



CITY COUNCIL MEETING
Council Chamber, Burnaby City Hall
4949 Canada Way, Burnaby, B. C.

OPEN PUBLIC MEETING AT 7:00 PM
Monday, 2017 February 27

A G E N D A

1.	<u>CALL TO ORDER</u>	<u>PAGE</u>
2.	<u>PROCLAMATION</u>	
	A) Lymphedema Day (2017 March 1)	
3.	<u>MINUTES</u>	
	A) Open Council Meeting held 2017 February 20	1
4.	<u>DELEGATION</u>	
	A) Michael Hong Re: Secondary Suite Utility Fees <u>Speaker:</u> Michael Hong	11
5.	<u>REPORTS</u>	
	A) Financial Management Committee Re: 2017 - 2021 Provisional Financial Plan (attachment provided under separate cover)	13 <i>supporting video</i>
	B) Financial Management Committee Re: 2017 Engineering Capital Infrastructure Traffic Management Bylaw Funding Request	15
	C) Financial Management Committee Re: 2017 Engineering Capital Infrastructure Bylaw Funding Request	20

D)	Financial Management Committee Re: LGA Section 781 - Property Tax Write-Off	25
E)	Financial Management Committee Re: Grant Application	29
F)	Executive Committee of Council Re: Grant Applications	30
G)	City Manager's Report, 2017 February 27	33

6. MANAGER'S REPORTS

1.	2017 UBCM MEMBERSHIP DUES	35
	Purpose: To seek Council approval for payment of Union of BC Municipalities 2017 Membership Dues.	
2.	REZONING REFERENCE #16-08 APARTMENT TOWER (SOUTHGATE NEIGHBOURHOOD) EDMONDS TOWN CENTRE	39
	Purpose: To seek Council authorization to forward this application to a Public Hearing on 2017 March 28.	
3.	REZONING REFERENCE #16-02 MULTI-TENANT LIGHT INDUSTRIAL DEVELOPMENT BIG BEND DEVELOPMENT PLAN	52
	Purpose: To seek Council authorization to forward this application to a Public Hearing on 2017 March 28.	
4.	REZONING REFERENCE #16-46 REZONING AND SIXTEEN LOT SUBDIVISION	59
	Purpose: To seek Council authorization to forward this application to a Public Hearing on 2017 March 28.	
5.	DEVELOPMENT PROPOSAL FOR A NON-CONFORMING SMALL LOT AT 6058 MCKEE STREET	66
	Purpose: To inform Council of an application to construct a new single-family dwelling and attached garage under existing zoning on a 5.03 m (16.5 ft.) wide lot at 6058 McKee Street.	

6. SITING APPROVAL #16-90 71
1430 DUTHIE AVENUE
NEW SINGLE-FAMILY DWELLING WITH SECONDARY SUITE
MONTECITO PLAN AREA

Purpose: To inform Council of a request to construct a new single-family dwelling within the Montecito Plan area.

7. BYLAWS

A) First, Second and Third Reading

- A) #13722 - Burnaby Storm Sewer Extension Contribution and Fee Bylaw 2017 **13722**
A bylaw in respect to contributions and fees for excess or extended storm sewer services
(Item 4(D), FMC, Council 2016 December 12)
- B) #13724 - Burnaby Advisory Planning Commission Bylaw 1980, Repeal Bylaw 2017 **13724**
A bylaw to repeal Burnaby Advisory Planning Commission Bylaw 1980 (Bylaw No. 7600)
(Item 4(A), Mayor's Report, Council 2017 February 20)
- C) #13725 - Burnaby Development Cost Charges Reserve Fund Expenditure Bylaw No. 1, 2017 **13725**
A bylaw to authorize the expenditures of monies from the Development Cost Charges Reserve Fund (\$7,000,000)
(Item 5(5), Manager's Report, Council 2017 February 20)
- D) #13726 - Burnaby Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 11, 2017 **13726**
A bylaw authorizing the expenditure of monies in the Capital Works, Machinery and Equipment Reserve Fund - \$1,277,010 to finance various 2017 February Parks, Recreation & Cultural Services Capital Plan Projects
(Item 5(6), Manager's Report, Council 2017 February 20)
- E) #13727 - Burnaby Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 12, 2017 **13727**
A bylaw authorizing the expenditure of monies in the Capital Works, Machinery and Equipment Reserve Fund - \$7,679,000 to finance various 2017 Engineering Capital Infrastructure Improvement Projects
(Item 5(C), FMC Report, Council 2017 February 27)
Subject to approval of FMC Report Item 5(C)

B) Third Reading, Reconsideration and Final Adoption

- F) #13648 - Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 41, 2016 - Rez. #16-04 (4380 Halifax Street) **13648**
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)
Purpose - to permit the installation of rooftop antennas and ancillary equipment
(Item 6(10), Manager's Report, Council 2016 September 19)
Memorandum - Director Planning & Building - 2017 February 22 - Page 75

C) Reconsideration and Final Adoption

- G) #13499 - Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 26, 2015 - Rez. #15-05 (Ptn. 4567 Lougheed Highway) **13499**
From CD Comprehensive Development District (based on the C3 and C3a General Commercial Districts, P2 Administration and Assembly District, RM4s and RM5s Multiple Family Residential Districts) to Amended CD Comprehensive Development District (based on C3 General Commercial District, RM4s and RM5s Multiple Family Residential Districts and Brentwood Town Centre Development Plan as guidelines, and in accordance with the development plan entitled "Residential Tower 3" prepared by Stantec Inc.)
Purpose – to permit the construction of a 51 storey high-rise residential building atop a 4 level commercial podium
(Item 4(1), Manager's Report, Council 2015 July 20)
Memorandum - Director Planning & Building - 2017 February 22 - Page 78
- H) #13723 - Burnaby Routine Transaction Authority Bylaw 1999, Amendment Bylaw No. 1, 2017 **13723**
A bylaw to amend the Routine Transaction Authority Bylaw 1999
(Item 5(4), Manager's Report, Council 2017 February 20)

8. NEW BUSINESS

9. INQUIRIES

10. ADJOURNMENT



COUNCIL MEETING MINUTES

Monday, 2017 February 20

An Open meeting of the City Council was held in the Council Committee Room, Burnaby City Hall, 4949 Canada Way, Burnaby, B.C. on Monday, 2017 February 20 at 6:30 p.m. followed immediately by a Closed meeting from which the public was excluded. At the conclusion of the Closed meeting, the Open meeting was reconvened at 7:00 p.m. in the Council Chamber.

1. CALL TO ORDER

PRESENT: His Worship, Mayor Derek R. Corrigan
Councillor Sav Dhaliwal
Councillor Dan Johnston
Councillor Colleen Jordan
Councillor Paul McDonell
Councillor Nick Volkow
Councillor James Wang

ABSENT: Councillor Pietro Calendino
Councillor Anne Kang

STAFF: Mr. Lambert Chu, City Manager
Mr. Chad Turpin, Deputy City Manager
Mr. Leon Gous, Director Engineering
Mr. Bob Klimek, Deputy Director Finance
Mr. Dave Ellenwood, Director Parks, Recreation & Cultural Services
Mr. Lou Pelletier, Director Planning and Building
Mr. Dave Critchley, Director Public Safety & Community Services
Ms. May Leung, City Solicitor
Mr. Dennis Back, City Clerk
Ms. Kate O'Connell, Deputy City Clerk

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT the Open Council meeting do now reconvene.

CARRIED UNANIMOUSLY

The Open Council meeting reconvened at 7:04 p.m.

2. MINUTES

A) Open Council Meeting held 2017 February 06

MOVED BY COUNCILLOR JOHNSTON
SECONDED BY COUNCILLOR JORDAN

THAT the minutes of the Open Council meeting held on 2017 February 06 be now adopted.

CARRIED UNANIMOUSLY

3. DELEGATION

MOVED BY COUNCILLOR VOLKOW
SECONDED BY COUNCILLOR MCDONELL

THAT the delegation be heard.

CARRIED UNANIMOUSLY

A) John and Elma Raue
Re: Unsolicited Mail from the City
Speakers: John and Elma Raue

Mr. John Raue appeared before Council to speak to unsolicited mail from City departments regarding garbage toters and secondary suites. In addition, Mr. Raue spoke to Burnaby's 125th anniversary celebrations, and submitted further information for Council's consideration.

Mr. Raue presented Mayor Corrigan with a handmade sumac wood gavel in honor of his long service to the City of Burnaby.

4. REPORTS

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT Council do now resolve itself into a Committee of the Whole.

CARRIED UNANIMOUSLY

A) His Worship, Mayor Derek R. Corrigan
Re: Council Appointments and Reappointments - 2017

His Worship, Mayor Derek R. Corrigan submitted a report requesting Council approval to appoint members of Council to various Boards, Committees and Commissions, regionally and locally, and to appoint/reappoint citizen representatives to Boards, Committees and Commissions of Council.

His Worship, Mayor Derek R. Corrigan recommended:

1. THAT Council approve the changes to the Boards, Committees and Commissions of Council, as set out in this report.
2. THAT Council approve the appointment of Council members to various regional organizations and liaisons to City departments, as well as to the Boards, Committees and Commissions of Council, as set out in this report.
3. THAT Council approve the appointment and reappointment of Burnaby citizens to the Boards, Committees and Commissions of Council, as set out in this report for the terms specified.
4. THAT the Advisory Planning Commission be dissolved, and the City Solicitor be directed to bring forward the necessary bylaw to repeal "Burnaby Advisory Planning Commission Bylaw 1980".

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT the recommendations of His Worship, Mayor Derek R. Corrigan be adopted.

CARRIED UNANIMOUSLY

B) Community Heritage Commission
Re: City of Burnaby Archives Annual Report 2016

The Community Heritage Commission submitted a report providing Council with information regarding the City of Burnaby Archives 2016 Annual Report.

The Community Heritage Commission recommended:

1. THAT this report be received for information.

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR VOLKOW

THAT the recommendation of the Community Heritage Commission be adopted.

