form they are proposing.
- 2.5 On 2016 January 20, Council received the report of the Planning and Building Department concerning the rezoning of the subject site and authorized the Department to continue to work with the applicant in the preparation of a suitable plan of development, with the understanding that a further and more detailed report would be submitted at a later date.

The applicant has submitted a plan of development suitable for presentation to a Public Hearing.

3.0 GENERAL COMMENTS

- 3.1 The development proposal is for a three-storey townhouse development with 22 units. The maximum proposed density of the project is 1.1 F.A.R with full underground parking. Vehicular access is to be provided from a rear lane.
- 3.2 The Director Engineering will be requested to prepare an estimate for all services necessary to serve this site, including but not necessarily be limited to, the construction of Arcola Street to the corner of Griffiths Avenue abutting the development site and the adjacent 7006 Griffiths Avenue to its final Town Centre standard including separated sidewalks, cycle facilities, and street trees set within rainwater management amenity areas. City funding, under a cost share agreement, is available for the construction of Arcola Street adjacent to the site at 7006 Griffiths Avenue. An allocation for this work will be made in the 2017 Development Coordinated Works (Roads) component of the 2017 – 2021 Provisional Financial Plan.
- 3.3 Any necessary easements, covenants and statutory rights-of-way for the site are to be provided, including, but not necessarily limited to:

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 From: Director Planning and Building
 Re: Rezoning Reference #15-52
 2016 October 19..... Page 5

- Section 219 Covenant restricting the enclosure of balconies; and,
 - Section 219 Covenant providing that all disabled parking to remain as common property.
- 3.4 One car wash stall is required and an appropriately screened garbage handling and recycling holding area will be provided on site.
- 3.5 The developer is responsible for the undergrounding of overhead wiring in the lane abutting the site.
- 3.6 Engineering Environmental Services Division will need to review a submission of a detailed plan of an engineered Sediment Control System prior to Final Adoption. The proposed Sediment Control System will then be the basis, after Final Adoption, for the necessary Preliminary Plan Approval and Building Permit.
- 3.7 Given that the development site area is less than one acre, stormwater management best practices in line with established guidelines will be required.
- 3.8 Applicable Development Cost Charges are:
- a) Parkland Acquisition Charge of \$3.84 per sq. ft. of residential gross floor area
 - b) School Site Acquisition Charge of \$800.00 per unit
 - c) GVS & DD Sewerage Charge of \$1,515 per townhouse unit

4.0 DEVELOPMENT PROPOSAL

- 4.1 Site Area: - 2,208.9 m² (23,776 sq.ft.)
 (Subject to detailed survey)
- 4.2 Density:
- | | | |
|------------------------------------|---|--|
| F.A.R. Permitted & Provided | - | 1.1 F.A.R. |
| Gross Floor Area (G.F.A.) Proposed | - | 2,474.8 m ² (26,639 sq.ft.) |
| <u>Site Coverage</u> | - | 44.5 % |
- 4.3 Height - 3 Storeys
- 4.4 Unit Mix
- | | | |
|--------------------------------|---|---|
| 22 – 3 Bedroom Townhouse units | - | 377 m ² to 138 m ²
(1,237 sq.ft. – 1,496 sq.ft.) |
|--------------------------------|---|---|

To: City Manager
 From: Director Planning and Building
 Re: Rezoning Reference #15-52
 2016 October 19..... Page 6

4.5 Vehicle Parking:

Residential @ 1.75 spaces / unit	-	39 (includes 6 visitor parking spaces)
Disabled space	-	1 space (included in total)
Car Wash Stall	-	1 space

Bicycle Parking:

Secure Residential @ 1 space / unit	-	22
Visitor Racks @ 0.2 spaces / unit	-	4

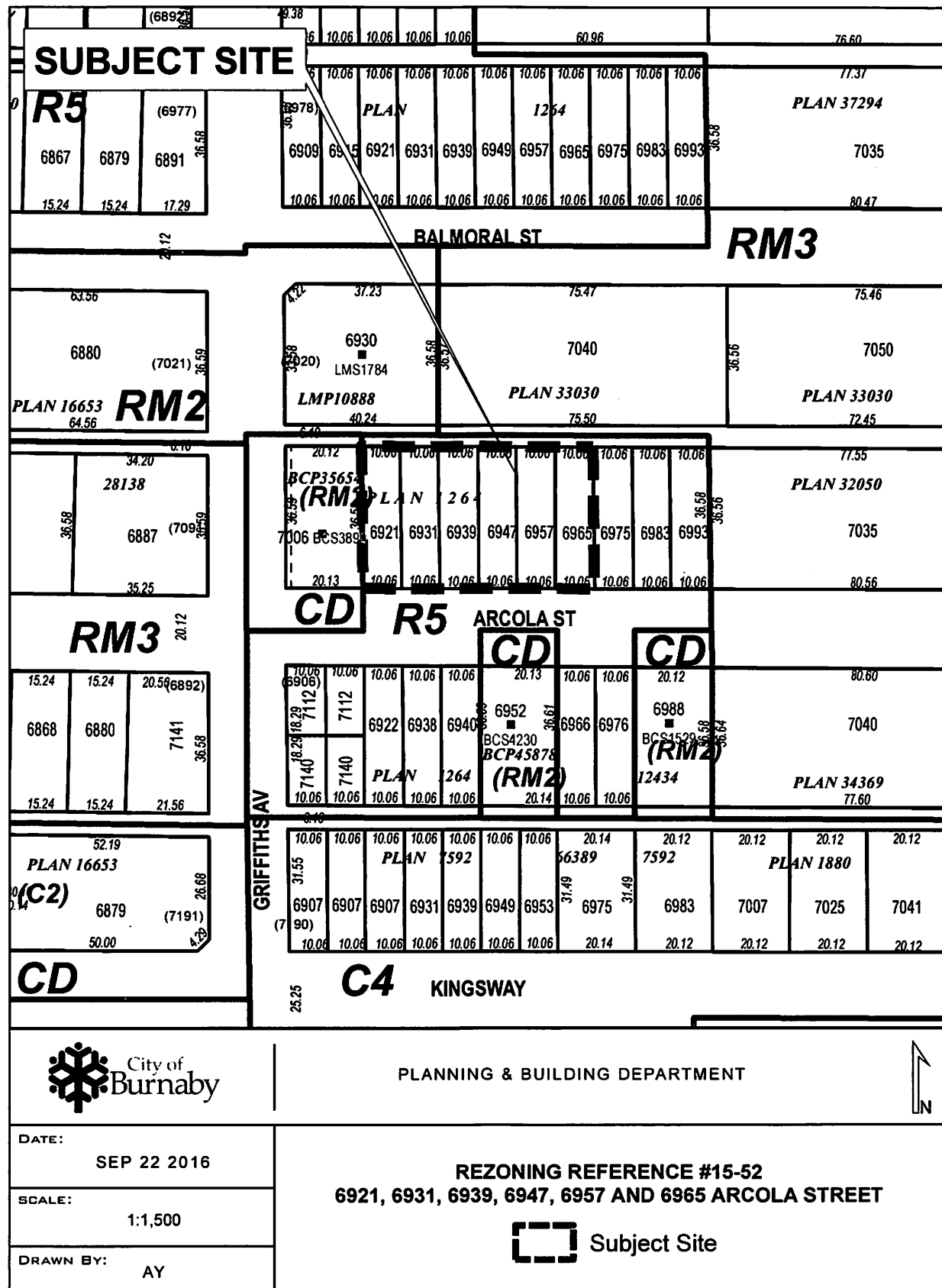

 Lou Pelletier, Director
 PLANNING AND BUILDING

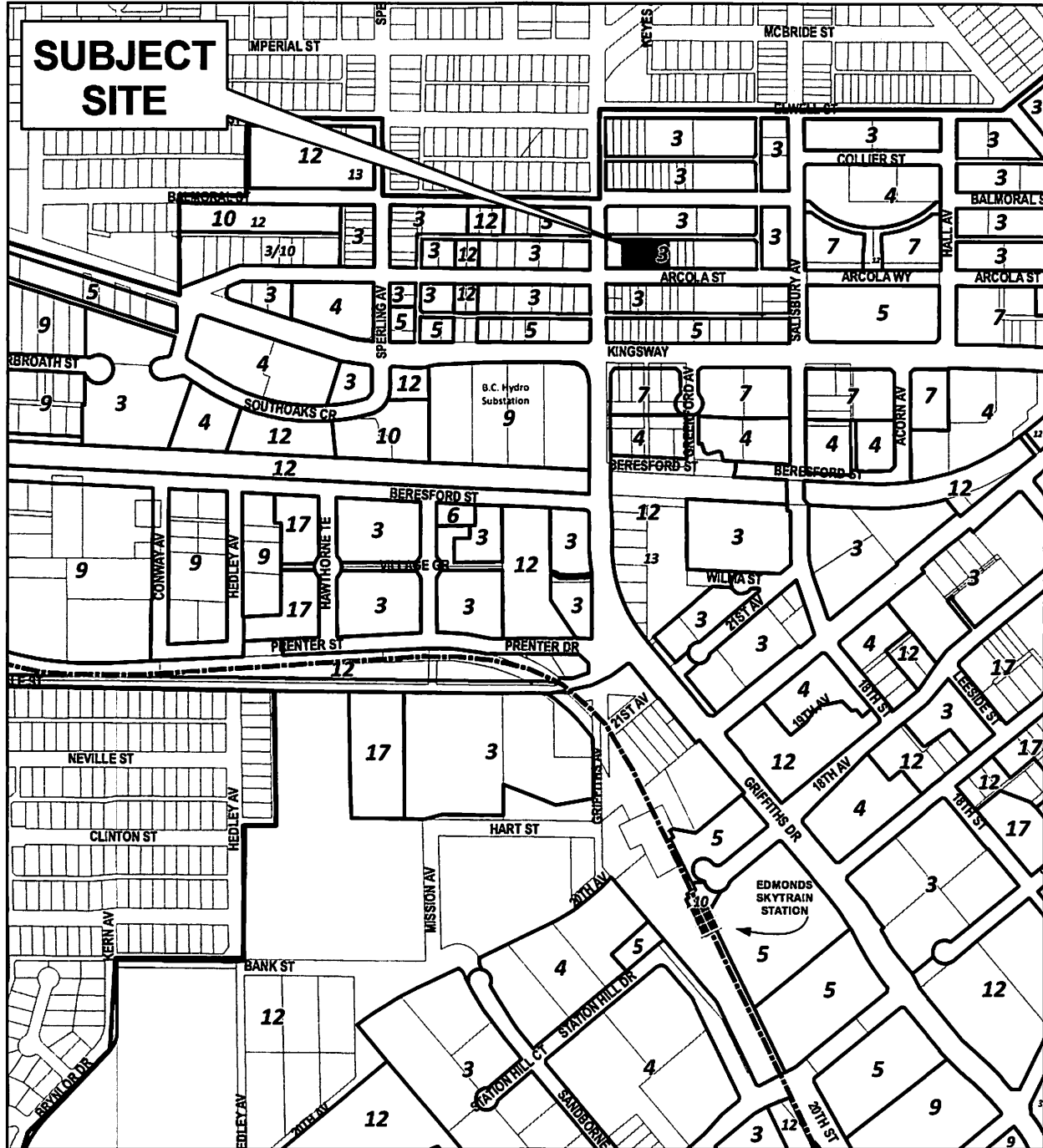
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Attachments

cc: Director Engineering
 City Solicitor
 City Clerk

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- | | |
|--|--|
| 1 Single and Two Family Residential | 9 Industrial |
| 3 Medium Density Multiple Family Residential | 10 Institutional |
| 4 High Density Multiple Family Residential | 12 Park and Public Use/Public School |
| 5 Commercial | 17 Low or Medium Density Multiple Family Residential (Ground Oriented) |
| 6 Medium Density Mixed Use | 22 Low/Medium Density Mixed Use |
| 7 High Density Mixed Use | |

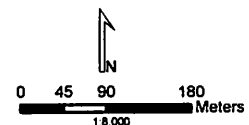
Edmonds Town Centre Plan Development Guidelines



PLANNING & BUILDING DEPARTMENT

Note: Composite -30- ect to Change

Printed on September 22, 2016



Sketch #2



PROPOSED DEVELOPMENT SUMMARY FOR ADVISORY PLANNING COMMISSION (APC)

REZONING REFERENCE # 14-00047

Meeting Date: 2016 November 10

ADDRESS: 6837, 6857 and Portion of 6875 Royal Oak Avenue

DEVELOPMENT PROPOSAL:

Permit the construction of a four-storey mixed-use development with full residential underground parking and at grade commercial parking, with ground level commercial fronting Royal Oak Avenue and residential uses (54 units) above.

1. **Site Area:** Net Site 2,536.2 m² (27,299 sq.ft.) + Dedications 222.5 m² (2,395 sq.ft.) = Site Area 2,758.7 m² (29,694 sq.ft.)
2. **Existing Use:** Industrial, warehouse and residential
- Adjacent Use:** Mixed-use (commercial and multi-family residential), automotive repair shop, vacant
- Proposed Use:** Mixed-use (commercial and multi-family residential)

	Permitted/Required	Proposed/Provided
3. Gross Floor Area:	Residential - 4,805.8 m ² (51,729 sq.ft.) Commercial - 753.1 m ² (8,106 sq.ft.)	Residential - 4,805.8 m ² (51,729 sq.ft.) Commercial - 753.1 m ² (8,106 sq.ft.)
4. Site Coverage:	72%	72%
5. Building Height:	4 Storeys	4 Storeys
6. Vehicular Access from:	Rear Lane	Rear Lane
7. Parking Spaces:	Residential - 87 Parking Spaces Commercial - 17 Parking Spaces	Residential - 89 Parking Spaces Commercial - 17 Parking Spaces
8. Loading Spaces:	Commercial - 1 Loading Space	Commercial - 1 Loading Space
9. Communal Facilities:	Multi-purpose amenity room, amenity lobby & fitness room	Multi-purpose amenity room, amenity lobby & fitness room
10. Proposed development consistent with adopted plan? (i.e. Development Plan, Community Plan, or OCP)		<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO

Note: N/A where not applicable



Item
Meeting 2016 October 24

COUNCIL REPORT

TO: CITY MANAGER 2016 October 19

FROM: DIRECTOR PLANNING AND BUILDING

SUBJECT: **REZONING REFERENCE #14-47**
Four-Storey Mixed-use Development
Royal Oak Community Plan

ADDRESS: 6837, 6857 and Portion of 6875 Royal Oak Avenue
 (see *attached* Sketches #1 and #2)

LEGAL: North Half Lot 3, Block 3, Block 6 of DL 98, Group 1, NWD Plan 1503; Parcel 1, DL 98, Group 1, NWD Plan LMP42986; Portion of Parcel 2, DL 98, Group 1, NWD Plan LMP43130

FROM: M4 Special Industrial District

TO: CD Comprehensive Development District (based on C9 Urban Village Commercial District and Royal Oak Community Plan guidelines and the development plan entitled "6837/6857/6875 Royal Oak Ave, Burnaby, BC" prepared by Wilson Chang Architect)

APPLICANT: 0895441 B.C. Ltd.
 7429 Morley Drive
 Burnaby, BC V5E 3X9
 Attention: Bimaljit Sahdev

PURPOSE: To seek Council authorization to forward this application to a Public Hearing on 2016 November 22.

RECOMMENDATIONS:

1. **THAT** a Rezoning Bylaw be prepared and advanced to First Reading on 2016 November 07 and to a Public Hearing on 2016 November 22 at 7:00 p.m.
2. **THAT** the sale be approved in principle of City-owned property for inclusion within the subject development site in accordance with the terms outlined in Section 3.2 of this report, and subject to the applicant perusing the rezoning proposal to completion.
3. **THAT** a cost sharing agreement for interim improvements on Royal Oak Avenue be approved as described in Section 3.4 of this report.

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 From: Director Planning and Building
 Re: Rezoning Reference #14-47
 2016 October 19.....Page 2

4. **THAT** this report be sent to the owner of 6949 Royal Oak Avenue for information purposes.
5. **THAT** the following be established as prerequisites to the completion of the rezoning:
 - a) The submission of a suitable plan of development.
 - b) The deposit of sufficient monies, including a 4% Engineering Inspection Fee, to cover the costs of all services necessary to serve the site and the completion of a servicing agreement covering all requisite services. All services are to be designed to City standards and constructed in accordance with the Engineering Design. One of the conditions for the release of occupancy permits will be the completion of all requisite services.
 - c) The installation of all electrical, telephone and cable servicing, and all other wiring underground throughout the development, and to the point of connection to the existing service where sufficient facilities are available to serve the development.
 - d) Demolition of any improvements will be permitted after Final Adoption of the Rezoning Bylaw has been granted. A Section 219 Covenant will be required ensuring the improvements are demolished within three months of the rezoning being affected.
 - e) The completion of the sale of City Property.
 - f) The dedication of any rights-of-way deemed requisite.
 - g) The granting of any necessary statutory rights-of-way, easements and/or covenants.
 - h) The granting of any necessary Section 219 Covenants including:
 - restricting enclosure of balconies;
 - indicating that the residential driveway access will not be restricted by gates;
 - ensuring compliance with the approved acoustical study; and,
 - ensuring that handicap accessible parking stalls be held in common property to be administered by the Strata Corporation.
 - i) Compliance with the guidelines for surface and underground parking for residential visitors and commercial patrons.
 - j) The review of a detailed Sediment Control System by the Director Engineering.

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 Re: Rezoning Reference #14-47
 2016 October 19.....Page 3

- k) The submission of a suitable Solid Waste and Recycling plan to the approval of the Director Engineering.
- l) The design and provision of units adaptable to persons with disabilities, the provision of customized hardware and cabinet work being subject to the sale/lease of the unit to a disabled person, with allocated disabled parking spaces protected by a Section 219 Covenant.
- m) The provision of a covered car wash stall and an adequately sized and appropriately located garbage handling and recycling material holding space, to the approval of the Director Engineering and a commitment to implement the recycling provisions.
- n) The review of on-site residential/commercial loading facilities by the Director Engineering.
- o) The submission of a Site Profile and resolution of any arising requirements.
- p) The pursuance of Storm Water Management Best Practices in line with established guidelines.
- q) The provision of facilities for cyclists in accordance with this report.
- r) Compliance with the Council-adopted sound criteria.
- s) The undergrounding of existing overhead wiring abutting the site.
- t) The submission of a detailed comprehensive sign plan.
- u) The deposit of the applicable Parkland Acquisition Charge.
- v) The deposit of the applicable GVS & DD Sewerage Charge.
- w) The deposit of the applicable School Site Acquisition Charge.
- x) The submission of a written undertaking to distribute area plan notification forms, prepared by the City, with disclosure statements; and, to post area plan notification signs, also prepared by the City, on the development site and in the sales office in prominent and visible locations prior to Third Reading, or at the time marketing for the subject development commences, whichever is first, and

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 From: Director Planning and Building
 Re: Rezoning Reference #14-47
 2016 October 19.....Page 4

remain posted for a period of one year, or until such time that all units are sold, whichever is greater.

REPORT

1.0 REZONING PURPOSE

The purpose of the proposed rezoning bylaw amendment is to permit the construction of a four-storey mixed-use development with full residential underground parking and at grade commercial parking, with ground level commercial fronting Royal Oak Avenue and residential uses (54 units) above.

2.0 BACKGROUND

- 2.1 The subject site is located on the west side of Royal Oak Avenue south of Imperial Street (see *attached* Sketch #1). The subject site is currently occupied by industrial/warehouse buildings at 6857 and 6875 Royal Oak Avenue, both of which are City-owned properties, and an older single-family dwelling at 6837 Royal Oak Avenue, which is privately owned. The immediate area to the north and south, including the subject site, is currently zoned M4 Special Industrial District, which permits a range of industrial, commercial and existing residential uses. To the north across the lane is an automotive repair shop. Directly to the south is a vacant property with a small office building beyond. To the east, across Royal Oak Avenue, are two mixed-use commercial/residential developments, the first which was constructed in 2012 under Rezoning Reference #06-46, and the second which is located at the southeast corner of Imperial Street and Royal Oak Avenue is under construction (Rezoning Reference #07-29). To the west, across the lane, is a townhouse development which was constructed in 2014 under Rezoning Reference #11-25.
- 2.2 On 2010 July 26, Council received an application for rezoning of the properties at 6837 and 6857 Royal Oak Avenue (Rezoning Reference #10-16) to permit the construction of a mixed-use residential/commercial development in line with the C9 Urban Village Commercial District designation. The application for rezoning was held in abeyance pending a review and determination of an approach to resolve the storage needs at the time for the Burnaby Village Museum which was being accommodated at the building at 6857 Royal Oak Avenue. At its regular meeting of 2011 August 29, Council authorized this Department to work with the applicant towards a suitable plan of development, as an alternative City-owned location had been secured.
- 2.3 At its closed meeting on 2010 July 26, Council approved the registration of statutory rights-of-way on the City lands at 6857 and 6875 Royal Oak Avenue in favour of BC Hydro (see *attached* Sketch #1). The required statutory rights-of way for the subject site included the registration of a 5.5m x 6.5m statutory right-of-way for provision of a Vista Switch and a 3.5m x 3.5m statutory right-of-way for provision of a Low Profile

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 From: Director Planning and Building
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Transformer. The statutory rights-of-way are required to support implementation of the approved BC Hydro design for the undergrounding of associated overhead wiring between Lane Street and Beresford Street. The costs for the hydro infrastructure and undergrounding of wiring is to be funded by the subject rezoning application, Rezoning Reference #06-46 (6888 Royal Oak Avenue) and Rezoning Reference #07-29 (6808, 6826 Royal Oak Avenue and 5250 Imperial Street), as well as future developments on the east side of Royal Oak Avenue between Beresford Street and Lane Street, including Rezoning Reference #14-29 for 6960 Royal Oak Avenue, on a frontage basis, through the deposit of funds for future works.

- 2.4 A previous request from the applicant was received to expand the development site to include a portion of 6875 Royal Oak Avenue, citing the registered statutory rights-of-way and the required road dedications as significant constraints to development. This request is supported as the buildings at the City-owned properties at 6837 and 6875 Royal Oak Avenue are no longer being leased and are now vacant.
- 2.5 The new development site would include the northern portion of 6875 Royal Oak Avenue, as it would improve the efficiencies of the overall development site as well as provide for a development that is commensurate with the existing mixed-use commercial/residential development across the street at 6888 Royal Oak Avenue. The remainder of 6875 Royal Oak Avenue would be consolidated in the future with 6909 and 6929 Royal Oak Avenue for development under the CD (C9) District. The applicant withdrew the application for Rezoning Reference #10-16 in 2014 December and subsequently applied for the subject rezoning application for development under the expanded site.
- 2.6 At its meeting of 2015 January 21, Council received the report of the Planning and Building Department regarding the rezoning of the subject property and authorized staff to work with the applicant towards a suitable plan of development in line with the C9 Urban Village Commercial District, with the understanding that a further and more detailed report would be submitted at a later date. The applicant has now submitted a plan of development suitable for presentation to a Public Hearing.

3.0 GENERAL COMMENTS

- 3.1 The development proposal is for a four-storey mixed-use building with commercial uses on the ground floor fronting Royal Oak Avenue, with 54 residential units located on three levels above. All residential parking is to be provided underground with at-grade enclosed commercial parking provided at the rear of the development. Vehicular access is provided via the rear lane.
- 3.2 As noted, the subject site comprises three properties, two of which are currently under City ownership. The total area of City-owned land to be included in the development site, minus the necessary dedications on Royal Oak Avenue, is approximately 2,183.6 m²

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 Re: Rezoning Reference #14-47
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(23,504 sq.ft.) (subject to survey). A separate report detailing the value of the properties will be forwarded to Council for consideration and approval prior to the subject amendment bylaw receiving Third Reading. The report to Council will be prepared once the Legal and Lands Department has concluded negotiations with the applicant. Council approval of the property value is a prerequisite condition of the rezoning.

3.3 The Director Engineering will be requested to prepare an estimate for all services necessary to serve this site, including but not necessarily be limited to:

- construction of Royal Oak Avenue to its final standard with new curb, gutter and separated sidewalks, with saw-cut concrete boulevards, street and pedestrian lighting, and street trees in grates across the development frontage;
- construction of the adjacent east-west lane to its final standard, with new curb, gutter and new abutting sidewalk across the development frontage;
- provision of decorative/stamped concrete on the adjacent east-west lane, approximately 20.5 ft. in depth from the site's new property line; and,
- upgrade of sanitary storm and water services as required.

A 2.3m (7.5 ft.) dedication from the Royal Oak Avenue frontage and a 1.8m (5.9 ft.) dedication from the abutting lane to the north of the development site are required to support the works described above. The total area of dedications is approximately 222.6 m (2,396 sq.ft.) (subject to legal survey).

3.4 This application presents an opportunity to address existing issues related to the Royal Oak Avenue and Beresford Street intersection to the south of the development site, notably the substandard pedestrian crossing alignment across Royal Oak Avenue to the Royal Oak Station, as well as an unsafe grade change between the sidewalk and the convenience store located at 6949 Royal Oak Avenue. Prior to the redevelopment of the consolidated site consisting of 6949 and 6969 Royal Oak Avenue, which is anticipated in the mid-long term, the following interim improvement works (to be confirmed by the Transportation Planning Division) are proposed:

- the re-alignment of the crosswalk from the existing curb letdown on the east side of Royal Oak Avenue;
- the construction of a new curb along the west side of Royal Oak Avenue, from the south side of 6949 Royal Oak Avenue to the existing curb north of the BC Parkway Urban Trail, including a new pedestrian curb letdown and vehicle curb letdown for 6949 Royal Oak Avenue's driveway access;
- new asphalt on the back of the existing sidewalk, from the existing lamp standard in front of 6949 Royal Oak Avenue to the BC Parkway Urban Trail;
- construction of a new retaining wall with safety rail;
- construction of new stairs from the existing sidewalk to the convenience store at 6949 Royal Oak Avenue; and,

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- the relocation of the existing cyclist push button to the back of sidewalk in proposed retaining wall.

As these improvements would provide overall safer access by the subject development and surrounding neighbourhood to the Royal Oak SkyTrain Station, it is proposed that a cost sharing agreement be established between the applicant and the City to fund the design and construction of the interim improvement works associated with the pedestrian crossing across Royal Oak Avenue on the south side of the station.

With regards to these above-noted works, the City would be responsible (100%) for the design and construction costs associated with the pedestrian crossing across Royal Oak Avenue, with the applicant undertaking the project management and construction of the works, as well as the design and construction of the required servicing for the works along the subject development's frontages. The developer has agreed in principle to undertake the design and construction work for these improvement items. A funding allocation for the City component of the works will be made in the 2017 Development Coordinated Works – Roads component of the 2017 – 2021 Provisional Financial Plan.

- 3.5 In accordance with the City's policy for adaptable units, a total of 11 units (20% of the total number of residential units) have been provided meeting adaptable standards. As permitted under the adopted policy, 20 sq.ft. for each adaptable unit is exempt from F.A.R., resulting in a total adaptable unit F.A.R. exemption of 220 sq.ft. One handicap accessible parking stall is provided in connection with this development within the residential parking area. The accessible parking stall will be protected by a Section 219 Covenant as common property to be administered by the Strata Corporation.
- 3.6 Any necessary easements, covenants and statutory rights-of-way for the site are to be provided, including, but not necessarily limited to:
- a 1.5 (4.1 ft.) statutory right-of-way on the east-west lane abutting the site to the north for the provision of a pedestrian sidewalk connection;
 - a tapered statutory right-of way of 0.0 m to 1.2 m (0 – 3.9 ft.) from the Royal Oak Avenue frontage for separated sidewalk provisions;
 - Section 219 Covenant restricting the enclosure of balconies;
 - Section 219 Covenant providing that all disabled parking to remain as Common Property;
 - Section 219 Covenant ensuring compliance with the submitted acoustical analysis; and,
 - Section 219 Covenant ensuring demolition of existing improvements within three months of Final Adoption
- 3.7 In light of the proximity to Royal Oak Avenue and the Royal Oak SkyTrain Station, an acoustic study is required to ensure compliance with the Council-adopted sound criteria.

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- 3.8 One car wash stall and an appropriately screened garbage handling and recycling holding area will be provided on site.
- 3.9 A Comprehensive Sign Plan is required.
- 3.10 The approval of a detailed commercial loading plan by the Director Engineering is required.
- 3.11 Due to the commercial/industrial history of the site, a Site Profile and the resolution of any arising issues will be required.
- 3.12 The developer is responsible for contributing towards the undergrounding of overhead wiring abutting the site on Royal Oak Avenue.
- 3.13 The Engineering Environmental Services Division will need to review a submission of a detailed plan of an engineered Sediment Control System prior to Final Adoption.
- 3.14 Given the size of the site, best management practices are acceptable in lieu of a formal storm water management plan.
- 3.15 Applicable Development Cost Charges are:
 - a) Parkland Acquisition Charge of \$3.84 per sq.ft. of residential gross floor area
 - b) School Site Acquisition Charge of \$800.00 per unit
 - c) GVS&DD Sewerage Charge of \$1,082.00 per apartment unit and \$0.811 per sq.ft. of gross commercial floor area.

4.0 DEVELOPMENT PROPOSAL

4.1 Site Area:

Gross Site	-	2,758.7 m ² (29,694 sq.ft.)
Dedications	-	222.5 m ² (2,395 sq.ft.)
Net Site	-	2,536.2 m ² (27,299 sq.ft.)
		(Subject to detailed survey)

4.2 Density:

Residential Floor Area Ratio (FAR)	-	1.89 FAR
Commercial Floor Area Ratio (FAR)	-	0.30 FAR
Combined Total FAR	-	2.19 FAR
Residential Gross Floor Area (GFA)	-	4,805.8 m ² (51,729 sq.ft.)
Residential Amenity Space	-	243.4 m ² (2,620 sq. ft.)
		(exempted from FAR calculations)
Adaptable Unit Exemption (20 sq. ft./unit)	-	20.4 m ² (220 sq.ft.)

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Commercial Gross Floor Area (GFA)	-	753.1 m ² (8,106 sq.ft.)	
Combined Total GFA	-	5,558.9 m² (59,835 sq.ft.)	
Site Coverage	-	72 %	
4.3 <u>Height:</u>	-	4 Storeys	
4.4 <u>Residential Unit Mix:</u>			
1 one-bedroom unit:	-	58.4 m ² (628 sq.ft.)	
15 one-bedroom + den units:	-	57.3 – 64.6 m ² (617 – 695 sq.ft.)	
13 two-bedroom units:	-	74.0 – 80.6 m ² (797 – 868 sq.ft.)	
11 Adaptable two-bedroom units:	-	80.5 – 80.6 m ² (867 – 868 sq.ft.)	
8 two-bedroom + den units:	-	73.9 – 95.2 m ² (796 – 1,024 sq.ft.)	
2 three-bedroom units:	-	87.4 m ² (941 sq.ft.) each	
4 three-bedroom + den units:	-	93.1 – 96.3 m ² (1,002 – 1,037 sq.ft.)	
TOTAL NUMBER OF UNITS	-	54 units	
4.5 <u>Vehicle Parking and Loading:</u>		<u>Required</u>	<u>Provided</u>
Residential @ 1.6 spaces/unit	-	87	89 (incl. 15 visitor parking spaces)
Commercial 753.1 m ² @ 1 space/46 m ²			
Required and Provided	-	17	
Total Parking Provided	-	106	
Car Wash Stall Required and Provided	-	1	
Commercial Loading Required and Provided	-	1	
Disabled spaces (included in Parking Total)	-	1 residential space provided underground; 1 residential visitor space provided underground; and, 1 commercial space provided at grade.	
4.6 <u>Bicycle Parking:</u>		<u>Required</u>	<u>Provided</u>
Secure Residential @ 1 locker/unit	-	54	56

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Visitor Racks @ 0.2 spaces/unit + 10% of Commercial off-street parking Required and Provided	-	13	18
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4.7 Communal Facilities (Excluded from FAR Calculations)

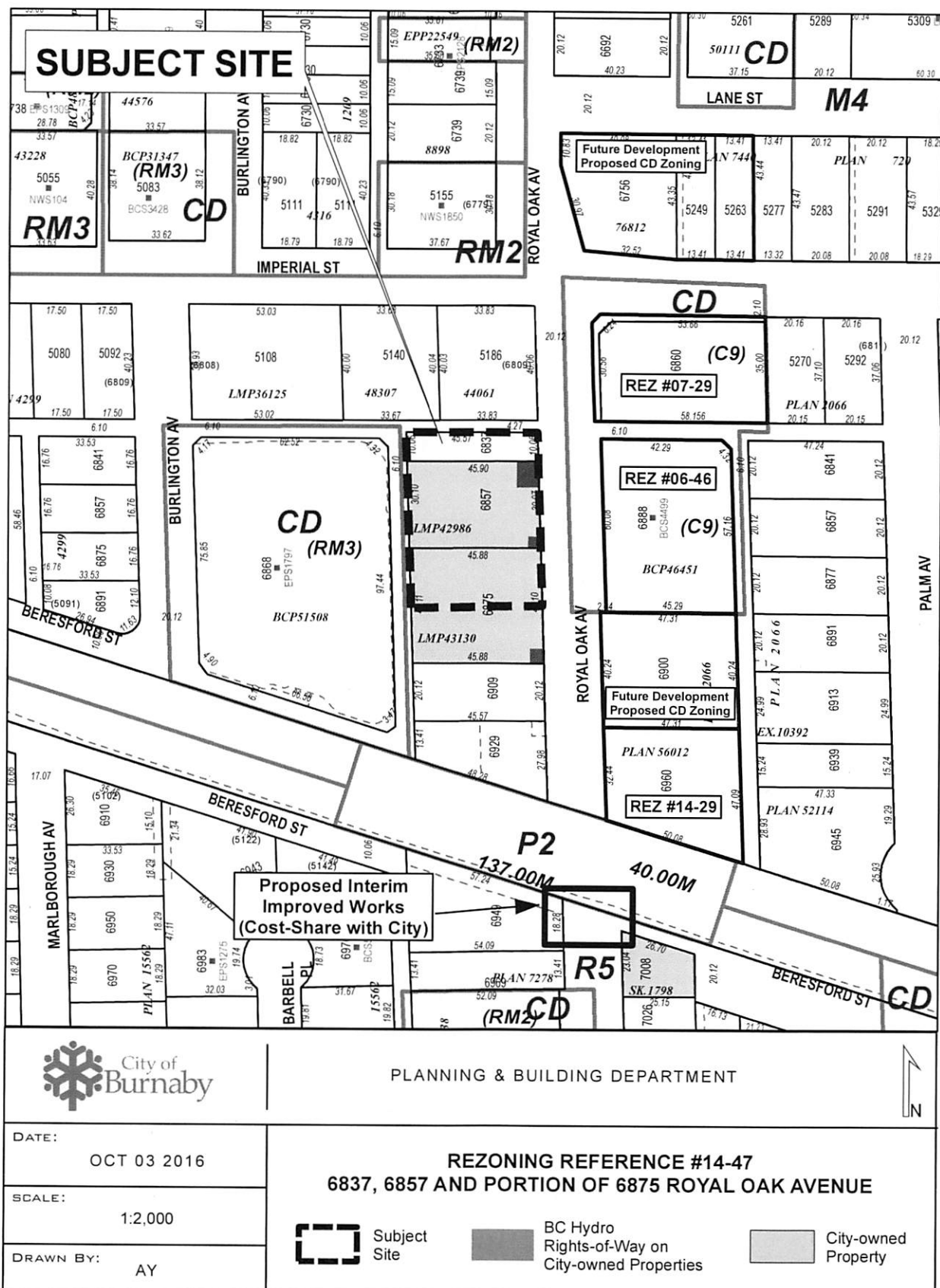
Communal facilities for residents are located on the ground floor of the development. Amenities include a multi-purpose amenity room, a fitness room, and an amenity lobby. The total amenity area measures 243.4 m² (2,620 sq. ft.), which is less than the 277.9 m² (2,992 sq.ft.) permitted to be excluded from Gross Floor Area (GFA) by the Zoning Bylaw.