CARRIED UNANIMOUSLY

C) Community Heritage Commission
Re: Support of the Proposed Heritage Tax Credit

The Community Heritage Commission received correspondence from Heritage BC advising that on 2016 December 06 Mr. Peter van Loan, Conservative critic for Canadian Heritage and National Historic Sites, introduced a Private Member's Bill for the rehabilitation of historic buildings in Canada.

The Community Heritage Commission recommended:

1. THAT His Worship, Mayor Derek R. Corrigan, on behalf of Council, write a letter to Burnaby's MPs in support of the proposed heritage tax credit.
2. THAT a copy of the letter be sent to Heritage BC for information.

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR VOLKOW

THAT the recommendations of the Community Heritage Commission be adopted.

CARRIED UNANIMOUSLY

D) City Manager's Report, 2017 February 20

The City Manager submitted a report dated 2017 February 20 on the following matters:

5. MANAGER'S REPORTS

1. LICENCE AGREEMENT RENEWAL - BURNABY AND REGION
ALLOTMENT GARDENS ASSOCIATION

The City Manager submitted a report from the Director Parks, Recreation and Cultural Services seeking Council approval for the renewal of the licence agreement with Burnaby and Region Allotment Gardens Association.

The City Manager recommended:

1. THAT Council approve the renewal of the licence agreement with Burnaby and Region Allotment Gardens Association.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

2. SPECIAL OUTDOOR EVENTS 2017

The City Manager submitted a report from the Director Parks, Recreation & Cultural Services seeking Council approval for special outdoor events in 2017.

The City Manager recommended:

1. THAT Council approve up to 10 outdoor events at Deer Lake Park Festival Lawn between 2017 May 01 and 2017 September 30, and up to 15 special events at Swangard Stadium between 2017 April 01 and 2017 November 01.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR VOLKOW

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

3. BUILDING PERMIT TABULATION REPORT NO. 1
FROM 2017 JANUARY 01 - 2017 JANUARY 31

The City Manager submitted a report from the Director Planning and Building providing Council with information on construction activity as reflected by the building permits that have been issued for the subject period.

The City Manager recommended:

1. THAT this report be received for information purposes.

MOVED BY COUNCILLOR VOLKOW
SECONDED BY COUNCILLOR JOHNSTON

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

4. CITY STAFF EXTERNAL TRAINING AND TRAVEL

The City Manager submitted a report from the Director Finance seeking Council approval to increase the City Manager's authority to approve staff training and travel expenses when the estimated cost of the expenditure does not exceed \$10,000.

The City Manager recommended:

1. THAT Council authorize an increase to the City Manager's authority to approve requests by officers and employees of the City to attend courses, conferences and meetings or for travel in respect to City business when the estimated cost does not exceed \$10,000.
2. THAT the City Solicitor be directed to prepare a bylaw amendment to the Burnaby Routine Transaction Authority Bylaw 1999 to implement the change.

MOVED BY COUNCILLOR VOLKOW
SECONDED BY COUNCILLOR WANG

THAT the recommendations of the City Manager be adopted.

CARRIED UNANIMOUSLY

5. PARKLAND ACQUISITION LEVY EXPENDITURES

The City Manager submitted a report from the Director Finance seeking Council approval of funding from the Parkland Acquisition Levy Reserve for future parkland acquisitions.

The City Manager recommended:

1. THAT Council authorize staff to bring down a Parkland Acquisition Levy Reserve Bylaw in the amount of \$7,000,000 to fund future parkland acquisition expenditures.

MOVED BY COUNCILLOR JOHNSTON
SECONDED BY COUNCILLOR JORDAN

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

**6. 2017 FEBRUARY - PARKS, RECREATION & CULTURAL
SERVICES CAPITAL FUNDING BYLAW**

The City Manager submitted a report from the Director Parks, Recreation and Cultural Services requesting Council authority to bring down a bylaw to appropriate \$1,277,010 (inclusive of GST) from Capital Reserves to finance eight projects.

The City Manager recommended:

1. THAT Council authorize staff to bring down a bylaw to appropriate \$1,277,010 (inclusive of GST) from Capital Reserves to finance eight projects.

MOVED BY COUNCILLOR VOLKOW
SECONDED BY COUNCILLOR JOHNSTON

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

**7. CONTRACT INCREASE
LED STREET LIGHT CONVERSION – PHASE III**

The City Manager submitted a report from the Director Finance seeking Council approval to increase a contract for the LED Street Light Conversion – Phase III.

The City Manager recommended:

1. THAT Council approves a contract increase for an estimated total cost of \$385,140.00 including GST in the amount of \$18,340.00 to Standard Electric BC Ltd. for the total contract value of \$699,329.25 including GST in the amount of \$33,301.25 as outlined in this report. Final payment will be based on actual quantity of goods and services provided.

MOVED BY COUNCILLOR VOLKOW
SECONDED BY COUNCILLOR JOHNSTON

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

8. CONTRACT AWARD
TANDEM DUMP TRUCKS

The City Manager submitted a report from the Director Finance seeking Council approval to award a contract for the supply and delivery of two tandem dump trucks.

The City Manager recommended:

1. THAT Council approve a contract award to Peterbuilt Pacific Inc. for a total cost of \$574,315.84 including GST and PST in the amount of \$61,533.84 as outlined in this report.

MOVED BY COUNCILLOR VOLKOW
SECONDED BY COUNCILLOR JOHNSTON

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JORDAN

THAT the Committee now rise and report.

CARRIED UNANIMOUSLY

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT the report of the Committee be now adopted.

CARRIED UNANIMOUSLY

6. BYLAWS**First, Second and Third Reading**

- A) #13723 - Burnaby Routine Transaction Authority Bylaw #13723
1999, Amendment Bylaw No. 1, 2017

MOVED BY COUNCILLOR VOLKOW
SECONDED BY COUNCILLOR JOHNSTON

THAT Bylaw No. 13723 be now introduced and read three times.

CARRIED UNANIMOUSLY

Reconsideration and Final Adoption

- | | | |
|----|---|--------|
| B) | #13712 - Burnaby Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 3, 2017 | #13712 |
| C) | #13713 - Burnaby Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 4, 2017 | #13713 |
| D) | #13714 - Burnaby Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 5, 2017 | #13714 |
| E) | #13715 - Burnaby Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 6, 2017 | #13715 |
| F) | #13716 - Burnaby Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 7, 2017 | #13716 |
| G) | #13717 - Burnaby Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 8, 2017 | #13717 |
| H) | #13718 - Burnaby Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 9, 2017 | #13718 |
| I) | #13719 - Burnaby Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 10, 2017 | #13719 |

MOVED BY COUNCILLOR VOLKOW**SECONDED BY COUNCILLOR MCDONELL**

THAT Bylaw No. 13712, 13713, 13714, 13715, 13716, 13717, 13718 and 13719 be now reconsidered and Finally Adopted, signed by the Mayor and Clerk and the Corporate Seal affixed thereto.

CARRIED UNANIMOUSLY

7. NEW BUSINESS**Councillor Jordan – Garbage and Yard Waste Container Update**

At the 2017 February 06 Regular Council meeting, Council requested additional information regarding the contract award for the supply and delivery of garbage and yard waste containers. The City received three responses to the RFP, including one from a Canadian company. The Canadian company was not selected as their product did not meet required specifications.

Councillor Volkow – Council and Staff Appreciation

Councillor Volkow expressed his appreciation for Council and staff's support while he was undergoing recent medical treatment. Councillor Volkow also expressed thanks and gratitude to the public for their words of encouragement and emails of support.

8. INQUIRIES

There were no inquiries brought before Council at this time.

9. ADJOURNMENT

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JORDAN

THAT this Open Council meeting do now adjourn.

CARRIED UNANIMOUSLY

The Open Council meeting adjourned at 7:41 p.m.

Confirmed:

Certified Correct:

MAYOR

CITY CLERK

Ibrahim, Sabreena

DELEGATION
2017 FEBRUARY 27

From: [REDACTED]
Sent: February-21-17 11:39 AM
To: Tax; Mayor; Clerks
Subject: Letter to Burnaby Council Re: 2017 additional secondary suite utility fees prior to final occupancy - roll number 2416-5416 5416 Rugby Ave

Dear Mayor and Council,

Due to the unsatisfactory responses from my inquiries into the city to resolve this matter. As a burnaby tax payer, I would like to have my concerns within this chain of emails below heard and discussed during the next city councilor meeting.

Response from the tax office:

"Your water fees are charged according to the type of residence you are building (single family dwelling or two family dwelling) and these charges came into effect when you obtained your building permit."

It is not fair for new home builders to pay for the the additional secondary suite water and sewage charges when the final occupancy approval has not been secured... and for the other reasons which are outlined below in my original email.

Thank you,
 Michael Hong
 5416 Rugby Ave.
 Burnaby, BC

On Feb 21, 2017, at 8:59 AM, Tax <Tax@city.burnaby.bc.ca> wrote:

Thank you for your inquiry regarding Utility and Toter Charges during construction.
 Please note that there is no reduction in Toter Charges during the building phase.

- Section 3 (c) of the Residential Toter Data Change Management 2013 v10 states:

Only vacant land without a residential improvement will warrant a zero annual toter charge.
 All other applicable properties must pay the annual charge, or the minimum if no toter is present / or if a toter is not wanted by the customer.

Your water fees are charged according to the type of residence you are building (single family dwelling or two family dwelling) and these charges came into effect when you obtained your building permit.

Regards,

City of Burnaby, Property Tax Department
 4949 Canada Way Burnaby BC V5G 1M2
 Telephone: 604-294-7350
 Fax: 604-294-7153

Copied to:

City Manager
 Director Planning and Building
 Director Finance
 Director Engineering

II Please consider the environment before printing this email.

The contents of this posting or electronic mail message are solely the writings, thoughts and/or ideas of the account holder and may not necessarily reflect those of the City of Burnaby. If you have concerns about inappropriate use of this account, please e-mail postmaster@burnaby.ca

-----Original Message-----

From: [REDACTED]

Sent: February-20-17 12:06 PM

To: Tax; Mayor

Subject: 2017 utility fees - roll number 2416-5416 5416 Rugby Ave

Dear Sirs/Madams,

I have been living in Burnaby at the current address for 16 plus years. My wife and I raised two children here. We love our neighbourhood and enjoy the parks and community facilities in the area tremendously. My wife and I decided to demolished our dated single detached house and build a new house with the plan of creating a secondary suite for rental purposes. We recently received the necessary city permits to go ahead.

Last week, I was surprised to see the already applied secondary suite charges in my 2017 utility bill. I have made several calls to the city tax office and was advised that once the permit has been approved, the additional charges is calculated automatically and applied. I was also told to give my contact number and someone from the city would get back to me. I did not receive any response so far.

I strongly do not agree that additional secondary utility charges are applied as soon as the permit for a new construction is approved for all home owners not just myself. I am writing to present this matter and ask for a review and consideration. Hopefully the outcome is that the additional charges are adjusted. My reasons are:

- the property is just in the permit and building stage
- water has been turned off. Sewage and garbage collection is not being utilized
- the building process could take any where from 1 to 2 years to complete
- there is no occupancy in the primary and secondary suites during the construction stage.
- Various building (check point) inspections have not occurred. Final occupancy inspection is months and months away and approval is to be decided

Thank you for your considerations and I look forward to your response.

Sincerely,
Michael Hong



Meeting 2017 February 27

COUNCIL REPORT

FINANCIAL MANAGEMENT COMMITTEE

*HIS WORSHIP, THE MAYOR
AND COUNCILLORS*

SUBJECT: 2017 – 2021 PROVISIONAL FINANCIAL PLAN

RECOMMENDATION:

1. THAT Council receive the 2017 – 2021 Provisional Financial Plan.

REPORT

The Financial Management Committee, at its meeting held on 2017 February 22, received and adopted the attached report providing the 2017 – 2021 Provisional Financial Plan.

Respectfully submitted,

Councillor D. Johnston
Chair

Councillor C. Jordan
Vice Chair

<p>Copy: City Manager Deputy City Manager Director Finance Director Engineering Director Planning & Building Director Parks, Recr. & Cult. Services Director Public Safety & Com. Services Chief Librarian Chief Information Officer Fire Chief OIC, RCMP</p>



Meeting 2017 February 22

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2017 February 14

FROM: DIRECTOR FINANCE

FILE: 6500-40
Reference: Provisional Budget

SUBJECT: 2017 – 2021 PROVISIONAL FINANCIAL PLAN

PURPOSE: To provide the 2017 – 2021 Provisional Financial Plan.

RECOMMENDATION:

1. **THAT** Financial Management Committee recommend Council receive the 2017 – 2021 Provisional Financial Plan.

REPORT

The purpose of the 2017 – 2021 Provisional Financial Plan is to present Council's direction for the City over the next five years and to provide a basis for public consultation under Section 166 of the Community Charter. An advertisement will be placed in the local paper at the beginning of March 2017 for two consecutive weeks requesting Burnaby citizens to provide comments regarding the 2017 – 2021 Provisional Financial Plan. The 2017 – 2021 Provisional Plan is an interim document provided in advance of the City's 2017 – 2021 Annual Financial Plan. The 2017 – 2021 Annual Financial Plan requires adoption by 2017 May 15 and is used to set City tax levies in open Council as required under Sections 165 and 197 of the Community Charter.

The City is committed to financial, social and environmental sustainability. As a result, the 2017 – 2021 Provisional Financial Plan focuses on community safety and security, and maintaining and improving existing community facilities and City infrastructure. The Plan incorporates a proposed 2.95% property tax increase for 2017. This increase is required to fund operational and inflationary increases.

Estimates for the current year are based on available information at the time this Plan was prepared. Subsequent years' estimates may be increasingly less accurate but are an indication of priorities and will be updated annually in future financial plan documents.

For
Denise Jorgenson
DIRECTOR FINANCE

BK:NK/ml

Attachment: 2017 – 2021 Provisional Financial Plan

Copied to: City Manager
Members of Management Committee



Meeting 2017 February 27

COUNCIL REPORT

FINANCIAL MANAGEMENT COMMITTEE

*HIS WORSHIP, THE MAYOR
AND COUNCILLORS*

**SUBJECT: 2017 ENGINEERING CAPITAL INFRASTRUCTURE TRAFFIC
MANAGEMENT BYLAW FUNDING REQUEST**

RECOMMENDATIONS:

1. THAT Council approve the capital expenditure of \$1.849 Million for Traffic Management capital improvements, as outlined in this report.
2. THAT Council authorize staff to bring down a Capital Reserves bylaw in the amount of \$1.935 Million (inclusive of GST) to finance the capital programs, as outlined in this report.

REPORT

The Financial Management Committee, at its meeting held on 2017 February 22, received and adopted the attached report seeking Council's funding approval for 2017 Traffic Management capital improvements.

Respectfully submitted,

Councillor D. Johnston
Chair

Councillor C. Jordan
Vice Chair

Copy: City Manager Director Engineering Director Finance City Solicitor
--



Meeting 2017 Feb 22

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2017 February 14

FROM: DIRECTOR ENGINEERING

FILE: 32000-05

SUBJECT: 2017 ENGINEERING CAPITAL INFRASTRUCTURE TRAFFIC
MANAGEMENT BYLAW FUNDING REQUEST

PURPOSE: To request funding approval for 2017 Traffic Management capital improvements.

RECOMMENDATIONS:

1. **THAT** Council approve the capital expenditure of \$1.849 Million for Traffic Management capital improvements, as outlined in this report.
2. **THAT** Council authorize staff to bring down a Capital Reserves bylaw in the amount of \$1.935 Million (inclusive of GST), to finance the capital programs as outlined in this report.

REPORT

The 2016 – 2020 Annual Financial Plan provides funding for various multi-year capital improvements. The 2017 component of the 2016 – 2020 Annual Financial Plan does not include these expenditures. Upon approval of this funding request by Council, these expenditures will be included in the 2017 – 2021 Annual Financial Plan (Transportation Section). In order to proceed in a timely manner with the contracts for design and construction, funding approval is requested for the below listed projects. Sufficient Capital Reserves are available to complete these works.

1.1 LED Streetlight Conversion – Phase II & III (EMH.0012 /0015) \$488,200

- Funding for phase 3 installation of LED streetlight fixtures and completion of phase 2 LED street light fixture installation
- The LED streetlights will reduce energy use, reduce maintenance costs, and provide higher quality (white) light and last much longer than existing fixtures.
- BC Hydro Energy Savings Rebates will be applied for and if successful the return on investment is estimated to be over 200% with a payback period of less than 6 years.
- This is the third phase of the project and the conversion of the majority of streetlights in the City will be completed in phase 4 (2018).

To: Chair and Members Financial Management Committee
 From: Director Engineering
 Re: 2017 Engineering Capital Infrastructure Traffic Management Bylaw
 Funding Request
 2017 February 14..... Page 2

1.3 Bus Shelter Program (EMF.0058) \$250,000

- Funding for new or replacement bus shelters to improve amenities for transit users.
- All old advertising bus shelters have been replaced and a review is underway to determine if we replace or refurbish existing old non-advertising shelters.
- Locations for bus shelters are determined based on the age of the existing infrastructure and benefit to transit users.
- New locations for advertising shelters are primarily based on transit usage at a bus stop.

1.4 Traffic Signal Control Device (EMF.0062) \$230,000

- Funding for the installation of a new traffic signal or upgrades to a full traffic signal to improve the operation of an intersection.
- Location of the traffic signal control devices are determined based on the operation of the intersection which includes an assessment of the traffic volumes, collision history, surrounding land uses, and comparison with other potential locations.

1.5 Parking Meter Equipment (EMG.0008) \$175,000

- Funding for City's ongoing infrastructure renewal program involving new or replacement parking meter equipment.
- In 2017, a portion of the funding will be used for the introduction of a mobile payment application and new parking meter equipment that accepts credit cards for increased customer convenience and better audit controls.
- The credit card enabled parking meters will focus on existing locations and single space meters. Multi-space parking equipment may be considered at new locations.

1.6 Traffic Signal Cabinet Replacement (EMF.0061) \$150,000

- Funding for the installation of replacement traffic signal control equipment and cabinets to maintain reliable traffic signal operation at all times.
- Replacement locations are determined based on the projected operating life, age of the equipment and tracking of emerging problems through regular maintenance.

1.7 Minor Traffic Management Projects (EMF.0063) \$100,000

- Funding for the potential installation of a wide variety of traffic control devices over the course of the year. The funding enables the City to be responsive to needs as they arise and to take advantage of cost efficiencies if completed in conjunction with existing projects underway. This includes the installation of special crosswalks or permanent traffic counters, adjustments to the roadway or existing traffic signals, or any other traffic control devices.
- In addition to staff initiatives, projects are often identified through public requests or a result of other work undertaken by city forces or third parties.

To: Chair and Members Financial Management Committee
 From: Director Engineering
 Re: 2017 Engineering Capital Infrastructure Traffic Management Bylaw
 Funding Request
 2017 February 14..... Page 3

1.8 Traffic Camera Replacement (EMF.0064) \$100,000

- Funding for the installation of replacement traffic signal cameras that are aging and less reliable. Traffic signal cameras, or optical vehicle detectors, are used to detect traffic and trigger the appropriate signal phase. They are often used instead of inductive loop detectors because they are unaffected by road work and one camera can detect multiple lanes. They are more expensive compared to inductive loops, and so are best suited for larger intersections with multiple lanes or in locations where there are ongoing disruptive road works.
- Replacement locations are identified by staff based on the age and model of existing equipment.

1.9 Traffic Signal Communication (EMF.0065) \$100,000

- Funding for the installation of replacement traffic signal communication equipment to allow continuous monitoring of traffic signals at City Hall. Many existing radios are beyond their useful life and are no longer reliable.
- Locations are determined based on the age of the equipment and recent maintenance history.

1.10 Street Light Pole Replacement Program LRN (EMH.0016) \$100,000

- Funding for the installation of replacement street light poles along the city's local road network where the existing pole has reached the end of its useful life, or where a pole has been damaged and there is no third party which can be pursued for recovery of costs.
- Locations are city wide and determined based on field inspections by Traffic staff.