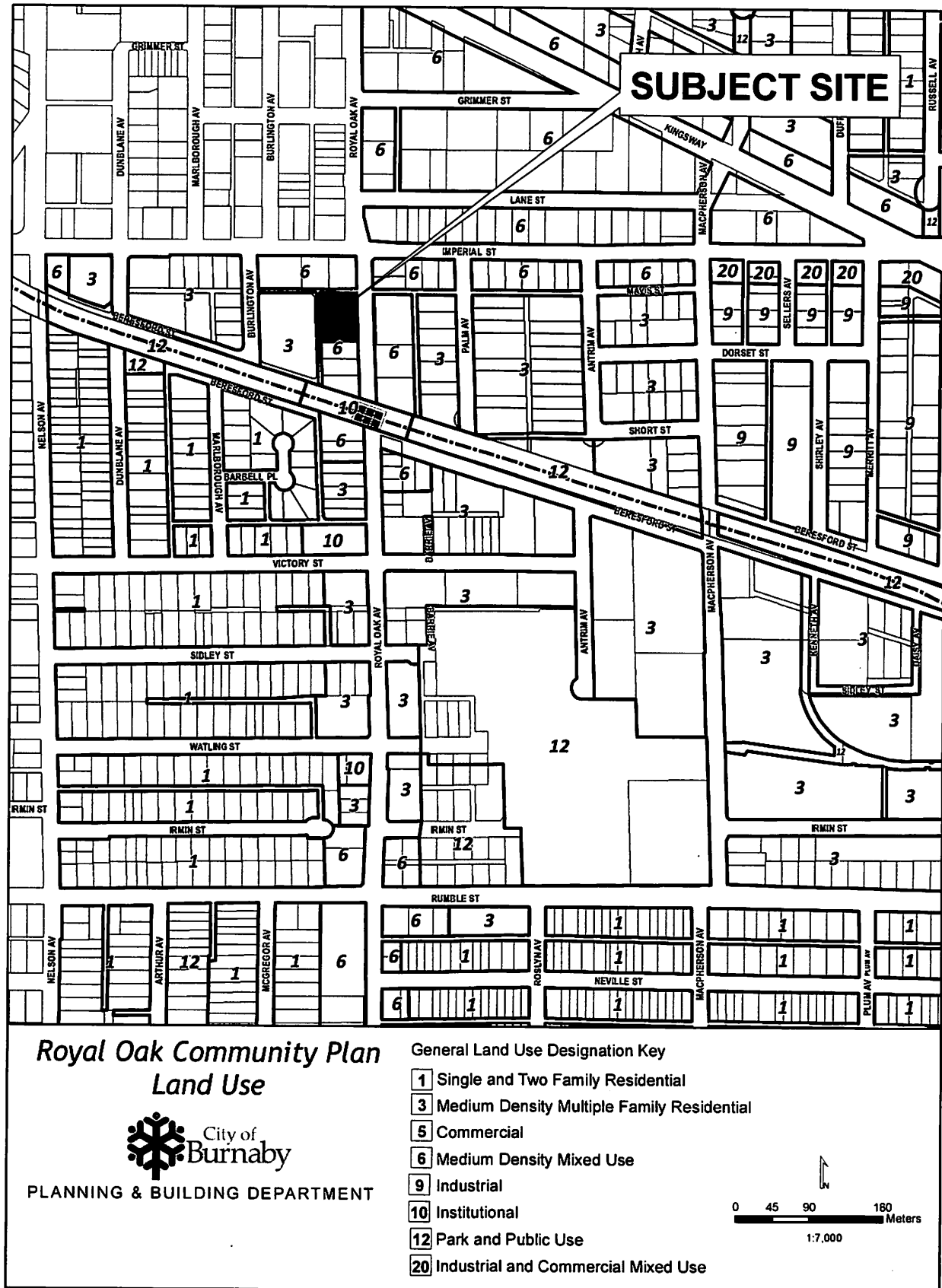

 Lou Pelletier, Director
 PLANNING AND BUILDING

GT:spf
Attachments

cc: Director Engineering
 Chief Licence Inspector
 City Solicitor
 City Clerk

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Printed on January 12, 2015

Sketch #2



PROPOSED DEVELOPMENT SUMMARY FOR ADVISORY PLANNING COMMISSION (APC)

REZONING REFERENCE # 15-00049

Meeting Date: 2016 November 10

ADDRESS: 6695 Dunblane Avenue and 4909, 4929, 4971 Imperial Street

DEVELOPMENT PROPOSAL:

Permit a 36-storey apartment building with street-oriented townhouses on Dunblane Avenue and live-work townhouse units on Imperial Street and Nelson Avenue.

- | | | |
|----|----------------------|--|
| 1. | Site Area: | Gross 5,224.8 m ² (56,239 sq.ft.)= Net 5,065.7 m ² (54,527 sq.ft.) + Lane Closure/ Consolidation 227.5 m ² (2,449 sq.ft.) - Road Dedication 386.6 m ² (4,161 sq.ft.) |
| 2. | Existing Use: | Multi-family residential |
| | Adjacent Use: | Multi-family residential, mixed-use, commercial and park recreation complex |
| | Proposed Use: | Mixed-use (multi-family residential and community commercial) |

- | | Permitted/Required | Proposed/Provided |
|---|--|--|
| 3. Gross Floor Area: | Residential 26,531.6 m ² (285,584 sq.ft.)
Commercial 578.3 m ² (6,225 sq.ft.) | Residential 26,531.6 m ² (285,584 sq.ft.)
Commercial 578.3 m ² (6,225 sq.ft.) |
| 4. Site Coverage: | 36% | 36% |
| 5. Building Height: | High-rise 36 Storeys
Townhouses 2, 3 & 4 Storeys | High-rise 36 Storeys
Townhouses 2, 3 & 4 Storeys |
| 6. Vehicular Access from: | Dunblane Avenue | Dunblane Avenue |
| 7. Parking Spaces: | Residential - 370 Spaces
Commercial - 17 Spaces | Residential - 370 Spaces
Commercial - 17 Spaces |
| 8. Loading Spaces: | n/a | n/a |
| 9. Communal Facilities: | Fitness room, steam/sauna room, lounge,
amenity lobby, media room & party room | Fitness room, steam/sauna room, lounge,
amenity lobby, media room & party room |
| 10. Proposed development consistent with adopted plan?
(i.e. Development Plan, Community Plan, or OCP) | | <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO |

Note: N/A where not applicable



Item
Meeting 2016 October 24

COUNCIL REPORT

TO: CITY MANAGER 2016 October 19

FROM: DIRECTOR PLANNING AND BUILDING

SUBJECT: REZONING REFERENCE #15-49
Apartment tower with street-oriented townhouses and live-work units
Metrotown Town Centre

ADDRESS: 6695 Dunblane Avenue and 4909, 4929, 4971 Imperial Street (see *attached* Sketches #1 and #2)

LEGAL: Lot A, DL 152, Group 1, NWD Plan 7803, Lots' 1 & 2, DL 152, Group 1, NWD Plan 7803; Lot 53, DL 152, Group 1, NWD Plan 35102

FROM: RM3 Multiple Family Residential District

TO: CD Comprehensive Development District (based on the RM5s Multiple Family Residential District, C2 Community Commercial District, Metrotown Town Centre Development Plan as guidelines, and in accordance with the development plan entitled "Imperial" prepared by IBI Architects Group, dated 2016 July 08)

APPLICANT: IBI Group
 700 – 1285 West Pender Street
 Vancouver, BC V6E 4B1
 (Attn: Martin Bruckner)

PURPOSE: To seek Council authorization to forward this application to a Public Hearing on 2016 November 22.

RECOMMENDATIONS:

1. **THAT** a Rezoning Bylaw be advanced to First Reading on 2016 November 07 and to a Public Hearing on 2016 November 22 at 7:00 p.m.
2. **THAT** the amendment to the Metrotown Town Centre Plan, as outlined in Section 3.4 of this report be approved, to take effect upon the granting by Council of Second Reading of the Rezoning Bylaw related to the subject site.
3. **THAT** the following be established as prerequisites to the completion of the rezoning:
 - a) The submission of a suitable plan of development.

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 Apt. tower with street-oriented townhouses and live-work units
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- b) The deposit of sufficient monies including a 4% Engineering Inspection Fee to cover the costs of all services necessary to serve the site and the completion of a servicing agreement covering all requisite services. All services are to be designed to City standards and constructed in accordance with the Engineering Design. One of the conditions for the release of occupancy permits will be the completion of all requisite services.
- c) The installation of all electrical, telephone and cable servicing, and all other wiring underground throughout the development (as well as underground switching and transformer/service boxes in town centre locations), and to the point of connection to the existing service where sufficient facilities are available to serve the development.
- d) The submission of an Undertaking to remove all improvements prior to Final Adoption of the Bylaw, but not prior to Third Reading of the Bylaw. Demolition of any improvements will be permitted after Second Reading of the Rezoning Bylaw has been granted provided that the applicant acknowledges that such permission does not fetter Council's ability to grant or not to grant Third Reading and/or Final Adoption of the Rezoning Bylaw. In addition, the demolition of any improvements will be permitted at any time if they are vacant and considered by staff to be subject to misuse and vandalism. If requested, demolition may be delayed to more closely coincide with approval of building permits.
- e) The utilization of an amenity bonus through the provision of a cash in-lieu contribution in accordance with 3.4 of this report.
- f) The dedication of any rights-of-way deemed requisite.
- g) The consolidation of the net project site into one legal parcel.
- h) The granting of any necessary statutory rights-of-way, easements and/or covenants.
- i) The granting of Section 219 Covenants:
 - restricting enclosure of balconies;
 - indicating that project surface driveway access will not be restricted by gates;
 - guaranteeing the provision and maintenance of public art;
 - ensuring compliance with the approved acoustical study;
 - guaranteeing the provision and ongoing maintenance of stormwater management facilities;

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- ensuring the provision and ongoing maintenance of ten bicycles and related storage/bicycle repair room, and to ensure that they remain common property to be administered by the Strata Corporation;
 - ensuring the provision and ongoing maintenance of a minimum of two electric vehicle and two Level 2 Electric Vehicle Charging Stations, and to ensure that they remain as common property to be administered by the Strata Corporation;
 - ensuring the provision of three car share spaces as common property to be administered by the Strata Corporation; and,
 - ensuring that handicap accessible parking stalls in the underground parking areas be held as common property to be administered by the Strata Corporation.
- j) The review of a detailed Sediment Control System by the Director Engineering.
- k) The submission of a suitable on-site stormwater management system to the approval of the Director Engineering, the deposit of sufficient monies for its provision, and the granting of a Section 219 Covenant to guarantee its provision and continuing operation.
- l) The submission of a suitable Solid Waste and Recycling Plan to the approval of the Director Engineering.
- m) The design and provision of units adaptable to persons with disabilities, the provision of customized hardware and cabinet work being subject to the sale/lease of the unit to a disabled person and with allocated disabled parking spaces.
- n) The provision of 3 covered car wash stalls and an adequately sized and appropriately located garbage handling and recycling material holding space to the approval of the Director Engineering and a commitment to implement the recycling provisions.
- o) The review of on-site residential loading facilities by the Director Engineering.
- p) The submission of a tenant assistance plan.
- q) The provision of facilities for cyclists in accordance with this report.
- r) Compliance with the Council-adopted sound criteria.
- s) The undergrounding of existing overhead wiring abutting the site.

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- t) The submission of a detailed comprehensive sign plan.
- u) The deposit of the applicable Parkland Acquisition Charge.
- v) The deposit of the applicable GVS & DD Sewerage Charge.
- w) The deposit of the applicable School Site Acquisition Charge.
- x) The deposit of the Metrotown Open Space Charge.
- y) The submission of a written undertaking to distribute area plan notification forms, prepared by the City, with disclosure statements; and, to post area plan notification signs, also prepared by the City, on the development site and in the sales office in prominent and visible locations prior to Third Reading, or at the time marketing for the subject development commences, whichever is first, and remain posted for a period of one year, or until such time that all units are sold, whichever is greater.

REPORT

1.0 REZONING PURPOSE

The purpose of the proposed rezoning bylaw amendment is to permit a 36-storey apartment building with street-oriented townhouses on Dunblane Avenue and live-work townhouse units on Imperial Street and Nelson Avenue.

2.0 BACKGROUND

- 2.1 On 2016 January 25, Council received the report of the Planning and Building Department regarding the rezoning of the subject development site and authorized the Department to continue to work with the applicant in the preparation of a suitable plan of development with the understanding that a further and more detailed report would be submitted at a later date. On 2016 August 29, Council deferred consideration of the recommendations to advance this application to a Public Hearing on 2016 September 20 (see Sketch #1 *attached*) pending receipt of further information on site consolidation efforts and tenancy rental agreements. This information was provided to Council under separate cover. This report provides recommendations to advance a proposed suitable plan of development to Public Hearing on 2016 November 22.
- 2.2 The subject site is comprised of four properties at 6695 Dunblane Avenue and 4909, 4929, 4971 Imperial Street. The four properties that make up the subject site are currently zoned RM3 Multiple Family Residential District. The properties are occupied by four older apartment buildings, which are described as follows:

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- 6695 Dunblane Avenue: 38-unit, three-storey apartment building constructed in 1969;
- 4971 Imperial Street: 29-unit, three-storey apartment building constructed in 1969;
- 4929 Imperial Street: 10-unit, three-storey apartment building constructed in 1954; and,
- 4909 Imperial Street: 7-unit, three-storey apartment building constructed in 1950.

Directly to the northwest is a 27-unit stratified apartment building that was built in 1997. Also to the north are three high-rise apartment developments including “The Park” (Rezoning Reference #13-17) – under construction; the “Met 1” (Rezoning Reference #10-29) – Occupancy Permit stage; and, “Met 2” (Rezoning Reference #12-15) – under construction. To the east, across Dunblane Avenue, there is an active rezoning application to develop a 37-storey apartment building with townhouses fronting the mid-block of Dunblane and Marlborough Avenues (Rezoning Reference #15-26), as well as a rezoning application that received Final Adoption on 2016 October 3 to develop a 27-storey apartment building with street-oriented townhouses and a minor live-work component on Imperial Street (Rezoning Reference #15-01). To the west, across Nelson Avenue, is a mix of local commercial uses, community services and Bonsor Recreation Complex. To the south, across Imperial Street, there is a two-and-a-half storey mixed-use building constructed in 1955 and a new four-storey 42-unit apartment building.

- 2.3 Early in the development process, the applicant inquired about the inclusion of the adjacent 27-unit strata apartment at 6676 Nelson Avenue in this development, as an optional opportunity. As noted, information on the unsuccessful efforts to achieve consolidation of this property by the applicant have been provided to Council under separate cover. The property at 6676 Nelson Avenue meets the area required for a RM5s development and can proceed as a separate development in future.
- 2.4 The Metrotown Town Centre Development Plan designates the subject site for high density multiple family development under the CD Comprehensive Development District, utilizing the RM5s Multiple Family Residential District as a guideline. In terms of the governing allowable density for the site, the maximum allowable residential floor area ratio would be 5.0 applicable to the net site, which is inclusive of a 1.6 FAR amenity bonus.
- 2.5 Given the development site’s significant block frontage along the north side of Imperial Street, it is a Town Centre Planning objective to provide a development form and use that provides an appropriate transition between the Metrotown Town Centre Plan area and the future mixed-use urban village designation to the south within the Royal Oak Community Plan, as well as to complement the pockets of commercial uses along the south side of Imperial Street. The applicant has responded to this objective in the following ways:
 - orienting the frontage of the residential tower towards Imperial Street, at the northwest corner of Imperial Street and Dunblane Avenue intersection.

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- establishing a four-storey massing component along Imperial Street. The four-storey form is comprised of two-storey townhouses with double height amenity space above. The townhouses fronting Imperial Street include a live-work component on the ground floor.
- incorporating a corner plaza, water feature near the intersection of Dunblane Avenue and Imperial Street.

The proposed development concept also includes three-storey townhouses oriented towards Dunblane Avenue and two-storey townhouses oriented towards Nelson Avenue. The two townhouses oriented towards Nelson Avenue include a minor live-work component on the first floor. The development has full underground parking with driveway access via Dunblane and Nelson Avenues.

- 2.6 Burnaby has and continues to benefit from some sound planning principles established early on in the City's development. Key to these is the Official Community Plan's designation of four Town Centres within the City which have and are intended to continue to accommodate a significant portion of the City's population and job growth, and which provide locations for the provision of community amenities going forward.

The creation of Town Centres at Metrotown, Brentwood, Edmonds and Lougheed have served the City well in protecting single- and two-family residential neighbourhoods from pressures to accommodate new growth, and have also allowed the City to preserve a significant component of its land base for park and open space. At the same time, they contribute to Regional Planning objectives, established by Metro Vancouver in the Regional Growth Strategy, that are of benefit both locally and more broadly. Within Burnaby, and other neighbouring cities, Town Centres are helping to meet regional goals to reduce pressures for development of habitat and agricultural lands; to focus jobs, people and services in walkable neighbourhoods that are and can be efficiently served by transit; and to reduce overall demands for travel by car with direct benefits to the environment, economy and the quality of life in the Region.

Further, Burnaby's Economic Development and Social Sustainability Strategies, in addition to the Town Centre Plan, encourage: a varied range of housing options (including ground orientation); improved neighborhood livability, stability and accessibility; transit access and alternative forms of transportation; as well as green building policies.

The subject rezoning application is consistent with these regional and municipal plans and policies.

- 2.7 The applicant has now submitted a plan of development suitable for presentation to a Public Hearing.

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3.0 GENERAL COMMENTS

- 3.1 The proposed development plan is for a single 36-storey apartment tower with a two storey form fronting Nelson Avenue, a three storey residential form fronting Dunblane Avenue, and a four storey form fronting Imperial that includes two storey townhouses with double height amenity space above. The townhouses fronting Imperial Street and Nelson Avenue include a live-work component on the ground floor. All parking is to be provided underground with vehicular access provided via Dunblane and Nelson Avenues.

A total of 313 units are proposed as part of the suitable plan of development. The units include nine live-work townhouse units oriented towards Imperial Street and two live-work townhouse units oriented towards Nelson Avenue, nearby the Nelson Avenue and Imperial Street intersection. The live-work component of the proposed development is intended to provide an appropriate transition between the Metrotown Town Centre Plan area and adjacent Royal Oak Community Plan area, as well as to complement the pockets of strip commercial along the south side of Imperial Street with a commercial presence on the north side of Imperial Street and near the busier intersection of Imperial Street and Nelson Avenue. A minor amendment to the Metrotown Town Centre Development Plan is necessary to acknowledge the proposed live-work component through the inclusion of the C2 Commercial District as a guideline.

- 3.2 The subject proposal is considered to embody exceptional urban design and architectural expression in terms of the building's siting, massing, pedestrian orientation and materiality; thus, meeting the standards and objectives for such development in the City's town centre areas. To complement the built form, a progressive landscape treatment is proposed which includes boulevards and street trees on Imperial Street, Dunblane Avenue and Nelson Avenue to help soften the urban environment. Substantial on-site planting is also integrated with the outdoor amenities that include lawn space, a dog play area, a children's play area and urban agriculture plots.

All required parking is proposed to be located underground, and access taken from Dunblane and Nelson Avenues. With regard to the residential parking for the development, the required parking ratio is 1.1 spaces per unit (of which 0.1 is for visitor parking), commensurate with the proposed transportation alternatives proposed for the site. The development has provided the following transportation alternatives:

- provision of a 50% subsidy on two-zone transit passes for all residential units within the development for 12 months;
- provision of one bike wash / bicycle repair room in the underground parking levels with a repair stand, bike pump and washing station;
- provision of ten commuter bicycles to be held as common property for the benefit of residents;

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- provision of twice the required residential bicycle parking spaces to be provided in secured residential bicycle lockers;
- provision of twice the required visitor bicycle parking spaces;
- provision of two electric vehicles and two Level 2 Electric Vehicle (EV) Charging Stations to be held as common property for the benefit of the residents, with a trust with sufficient funds for the strata corporation to cover the maintenance cost of the vehicles for a ten year period;
- provision of three parking stalls for public car shares on-site;
- 10% of the parking stalls to have Level 2 electric vehicle charging stations; and,
- delivery of a communication strategy to be used in the marketing of the project and for initial strata meeting to properly inform potential and new residents of the various traffic demand management benefits provided.