1.11 Street Light Pole Replacement Program MRN (EMH.0017) \$75,000

- Funding for the installation of replacement street light poles along the city's major road network where the existing pole has reached the end of its useful life, or where a pole has been damaged and there is no third party which can be pursued for recovery of costs.
- Locations are city wide and determined based on field inspections by Traffic staff.

1.12 Audible Signals at Signalized Intersections (EMF.0060) \$50,000

- Funding for the installation of new or replacement audible signals to provide crossing guidance at signalized intersections for people with visual impairments.
- New locations are determined through public requests or identified by staff.
- Replacements are installed based on the age of the equipment or where they are malfunctioning.

To: Chair and Members Financial Management Committee
 From: Director Engineering
 Re: 2017 Engineering Capital Infrastructure Traffic Management Bylaw
 Funding Request
 2017 February 14..... Page 4

1.13 Emergency Vehicle Pre-Emption (EMF.0059) \$20,000

- Funding for new traffic signal emergency pre-emption installation on Boundary Road at Imperial/49th Street.
- Pilot installation program in coordination with the City of Vancouver as they operate and maintain the signal, but road is used by Burnaby Fire and RCMP as a major emergency response route.
- The Boundary corridor is expected to be completed the following year (17 signals) upon successful implementation of the pilot intersection.

1.14 2014 Pole Replacement Program – MRN (EMH.0010) \$10,620

- Funding to complete the installation of replacement steel street poles identified in the 2014 Pole Replacement program that are beyond their useful life.

RECOMMENDATION:

It is recommended that Council approve the capital expenditure of \$1.849 Million for roadwork capital improvements, as outlined in this report and that Council authorize staff to bring down a Capital Reserves Bylaw in the amount of \$1.935 Million (inclusive of GST) to finance the capital programs as outlined in this report.

Upon approval by Council, these expenditures will be included in the 2017 – 2021 Annual Financial Plan.



Leon A. Gous, P. Eng. MBA
 DIRECTOR ENGINEERING

FV/ac

Copied to: City Manager
 Director Finance
 City Solicitor



Meeting 2017 February 27

COUNCIL REPORT

FINANCIAL MANAGEMENT COMMITTEE

*HIS WORSHIP, THE MAYOR
AND COUNCILLORS*

**SUBJECT: 2017 ENGINEERING CAPITAL INFRASTRUCTURE BYLAW FUNDING
REQUEST**

RECOMMENDATIONS:

1. THAT Council approve the additional capital expenditure of \$11.310 Million for infrastructure capital improvements, as outlined in this report.
2. THAT Council authorize staff to bring down a Capital Reserves bylaw in the amount of \$7.679 Million (inclusive of GST), and draw from the Sanitary Sewer Capital Fund the amount of \$2.328 Million (inclusive of GST) and the Waterworks Utility Capital Fund the amount of \$1.831 Million (inclusive of GST).

REPORT

The Financial Management Committee, at its meeting held on 2017 February 22, received and adopted the attached report seeking Council's approval and funding for 2017 Engineering capital infrastructure improvements.

Respectfully submitted,

Councillor D. Johnston
Chair

Councillor C. Jordan
Vice Chair

Copy:	City Manager Director Engineering Director Finance City Solicitor
-------	--



Item
Meeting 2017 February 22

COMMITTEE REPORT

TO:	CHAIR AND MEMBERS FINANCIAL MANAGEMENT COMMITTEE	DATE:	2017 February 14
FROM:	DIRECTOR ENGINEERING	FILE:	32000-05
SUBJECT:	2017 ENGINEERING CAPITAL INFRASTRUCTURE BYLAW FUNDING REQUEST		
PURPOSE:	To request approval and funding for 2017 Engineering capital infrastructure improvements.		

RECOMMENDATIONS:

- 1. THAT** Council approve the additional capital expenditure of \$11.310 Million for infrastructure capital improvements, as outlined in this report.
- 2. THAT** Council to authorize staff to bring down a Capital Reserves bylaw in the amount of \$7.679 Million (inclusive of GST), and draw from the Sanitary Sewer Capital Fund the amount of \$2.328 Million (inclusive of GST) and the Waterworks Utility Capital Fund the amount of \$1.831 Million (inclusive of GST).

REPORT

The 2016-2020 Annual Financial Plan provides funding for various multi-year capital improvements. The 2017 component of the 2016-2020 Annual Financial Plan does not include these expenditures. Upon approval of this funding request by Council, these expenditures will be included in the 2017-2021 Annual Financial Plan (Infrastructure Projects section). In order to proceed in a timely manner with the contracts for design and construction, early approval is requested for the below listed projects. Sufficient Capital Reserves are available to complete these works.

1.0 2017 CAPITAL PROGRAM

For capital programs that have plan in both 2017 and 2018, the funding for both years is being raised here in order to be able to award upcoming contracts for construction.

1.1 Combined Sewer Separation Program \$3,284,850

EJA.0015	Watermain Renewals	1,049,454
EKA.0015	Sanitary Main	1,949,076

To: Chair and Members Financial Management Committee
 From: Director Engineering
 Re: 2017 Engineering Capital Infrastructure Bylaw
 Funding Request
 2017 February 14..... Page 2

EMC.0011	LRN	22,724
EMF.0051	Minor Traffic Mgmt Projects	27,269
ERA.0063	Gilmore, Union to Pender	<u>236,327</u>
		3,284,850

This sewer separation project is part of the City's ongoing infrastructure renewal program involving separation of combined sewer as required under the Liquid Waste Management Plan (ILWRMP). Sewer separation minimizes volumes of combined sewer over-flow to the environment and the amount of wastewater that needs to be treated resulting in better allocation of resources, lower energy use and reduced environmental impact.

To optimize the combined sewer separation program, this project also includes replacement of aged watermain alongside the affected sewers, where applicable. A total of 2.2km of watermain replacement is anticipated.

The separation of combined sewers also includes road rehabilitation on all affected streets and lanes.

1.2 South Central Burnaby Road Rehabilitation

\$4,619,714

AEC.0015	Civic Communications Conduit	115,000
EJA.0015	Watermain Renewals	100,000
EJC.0008	Water Service Replacement	100,000
ELA.0022	Storm Sewers	55,000
EMA.0008	MRN	288,000
EMB.0008	MRN – Other Rehab	62,500
EMC.0011	LRN	3,044,214
EMD.0024	Sidewalk & Urban Trail	825,000
EMF.0045	Signals & Crosswalks	<u>30,000</u>
		4,619,714

The Local Road Network (LRN) Rehabilitation Program is part of the City's ongoing infrastructure renewal strategy to sustainably maintain local streets. Project locations are determined based on pavement condition information provided by the City's Pavement Management System and input from Operations.

1.3 Coordinated Works - Storm

\$300,000

ELA.0025	Coordinated Works – Storm	300,000
----------	---------------------------	---------

This project involves development coordinated works related to storm sewers and drainage. Through development services review, the Engineering Department may identify offsite improvements adjacent to development that are more effective and/or cost efficient to be delivered by or together with development projects.

To: Chair and Members Financial Management Committee
 From: Director Engineering
 Re: 2017 Engineering Capital Infrastructure Bylaw
 Funding Request
 2017 February 14..... Page 3

1.4 Thorne Ave \$1,000,000

ERA.0047 Thorne Development 1,000,000

To complete works and services required for a defaulted land development project at 6000 Thorne Avenue. Funding of this project comes from the development bond.

1.5 Future Year Pre-Design \$2,105,000

EJA.0016	Watermain Renewals	450,000
ELA.0026	Storm Sewers	100,000
ELD.0020	Dykes, Culverts & Watercourses	200,000
EKA.0016	Sanitary Main	275,000
ERA.0065	Douglas - Sprott to HWY 1	200,000
ERA.0068	Lougheed Hwy Upgr - Boundary to Gilmore	150,000
ERA.0067	Marine Dr – Royal Oak to Byrne Rd	150,000
EMC.0012	LRN	100,000
EMA.0009	MRN	100,000
ELA.0023	Coordinated Storm Mains	100,000
ELD.0018	Rain Garden Storm Water Mgmt	100,000
ERA.0069	Major Roads	50,000
EMJ.0010	Structures	50,000
EJB.0013	Pump Stns, Reservoirs, PRVs, Scada	50,000
ERA.0066	Empire - Gamma to Hastings	<u>30,000</u>
		2,105,000

In order to proceed with designs for the 2018 and future Capital Program, funding approval is requested now.

To: Chair and Members Financial Management Committee
From: Director Engineering
Re: 2017 Engineering Capital Infrastructure Bylaw
Funding Request
2017 February 14..... Page 4

2.0 RECOMMENDATION

It is recommended that Council approve the capital expenditure of \$11.310 Million for 2017 Infrastructure projects, as outlined in this report and that Council authorize staff to bring down a Capital Reserves Bylaw in the amount of \$7.679 Million (inclusive of GST), and draw from the Sanitary Sewer Capital Fund the amount of \$2.328 Million (inclusive of GST) and the Waterworks Utility Fund the amount of \$1.831 Million (inclusive of GST) to finance the capital programs as outlined in this report.

Upon approval by Council, these expenditures will be included in the 2017-2021 Annual Financial Plan.



Leon A. Gous, P.Eng., MBA
DIRECTOR ENGINEERING

FV/ac

Copied to: Director Finance



Meeting 2017 February 27

COUNCIL REPORT

FINANCIAL MANAGEMENT COMMITTEE

*HIS WORSHIP, THE MAYOR
AND COUNCILLORS*

SUBJECT: LGA SECTION 781 – PROPERTY TAX WRITE-OFF

RECOMMENDATION:

1. THAT Council authorize staff to apply to the Minister of Community, Sports and Cultural Development to issue an order pursuant to Section 781 of the *Local Government Act* that has the effect of writing off the property taxes in the amount of \$17,160.64 (2016 December 31) that are outstanding for the property listed in Appendix A, attached to this report.

REPORT

The Financial Management Committee, at its meeting held on 2017 February 22, received and adopted the attached report seeking Council's approval for the write off of property taxes, as set out in this report.

Respectfully submitted,

Councillor D. Johnston
Chair

Councillor C. Jordan
Vice Chair

Copy: City Manager Director Finance Director Planning & Building Director Parks, Recr. & Cult. Services City Solicitor Area Assessor, BC Assessment
--



Meeting 2017 Feb 22

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2017 February 15

FROM: DIRECTOR FINANCE

FILE: 7815-01

SUBJECT: LGA SECTION 781 – PROPERTY TAX WRITE-OFF

PURPOSE: To obtain Committee’s approval and recommendation to Council for the Write Off of Property Taxes as set out in this report.

RECOMMENDATION:

1. **THAT** the Financial Management Committee recommend Council authorize staff to apply to the Minister of Community, Sport and Cultural Development to issue an order pursuant to Section 781 of the *Local Government Act* that has the effect of writing off the property taxes in the amount of \$17,160.64 (2016 December 31) that are outstanding for the property listed in Appendix A, attached to this report.

REPORT**1.0 BACKGROUND**

The *Local Government Act* stipulates that the municipal tax collector must conduct an annual “tax sale” during which each parcel of real property on which taxes are delinquent for a specified period of time is offered for sale by public auction. There are, however, certain circumstances whereby this mechanism is either not available or not a viable option for the collection of unpaid property taxes as follows:

Section 257 (1) of the Community Charter specifies that the “tax sale” process cannot be used as the recovery mechanism for property taxes owing on Crown land that is held under lease or licence

2.0 DISCUSSION

The property listed in Appendix A has unpaid property taxes for 2009 to 2013 and are now in a delinquent tax status. This property falls in the above-referenced category in relation to the use of the “tax sale” process to recover outstanding property taxes.

Over the years, staff has attempted to collect the outstanding tax balances but has been unsuccessful. The property is a vacant water lot and is no longer being assessed by the BC

To: Financial Management Committee
 From: Director Finance
 Re: LGA SECTION 781 – PROPERTY TAX WRITE-OFF
 2017 February 22..... Page 2

Assessment Authority as a taxable property. BC Assessment has confirmed that the lease agreements have been terminated for the government-owned property that was being held under lease.

Under Section 781 of the *Local Government Act* Council can apply to the Minister of Community, Sport and Cultural Development to write off the outstanding property taxes. If this application is approved by the Minister, the City can write off its portion of outstanding property taxes receivable. The City would then be in a position to request reimbursement from other taxing authorities for the portion of property taxes already paid out by the City for this property. All administrative activities related to this property will then end, which will reduce on-going costs associated with maintaining the City's financial records. Appendix A documents the amount the outstanding property tax that remains unpaid on the property, totaling \$17,160.64, (as at 2016 December 31) of which \$11,765.13 is the City's portion.

3.0 RECOMMENDATION

It is recommended that the Financial Management Committee recommend that Council authorize staff to apply to the Minister of Community, Sport and Cultural Development to issue an order pursuant to Section 781 of the *Local Government Act* that has the effect of writing off the property taxes in the amount of \$17,160.64 that are outstanding for the property as listed in Appendix A.

for 
 Denise Jorgenson
 DIRECTOR FINANCE

DJ:RR/mm

Copied to: City Manager
 Director Planning and Building
 Director Parks, Recreation & Cultural Services
 City Solicitor
 City Clerk
 Area Assessor, BC Assessment

Appendix A - Summary of Property Taxes Uncollectable by Means of Tax Sale

Roll #	Civic Address	Owners	Leaseholder
9999-5000-0006	1402-5000 Burrard Inlet	Vancouver Fraser Port Authority	Seaborne Investments Inc Ltd. C/O Intraland Corp

Tax Year	Assessment	City	School	GVTA	GVRD	BCA	MFA	Tax Levy	Penalties	Interest	Total Annual Charges
2016	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 925.41	\$ 925.41
2015	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 897.15	\$ 897.15
2014	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 868.19	\$ 868.19
2013	\$ 131,800	\$ 1,246.99	\$ 817.16	\$ 196.24	\$ 19.15	\$ 23.87	\$ 0.07	\$ 2,303.48	\$ 236.10	\$ 675.30	\$ 3,214.88
2012	\$ 125,100	\$ 1,263.51	\$ 800.64	\$ 193.72	\$ 17.65	\$ 23.06	\$ 0.06	\$ 2,298.64	\$ 235.61	\$ 493.63	\$ 3,027.88
2011	\$ 124,700	\$ 1,250.83	\$ 823.02	\$ 200.59	\$ 19.09	\$ 23.64	\$ 0.06	\$ 2,317.24	\$ 237.51	\$ 321.08	\$ 2,875.83
2010	\$ 124,700	\$ 1,250.69	\$ 847.96	\$ 209.60	\$ 20.99	\$ 24.78	\$ 0.06	\$ 2,354.07	\$ 241.29	\$ 141.62	\$ 2,736.98
2009	\$ 124,700	\$ 1,237.17	\$ 872.90	\$ 215.68	\$ 20.19	\$ 25.26	\$ 0.06	\$ 2,371.27	\$ 243.05	\$ -	\$ 2,614.32
		\$ 6,249.19	\$ 4,161.68	\$ 1,015.83	\$ 97.07	\$ 120.61	\$ 0.32	\$ 11,644.70	\$ 1,193.56	\$ 4,322.38	\$ 17,160.64

<u>Other Authorities</u>	<u>City of Burnaby</u>	<u>Total</u>
<u>Portion</u>	<u>Portion</u>	
\$ 5,395.51	\$ 11,765.13	\$ 17,160.64



FINANCIAL MANAGEMENT COMMITTEE

*HIS WORSHIP, THE MAYOR
AND COUNCILLORS*

SUBJECT: GRANT APPLICATION

The Financial Management Committee submits the following recommendation for Council's approval:

#17.14. Crisis Intervention and Suicide Prevention Centre of BC *Services to Burnaby Residents*

RECOMMENDATION:

1. THAT a grant of \$4,000 be awarded to the Crisis Intervention and Suicide Prevention Centre of BC in support of funding services in 2017.

REPORT

An application was received requesting a grant towards the cost of providing crisis intervention and suicide prevention services to Burnaby residents.

Request: \$5,000

CPA: 2016 - Denied
2015 - Denied
2014 - \$4,000

Following consideration, the Financial Management Committee submits the foregoing recommendation.

Respectfully submitted,

Councillor D. Johnston,
Chair

Councillor C. Jordan,
Vice Chair

Copy: City Manager Deputy City Manager Director Finance



EXECUTIVE COMMITTEE OF COUNCIL

*HIS WORSHIP, THE MAYOR
AND COUNCILLORS*

SUBJECT: GRANT APPLICATIONS

The Executive Committee of Council submits the following recommendations for Council's approval:

#17.10. Burnaby Community Services Society *Burnaby Recreation Credit Program*

RECOMMENDATION:

1. THAT a grant in the amount of \$24,912 be awarded to Burnaby Community Services Society for Burnaby Recreation Credit Program for 2017 and a supplemental balance of 2016.

REPORT

An application was received from Burnaby Community Services Society requesting a grant to assist with the fixed costs (\$17,000) of administering the Burnaby Parks, Recreation and Cultural Services Recreation Credit Program for 2017, as well as a supplemental balance of \$7,912 for 2016. The Recreation Credit program provides low-income residents with credits that can be used towards Burnaby Parks, Recreation and Cultural Services programs and admissions.

Request: \$24,912

CPA: 2016 - \$17,000
2015 - \$17,000
2015 - \$8,720 *Supplemental Grant*
2014 - \$17,000
2014 - \$9,260 *Supplemental Grant*

The Executive Committee of Council recommends that a grant in the amount of \$24,912 be awarded to Burnaby Community Services Society for Burnaby Recreation Credit Program for 2017, including a supplemental balance for 2016.

Copy:	City Manager Deputy City Manager Director Finance Director Parks, Recreation & Cultural Services
-------	---

To: His Worship, the Mayor and Councillors
 From: Executive Committee of Council
 Re: Grant Applications
 2017 February 27Page 2

#17.11. Canadian Fallen Heroes Foundation
Youth Remembrance Project

RECOMMENDATION:

1. THAT this grant request be denied.

REPORT

An application was received from Canadian Fallen Heroes Foundation requesting a grant to assist with the Youth Remembrance Project to create memorials in honour to Canada's fallen soldiers. Every \$500 raised will get a local classroom involved in a research project, and the classroom will be gifted \$150 to use towards a field trip.

Request: \$500

CPA: 2016 - No Application
 2015 - No Application
 2014 - No Application

The Executive Committee of Council recommends that this grant request be denied as it does not fall within Council guidelines for awarding grants.

#17.12. Community Centred College for the Retired
Courses and Programs

RECOMMENDATION:

1. THAT a grant in the amount of \$1,500 be awarded to the Community Centred College for the Retired to assist with the cost of courses and programs.

REPORT

An application was received from the Community Centred College for the Retired requesting a grant to assist with the cost of courses and programs provided by the College.

Request: Unspecified

CPA: 2016 - \$1,500
 2015 - \$2,500
 2014 - \$2,500

The Executive Committee of Council recommends that a grant in the amount of \$1,500 be awarded to the Community Centred College for the Retired in 2017.

To: His Worship, the Mayor and Councillors
From: Executive Committee of Council
Re: Grant Applications
2017 February 27Page 3

#17.13. parkrun
Deer Lake parkrun Events

RECOMMENDATION:

1. THAT this grant request be denied.

REPORT

An application was received from parkrun requesting a grant to assist with hosting free, weekly running events for one year in Deer Lake Park.

Request: \$5,000

CPA: 2016 - Denied
2015 - Denied
2013 - No Application

The Executive Committee of Council recommends that this grant request be denied as it does not fall within Council guidelines for awarding grants.

Respectfully submitted,

Councillor S. Dhaliwal,
Chair

Councillor P. McDonell,
Vice Chair

Councillor D. Johnston,
Member



MANAGER'S REPORT February 27, 2017

Unless otherwise noted, the departmental recommendations contained in this Manager's Report are approved and recommended by the City Manager to the Mayor and Council

HIS WORSHIP THE MAYOR AND MEMBERS OF COUNCIL;

The following report is submitted for your consideration:

Item

01 **2017 UBCM MEMBERSHIP DUES**

PURPOSE: To seek Council approval for payment of Union of BC Municipalities 2017 Membership Dues.