The developer has also committed to demonstrating sustainability through building design, materiality and efficiency (water, energy and waste management) initiatives.

3.3 The submission of a Tenant Assistance Plan is required in line with Council's adopted policy. As noted, information on existing tenancies was provided to Council under separate cover. The Tenant Assistance Plan submitted by the applicant includes, but is not limited to, the following commitments:

- to meet or exceed the requirements of the City's Tenant Assistance Policy;
- advance notice of at least three months before any of the units must be vacated;
- the equivalent of three months' rent as compensations for each tenanted unit for moving expenses and relocation costs;
- a free rent period from the date of notice to vacate to the date the units must be vacated in addition to the compensation noted above;
- updated notices on the status of the rezoning process prior to Public Hearing, Third Reading, and Final Adoption;
- tenants will be offered the right of first refusal, based on their length of tenancy, to purchase a new unit in the development; and,
- provide the services of the building's property management company to use their best efforts to assist tenants in finding rental accommodation in other buildings they manage.

3.4 Given the site's Town Centre location, the applicant is proposing to use the supplemental amenity density bonus provisions indicated within the Zoning Bylaw. In so doing, the applicant would achieve an additional 1.6 FAR, which translates into 87,243.2 sq. ft. of additional gross floor area (GFA) included in the development proposal. The Legal and Lands Department will provide an estimate of value for the residential density of 1.6

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FAR amenity density bonus, and for a portion of the east/west lane that is proposed to be closed and included in the consolidated development site. In accordance with Council's adopted Community Benefit Bonus Policy, it is recommended that the community benefit funds be received as an undesignated cash in-lieu contribution for the future provision of a community benefit. A separate report detailing the value of the density bonus will be forwarded to Council for consideration and approval prior to the subject amendment bylaw receiving Third Reading. The report to Council will be prepared once the Legal and Lands Department has concluded negotiations with the applicant. Council approval of the density bonus value is a prerequisite condition of the rezoning.

Under the Priority Amenity Program, the community benefit funds received will be directed into the Metrotown Town Centre Account to be utilized in the future to achieve priority amenities, as established by Council, including a new Metrotown Performance / Events Centre. This centre would include facilities for the performing arts and a broad range of community events and occasions.

In accordance with Council's adopted policy, 80% of the cash-in-lieu contributions are applied toward a Town Centre Financial Account and 20% to the Community Benefit Housing Fund.

3.5 The Director Engineering will be required to provide an estimate for all services necessary to serve this site. The servicing requirements for this development will include, but not necessarily be limited to the following:

- construction of Dunblane Avenue to its final Town Centre standard (local road) with cycle provision, separated sidewalks, street trees, enhanced boulevards, and street and pedestrian lighting across the development frontage;
- construction of Imperial Street to its final standard (arterial road) with linear rain water management amenity, cycle provision, separated sidewalks, street trees, enhanced boulevard and street and pedestrian lighting across the development frontage;
- construction of Nelson Avenue to its final standard (collector road) with linear rain water management amenity, cycle provision, separated sidewalks, street trees, enhanced boulevard and street and pedestrian lighting across the development frontage; and,
- storm, sanitary sewer and water main upgrades as required.

Required road widening dedications include a dedication along Imperial Street of 4.65 m (15.26 ft.) near Dunblane Avenue tapering down to 3.0 m (9.84 ft.) near Nelson Avenue and a dedication along Nelson Avenue of 0.9 m (2.95 ft.). Statutory right-of-ways are required for the sidewalks along Imperial Street and Nelson Avenue with a width of 1.9 m (6.2 ft.) and 2.4 m (7.87 ft.), respectively. Pedestrian and vehicular access to the site will be from Nelson Avenue and Dunblane Avenue.

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- 3.6 In accordance with the City's policy for adaptable units, a total of 64 units (20% of the total number of residential units) have been provided meeting adaptable standards. As permitted under the adopted policy, 20 sq. ft. for each adaptable unit is exempt from FAR, resulting in a total adaptable unit FAR exemption of 1,280 sq. ft. A total of 12 handicap accessible parking stalls are provided in connection with this development. Accessible parking stalls will be protected by a Section 219 Covenant as common property to be administered by the Strata Corporation.
- 3.7 Any necessary easements, covenants, and statutory rights-of-way for the site are to be provided, including, but not necessarily limited to:
- Section 219 Covenant restricting enclosure of balconies;
 - Section 219 Covenant indicating that project surface driveway access will not be restricted by gates;
 - Section 219 Covenant guaranteeing the provision and maintenance of public art;
 - Section 219 Covenant ensuring that handicap accessible parking stalls in the underground residential parking areas be held as common property to be administered by the Strata Corporation;
 - Section 219 Covenant ensuring compliance with the approved acoustical study;
 - Section 219 Covenant guaranteeing the provision and ongoing maintenance of stormwater management facilities;
 - Section 219 Covenant ensuring the provision and ongoing maintenance of ten commuter bicycles and related storage/bicycle repair room, and to ensure that they remain common property to be administered by the Strata Corporation;
 - Section 219 Covenant ensuring the provision and ongoing maintenance of two electric vehicles and two fast charging (Level 2) Electric Vehicle Charging Stations, and to ensure that they remain as common property to be administered by the Strata Corporation;
 - Section 219 Covenant restricting uses and area of live-work units; and
 - Statutory right-of-way ensuring the provision of three car share spaces on-site for general car-share usage.
- 3.8 Due to the proximity of the subject site to Imperial Street, the applicant is required to provide an acoustical study showing that the proposed development would meet the Council-adopted noise criteria.
- 3.9 Provision of three separate car wash stalls is required.
- 3.10 The submission of a Comprehensive Sign Plan is required.

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- 3.11 As the site will be fully excavated for development, an arborist's report and tree survey will be required prior to Final Adoption identifying trees to be removed from the site. The applicant will be required to obtain a tree removal permit for all trees over 20 cm (8 inches) in diameter. A landscaping plan has been provided as part of the suitable plan of development to provide trees on the site.
- 3.12 A suitable engineered design to the approval of the Director Engineering will be required for the on-site stormwater management system, as well as a Section 219 Covenant to guarantee its provision and continuing operation. The deposit of sufficient monies to guarantee the provision of the stormwater drainage and landscape features will be required.
- 3.13 The undergrounding of any existing overhead wiring abutting the subject site is required.
- 3.14 The Engineering Environmental Services Division will need to review a submission of a detailed plan of an engineered Sediment Control System prior to Final Adoption. The proposed Sediment Control System will then be the basis, after Final Adoption, for the necessary Preliminary Plan Approval and Building Permit.
- 3.15 The submission of a suitable Solid Waste and Recycling Plan to the approval of the Director Engineering is required.
- 3.16 The submission of a suitable on-site residential loading plan to the approval of the Director Engineering is required.
- 3.17 a) Parkland Acquisition Charge of \$3.55 per sq. ft. of residential gross floor area
 b) School Site Acquisition Charge of \$600.00 per unit
 c) GVS&DD Sewerage Charge of \$590.00 per apartment unit
 d) Metrotown Open Space Charge of \$0.50 per sq. ft. of commercial gross floor area

4.0 DEVELOPMENT PROPOSAL

- 4.1 **Site Area** *(subject to detailed survey)*
- | | |
|--------------------------------|---|
| Gross Site Area | - 5,224.8 m ² (56,239 sq. ft.) |
| Lane Closure and Consolidation | - +227.5 m ² (2,449 sq. ft.) |
| Road Dedication | - -386.6 m ² (4,161 sq. ft.) |
| Net Site Area | - 5,065.7 m ² (54,527 sq. ft.) |
- 4.2 **Site Coverage** - 36%
- 4.3 **Density and Gross Floor Area**
- | | |
|---------------|------------|
| Total Density | - 5.11 FAR |
|---------------|------------|

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Residential Density	- 5.0 FAR (inclusive of 1.6 amenity bonus)
Commercial Density	- 0.11 FAR
Residential Gross Floor Area	- 26,531.6 m ² (285,584 sq. ft.) (excluding permitted exemptions)
C2 District Live-Work (Commercial) Gross Floor Area	- 578.3 m ² (6,225 sq. ft.)
TOTAL GROSS FLOOR AREA:	- 27,109.9 m ² (291,809 sq. ft.)

4.4 **Residential Unit Mix**

31 – Studio (inclusive of 30 adaptable units)	- 43.7 m ² (470 sq. ft.) – 46.3 m ² (498 sq. ft.)
60 - One Bedroom	- 56.0 m ² (603 sq. ft.)
32 - One Bedroom + Den	- 58.7 m ² (632 sq. ft.) – 60.0 m ² (646 sq. ft.)
104 - Two Bedroom (inclusive of 34 adaptable units)	- 70.0 m ² (753 sq. ft.) – 79.5 m ² (856 sq. ft.)
8 - Two Bedrooms + Den	- 87.8 m ² (945 sq. ft.) – 101.7 m ² (1,095 sq. ft.)
62 – Three Bedrooms	- 84.0 m ² (905 sq. ft.) – 113.2 m ² (1,218 sq. ft.)
11-Live-Work Townhouse (1 Bedroom)	- 107.6 m ² (1,158 sq. ft.) – 126.1 m ² (1,357 sq. ft.)
5 - Townhouse (Three Bedroom)	- 149.3 m ² (1,607 sq. ft.) – 149.9 m ² (1,614 sq. ft.)

TOTAL NUMBER OF UNITS: 313 units (inclusive of 64 adaptable units)

4.5 **Building Height**

- 4 storey massing for live-work townhouses and amenity space fronting Imperial Street
- 3 storeys for townhouses fronting Dunblane Avenue
- 2 storeys for live-work townhouses fronting Nelson Avenue
- 36 storeys for apartment tower fronting Imperial Street and Dunblane Avenue

4.6 **Vehicle Parking**

Residential	- Provided - 370 spaces
313 units @ 1.1 spaces per unit	(including 34 visitor parking space)
Minimum Required - 345 spaces	(Surplus parking – 25 spaces)

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Commercial - Provided - 17 spaces
 6,225 sq. ft. @ 1 space per 495 sq. ft. (Surplus parking – 4 spaces)
 Minimum Required - 13 spaces

TOTAL NUMBER OF SPACES: - Provided - 387 spaces
 Minimum Required - 358 spaces

4.7 **Bicycle Parking**

313 units @ 2.2 spaces per unit - Provided - 726 spaces
 Required - 689 spaces (including 63 visitor spaces)

Common Bike Storage Room - 10 spaces (including 10 bicycles to be held in common for the benefit of the residents as part of transportation demand management strategies)

4.8 **Communal Facilities** ***(Excluded from FAR Calculations)***

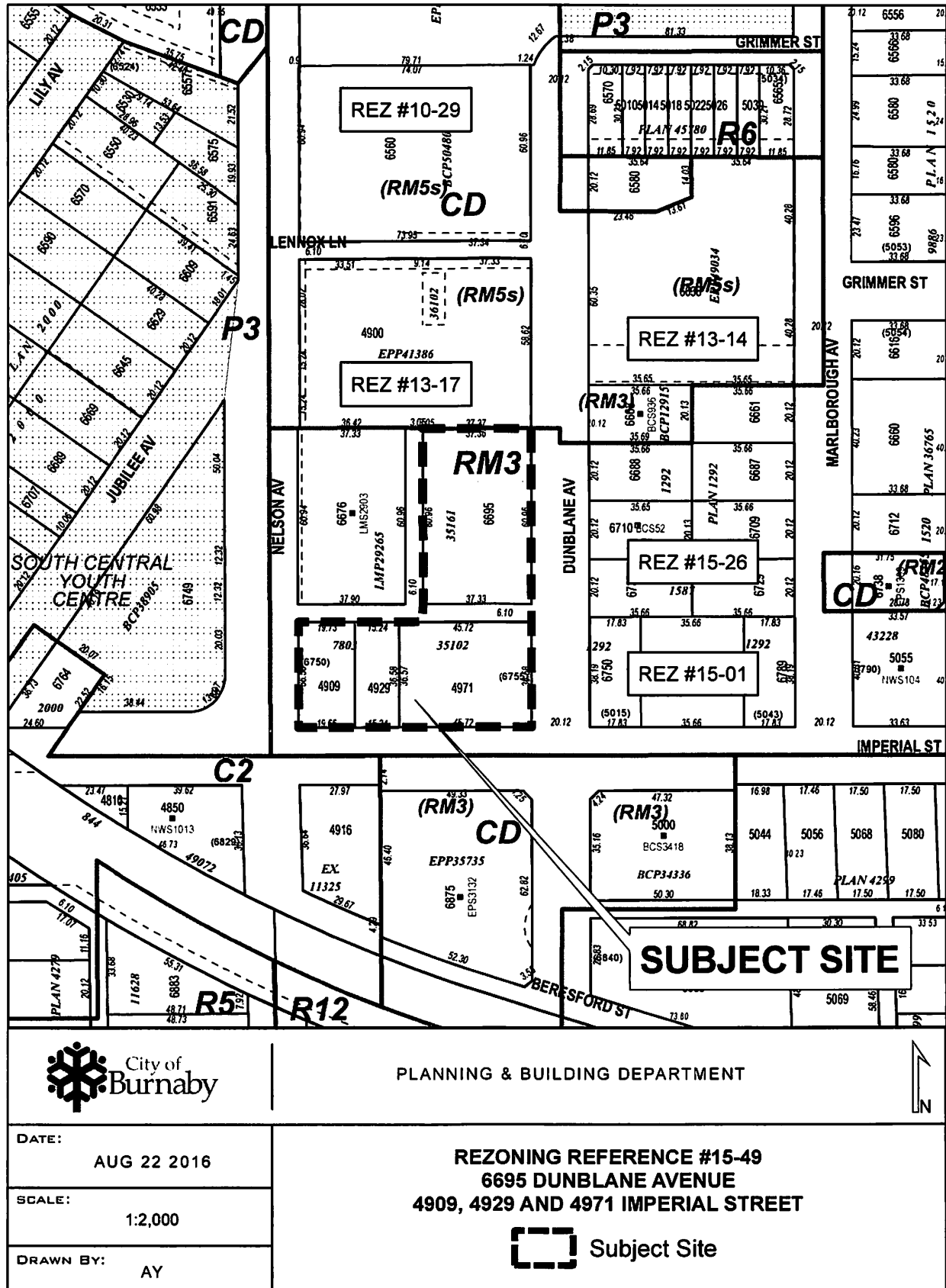
Primary communal facilities for residential tenants are located within the levels of the residential tower fronting Dunblane Avenue and Imperial Avenue, including an amenity lobby and lounge, multi-purpose meeting room, fitness room, steam and sauna room, guest suite, party room, media room and lounge with roof deck amenity. The proposed amenity area amounts to 9,276 sq. ft., which is less than the permitted 13,631.75 sq. ft. (5%) of Gross Floor Area permitted within the Zoning Bylaw.


 Lou Pelletier, Director
 PLANNING AND BUILDING

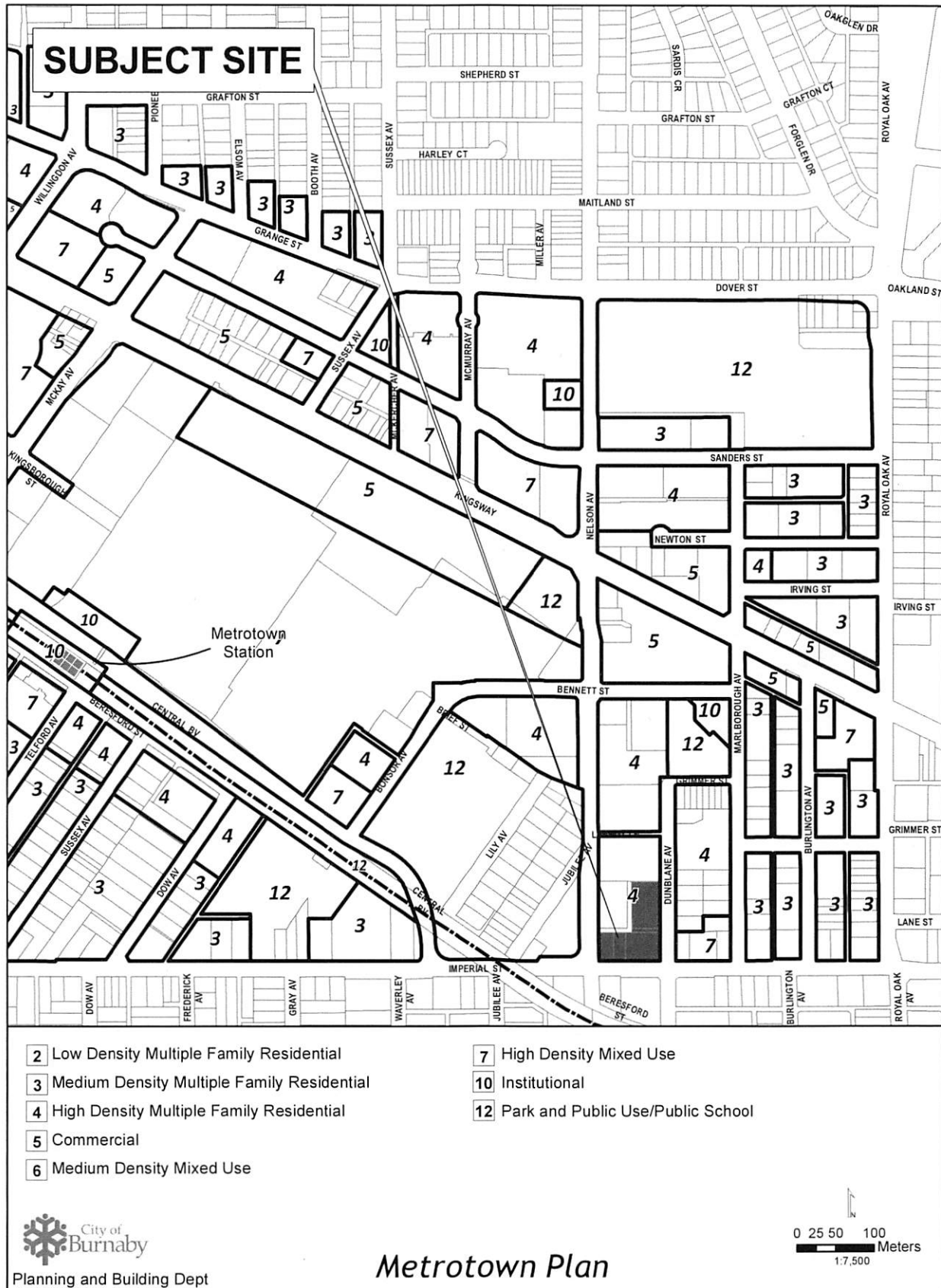
JD:spf

Attachments

cc: Director Engineering
 City Solicitor
 City Clerk



Sketch #1





Meeting 2016 April 26

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
PLANNING AND DEVELOPMENT COMMITTEE

DATE: 2016 April 19

FROM: DIRECTOR PLANNING AND BUILDING

FILE: 42000 20
Reference: Bylaw Text Amendment

**SUBJECT: PROPOSED ZONING BYLAW TEXT AMENDMENT
HOME-BASED CHILD CARE FACILITIES**

PURPOSE: To propose text amendments to the Burnaby Zoning Bylaw regarding home-based child care facilities.