02 **REZONING REFERENCE #16-08 Apartment Tower (Southgate Neighbourhood) Edmonds Town Centre**

PURPOSE: To seek Council authorization to forward this application to a Public Hearing on 2017 March 28

03 **REZONING REFERENCE #16-02 Multi-Tenant Light Industrial Development Big Bend Development Plan**

PURPOSE: To seek Council authorization to forward this application to a Public Hearing on 2017 March 28.

Item

**04 REZONING REFERENCE #16-46
Rezoning and Sixteen Lot Subdivision**

PURPOSE: To seek Council authorization to forward this application to a Public Hearing on 2017 March 28.

**05 DEVELOPMENT PROPOSAL FOR A NON-CONFORMING SMALL LOT AT
6058 MCKEE STREET**

PURPOSE: To inform Council of an application to construct a new single-family dwelling and attached garage under existing zoning on a 5.03 m (16.5 ft.) wide lot at 6058 McKee Street.

**06 SITING APPROVAL #16-90
1430 DUTHIE AVENUE
NEW SINGLE-FAMILY DWELLING WITH SECONDARY SUITE
MONTECITO PLAN AREA**

PURPOSE: To inform Council of a request to construct a new single-family dwelling within the Montecito Plan area..

Yours respectfully,



Lambert Chu
City Manager



Item
Meeting2017 Feb 27

COUNCIL REPORT

TO: CITY MANAGER **DATE:** 2017 February 20

FROM: CITY CLERK

SUBJECT: 2017 UBCM MEMBERSHIP DUES

PURPOSE: To seek Council approval for payment of Union of BC Municipalities 2017 Membership Dues.

RECOMMENDATIONS:

1. **THAT** Council approve payment of the invoice from the Union of BC Municipalities for the 2017 membership dues in the amount of \$ 27,936.91, including GST of \$ 1330.33.

REPORT

The City of Burnaby is an active member in the UBCM, and the 2017 membership dues are now payable.

The annual dues in 2016 were \$ 26,118.13 plus GST. The dues for 2017 are \$ 26,606.58, representing an increase of \$ 488.45 plus GST.

The required funding has been provided in the 2017 operating budget.

Dennis Back
CITY CLERK

Attachment: Letter dated January 31, 2017 from the UBCM President

Copied to: Deputy City Manager
Director of Finance

**UNION OF B.C. MUNICIPALITIES**

Suite 60 – 10551 Shellbridge Way
Richmond, British Columbia
Canada, V6X 2W9

Phone: (604) 270-8226 E-mail: ubcm@ubcm.ca

6.1.

INVOICE

RECEIVED IN

FINANCE.....

REFER



FILE

**FEB 09 2017**

TO: City of Burnaby
4949 Canada Way
Burnaby, BC V5G 1M2

Invoice Date: Jan 31, 2017**Invoice No:** D-4344**Due:** upon receipt**Reference:** 2017 UBCM Annual Dues

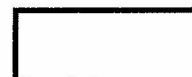
DESCRIPTION	AMOUNT
Population: 238,728 <i>Your UBCM dues have been calculated using population estimates (Dec 2016 release) provided by BC STATS, the central statistical agency of the Province of British Columbia, and include a rate increase of 1.75% effective Jan 2017, approved by the UBCM Executive.</i>	
Annual Dues:	
First 5,000 population at 0.6886	\$3,443.00
Next 10,000 at 0.5001	\$5,001.00
Next 15,000 at 0.3147	\$4,720.50
Balance at 0.0644	\$13,442.08
Subtotal:	\$26,606.58
5% GST: (10815 0541)	\$1,330.33
Total:	\$27,936.91

**UNION OF B.C. MUNICIPALITIES**

Suite 60 – 10551 Shellbridge Way, Richmond, B.C. V6X 2W9

REMITTANCE PORTION

City of Burnaby
2017 Annual UBCM Dues

Date: Jan 31, 2017**Invoice #** D-4344**TOTAL DUE:**\$27,936.91**AMOUNT
ENCLOSED:**

Please return this portion of invoice with payment. Please do not combine payment of this invoice with any other billing you may receive from UBCM. Thank you.



MEMO
January 31, 2017

TO: Local Government Chief Financial Officers

FROM: Kathleen Spalek, Chief Financial Officer, UBCM

RE: 2017 UBCM MEMBERSHIP DUES

UBCM President Murry Krause has written to all local councils and regional boards requesting them to consider renewing their membership for 2017 (enclosed).

UBCM membership dues are based on Executive Policies 2.1–2.3. The UBCM Executive approved a 1.75% increase in our rates effective January 1, 2017. Rates for 2017 are:

<u>Population</u>	<u>Rate</u>
First 5,000	0.6886
Next 10,000	0.5001
Next 15,000	0.3147
Balance	0.0644

Membership dues are calculated on your population, and the population estimates used are those prepared by BC STATS, Ministry of Technology, Innovation and Citizens' Services, Province of BC (December 2016).

We also enclose for your attention our 2017 dues invoice. Should you wish to make electronic payment, please contact our office for direct deposit information (skoivu@ubcm.ca).

Please feel free to call me if you have any questions.

Encls.

1710/10:t2017-dc



January 31, 2017

Mayor Derek Corrigan and Council Members
City of Burnaby
4949 Canada Way
Burnaby, BC V5G 1M2

Dear Mayor and Council Members:

Re: UBCM Membership

I am writing to invite the City of Burnaby to renew its membership with the Union of British Columbia Municipalities (UBCM) for 2017.

UBCM has served as the voice for local government in British Columbia since 1905. Created by local government to serve local government, our policy-based, non-partisan approach to advocacy has made us a trusted representative of our diverse membership.

Underpinning the credibility of our organization is the strong support provided by our members. In 2016 we celebrated the 38th successive year that we received 100% support from eligible local governments in B.C. With the support of your Council, our hope is to achieve this same level of support in 2017.

2017 will provide a range of new challenges and opportunities for local government. Work is already underway to engage the three main parties in advance of next year's election. UBCM also continues to look for opportunities to influence government policy at both the federal and provincial level on a broad range of issues, including housing affordability, marijuana regulation and infrastructure program design.

It has been an honour for the Executive and staff of UBCM to work on your behalf this past year. If you have any questions or comments about our work, please contact me. I look forward to your continued support in the coming year.

Yours truly,

A handwritten signature in black ink, appearing to read "M. Krause". The signature is fluid and cursive.

Councillor Murry Krause
President, UBCM



Item
Meeting 2017 February 27

COUNCIL REPORT

TO: CITY MANAGER 2017 February 22

FROM: DIRECTOR PLANNING AND BUILDING

SUBJECT: **REZONING REFERENCE #16-08**
Apartment Tower (Southgate Neighbourhood)
Edmonds Town Centre

ADDRESS: Portion of 7201 11th Avenue (Island 6)

LEGAL: Portion of Lot A, DL 53, Group 1, NWD Plan EPP53090

FROM: CD Comprehensive Development District (based on RM5, RM1 Multiple Family Residential Districts and C2 Community Commercial District)

TO: Amended CD Comprehensive Development District (based on RM5 and RM1 Multiple Family Residential Districts, C2 Community Commercial District, Southgate Neighbourhood Master Plan and Edmonds Town Centre Plan guidelines and in accordance with the development plan entitled "Icon" prepared by IBI Group and PWL Partnership Landscape Architects Inc.)

APPLICANT: Ledingham McAllister Communities Ltd.
 3rd Floor, 1285 West Pender Street
 Vancouver, BC V6E 4B1
 (Attention: Robert Estey)

PURPOSE: To seek Council authorization to forward this application to a Public Hearing on 2017 March 28

RECOMMENDATIONS:

1. **THAT** a Rezoning Bylaw be prepared and advanced to First Reading on 2017 March 06 and to a Public Hearing on 2017 March 28 at 7:00 p.m.
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 Design. One

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #16-08
 High-rise Development (Southgate Neighbourhood)
 2017 February 22..... Page 2

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 utilization of an amenity bonus in accordance with Section 3.5 of this report.
- e) The dedication of any rights-of-way deemed requisite.
- f) The completion of the necessary subdivision.
- g) The approval of a detailed park master plan for the future City-owned park.
- h) The granting of any necessary statutory rights-of-way and/or easements including but not limited to the following:
 - Statutory right-of-way for the provision, ongoing maintenance and public access and use of identified pedestrian walkways, park/open space features and private roads; and,
 - Statutory right-of-way for a pedestrian pathway across the site.
- i) The granting of Section 219 Covenants as described in Section 3.7 of this report.
- 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 in accordance with the adopted Southgate Master Storm Water Management Plan.
- l) The submission of a suitable Solid Waste and Recycling Plan to the approval of the Director Engineering.
- m) The submission of a Site Profile and resolution of any arising requirements.
- n) The design and provision of units adaptable to persons with disabilities.
- o) The provision of four 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.

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #16-08
 High-rise Development (Southgate Neighbourhood)
 2017 February 22..... Page 3

- p) The review of on-site residential loading facilities by the Director Engineering.
- q) Compliance with the Council-adopted sound criteria.
- r) The deposit of the applicable Parkland Acquisition Charge.
- s) The deposit of the applicable GVS & DD Sewerage Charge.
- t) The deposit of the applicable School Site Acquisition Charge.
- u) The submission of a written undertaking to comply with all the prerequisites of the previous rezoning of the site (Rezoning Reference #14-25).
- v) 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 construction of a 46-storey residential tower in the Island neighbourhood of the multi-phased Southgate Master Plan Area.

2.0 BACKGROUND

- 2.1 The subject development site is a portion of 7201 11th Avenue (see *attached* Sketch #1), which is currently zoned CD Comprehensive Development District (based on RM5, RM1 Multiple Family Residential Districts and C2 Community Commercial District). The site is currently occupied by an industrial warehouse building and related surface parking and loading facilities. Vehicular access is currently available from 18th Street and 11th Avenue. Existing adjacent uses include a dairy plant to the north; two large industrial warehouse buildings and several accessory buildings/structures to the east; a single-family neighbourhood to the south across 11th Avenue; and vacant City-owned properties to the west across 18th Street.
- 2.2 On 2015 July 20, Council granted Final Adoption to Rezoning Reference #14-25, which established the Master Plan for the newly formed Southgate community. It is noted that, upon Second Reading of the Master Plan rezoning being granted, the Edmonds Town Centre Development Plan was amended to reflect the RM5, RM1, C2 and P3 designations as guidelines. The Master Plan is intended to guide further site specific rezoning applications within the multi-phased, mixed-use, multiple-family residential neighbourhood.

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #16-08
 High-rise Development (Southgate Neighbourhood)
 2017 February 22 Page 4

The Master Plan, which consists of a Concept Book and compendium Design Guidelines, provides the policy framework and general development guidelines for future site specific rezoning applications within the Southgate community. In this regard, the Master Plan establishes general networks and connections, land use and density, built form, public realm character and landscape expression, park and open space, site servicing, and phasing pattern for the neighbourhood.

With respect to land use and density, the adopted Southgate Master Plan permits an overall residential density of 2.86 Floor Area Ratio (of which 0.4 FAR is bonused and an additional 0.26 FAR is designated for alternative housing). The maximum allowable market residential gross floor area for the Southgate community is 546,611.6 m² (5,883,678 sq. ft.) across five neighbourhood areas. A Density Allocation Covenant details this arrangement, as well as establishes provisions for the transfer of gross floor area (15%) from one neighbourhood area to another.

- 2.3 The subject development site forms the final component of the Island neighborhood area within the Southgate community (see Figure 1). Located at Southgate's southwest corner, the Master Plan notes that the Island neighbourhood area is intended to be a tranquil residential enclave that provides a transition and connection to a more naturalized environment and public realm, as well as a diagonal connection to the future City park from the corner of 18th Street/11th Avenue (see Figures 2 and 3). Primary land uses include multiple family residential and a small locally-oriented commercial component (5,000 sq. ft.). A community building is proposed at the corner of Southgate Boulevard and 18th Street functioning as a gateway to the City park.

Residential townhomes and stacked flats up to four storeys frame 11th Avenue and 18th Street and provide a height transition between existing single family homes and proposed higher buildings within Southgate. These low rise buildings also frame a 'parkette' at the corner of 11th Avenue and 18th Street. Three apartment towers internally oriented towards the western edge of the City park are also proposed.

The tallest tower forms a central radial point for the feature tower of the Island neighbourhood. This feature tower is also a focal point for the corner parkette, as it will form the visual terminus when looking into the site.

The public realm is a network of spaces that connect from existing City streets to the proposed City park. The parkette is a tranquil and intimate space for relaxing, but also functions as a gateway to the Island neighbourhood area and the City park beyond. A diagonal path connects the parkette and the City park.

A public pedestrian and cycle path, part of the community-wide system along 12th Avenue (statutory right-of-way), connects the north and south portions of the City park and link the two publically dedicated roads within the overall Southgate area.

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #16-08
 High-rise Development (Southgate Neighbourhood)
 2017 February 22 Page 5

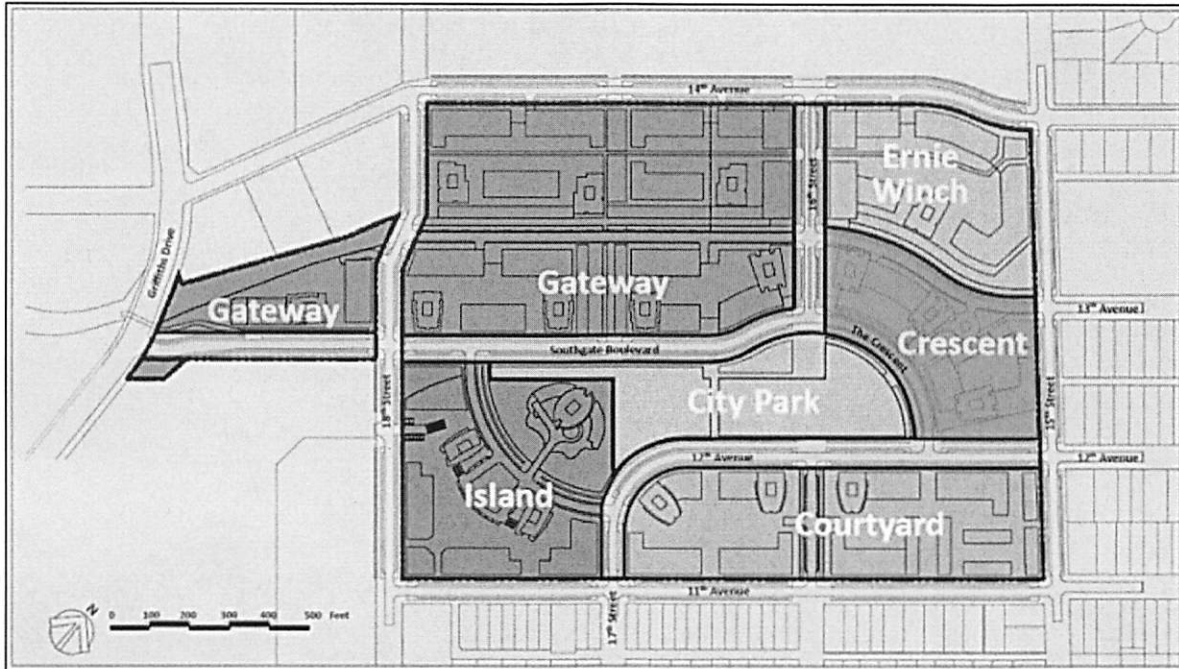


Figure 1 - Map showing the neighbourhoods that make up the Southgate Community

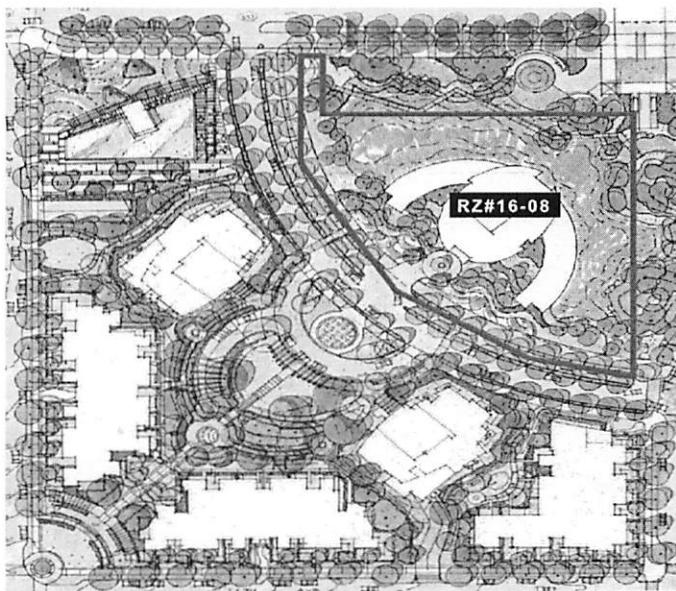


Figure 2 - Overall concept for the Island Neighbourhood
 (subject rezoning boundary shown)



Figure 3 - Phase 3 development within the Island
 Neighbourhood

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #16-08
 High-rise Development (Southgate Neighbourhood)
 2017 February 22 Page 6

- 2.4 The Island neighbourhood is intended to be constructed over several phases. The subject rezoning application is for the third and final of those phases, and encompasses a single high-rise apartment tower (46-storeys). The rezoning applications for the first two phases of the neighbourhood (Rezoning Reference #14-28 which received Second Reading on 2016 May 09 and Rezoning Reference #16-10 which received Second Reading on 2016 October 03) are being advanced separately.

As part of the subject site's development, the applicant will be responsible for providing the following public realm improvements, as identified in the Southgate Master Plan:

- a publically accessible road (12th Avenue) connecting this phase of development to the new north-south public road; and,
- a pedestrian pathway providing public access to the on-site water feature.

- 2.5 On 2016 April 04, 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.

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

3.0 GENERAL COMMENTS

- 3.1 The proposed development plan is for a single 46-storey apartment tower which is intended to form the focal point of the Island neighbourhood. This rezoning application proposes to utilize 31,679.7 m² (340,997 sq. ft.) of the allowable gross floor area (86,179.5 m² (927,628 sq. ft.)) within the Island neighbourhood area, yielding a total of 352 units.

The proposed form of development proposes minor changes from the master plan in that the at grade townhouses have been removed and the related floor area has been incorporated into the tower form. The result is a visually striking and sleek, elliptically shaped tower which is intended to create the architectural centrepiece of the Island neighbourhood and one of the more creatively designed buildings within the Edmonds Town Centre.

Overall, the subject proposal is considered to embody exceptional urban design and architectural expression in terms of the building's siting, massing and materiality. It meets the standards and objectives of the Southgate Master Plan and Design Guidelines. To complement the built form, a progressive landscape treatment is proposed which includes boulevards and street trees on all street frontages. Substantial on-site planting is

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #16-08
 High-rise Development (Southgate Neighbourhood)
 2017 February 22 Page 7

also proposed to further enhance the development, including a large pond area, rain gardens, children's play areas and extensive landscaping.