RECOMMENDATIONS:

1. **THAT** Council be requested to authorize the preparation of a bylaw amending the Burnaby Zoning Bylaw, as outlined in Section 3.0 of this report, for advancement to a Public Hearing at a future date.
2. **THAT** a copy of this report be sent to the Fraser Health Authority at 4946 Canada Way, Burnaby, B.C. V5G 4H7.

REPORT**1.0 INTRODUCTION**

The vision statement of Burnaby's Child Care Policy, adopted in 1994 and revised in 2000 states that the City of Burnaby is committed to:

- assisting with the creation of a comprehensive and inclusive child care system in Burnaby;
- supporting families and children in their search for child care options; and
- working with the School Board, government ministries, child care providers, community service providers, and others in pursuing the City's child care objectives.

Further, the policy states that the City will work to improve the availability, accessibility, and affordability of child care by "providing appropriate and sufficient opportunities for the establishment of child care facilities within the context of the Official Community Plan, community plans, Burnaby Zoning Bylaw, and other City regulations". These policy statements are also identified as key objectives in the City's Social Sustainability Strategy which was adopted by Council in 2011. These policies recognize that while the provision and regulation of child care is the responsibility of the Provincial government, the City can play a supportive role.

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 Home-Based Child Care Facilities
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The City has undertaken significant efforts to improve child care options in Burnaby through zoning and other planning efforts; establishment of the Burnaby Child Care Resources Group, comprised of City staff and representatives of non-profit child care societies, the YMCA, and the Burnaby School District; direct advocacy to senior levels of government; and support for child care centres. This report seeks to further clarify references to child care within the Zoning Bylaw, in order to provide clear direction to individuals and groups seeking to establish child care centres in Burnaby.

2.0 BACKGROUND

Since 1989, the Burnaby Zoning Bylaw has permitted child care facilities with a maximum of 10 children in residential settings. The maximum number of children was determined in accordance with Provincial regulations for home-based child care facilities and the accepted interpretation of the *BC Building Code* (BCBC) assembly occupancy threshold for daycares at that time. Since then, Provincial regulations have been updated; as a result, only home-based child care facilities with eight or fewer children are exempt from assembly occupancy requirements.

The proposed text amendments, which reduce the maximum permitted number of children in home-based child care facilities to eight, are intended to bring the Burnaby Zoning Bylaw into alignment with this updated regulatory framework. In addition, this review provides an opportunity to update Zoning Bylaw terms and definitions for child care uses, and remove provisions that are rendered inconsistent or redundant by the proposed changes.

The proposed amendments have been reviewed with the Burnaby Child Care Resources Group, which serves as an advisory body on child care policies, services and programs to the Social Planning Committee. This group acknowledges the need for the amendments to comply with the current Provincial regulatory framework.

3.0 HOME BASED CHILD CARE IN BURNABY

Child care centres operating within residential dwellings contribute to the limited supply of licensed child care spaces available in Burnaby, and provide child care options for working parents who often struggle to find child care that meets their needs. As of 2015 August, there were approximately 4,820 licensed child care spaces in 245 child care centres in Burnaby. Of these spaces, 15% were in residential zoning districts, representing 140 out of 245 child care centres. Child care spaces in residential dwellings are an important contribution to the range of child care available in Burnaby, as they expand the options available to parents, including spaces that may be closer to home. It is noted, in relation to the subject text amendment, that only nine home-based child care centres had more than eight children, representing 18 additional spaces in homes that currently accommodate 10 children.

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3.0 PROPOSED ZONING BYLAW TEXT AMENDMENTS

3.1 Definitions

Issue

The term “family child care centre” does not clearly distinguish home-based child care facilities from other child care facilities. In addition, the definitions of “child care facility” and “family child care centre” reference Provincial licensing terms that may not reflect current usage.

Discussion

Section 3 of the Zoning Bylaw includes the following definitions:

“CHILD CARE FACILITY” means any community care facility for children licensed under the Community Care Facility Act other than a facility for residential care for children.

“FAMILY CHILD CARE CENTRE” means an in-home child care operation licensed under the Community Care Facility Act to provide family child care.

These definitions include terms such as “community care facility,” “residential care for children,” and “family child care” that are not elsewhere defined in the Zoning Bylaw, and that reference Provincial terms that have changed, and may continue to change, over time. For instance, the term “family child care centre” reflects only one type of home-based child care facility licensed under Provincial legislation, and does not readily convey that such facilities are located only in home-based settings. The distinction between child care facilities that are located in residential dwelling units and those that are located outside of homes in institutional or mixed use settings is central to the regulation of such facilities under the Zoning Bylaw and should be clearly made.

In addition, the Provincial *Community Care Facility Act* referenced in the definitions was repealed in 2004, and replaced with the *Community Care and Assisted Living Act* (CCALA); the above definitions should be amended to reflect this change.

For these reasons, it is recommended that:

- the definition of “family child care centre” be amended to remove references to “family child care” and that the term itself be changed to “home-based child care facility” in the definition and wherever else it appears in the bylaw;
- the definition of “child care facility” be amended to remove references to “community care facility” and “residential care for children” and to add language to distinguish “child care facilities” from both institutional homes for children and home-based child care facilities; and

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- the term “*Community Care Facility Act*” be replaced by reference to the *Community Care and Assisted Living Act* (CCALA).

It is noted that the above definitions do not include “licence-not-required” (LNR) child care services, which provide care for up to two children (or a sibling group) in a home-based setting and are subject only to voluntary registration with Provincial health authorities.

Recommended Bylaw Amendments

1. **THAT** the definition of “family child care centre” be replaced by a definition of “home-based child care facility” that specifies that such facilities are operated as a home occupation and licensed under the *Community Care and Assisted Living Act* and are distinct from residential homes for children.
2. **THAT** the definition of “child care facility” be updated to reflect current Provincial legislation and distinguish the use from both residential homes for children and home-based child care facilities.
3. **THAT** the term “home-based child care facility” replace “family child care centre” wherever it appears in the Zoning Bylaw.

3.2 Permitted number of children in home-based settings

Issue

The Zoning Bylaw definition of “home occupation” permits the operation of a child care facility for up to 10 children in a single family dwelling. However, a maximum of eight children would be more consistent with the provisions of the CCALA.

Discussion

Section 3 of the Zoning Bylaw provides the following definition:

“HOME OCCUPATION” means an occupation or profession that is incidental to the use of a dwelling unit for residential purposes, or to the residential use of a lot occupied by a dwelling and includes [...]

(c) the operation of a family child care centre,

(d) the operation of a child care facility for not more than 10 children in a single family dwelling where care is provided by persons resident in the dwelling and not more than one non-resident employee. The maximum of 10 children includes any preschool children of the resident.

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This definition was adopted by Council at its meeting of 2012 March 05 in an effort to simplify the approval process for larger home-based child care facilities, which previously required rezoning to the R “b” subcategory. The 10-child limit was established in 1989, in accordance with Provincial regulations for home-based child care facilities and the accepted interpretation of the *BC Building Code* (BCBC) assembly occupancy threshold for daycares at that time.

Since then, the enactment of the CCALA has effectively lowered the assembly occupancy threshold for home-based child care facilities from 10 to 8. Unlike its predecessor, the *Community Care Facility Act*, the CCALA specifies that the only facilities that are exempt from BCBC regulations, beyond those that apply to single family dwellings, are facilities with eight children or fewer.

It is therefore proposed that the Zoning Bylaw provisions permitting home-based care for up to 10 children be deleted. Home-based child care facilities that accommodate no more than eight children, and are subject only to the standard BCBC requirements that apply to single family dwellings, would continue to be permitted as home occupations. In addition, child care facilities that provide care for more than eight children would continue to be permitted outside of home-based settings, under the “child care facility” use category. It is noted that, if the proposed amendment were adopted, the nine existing home-based child care facilities with up to ten child care spaces could continue to operate as legal non-conforming uses under the provisions of Section 911 of the *Local Government Act*, and would retain their existing licences under Provincial regulations.

Recommended Bylaw Amendment

1. **THAT** Subsection (d) of the Section 3 definition of “home occupation,” which includes child care facilities for up to 10 children in a single family dwelling, be deleted.

3.3 Permitted number of child care employees in home-based settings

Issue

The provisions of Section 6.8 of the Zoning Bylaw, which regulate home occupations, permit non-resident employees only in a child care facility, but not in a family child care centre.

Discussion

Regarding home occupations, Section 6.8(7) of the Zoning Bylaw currently states:

No person who is not a resident in the dwelling shall be employed in such an occupation, except in a child care facility.

As discussed above, it is recommended that the definition of a home occupation be amended to delete child care facilities, but retain family child care centres (or “home-based child care

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facilities,” as proposed). Home-based child care facilities can accommodate up to eight children, including toddlers and infants, and may therefore require more than one staff person to provide adequate care. It is therefore recommended that the above provision be amended to apply to home-based child care facilities.

Recommended Bylaw Amendment

1. **THAT** Section 6.8(7) of the Zoning Bylaw be amended similar to the following

No person who is not a resident in the dwelling shall be employed in such as occupation, except for home-based child care facilities which may have one non-resident employee.

3.4 Permitted child care uses in RM Districts

Issue

Family child care centres (home-based child care facilities) are included as a distinct use in many RM Districts. Family child care centres are also included in the definition of a home occupation, which is also a permitted use in many RM Districts. This creates confusion, and in some cases inconsistency, regarding the permitting of family child care centres in RM Districts. In addition, “Child care facilities that are not located in a dwelling unit,” are also listed as a distinct permitted use in many RM Districts, further adding to the confusion.

Discussion

The proposed deletion of the term “child care facility” from the definition of a home occupation provides an opportunity to clarify the child care related uses permitted in the RM Districts, and remove inconsistencies and redundancies in the terms used to describe them.

Currently, the RM Districts distinguish between family child care centres (home-based child care facilities) and “child care facilities that are not located in a dwelling unit.” With the elimination of child care facilities from the definition of a home occupation, the latter use category can be simplified to “child care facility.” Family child care centres, which are incorporated into the home occupation use category, no longer need to be referenced as a separate use category.

Section 6.8A(1) of the Zoning Bylaw stipulates that in multi-family developments, a family child care centre is only permitted on the ground floor, provided that the property owners or strata council support the proposal.

Section 6.8A(2) states:

In RM and P11 Districts no child care facility other than a family child care centre shall be located in a dwelling unit.

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With the proposed deletion of child care facilities from the definition of a home occupation, and the proposed deletion of “family child care centre” as a distinct permitted use in the RM Districts, this provision is redundant and can also be deleted. It is noted that while home occupations are a permitted use in the P11 District, no other reference to family child care centres is found in the P11 District schedule and therefore no amendments to this schedule are proposed.

Table 1 below outlines the proposed use categories and the RM Districts in which they are permitted. These use categories represent changes in terminology but do not vary the type of child care uses currently permitted in each district.

Table 1
Permitted child care uses in RM Districts

	Home-Based Child Care	Child Care Facilities
Use Categories - Current	Family child care centre or Home occupation (varies)	Child care facilities that are not located in a dwelling unit
Use Categories - Proposed	Home occupation	Child care facilities
Permitted Districts	RM1, RM2, RM3, RM4, RM5, RM6, and RM7	RM1, RM2, RM3, RM3s, RM4, RM4s, RM5, and RM5s

It is noted that the application of Section 20 of the CCALA to home-based child care facilities in multiple-family dwellings is under review by the BC Ministry of Children and Family Development. BCBC upgrading requirements for home-based child care facilities in multiple family dwellings would be determined at the time of application.

Recommended Bylaw Amendments

1. **THAT** all references to “child care facilities not located in a dwelling unit” be replaced by the term “child care facilities.”
2. **THAT** “family child care centres” be deleted as a permitted use in the RM1, RM2, and RM3 Districts, as they are already permitted as a home occupation.
3. **THAT** Section 205.1A (Uses Permitted in an RM5s Zoning District) be amended to delete the phrase “and family child care centres” as they are already excluded as “uses permitted in the R6 District.”
4. **THAT** Section 6.8A(2), which states that in RM and P11 Districts, no child care facility other than a family child care centre shall be located in a dwelling unit, be deleted.

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4.0 CONCLUSION

The above text amendments are proposed in order to bring the Burnaby Zoning Bylaw into alignment with updated Provincial regulations regarding child care facilities, and to provide clarity of language for the child care uses that are currently permitted. The proposed amendments do not change or impact the current range of child care uses permitted in residential zones.

It is recommended that Council be requested to authorize the preparation of a bylaw amending the Burnaby Zoning Bylaw, as outlined in Section 3.0 of this report, for advancement to a Public Hearing at a future date. It is also recommended that a copy of this report be sent to the Fraser Health Authority for information.


 Jean Pelletier, Director
 PLANNING AND BUILDING

LF/RM:sa

cc: City Manager
 Chief Building Inspector
 Chief Licence Inspector
 City Solicitor
 City Clerk

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Item
Meeting 2016 October 17

COUNCIL REPORT

TO: CITY MANAGER **DATE:** 2016 October 12

FROM: DIRECTOR PLANNING AND BUILDING **FILE:** 7000 04
Reference: Review of App Fees

SUBJECT: 2017 FEES FOR PLANNING AND BUILDING PERMITS, APPLICATIONS AND OTHER SERVICES

PURPOSE: To provide Council with recommendations for the Planning and Building Department's 2017 fee schedule for various applications for the purpose of cost recovery.

RECOMMENDATIONS:

1. **THAT** Council approve the proposed fee adjustments and text changes, as outlined in this report.
2. **THAT** Council authorize the preparation of a bylaw amending the rezoning application fees in the Burnaby Zoning Bylaw, as outlined in Item 1 of *Appendix A*, and that the bylaw be advanced to First Reading on 2016 October 24, and forwarded to a Public Hearing on 2016 November 22 at 7:00 pm.
3. **THAT** Council authorize the preparation of a bylaw to repeal and replace Building Bylaw 2004 to implement the text amendment outlined in Section 4.3 of Attachment 1 of this report.
4. **THAT** Council authorize the preparation of the necessary bylaw amendments to effect the remaining fee adjustments and text changes, as outlined in *Appendix A to G* of this report.

REPORT

The *Local Government Act* provides for the imposition of fees and charges for applications and various types of permits and services under Part 14 (Planning and Land Use Management) and Division 2 (Responsibilities, Procedures, and Authorities) for the purpose of recovering the costs of administration, inspection, advertising and processing. Over the years, fees and charges have been established for a number of processes, works and services: permits for building construction, including electrical, plumbing and gas inspections; rezoning, strata titling and subdivision of land; and a variety of other Planning and Building services. To help ensure that fees recover the basic costs of City processes, works and services, staff conduct an annual review of the fee schedule.

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 Re: 2017 Fees for Planning and Building Permits,
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Staff have completed the annual review of fees for 2017. *Attachment 1* and *Appendix A to G* outline the recommended adjustments with the City's projected operating costs and Consumer Price Index (CPI) for 2017 taken into consideration. Generally, the Planning and Building Department's fees are proposed to increase by 2.75% to ensure cost recovery and a median fee position relative to other municipalities in the region with similar processes, services, and development conditions. As described in *Attachment 1*, some proposed fees have been adjusted further, or maintained at current rates, to more accurately reflect processing costs.

A major adjustment is proposed to application fees related to subdivisions. These fees are discussed in Section 3.3 of *Attachment 1* and are reflected in *Appendix A*.

It is recommended that a bylaw amending the rezoning application fees, which are in the Burnaby Zoning Bylaw, be given First Reading on 2016 October 24 and advanced to the Public Hearing on 2016 November 22. All other fees and text amendments that are not part of the Burnaby Zoning Bylaw do not require presentation at a Public Hearing. Upon Council approval of the recommendations of this report, staff will arrange for the repeal and replacement of the Building Bylaw to implement the proposed text amendments as well as the introduction of the remaining bylaw amendments to effect the proposed fee adjustments and related text amendments. All fees will be implemented following Final Adoption of the necessary bylaw amendments, with an earliest effective date of 2017 January 01.



Lou Pelletier, Director
 PLANNING AND BUILDING

LS/JL:sla
Attachments

cc: Director Engineering
 Director Finance
 Director Parks, Recreation and Cultural Services
 Chief Information Officer
 Chief Building Inspector
 City Solicitor
 City Clerk

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Attachment 1

**Review of Fees for 2017 for Planning and Building Permits,
Applications and Other Services**

1.0 GENERAL

It is intended that the structure and schedules for Planning and Building Department fees account for the full range of costs (administration, processing, record keeping, responding to enquiries, inspections, etc.) for each type of application, permit, service, or work. This approach recognizes that these costs are commonly incurred, to varying degrees, by a variety of different departments. For example, while the bulk of the administrative costs for processing a rezoning application may be incurred in the Current Planning Division, considerable staff effort is often expended in the Clerk's Office, Legal and Lands Department, Engineering Department, Fire Prevention Office, and Building Department, as well as, to some extent, by the RCMP, the Parks, Recreation and Cultural Services Department, the Licence and Property Management Office, and the Tax Office. The degree to which other departments may be involved varies considerably with the type of application and from case to case. The overriding consideration in the *Local Government Act*, which governs fees imposed for planning related services, is that the fee must not exceed the estimated average costs of processing, inspection, advertising and administration for the associated service. The approach taken by the City is to recover the estimated average cost of processing across a wide range of application, permit, service and work types.

Metro Vancouver municipalities with similar processes and services were surveyed to determine the average fee charged for such processes and services in the region. In general, Burnaby's Planning and Building fees continue to maintain a median fee position, with some variation by fee types, relative to other Metro Vancouver municipalities with similar development conditions.

2.0 COST OF SERVICE ADJUSTMENT

2.1 General 2.75% Increase

In May 1997, Council completed a comprehensive review of fees and directed staff to prepare an annual fee report for each subsequent year. The intent of the annual fee review is to establish a more systematic fee increase process and to avoid substantial increases at any one point in time. Under this system, fees are adjusted each year to ensure that the costs associated with each type of application, permit, service, or work is recovered. Using the established fees as a benchmark, it is proposed that a general fee increase of 2.75% be applied to recover costs for the various permits and other services offered by the Planning and Building Department in 2017.

3.0 PLANNING DEPARTMENT

3.1 Proposed 2017 Planning Fees (Appendix A)

Rezoning fees (Item 1) are set out in the Burnaby Zoning Bylaw and therefore any change to these fees must be presented at a Public Hearing. The other proposed changes to the Planning Department fees may be adopted without a Public Hearing, along with the proposed changes to the Building Department fees detailed in Section 4.0 below.

3.2 General 2.75% Increase

Staff have reviewed the existing cost recovery structure of the present fee schedule for rezoning, subdivision, development approvals (PPA), strata titling and various other approval services that are provided by the Planning Department. As required by the *Local Government Act*, the proposed fees are intended to recover the estimated average cost of processing, inspection, advertising and administration. As outlined in *Appendix A*, an increase of 2.75% is generally proposed for Planning Department fees, with the exception of subdivision application fees and two fees associated with subdivision approvals (discussed in Section 3.3); a land title search fee (discussed in Section 3.4); and two fees associated with rezoning applications (discussed in Section 3.5).

3.3 Subdivision Fees

Subdivision applications other than Airspace Parcel subdivisions and Strata Title subdivisions are currently charged a flat rate of \$2,770.00. This flat rate, with nominal annual increases, has applied to all subdivision applications for a number of years, regardless of the number of lots created, lot size, density, or underlying zoning district. However, it is noted that the processing of subdivision applications requires a significant amount of staff time that is not currently accommodated by the current fee structure and that some types of subdivision applications are significantly larger than others in size, scope, and complexity. Staff have evaluated alternative fee structures and rates for subdivision processes that may permit more appropriate cost recovery for larger and more complex applications. The recommended fee structure is detailed below (Item 2 in Appendix A).

- **Residential District Subdivisions Application Fee: \$5,000.00 in 2017**

Residential District subdivisions apply to lot consolidations, lot line adjustments, and the creation of multiple lots in the R1 to R12 Residential Zoning Districts. The majority of such subdivisions are applicable to single- and two-family subdivisions. Staff have compared the fees charged for Residential District subdivisions with the estimated staff time required to process them. This comparison has identified a shortfall in cost recovery and the proposed fee increase is intended to recover the costs of these subdivision applications.

- **Multiple Family “s” District Subdivisions Application Fee: \$15,000.00 in 2017**

Subdivisions in this category apply to lots in Multiple Family “s” Districts. The “s” district zoning is available in the RM3, RM4, RM5, and RM6 Multiple Family Residential Districts and permits the maximum floor area ratio to be increased under certain conditions. Staff have compared the fees charged for “s” District subdivisions with the estimated staff time required to process them. This comparison has identified a shortfall in cost recovery and the proposed fee increase is intended to recover the costs of these subdivision applications. Subdivisions in this category are significantly larger in scope and require a higher level of review.

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- **All Other Subdivisions Application Fee: \$10,000.00 in 2017**

Subdivisions in this category apply to lot consolidations, lot line adjustments, and the creation of multiple lots in all non-Residential Districts and all non-Multiple Family “s” Districts – i.e. subdivision applications in the non-Multiple Family “s”, Commercial, Industrial, Institutional, and Agricultural Districts. Staff have compared the fees charged for these types of subdivisions with the estimated staff time required to process them. This comparison has identified a shortfall in cost recovery and the proposed fee increase is intended to recover the costs of these subdivision applications. Subdivisions in this category are larger in scope and require a higher level of review than Residential District subdivisions.

The following fees associated with subdivision applications remain sufficient to recover processing time and costs; therefore, no change is proposed for 2017, with annual review in the future:

- **Processing Fee for Development Cost Charges (DCC) Installments**

The processing fees for DCCs, paid on a one-third installment basis, were established in 2016. It is recommended that the \$750 per installment processing fee remain at its current rate (Item 2 in Appendix A).

- **Administration Fee – 1%**

The subdivision administration fee is collected in order to recover the costs associated with processing and reviewing compliance bonds for required works. It is recommended that this administration fee, equal to 1% of the estimated compliance bonding, remain at its current rate (Item 2 in Appendix A).

3.4 Land Title Searches

The land title search fee and land title document and plan image records fee were first introduced in 2015. These fees remain sufficient to recover the cost of land title related searches; therefore, no change is proposed for 2017, with annual review in the future (Item 2 in Appendix A).

3.5 Rezoning Fees – Public Hearing and Area Plan Notification Signs

The following fees associated with rezoning applications remain sufficient to recover processing time and costs; therefore, no change is proposed for 2017, with annual review in the future:

- **Public Hearing Fees**

In 2016, first and additional public hearing fees were increased from \$500 to \$1,000. It is recommended that this fee remain at its current rate (Item 1 in Appendix A).

- **Area Plan Notification Sign Fees**

As per Council adopted policy and as a condition of rezoning, developers are assessed \$250 for the required signage for new multiple family residential projects. It is recommended that this fee remain at its current rate (Item 1 in Appendix A).

All Planning Division fees have been rounded to the nearest dollar, with the exception of the Preliminary Plan Approval “on construction value” fee (Item 4), which has been rounded to the nearest \$0.05.

4.0 BUILDING DEPARTMENT

4.1 Proposed 2017 Building Fees (Appendix B to G)

The proposed Building Department fees are outlined as follows:

- Plumbing Permit and Inspection Fees (Appendix B)
- Gas Permit and Inspection Fees (Appendix C)
- Building Permit and Inspection Fees (Appendix D.1)
 - Refund of Fees (Appendix D.2)
 - Damage Deposits and Inspection Fees (Appendix D.3)
- Electrical Permit and Inspection Fees (Appendix E)
- Tree Permit Fees (Appendix F)
- Sewer Connection Permit Fees (Appendix G)

4.2 General 2.75% Increase

A fee increase of 2.75% is proposed for Building Department fees, with the following exceptions:

- **Building Permit Fees – Application Fee:** Currently, a flat rate application fee of \$225.60 is charged for single- and two- family dwellings. 20% of the estimated building permit fee, subject to a prescribed minimum and maximum fee, is charged for all other buildings. In order to standardize the building permit application fee, it is recommended that the latter fee structure also apply to single- and two- family dwellings (Item 1 in Appendix D.1).
- **Building Permit Fees – Chimneys and Solid Fuel Appliances:** While the majority of building permit fees are currently calculated based on construction value, chimneys and solid fuel appliance installations are charged a flat rate (\$68.60 per dwelling unit for chimneys and \$83.55 to \$104.30 for each solid fuel appliance installation). In order to standardize the fee calculation among most building permits, it is proposed that the fees for chimneys and solid fuel appliances be based on construction value (Item 2(b) in Appendix D.1).

- **Building Permit Fees – Replacement of Building Water Piping:** Currently, the permit fee for replacing building water piping inside a dwelling unit is a flat rate of \$25.90 per unit, while the permit fee for piping outside of a unit is based on construction value. In order to standardize the fee calculation among most building permits, it is proposed that the fee for the replacement of building water piping, whether within or outside of the unit, be based on the construction value of the entire replacement job (Item 2(c) in Appendix D.1).
- **Building Permit Fees – Permit Extensions:** Due to the adjustment made in 2013, which increased this fee from \$102.60 to a three-tiered system with \$200.00 for the first extension, \$300.00 for the second extension and \$400.00 for each additional extension, no major change is proposed for 2017, with the exception of an additional extension fee. It is noted that the cost of repeatedly processing notices for expiring permits, issuing extensions, and conducting additional progress inspections is quite significant, and in order to discourage the number of extensions on a permit, staff is proposing a four-tiered system of permit extensions. Specifically, it is proposed to add a third extension fee of \$400.00 and to increase the fee for each additional extension from \$400 to \$500 (Item 3 in Appendix D.1).
- **Sediment Control System and Inspection Fees:** The Burnaby Watercourse Bylaw No. 9044 prohibits the discharge of silt and other contaminants into streams, creeks, waterways, watercourses, waterworks, ditches, drains, sewers and storm sewers. Unless the Planning Department or the Environmental Services Division of the Engineering Department advises in writing that a sediment control system is not necessary, all projects which involve excavation require a sediment control system.

If a sediment control system is required, the developer must obtain Preliminary Plan Approval and a Building Permit for the system prior to any excavation or site preparation. The Environmental Services Division of the Engineering Department reviews the sediment control system plans and provides comments and approval at the pre-construction stage. When construction of the sediment control system is complete, post-construction inspections are carried out by Engineering Inspectors.

Currently, the fees for sediment control systems are collected by the Building Department and are charged based on the Building Permit fee calculation structure, listed under Item 2 in Appendix D.1. Since all of the review and inspection work is done by the Engineering Department, and in order to align with all other Engineering inspection work which is charged at 4% of the value of work, it is recommended that the fee for sediment control systems be charged at 4% of the estimated construction value of the sediment control system. This permit fee includes the first two initial inspections. In addition, in order to reflect the cost of service for applicants seeking to address issues under the first two initial inspections, the Engineering Department proposes to introduce reinspection fees of \$250.00 for the third reinspection and \$350.00 for each subsequent reinspection (Items 2(d) and Item 8 in Appendix D.1).

- **Building Permit Fees – Special Inspections:** Due to the adjustment made in 2013, which increased the base fee from \$82.10 to \$250, no change to the base fee is proposed for 2017. However, the general 2.75% increase is proposed for the supplemental hourly fee (Item 9(a) in Appendix D.1).
- **Building Permit Fees – Occupant Load:** In order to recover the costs associated with reviewing and confirming the occupant load for liquor licence related purposes, a fee is currently charged equal to the File Research and Comfort Letter fee for all buildings other than single- and two-family dwellings. It is recommended that the fee for confirming occupant load be added as a separate fee to the Schedule of Building Fees in order to permit annual review. It is also recommended that the occupant load fee be increased to \$200.00 rather than abiding by the \$171.00 File Research and Comfort Letter fee (Item 10 in Appendix D.1).
- **Building Permit Fees – File Research and Letter:** The land title search fee and land title document and plan image records fee were first introduced in 2015. These fees remain sufficient to recover the costs of land title related searches; therefore, no change is proposed for 2017 (Item 13 in Appendix D.1).
- **Damage Deposit and Inspection Fees:** Damage deposit and inspection fees are collected by the City's Engineering Department and the pre- and post-construction inspections of adjacent City property are carried out by Engineering Inspectors. However, damage deposit amounts and related inspection fees are listed under Schedule D of the Building Bylaw. The Engineering Department proposes the following:
 - **Damage Deposit Fees –** Damage deposit fees were significantly increased in 2016 to ensure remediation is completed quickly and appropriately, and due to this previous increase, no change is proposed for 2017.
 - **Inspection Fees –** The Engineering Department proposes a general 2.75% increase, in line with the proposed general fee increases.
 - **Resinspection Fees –** In order to reflect the cost of service for applicants resolving issues identified with initial inspections, the Engineering Department proposes to introduce resinspection fees similar to those currently collected for Building Permits and sub-trade permits. It is proposed that the inspection fee cover the first two inspections, while the third and any subsequent inspection would be considered a resinspection which would be subject to a resinspection fee. The resinspection fee is proposed to be the same amount as the initial inspection fee of \$91.00 for single- or two-family dwelling construction, addition or demolition, swimming pool installation, and construction of carport or garage; \$120.00 for demolition other than single- or two-family dwelling; \$183.00 for construction other than single- or two-family dwelling for 2017. The fee would be collected upon each resinspection performed (Item 7 in Appendix D.3).

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- ***Copies of Departmental Records and Drawings:*** The following items specify fees for attaining copies of departmental records and drawings:
 - ***Plumbing Permit Fees*** (Item 14 in Appendix B)
 - ***Gas Permit Fees*** (Item 9 in Appendix C)
 - ***Building Permit Fees*** (Item 18 in Appendix D.1)
 - ***Electrical Permit Fees*** (Item 15 in Appendix E)
 - ***Tree Permit Fees*** (Item 4 in Appendix F)

A new fee structure was introduced in 2015 to better reflect administrative costs, including the staff time required to respond to requests. The general 2.75% increase is proposed for copies generated in electronic and paper formats. However, to better reflect the staff time and administrative costs involved in the research work performed, a \$10 increase in the flat rate file research fee, from \$15.00 to \$25.00, is proposed for 2017.

Fee increases for the Building Department have been rounded to the nearest \$0.05, with the exception of the per kVA fees for electrical permits, which have not been rounded, and the following fees, which have been rounded to the nearest \$1.00: reinspection fees, permit extension fees, Preliminary Plan Approval (PPA) base fees and sign fees, file research and letter fees, land title search fees, minimum non-refundable amounts on Building Permits, damage deposit related fees, Building Permit fees for sediment control systems and reinspections, Tree Permit fees, and Sewer Connection Permit fees.

From an administrative standpoint, it is noted that changes to the Building Department fee schedule do not require a presentation at a Public Hearing, but rather, the relevant bylaw amendments can be adopted by Council in the usual manner.

4.3 Proposed Text Revisions to, and the Repeal and Replacement of, the Building Bylaw

Currently, the rules applying to the refund of Building Permit fees are listed in both the body of the Building Bylaw, in Section 14(6), as well as under Items 4 to 7 in Schedule “B” (Refund of Building Permit and Inspection Fees). In order to eliminate confusion and to standardize the language used, it is proposed to amend the Building Bylaw by removing Items 4 to 7 from Schedule “B” (Items 4 to 7 in Appendix D.2) and incorporating them into Section 14(6), as indicated below:

An owner may apply for a refund of the permit fee or a portion thereof calculated in accordance with Schedule “B” when a permit is surrendered and cancelled if:

- (a) the owner has submitted a written request for a refund to the Chief Building Inspector;*
- (b) the permit has not expired or been extended regardless if the work has started or not; and*
- (c) the Building Inspector has determined that no construction has commenced and no inspection has been made.*

No refunds will be given for permit extension fees.

*Attachment 1**Re: Review of Fees for 2017 for Planning and Building**Permits, Applications and Other Services**2016 October 12..... Page 8**All refunds will be paid to the owner or as directed by the owner in writing.*

In addition to the proposed text revisions outlined above, it is recommended that Council authorize the preparation of a bylaw to repeal and replace the Building Bylaw. This is being proposed to provide for fully consolidated bylaw text.

4.4 Proposed Text Revisions to the Plumbing, Gas, and Electrical Bylaws

The following items specify the minimum non-refundable amount for permit fee refunds:

- **Plumbing Permit Fees** (Item 13 in Appendix B)
- **Gas Permit Fees** (Item 8 in Appendix C)
- **Electrical Permit Fees** (Item 8 in Appendix E)

Currently, the minimum non-refundable amount of \$150.00 is listed both in the body of the Plumbing Bylaw Section 8(20), Gas Bylaw Section 10B, and Electrical Bylaw Section 24B, as well as under the specific items listed above in the bylaws' respective fee schedules. For annual fee review purposes and to avoid confusion, it is proposed that the minimum non-refundable amount remain as part of the bylaw fee schedules, with the proposed general 2.75% increase for 2017, and that the minimum non-refundable amount be removed from the body of the bylaws, with the text amended as indicated below:

No permit fee or part thereof paid pursuant to this Bylaw shall be refunded if the work authorized by the permit has commenced. If no work has commenced, the refund shall be calculated in accordance with Appendix "A" [for the Plumbing Bylaw and Electrical Bylaw] / Schedule "A" [for the Gas Bylaw], and the Chief Building Inspector has received a request for refund in writing.

The following Appendices (A to G) outline the current and proposed schedules of fees in detail.

Proposed 2017 Planning Fees:

SCHEDULE OF PLANNING FEES	Current (2016)	Proposed (2017)
1. Rezoning Applications: <i>(Rezoning fees are set out in the Burnaby Zoning Bylaw. Proposed changes to the fees must be presented at Public Hearing)</i>		
▪ Rezoning Application Fee:		
(a) CD Rezoning with FAR less than 3.6, and Standard Rezoning		
First 1,700 m ² (18,300 sq.ft.) of site area or part thereof	\$2,258.00 <i>plus Public Hearing Fee</i>	\$2,320.00 <i>plus Public Hearing Fee</i>
Each additional 100 m ² (1,076 sq.ft.) of site area or part thereof	\$60.00	\$62.00
(b) Master Plan Rezoning		
First 40,000 m ² (430,556 sq.ft.) of site area or part thereof	\$200,000.00 <i>plus Public Hearing Fee</i>	\$205,500.00 <i>plus Public Hearing Fee</i>
Each additional 100 m ² (1,076 sq.ft.) of site area or part thereof	\$375.00	\$385.00
(c) CD Rezoning with FAR greater or equal to 3.6, and Master Plan Amendments		
(FAR means "floor area ratio" as defined in Burnaby Zoning Bylaw, 1965)		
First 8,000 m ² (86,111 sq.ft.) of site area and 3.6 FAR or part thereof	\$28,000.00 <i>plus Public Hearing Fee</i>	\$28,770.00 <i>plus Public Hearing Fee</i>
Each additional 100 m ² (1,076 sq.ft.) of site area or part thereof	\$360.00	\$370.00
Each additional 0.1 FAR or part thereof	\$360.00	\$370.00
▪ Administration of Servicing File:		
For a rezoning or Preliminary Plan Approval application that does not include a subdivision	\$1,082.00	\$1,112.00
Where there is only one servicing requirement	\$525.00	\$539.00

SCHEDULE OF PLANNING FEES	Current (2016)	Proposed (2017)
▪ Public Hearing:		
(a) First Public Hearing	\$1,000.00	No Change
(b) Additional Public Hearing	\$1,000.00	No Change
▪ Area Plan Notification Sign	\$250.00	No Change
2. Subdivision Applications:		
▪ Airspace parcel subdivision application:		
(FAR means “floor area ratio” as defined in Burnaby Zoning Bylaw, 1965)		
(c) FAR of less than 2.0	\$11,082.00	\$11,387.00
(d) FAR of 2.0 or greater	\$16,622.00	\$17,079.00
▪ Strata title subdivision application:		
(a) two-family and industrial/commercial conversions	\$668.00	\$686.00
(b) each additional industrial/commercial unit	\$38.00	\$39.00
(c) phased strata plan:		
First phase	\$1,162.00	\$1,194.00
Subsequent phases	\$152.00	\$156.00
Last phase	\$460.00	\$473.00
Amendment to Form P	\$84.00	\$86.00
▪ Subdivision application other than Airspace Parcel and Strata Title subdivision applications above:	\$2,770.00	See below
(a) Residential District subdivisions	---	\$5,000.00
(b) Multiple Family “s” District subdivisions	---	\$15,000.00
(c) All subdivisions other than Residential District and Multiple Family “s” District subdivisions	---	\$10,000.00
▪ Road Closure/Highway Exchange	\$2,274.00	\$2,337.00
▪ Tentative Approval Extension:		
(a) Single family subdivision	\$257.00	\$264.00

SCHEDULE OF PLANNING FEES	Current (2016)	Proposed (2017)
(b) Other subdivisions and servicing for rezoning and PPAs	\$575.00	\$591.00
▪ Personal Preference Address Change <i>Fees subject to all applicable taxes</i> (No charge when included in application for subdivision)	\$754.00	\$775.00
▪ Land Title Searches: <i>Fees subject to all applicable taxes</i>		
(a) Land Title search	\$15.00 per search	No Change
(b) Land Title Document and Plan Image records	\$20.00 per search	No Change
▪ Processing Fee for Development Cost Charges Installments:		
For first installment	\$750.00	No Change
For each subsequent installment	\$750.00	No Change
▪ Administration Fees: <i>Fees subject to all applicable taxes</i>		
For processing and reviewing compliance bonds for required works (e.g. public walkways and improvements, private roads, tree replacement, landscaping, fencing, public art installations, etc.)	1% of estimated Compliance Bonding	No Change
3. Liquor Licence Applications:		
New licence or location	\$826.00	\$849.00
Amendments to existing liquor licences	\$420.00	\$432.00
4. Preliminary Plan Approval (PPA) Applications¹:		
(a) For signs (per sign application)	\$130.00	\$134.00
(b) For Comprehensive Sign Plans	\$500.00	\$514.00
(c) For Integrated Comprehensive Sign Plans for Comprehensive Development rezoning or Master Plan rezoning	\$2,500.00	\$2,569.00

SCHEDULE OF PLANNING FEES	Current (2016)	Proposed (2017)
(d) For all other development:		
On estimated construction value (per \$1,000)	\$2.45	\$2.50
Minimum Fee	\$253.00	\$260.00
(e) For each extension	\$153.00	\$157.00

¹ Fees for PPAs fall under the Building Bylaw and are included in the Building Permit Fee Schedule. They are listed in the schedule of Planning Fees for convenience.

Appendix B

Proposed 2017 Building Fees – Appendix A of the Plumbing Bylaw (Plumbing Permit and Inspection Fees):

SCHEDULE OF PLUMBING PERMIT AND INSPECTION FEES	Current (2016)	Proposed (2017)
1. Plumbing Fixtures:		
For the rough-in and completion of each plumbing fixture		
(Fixtures shall include but not be limited to the following: roof drain, floor drain, dishwasher, clothes washer, water heater, water meter or backflow protection device under 4 inches in size with test ports.)		
Each fixture	\$53.55 for the first fixture and \$29.20 for each additional fixture	\$55.00 for the first fixture and \$30.00 for each additional fixture
For each backflow protection device 4 inches or greater in size	\$145.55	\$149.55
For the removal of each fixture and the capping off of piping	\$53.55 for the first fixture removed and \$13.35 for each additional fixture removed	\$55.00 for the first fixture removed and \$13.70 for each additional fixture removed
2. Interceptors:		
For the installation of a catch basin, sump, oil interceptor, manhole or trench drain		
Each unit	\$36.60	\$37.60
3. Site Fire Protection:		
For the installation of underground fireline or hydrants		
Each 30 m or portion thereof	\$36.60	\$37.60
Each fire hydrant	\$29.15	\$29.95
4. Building Fire Protection:		
For the installation or relocation of the following:		

SCHEDULE OF PLUMBING PERMIT AND INSPECTION FEES	Current (2016)	Proposed (2017)
First sprinkler head	\$75.65	\$77.75
Each additional sprinkler head	\$2.60	\$2.65
Each fire pump test header	\$36.60	\$37.60
First siamese connection, hose cabinet, hose outlet, wet/dry outlet or standpipe	\$36.60	\$37.60
Each additional siamese connection, hose cabinet, hose outlet, wet/dry outlet or standpipe <i>(Note: the second and subsequent fixtures do not have to be the same as the first fixture to qualify for the discount)</i>	\$24.40	\$25.05
For the installation or alteration of any above ground fire suppression piping where no fixtures are involved:		
Each 30 m or portion thereof	\$36.60	\$37.60
5. Replacement of Building Water Pipe:		
For the removal and replacement of existing pipe		
(a) in multi-family residential buildings, hotels and motels (each unit)	\$25.90	\$26.60
(b) in all other buildings:		
For the first 30 m of piping or portion thereof	\$87.45	\$89.85
For each additional 30 m of piping or portion thereof	\$50.95	\$52.35
6. Other Piping:		
For the installation or alteration of site piping (storm, sani, domestic water), rainwater leader, domestic water piping or any other plumbing pipe or where no fixtures are involved		
For the first 30 m of piping or portion thereof	\$50.35	\$51.75
For each additional 30 m of piping or portion thereof	\$29.00	\$29.80

SCHEDULE OF PLUMBING PERMIT AND INSPECTION FEES	Current (2016)	Proposed (2017)
7. Heating Permits:		
Fees based on maximum BTU input of the appliance with a minimum fee of 50,000 BTU's	\$2.95 per 1,000 BTU's heating appliance input	\$3.05 per 1,000 BTU's heating appliance input
8. Reinspection Fee:		
Where it has been determined by the Plumbing Inspector that due to non-compliance with the provisions of this Bylaw or incomplete work reinspection is required		
<i>Reinspection Fees subject to all applicable taxes</i>		
1st reinspection	\$55.00	\$57.00
2nd reinspection	\$239.00	\$246.00
3rd reinspection	\$471.00	\$484.00
4th reinspection	\$942.00	\$968.00
5th reinspection and thereafter	\$1,180.00	\$1,212.00
9. Special Inspections:		
<i>Special Inspection Fees subject to all applicable taxes and must be approved by the Chief Building Inspector.</i>		
(a) For an inspection requested by the owner but not required by the Bylaw	\$90.95/hour or part thereof (\$90.95 minimum)	\$93.45/hour or part thereof (\$93.45 minimum)
(b) For an inspection outside the hours during which the offices of the City Hall are normally open	\$511.65 plus \$130.75/hour or part thereof after the first four hours. Travel time included.	\$525.70 plus \$134.35/hour or part thereof after the first four hours. Travel time included.
(c) For an inspection that requires special arrangements because of length of time, frequency of inspection visits, location outside the City limits, construction techniques or otherwise	\$90.95/hour or part thereof (\$90.95 minimum)	\$93.45/hour or part thereof (\$93.45 minimum)

SCHEDULE OF PLUMBING PERMIT AND INSPECTION FEES	Current (2016)	Proposed (2017)
(d) For Strata title subdivision application inspections	\$201.90	\$207.45
10. Review of Preliminary or Modified Drawings and Specifications: <i>Review Fees subject to all applicable taxes</i>	\$70.90/hour (minimum 0.5 of an hour)	\$72.85/hour (minimum 0.5 of an hour)
11. Permit Transfer or Assignment Fee:		
For the transfer or assignment of a plumbing permit and to record a change of contractor for a project	\$110.85	\$113.90
12. Permit Extension:	\$110.85	\$113.90
13. Permit Fee Refund:	Where no work has been performed under the permit, the refund will be 90% of the fee paid subject to a minimum non-refundable amount of \$150.00. No refunds will be given unless a written request is received by the Chief Building Inspector.	Where no work has been performed under the permit, the refund will be 90% of the fee paid subject to a minimum non-refundable amount of \$154.00. No refunds will be given unless a written request is received by the Chief Building Inspector.

SCHEDULE OF PLUMBING PERMIT AND INSPECTION FEES	Current (2016)	Proposed (2017)
14. Copies of Departmental Records or Drawings: <i>Fees subject to all applicable taxes</i>	\$15.00 file research fee Electronic copies: \$2.05 per image Paper copies: \$3.35 per page for copies 8.5x11 inches \$8.00 per page for copies 11x17 inches or larger	\$25.00 file research fee Electronic copies: \$2.10 per image Paper copies: \$3.45 per page for copies 8.5x11 inches \$8.20 per page for copies 11x17 inches or larger

Appendix C

Proposed 2017 Building Fees – Schedule A of the Gas Bylaw (Gas Permit and Inspection Fees):

SCHEDULE OF GAS PERMIT AND INSPECTION FEES	Current (2016)	Proposed (2017)
1. Installations in Single- and Two-Family Dwellings:		
(a) For each appliance:		
For first appliance	\$53.55	\$55.00
For each additional appliance	\$29.20	\$30.00
(b) For each vent installation:		
For first vent	\$53.55	\$55.00
For each additional vent	\$29.20	\$30.00
(c) House Piping only - no appliance installed:		
For the first 30 m of piping or portion thereof	\$50.40	\$51.80
For each additional 30 m of piping or portion thereof	\$29.00	\$29.80
2. Commercial, Industrial, Institutional or Multi-family Installations:		
(a) For each appliance with input of:		
(i) 30 kW (102,000 BTU/Hr) or less		
For first appliance	\$52.40	\$53.85
For each additional appliance	\$43.15	\$44.35
(ii) 31 to 120 kW (103,000 to 409,000 BTU/Hr)	\$88.40	\$90.85
(b) For piping only:		
First 30 m or less	\$51.55	\$52.95
Each additional 30 m or part thereof	\$36.60	\$37.60
(c) For each vent installation (no appliance)	\$51.55	\$52.95
(d) Laboratory equipment:		
For each 200,000 BTU's or part thereof in a room	\$73.45	\$75.45

SCHEDULE OF GAS PERMIT AND INSPECTION FEES	Current (2016)	Proposed (2017)
3. Reinspection Fee:		
Where it has been determined by the Gas Inspector that due to non-compliance with the provisions of this Bylaw or incomplete work reinspection is required		
<i>Reinspection Fees subject to all applicable taxes</i>		
1st reinspection	\$55.00	\$57.00
2nd reinspection	\$239.00	\$246.00
3rd reinspection	\$471.00	\$484.00
4th reinspection	\$942.00	\$968.00
5th reinspection and thereafter	\$1,180.00	\$1,212.00
4. Special Inspections:		
<i>Special Inspection Fees subject to all applicable taxes and must be approved by the Chief Building Inspector.</i>		
(a) For an inspection requested by the owner but not required by the Bylaw	\$90.95/hour or part thereof (\$90.95 minimum)	\$93.45/hour or part thereof (\$93.45 minimum)
(b) For an inspection outside the hours during which the offices of the City Hall are normally open	\$511.65 plus \$130.75/hour or part thereof after the first four hrs. Travel time incl.	\$525.70 plus \$134.35/hour or part thereof after the first four hrs. Travel time incl.
(c) For an inspection that requires special arrangements because of length of time, frequency of inspection visits, location outside the City limits, construction techniques or otherwise	\$90.95/hour or part thereof (\$90.95 minimum)	\$93.45/hour or part thereof (\$93.45 minimum)
5. Review of Preliminary or Modified Drawings and Specifications:		
<i>Review Fees subject to all applicable taxes</i>	\$70.90/hour (minimum 0.5 of an hour)	\$72.85/hour (minimum 0.5 of an hour)

SCHEDULE OF GAS PERMIT AND INSPECTION FEES	Current (2016)	Proposed (2017)
6. Permit Transfer or Assignment Fee:		
For the transfer or assignment of a gas permit and to record a change of contractor for a project	\$110.85	\$113.90
7. Permit Extension:	\$110.85	\$113.90
8. Permit Fee Refund:	Where no work has been performed under the permit, the refund will be 90% of the fee paid subject to a minimum non-refundable amount of \$150.00. No refunds will be given unless a written request is received by the Chief Building Inspector.	Where no work has been performed under the permit, the refund will be 90% of the fee paid subject to a minimum non-refundable amount of \$154.00. No refunds will be given unless a written request is received by the Chief Building Inspector.
9. Copies of Departmental Records or Drawings: <i>Fees subject to all applicable taxes</i>	\$15.00 file research fee Electronic copies: \$2.05 per image Paper copies: \$3.35 per page for copies 8.5x11 inches \$8.00 per page for copies 11x17 inches or larger	\$25.00 file research fee Electronic copies: \$2.10 per image Paper copies: \$3.45 per page for copies 8.5x11 inches \$8.20 per page for copies 11x17 inches or larger

Appendix D.1

Proposed 2017 Building Fees – Schedule A of the Building Bylaw (Building Permit and Inspection Fees):

SCHEDULE OF BUILDING PERMIT AND INSPECTION FEES	Current (2016)	Proposed (2017)
1. Application for a Building Permit:		
(a) For single- or two-family dwelling where construction value exceeds \$82,000, including renovations, additions and accessory buildings	\$225.60	Replaced by the fee structure under 1(b) below
(b) For all other	20% of estimated Building Permit Fee, subject to a minimum of \$59.10 and a maximum of \$6,555.65	20% of estimated Building Permit Fee, subject to a minimum of \$60.75 and a maximum of \$6,735.95
2. Building Permit:		
(a) Value of Construction:		
\$0 to \$1,000	\$59.10	\$60.75
\$1,001 to \$20,000	\$59.10 plus \$17.45/\$1,000 or part thereof over \$1,000	\$60.75 plus \$17.95/\$1,000 or part thereof over \$1,000
\$20,001 to \$200,000	\$390.65 plus \$12.05/\$1,000 or part thereof over \$20,000	\$401.80 plus \$12.40/\$1,000 or part thereof over \$20,000
\$200,001 and over	\$2,559.65 plus \$10.35/\$1,000 or part thereof over \$200,000	\$2,633.80 plus \$10.65/\$1,000 or part thereof over \$200,000
(b) For Chimneys and Solid Fuel Appliances:		
Masonry Chimney	\$68.60 per dwelling unit	Fees shall be charged under Item 2(a), Building Permit – Value of Construction

Appendix D.1

Proposed 2017 Building Fees – Schedule A of the Building Bylaw
(Building Permit and Inspection Fees)

2016 October 12..... Page 2

SCHEDULE OF BUILDING PERMIT AND INSPECTION FEES	Current (2016)	Proposed (2017)
Prefab Metal Chimney – Class “A”	\$68.60 per dwelling unit	Fees shall be charged under Item 2(a), Building Permit – Value of Construction
Free standing solid fuel stove or fireplace	\$83.55	Fees shall be charged under Item 2(a), Building Permit – Value of Construction
Free standing solid fuel stove or fireplace and Class “A” Chimney	\$104.30	Fees shall be charged under Item 2(a), Building Permit – Value of Construction
Solid fuel insert (includes pre safety inspection)	\$104.30	Fees shall be charged under Item 2(a), Building Permit – Value of Construction
(c) Replacement of Building Water Piping:		
For replacement of building water piping within or outside of the unit, the fee will be based on the construction value of the piping and all architectural work such as fire stopping, repairing drywall, building shafts/fire separations, coring, and related work as per Item 2(a) Building Permit – Value of Construction above.	\$25.90 per unit for piping within the unit; for piping outside of the unit, as per item 2(a) “Building Permit – Value of Construction” above	Fees shall be charged under Item 2(a), Building Permit – Value of Construction

SCHEDULE OF BUILDING PERMIT AND INSPECTION FEES	Current (2016)	Proposed (2017)
(d) Sediment Control System	Fees are charged as per Item 2(a), Building Permit Fees	4% of estimated sediment control system construction value
3. Permit Extension:		
1st extension	\$200.00	No Change
2nd extension	\$300.00	No Change
3rd extension	\$400.00	No Change
Each additional extension	\$400.00	\$500.00
4. Review of Preliminary or Modified Drawings and Specifications: <i>Review Fees subject to all applicable taxes</i>	\$70.90/hour (minimum 0.5 of an hour)	\$72.85/hour (minimum 0.5 of an hour)
5. Building Permit for a Demolition:		
Accessory building (when demolished separately from single- and two-family homes, or when the accessory building is associated with other building types)	\$68.60	\$70.50
Single-family or two-family home (fee includes accessory buildings, if the accessory buildings are being demolished at the same time)	\$291.15	\$299.15
Principal buildings and structures other than single- and two-family homes	\$727.75	\$747.75
6. Building Permit for Temporary Building or Structure:		
Per year from date of issue	\$511.95	\$526.05
7. Reinspection Fee: Where it has been determined by the Building Inspector that due to non-compliance with the provisions of this Bylaw or incomplete work, reinspection is necessary. <i>Reinspection Fees subject to all applicable taxes.</i>		

SCHEDULE OF BUILDING PERMIT AND INSPECTION FEES	Current (2016)	Proposed (2017)
1st reinspection	\$55.00	\$57.00
2nd reinspection	\$239.00	\$246.00
3rd reinspection	\$471.00	\$484.00
4th reinspection	\$942.00	\$968.00
5th reinspection and thereafter	\$1,180.00	\$1,212.00
8. Sediment Control Reinspection Fee (for 3rd and each subsequent reinspection): Where it has been determined by the assigned Engineering Inspector that due to non-compliance with the provisions of this Bylaw or incomplete work reinspection is required <i>Reinspection Fees subject to all applicable taxes</i>		
3rd inspection	---	\$250.00
4th inspection and thereafter	---	\$350.00
9. Special Inspections: <i>Special Inspection Fees subject to all applicable taxes and must be approved by the Chief Building Inspector.</i>		
(a) For an inspection requested by the owner but not required by the Bylaw	\$250.00 for the first hour or part thereof and \$90.95 for each additional hour or part thereof (\$250.00 minimum)	\$250.00 for the first hour or part thereof and \$93.45 for each additional hour or part thereof (\$250.00 minimum)
(b) For an inspection outside the hours during which the offices of the City Hall are normally open	\$511.65 plus \$130.75/hour or part thereof after the first four hrs. Travel time incl.	\$525.70 plus \$134.35/hour or part thereof after the first four hrs. Travel time incl.

SCHEDULE OF BUILDING PERMIT AND INSPECTION FEES	Current (2016)	Proposed (2017)
(c) For an inspection that requires special arrangements because of length of time, frequency of inspection visits, location outside the City limits, construction techniques or otherwise	\$90.95/hour or part thereof (\$90.95 minimum)	\$93.45/hour or part thereof (\$93.45 minimum)
(d) For a special safety inspection following an electrical or gas disconnection	\$550.70	\$565.85
(e) Strata title subdivision application inspections	\$201.90	\$207.45
10. Occupant Load:		
For confirming occupant load for liquor licence related purposes	---	\$200.00
11. Provisional Occupancy Permission:		
For an inspection for Provisional Occupancy Permission when requested by the Owner	Fees shall be charged under Item 8, Special Inspections	No Change
12. Permit Transfer or Assignment Fee:		
For the transfer or assignment of a building permit or to record a change of contractor for a project	\$110.85	\$113.90
13. File Research and Comfort Letter:		
<i>Fees subject to all applicable taxes</i>		
Single-family or two-family dwelling	\$110.85	\$114.00
All other buildings	\$166.20 per legal address	\$171.00 per legal address
Land Title search	\$15.00 per search	No Change
Land Title Document and Plan Image records	\$20.00 per search	No Change
14. Application for Alternative Solutions under the British Columbia Building Code:		
<i>Fees subject to all applicable taxes</i>		
	\$524.40 for each alternative solution on a development and \$160.55 for each revision	\$538.80 for each alternative solution on a development and \$164.95 for each revision

Appendix D.1

Proposed 2017 Building Fees – Schedule A of the Building Bylaw
(Building Permit and Inspection Fees)

2016 October 12..... Page 6

SCHEDULE OF BUILDING PERMIT AND INSPECTION FEES	Current (2016)	Proposed (2017)
15. Application for Heating System:		
Fees based on maximum BTU input of the appliance with a minimum fee based on 50,000 BTU's	\$2.95 per 1,000 BTU's heating appliance input	\$3.05 per 1,000 BTU's heating appliance input
16. Application for Preliminary Plan Approval:		
(a) For signs	\$130.00 per sign application	\$134.00 per sign application
(b) For Comprehensive Sign Plans	\$500.00	\$514.00
(c) For Integrated Comprehensive Sign Plans for CD Rezoning and/or Master Plan Rezoning	\$2,500.00	\$2,569.00
(d) For all other development	\$2.45 per \$1,000 of estimated construction value, with a minimum of \$253.00	\$2.50 per \$1,000 of estimated construction value, with a minimum of \$260.00
(e) For each extension	\$153.00	\$157.00
17. Certificate by Registered Professionals:		
When a Building Permit is issued reliant upon the certification of a registered professional engineer or architect, the permit fee will be reduced by 2.5% of the fees payable, up to a maximum reduction of \$500.00	2.5% of fees payable (\$500.00 max.)	No Change

Appendix D.1

Proposed 2017 Building Fees – Schedule A of the Building Bylaw
(Building Permit and Inspection Fees)

2016 October 12..... Page 7

SCHEDULE OF BUILDING PERMIT AND INSPECTION FEES	Current (2016)	Proposed (2017)
18. Copies of Departmental Records or Drawings: <i>Fees subject to all applicable taxes</i>	\$15.00 file research fee Electronic copies: \$2.05 per image Paper copies: \$3.35 per page for copies 8.5x11 inches \$8.00 per page for copies 11x17 inches or larger	\$25.00 file research fee Electronic copies: \$2.10 per image Paper copies: \$3.45 per page for copies 8.5x11 inches \$8.20 per page for copies 11x17 inches or larger

Appendix D.2

Proposed 2017 Building Fees – Schedule B of the Building Bylaw (Building Permit and Inspection Fees – Refund of Fees):

SCHEDULE OF BUILDING PERMIT AND INSPECTION FEES (REFUND OF FEES)	Current (2016)	Proposed (2017)
1. Building Permit Application Fee Refund where plan checking has not commenced: <i>Note: There will be no refund of any portion of the application fee once the plan checking has been started.</i>		
(a) For single- or two-family dwellings, including renovations, additions and accessory buildings	70% of Application Fee subject to a minimum non-refundable amount of \$150.00	70% of Application Fee subject to a minimum non-refundable amount of \$154.00
(b) For all other applications	70% of Application Fee subject to a minimum non-refundable amount of \$150.00	70% of Application Fee subject to a minimum non-refundable amount of \$154.00
2. Building Permit Fee Refund where construction has not commenced, no inspection has been made and a permit has not been extended or expired:	Refund equals 90% of the difference between the Building Permit Fee and the Building Permit Application Fee subject to a minimum non-refundable amount of \$300.00	Refund equals 90% of the difference between the Building Permit Fee and the Building Permit Application Fee subject to a minimum non-refundable amount of \$308.00

SCHEDULE OF BUILDING PERMIT AND INSPECTION FEES (REFUND OF FEES)	Current (2016)	Proposed (2017)
3. For any permit or special inspection where no Application Fee is charged. Refund will be made only where work has not commenced, no inspection has been made and a permit has not been extended:	70% of the Permit Fee subject to a minimum non-refundable amount of \$300.00	70% of the Permit Fee subject to a minimum non-refundable amount of \$308.00
4. No refunds will be given unless a written request is received by the Chief Building Inspector		Removed from fee schedule, and listed in the Building Bylaw Section 14(6)
5. Whether work has started or not, no refunds will be given for any permit that has expired		Removed from fee schedule, and listed in the Building Bylaw Section 14(6)
6. No refunds will be given for permit extension fees		Removed from fee schedule, and listed in the Building Bylaw Section 14(6)
7. All refunds will be paid to the owner or as directed by the owner in writing		Removed from fee schedule, and listed in the Building Bylaw Section 14(6)

Appendix D.3

Proposed 2017 Building Fees – Schedule D of the Building Bylaw (Damage Deposits and Inspection Fees):

SCHEDULE OF DAMAGE DEPOSITS AND INSPECTION FEES	Inspection Fee		Damage Deposit	
	Current (2016)	Proposed (2017)	Current (2016)	Proposed (2017)
<i>Note: No interest is payable on damage deposits paid to or held by the City</i>				
1. Single- or Two-Family Dwelling Construction	\$89.00	\$91.00	\$4,000.00	No Change
2. Single- or Two-Family Dwelling Addition or Demolition	\$89.00	\$91.00	\$3,000.00	No Change
3. Construction other than Single- or Two-Family Dwelling	\$178.00	\$183.00	\$10,000.00 for 15 m frontage and \$60.00/m of frontage thereafter	No Change
4. Demolition other than Single- or Two-Family Dwelling	\$117.00	\$120.00	\$10,000.00 for 15 m frontage and \$60.00/m of frontage thereafter	No Change
5. Swimming Pool Installation	\$89.00	\$91.00	\$3,000.00	No Change
6. Construction of Carport or Garage	\$89.00	\$91.00	\$2,000.00	No Change
7. Reinspection Fee (for 3rd and each subsequent reinspection): Where it has been determined by the assigned Engineering Inspector that due to non-compliance with the provisions of this Bylaw or incomplete work reinspection is required <i>Reinspection Fees subject to all applicable taxes</i>				

Appendix D.3

Proposed 2017 Building Fees – Schedule D of the Building

Bylaw (Damage Deposits and Inspection Fees)

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	Current (2016)	Proposed (2017)
(a) Single- or Two-Family Dwelling Construction	---	\$91.00
(b) Single- or Two-Family Dwelling Addition or Demolition	---	\$91.00
(c) Construction other than Single- or Two-Family Dwelling	---	\$183.00
(d) Demolition other than Single- or Two-Family Dwelling	---	\$120.00
(e) Swimming Pool Installation	---	\$91.00
(f) Construction of Carport or Garage	---	\$91.00

Appendix E

Proposed 2017 Building Fees – Appendix A of the Electrical Bylaw (Electrical Permit and Inspection Fees):

SCHEDULE OF ELECTRICAL PERMIT AND INSPECTION FEES	Current (2016)	Proposed (2017)
1. New One- and Two-Family Detached Dwellings:		
(a) Electrical system for a dwelling including service connection and Temporary Current Permit	18% of Building Permit Fee	No Change
(b) Security system, data, cable, TV, vacuum, intercom, sound system and telephone	Fee based on value of electrical installation including materials and labour (Item 2). Minimum \$250.00 job value	No Change
2. Electrical Installations Other Than New One- and Two-Family Detached Dwellings:		
Fee based on value of electrical installation including materials and labour		
<i>Plus Temporary Current Permit where applicable</i>		
Value of Electrical Installation (as approved by Electrical Inspector):		
\$100 or less	\$43.80	\$45.00
\$100.01 - \$250	\$58.40	\$60.00
\$250.01 - \$350	\$72.75	\$74.75
\$350.01 - \$500	\$87.40	\$89.80
\$500.01 - \$700	\$109.05	\$112.05
\$700.01 - \$1,000	\$131.50	\$135.10
\$1,000.01 - \$10,000	\$131.50 plus \$54.00/\$1,000 or part thereof over \$1,000	\$135.10 plus \$55.50/\$1,000 or part thereof over \$1,000

SCHEDULE OF ELECTRICAL PERMIT AND INSPECTION FEES	Current (2016)	Proposed (2017)
\$10,000.01 - \$50,000	\$617.50 plus \$29.30/\$1,000 or part thereof over \$10,000	\$634.60 plus \$30.10/\$1,000 or part thereof over \$10,000
\$50,000.01 - \$100,000	\$1,789.50 plus \$17.35/\$1,000 or part thereof over \$50,000	\$1,838.60 plus \$17.85/\$1,000 or part thereof over \$50,000
\$100,000.01 - \$500,000	\$2,657.00 plus \$11.65/\$1,000 or part thereof over \$100,000	\$2,731.10 plus \$11.95/\$1,000 or part thereof over \$100,000
\$500,000.01 - \$1,500,000	\$7,317.00 plus \$9.90/\$1,000 or part thereof over \$500,000	\$7,511.10 plus \$10.15/\$1,000 or part thereof over \$500,000
\$1,500,000.01 and over	\$17,217.00 plus \$3.10/\$1,000 or part thereof over \$1,500,000	\$17,661.10 plus \$3.20/\$1,000 or part thereof over \$1,500,000
3. Temporary Current Permit: (not required for one- or two-family dwelling)	\$174.00	\$178.80
4. Operating Permit for One Commercial or Industrial Plant or Establishment: (annual fee based on service capacity)	\$0.34 per kVA Minimum 600 kVA (\$204.00) Maximum 8700 kVA (\$2,958.00)	\$0.35 per kVA Minimum 600 kVA (\$210.00) Maximum 8700 kVA (\$3,045.00)
For each additional permit	\$204.00	\$210.00
5. Temporary Saw Service:	Fee based on value of electrical installation as per Section 2 (Minimum \$87.40)	Fee based on value of electrical installation as per Section 2 (Minimum \$89.80)
6. Review of Preliminary or Modified Drawings and Specifications: <i>Review Fees subject to all applicable taxes</i>	\$70.90/hour (minimum 0.5 of an hour)	\$72.85/hour (minimum 0.5 of an hour)

SCHEDULE OF ELECTRICAL PERMIT AND INSPECTION FEES	Current (2016)	Proposed (2017)
7. Permit Fee to Record Work Done Without Permit and Inspection:		
Where electrical work has been carried out without a permit and a permit is accepted to approve and inspect the work after the fact, the fee shall be calculated under Section 2 based on the value of the electrical installation as estimated by the Chief Building Inspector at the time of application for the electrical permit	Minimum \$131.50	Minimum \$135.10
8. Permit Fee Refund:		
	Where no inspection has been performed under the permit, the refund will be 90% of the fee paid subject to a minimum non-refundable amount of \$150.00. No refunds will be given unless a written request is received by the Chief Building Inspector.	Where no inspection has been performed under the permit, the refund will be 90% of the fee paid subject to a minimum non-refundable amount of \$154.00. No refunds will be given unless a written request is received by the Chief Building Inspector.
9. Permit Extension:	\$110.85	\$113.90
10. Signs:		
(a) Neon:		
For first transformer	\$97.00	\$99.65
Each for the next two transformers	\$64.25	\$66.00
Each for the next two transformers	\$45.40	\$46.65
For each remaining transformer	\$32.75	\$33.65
(b) Fluorescent or light – emitting diode (LED):		
For first 15 AMP branch circuit or equivalent	\$97.00	\$99.65
Each for the next two 15 AMP branch circuit or equivalent	\$64.25	\$66.00

SCHEDULE OF ELECTRICAL PERMIT AND INSPECTION FEES	Current (2016)	Proposed (2017)
Each for the next two 15 AMP branch circuit or equivalent	\$45.40	\$46.65
For each remaining 15 AMP branch circuit or equivalent	\$32.75	\$33.65
(c) Other signs requiring electrical installation:		
Calculated under Section 2 based on the value of the electrical installation	Minimum \$109.05	Minimum \$112.05
11. Operating Permit for Special Event or Film Project:		
(a) One location, one project (includes filming in studio):		
0 to 30 days	\$142.10	\$146.00
0 to 60 days	\$250.80	\$257.70
0 to 90 days	\$291.15	\$299.15
0 to 180 days	\$390.75	\$401.50
0 to 360 days	\$710.85	\$730.40
(b) Multi locations, one project Permit valid for maximum 365 days:		
0 to 30 days	\$109.50 per location (maximum \$438.00)	\$112.50 per location (maximum \$450.00)
0 to 60 days	\$145.50 per location (maximum \$582.00)	\$149.50 per location (maximum \$598.00)
0 to 90 days	\$185.15 per location (maximum \$740.60)	\$190.25 per location (maximum \$761.00)
0 to 180 days	\$209.00 per location (maximum \$836.00)	\$214.75 per location (maximum \$859.00)
0 to 360 days (annual permit)	\$1,814.85, any number of locations	\$1,864.75, any number of locations

SCHEDULE OF ELECTRICAL PERMIT AND INSPECTION FEES	Current (2016)	Proposed (2017)
(c) Annual permit fee for film studio for repair and maintenance only	\$0.45 per kVA Minimum 640 kVA (\$288.00) Maximum 6700 kVA (\$3,015.00)	\$0.46 per kVA Minimum 640 kVA (\$294.40) Maximum 6700 kVA (\$3,082.00)
12. Reinspection Fee: Where it has been determined by the Electrical Inspector that due to non-compliance with the provisions of this Bylaw or incomplete work reinspection is required <i>Reinspection Fees subject to all applicable taxes</i>		
1st reinspection	\$55.00	\$57.00
2nd reinspection	\$239.00	\$246.00
3rd reinspection	\$471.00	\$484.00
4th reinspection	\$942.00	\$968.00
5th reinspection and thereafter	\$1,180.00	\$1,212.00
13. Special Inspections: <i>Special Inspection Fees subject to all applicable taxes and must be approved by the Chief Building Inspector.</i>		
(a) For an inspection requested by the owner or occupant but not required by the Bylaw	\$90.95/hour or part thereof (\$90.95 minimum)	\$93.45/hour or part thereof (\$93.45 minimum)
(b) For an inspection outside the hours during which the offices of the City Hall are normally open	\$511.65 plus \$130.75/hour or part thereof after the first four hrs. Travel time incl.	\$525.70 plus \$134.35/hour or part thereof after the first four hrs. Travel time incl.

SCHEDULE OF ELECTRICAL PERMIT AND INSPECTION FEES	Current (2016)	Proposed (2017)
(c) For an inspection that requires special arrangements because of length of time, frequency of inspection visits, location outside of City limits, construction techniques or otherwise	\$90.95/hour or part thereof (\$90.95 minimum)	\$93.45/hour or part thereof (\$93.45 minimum)
(d) Strata title subdivision application inspections	\$201.90	\$207.45
14. Permit Transfer or Assignment Fee:		
To record a change of contractor for a project	\$110.85	\$113.90
15. Copies of Departmental Records or Drawings: <i>Fees subject to all applicable taxes</i>	\$15.00 file research fee Electronic copies: \$2.05 per image Paper copies: \$3.35 per page for copies 8.5x11 inches \$8.00 per page for copies 11x17 inches or larger	\$25.00 file research fee Electronic copies: \$2.10 per image Paper copies: \$3.45 per page for copies 8.5x11 inches \$8.20 per page for copies 11x17 inches or larger

Appendix F

Proposed 2017 Building Fees – Schedule A of the Tree Bylaw (Tree Permit Fees):

SCHEDULE OF TREE PERMIT FEES	Tree Cutting Fee (based on protected trees removed)		Maximum Fee	
	Current (2016)	Proposed (2017)	Current (2016)	Proposed (2017)
1. Tree Permit Fees				
A. No Development Application:				
(i) residential lot	\$74.00 per tree	\$76.00 per tree	\$525.00	\$539.00
(ii) site other than residential lot	\$74.00 per tree	\$76.00 per tree	\$525.00	\$539.00
B. Development Application Pending:				
(i) residential lot	\$158.00 per tree	\$162.00 per tree	\$1,050.00	\$1,079.00
(ii) site other than residential lot:				
(a) site area up to 1,000 m ² (10,764 sq.ft.)	\$630.00 base fee plus \$158.00 per tree	\$647.00 base fee plus \$162.00 per tree	\$1,050.00	\$1,079.00
(b) site area greater than 1,000 m ² (10,764 sq.ft.) or equal to 5,000 m ² (53,820 sq.ft.)	\$1,260.00 base fee plus \$158.00 per tree	\$1,295.00 base fee plus \$162.00 per tree	\$5,248.00	\$5,392.00
(c) site area greater than 5,000 m ² (53,820 sq.ft.) or equal to 10,000 m ² (107,640 sq.ft.)	\$1,889.00 base fee plus \$158.00 per tree	\$1,941.00 base fee plus \$162.00 per tree	\$5,248.00	\$5,392.00
(d) site area greater than 10,000 m ² (107,640 sq.ft.) or equal to 20,000 m ² (215,280 sq.ft.)	\$2,519.00 base fee plus \$158.00 per tree	\$2,588.00 base fee plus \$162.00 per tree	\$10,496.00	\$10,785.00

SCHEDULE OF TREE PERMIT FEES	Tree Cutting Fee (based on protected trees removed)		Maximum Fee	
	Current (2016)	Proposed (2017)	Current (2016)	Proposed (2017)
(e) site area greater than 20,000 m ² (215,280 sq.ft.)	\$3,149.00 base fee plus \$158.00 per tree	\$3,236.00 base fee plus \$162.00 per tree	\$10,496.00	\$10,785.00
	Current (2015)		Proposed (2016)	
2. Payment to Civic Tree Reserve Fund (s. 13(5))	\$525.00 per tree		\$539.00 per tree	
3. Minimum Security for Tree Replacement (s. 7(a)(i))	\$840.00		\$863.00	
4. Copies of Departmental Records or Drawings: <i>Fees subject to all applicable taxes</i>	\$15.00 file research fee Electronic copies: \$2.05 per image Paper copies: \$3.35 per page for copies 8.5x11 inches \$8.00 per page for copies 11x17 inches or larger		\$25.00 file research fee Electronic copies: \$2.10 per image Paper copies: \$3.45 per page for copies 8.5x11 inches \$8.20 per page for copies 11x17 inches or larger	

Proposed 2017 Building Fees – Schedule A of the Sewer Connection Bylaw (Sewer Connection Permit Fees):

SCHEDULE OF SEWER CONNECTION PERMIT FEES	Current (2016)	Proposed (2017)
(a) For each sanitary sewer connection	\$89.00	\$91.00
(b) For each storm sewer connection	\$151.00	\$155.00
(c) For each combined sewer connection	\$151.00	\$155.00
(d) For the third & each subsequent inspection (section 15(2))	\$60.00	\$62.00