- 3.2 All required parking is proposed to be located underground, and access taken from a driveway off 12th Avenue. The development proposal exceeds the minimum required Burnaby Zoning Bylaw parking ratio of 1.1 spaces per unit, by providing 442 spaces (1.23 spaces per unit). The developer has also provided other transportation alternatives. First, given the subject site's proximity to the Edmonds SkyTrain Station, as well as other transit routes operating in the vicinity of the development, the development is providing a 70% transit pass subsidy (two zones) for one year to each strata unit, which is to be made available to residents seeking an alternative to car use and ownership. Second, the development is providing 43 (Level 2 AC) Electric Vehicle charging stations, of which five are to be provided within the visitors' parking area for the benefit of the residents and their visitors, and 33 are to be provided in the residents parking area as part of the required parking. A Section 219 Covenant will be required to guarantee these provisions including all necessary wiring, electrical transformer, and mechanical ventilation modifications. Third, the development is providing twice the required secured bicycle parking and a bicycle repair area. Fourth, the development is providing a commuter bicycle for each strata unit to encourage residents to cycle to and from destinations. Fifth, the applicant is investigating the feasibility of providing a community shuttle.
- 3.3 The developer has agreed to pursue green building practices by committing to achieve a Silver rating under the Leadership in Energy and Environmental Design (LEED) program.
- 3.4 In accordance with the City's policy for adaptable units, 20% of the total number of residential units (total of 71 units) has been provided meeting adaptable standards. As permitted under the adopted policy, 1.86 m² (20 sq. ft.) for each adaptable unit is exempt from Gross Floor Area (GFA), resulting in a total adaptable unit GFA exemption of 131.9 m² (1,420 sq. ft.). The development is providing five handicapped parking stalls (two in visitors' parking area; three in residents' parking area), which will be protected by a Section 219 Covenant as common property to be administered by the Strata Corporation.
- 3.5 The proposed development is utilizing 31,679.7 m² (340,997 sq. ft.) of the market residential density available to the Southgate neighbourhood, of which 2,437.5 m² (26,237 sq. ft.) is a density bonus component. A separate report detailing the market value of the density bonus will be forwarded to Council for consideration and approval prior to the subject rezoning amendment bylaw receiving Third Reading.
- 3.6 The Director Engineering will assess the need for any further required services to the site, including, but not necessarily limited to:
 - storm sewer, water, and sanitary sewer improvements as identified in the Master Servicing Plan established for the development.

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #16-08
 High-rise Development (Southgate Neighbourhood)
 2017 February 22 Page 8

- 3.7 Any necessary easements and 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 ensuring compliance with the approved acoustical study;
 - Section 219 Covenant ensuring the achievement of a green building design with a Leadership in Energy and Environmental Design (LEED) Silver rating or equivalent;
 - Section 219 Covenant restricting the use of guest suites;
 - Section 219 Covenant ensuring the provision and ongoing maintenance of 43 (Level 2 – 40 amp) Electric Vehicle charging stations (including all necessary wiring, electrical transformer, and mechanical ventilation modifications);
 - Section 219 Covenant ensuring that handicap accessible parking stalls in the underground parking areas be held in common property to be administered by the Strata Corporation;
 - Statutory right-of-way for the provision, ongoing maintenance, and public access and use of a private road (12th Avenue) and,
 - Statutory right-of-way for a pedestrian pathway across the site.
- 3.8 Due to the proximity of the subject site to 10th Avenue, 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 four separate car wash stalls is required.
- 3.10 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 detailed landscape and tree planting plan has been provided as part of the suitable plan of development to replace existing trees to be removed from the site.
- 3.11 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, in accordance with the Southgate Stormwater Management Master Plan. The deposit of sufficient monies to guarantee the provision of the stormwater drainage and landscape features will be required.
- 3.12 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.

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #16-08
 High-rise Development (Southgate Neighbourhood)
 2017 February 22 Page 9

- 3.13 The approval of a detailed design for the future City park is required in connection with the approval of the subject rezoning application.
- 3.14 The submission of a suitable Solid Waste and Recycling Plan to the approval of the Director Engineering is required.
- 3.15 A site profile application is required for the subject development site, given its past industrial use.
- 3.16 The following Development Cost Charges apply:
- a) Parkland Acquisition Charge of \$3.55 per sq. ft.
 - b) School Site Acquisition Charge of \$600.00 per unit.
 - c) GVS&DD Sewerage Charge of \$1,082 per apartment unit.

4.0 DEVELOPMENT PROPOSAL

- 4.1 Site Area (subject to detailed survey) - 6,206.3 m² (66,804 sq. ft.)
- 4.2 Site Coverage - 10.4 %
- 4.3 Density and Gross Floor Area (as per Density Allocation Covenant)
- | | |
|---|---|
| Residential Density Permitted and Provided | - 31,679.7 m ² (340,997 sq. ft.) |
| Derived from base density | - 29,242.2 m ² (314,760 sq. ft.) |
| Derived from bonus density | - 2,437.5 m ² (26,237 sq. ft.) |
| Total Permitted Gross Floor Area (Subject Application) | - 31,679.7 m ² (340,997 sq. ft.)
(excluding permitted 6,941 sq. ft. amenity exemption and adaptable unit exemption) |
- 4.4 Residential Unit Mix
- Apartment Tower**
- | | |
|--------------------------|--|
| 86 - One bedroom + Den | - 56.1 m ² (604 sq. ft.) |
| 3 - Two bedrooms | - 105.4 m ² - 106.4 m ²
(1135 sq.ft - 1145 sq.ft) |
| 258 - Two bedrooms + Den | - 86.7 m ² - 105.9 m ² (933 sq.ft. - 1,140 sq.ft.) |
| 5 - Three bedrooms | - 102.0 m ² - 121.2 m ²
(1,098 sq.ft. - 1,305 sq.ft.) |

Total number of high-rise apartment units: 352 units (of which 71 units are adaptable)

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #16-08
 High-rise Development (Southgate Neighbourhood)
 2017 February 22Page 10

4.5 Building Height

Apartment Tower - 46 storeys

4.6 Parking

Total Required

352 units @ 1.1 spaces per unit - 387 spaces (including 32 visitor parking spaces and 3 handicapped parking spaces)

Total Provided

352 units @ 1.26 spaces per unit - 443 spaces (including 32 visitor parking spaces, 43 EV Charging Stations and 5 handicapped parking spaces)

Bicycle Parking Required and Provided

352 units @ 2.0 resident lockers/unit - 704 secure spaces
 352 units @ 0.2 visitors' spaces/unit - 70 spaces in racks

Bicycle repair room provided in underground parking garage area

4.8 Residential Loading

- 2 spaces

4.9 Communal Facilities (Excluded from FAR Calculations)

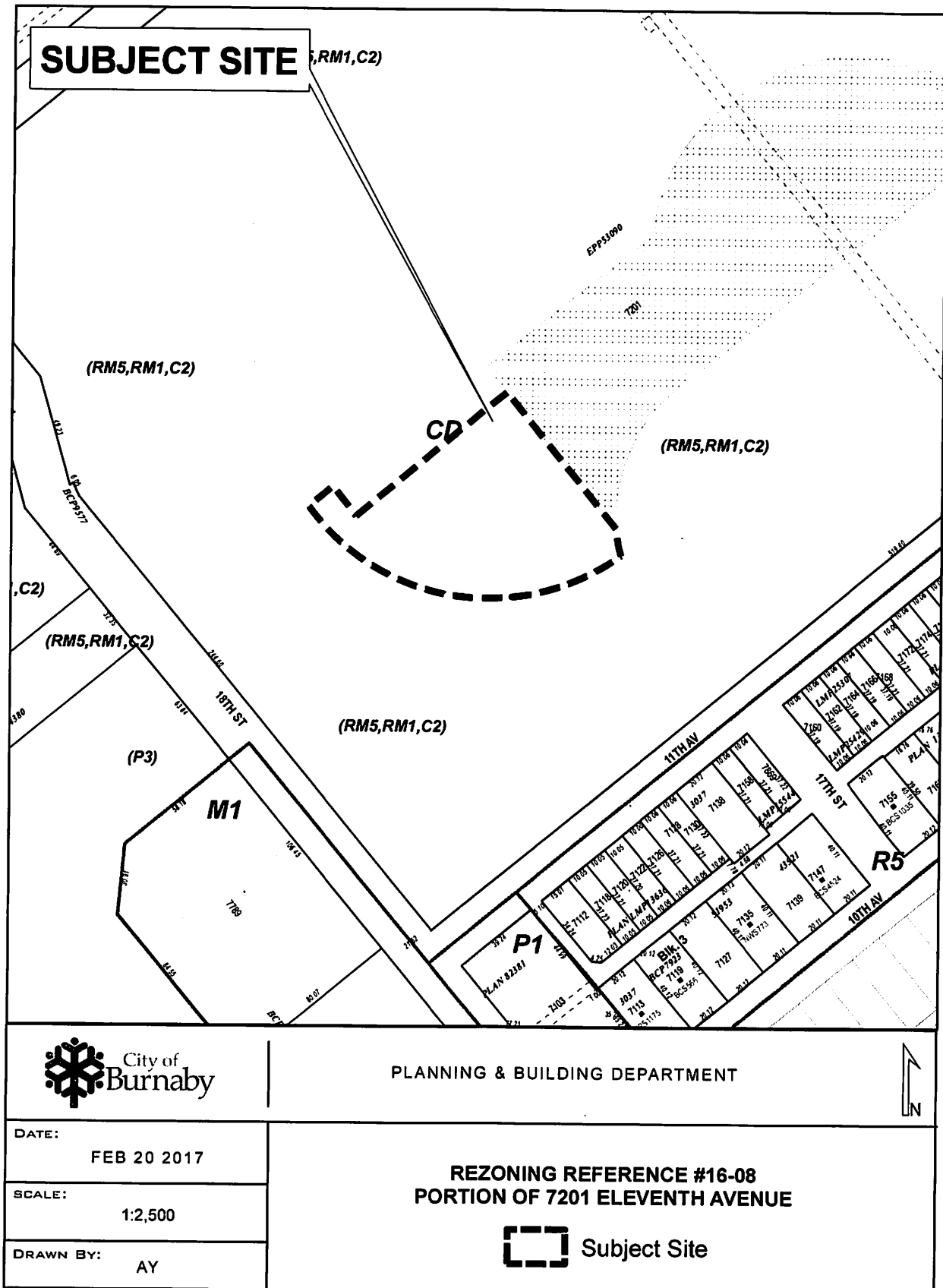
Primary communal facilities for residents include the amenity lobby, lounge/party room, fitness room, and guest suite. The amenity area amounts to 512.9 m² (5,521 sq. ft.), which is within the permitted 5% exemption from Gross Floor Area permitted within the Zoning Bylaw. The applicant has also provided an outdoor BBQ area, water features, rain gardens, and landscape elements located throughout the site, as well as opportunities for public art installation to be located on-site.

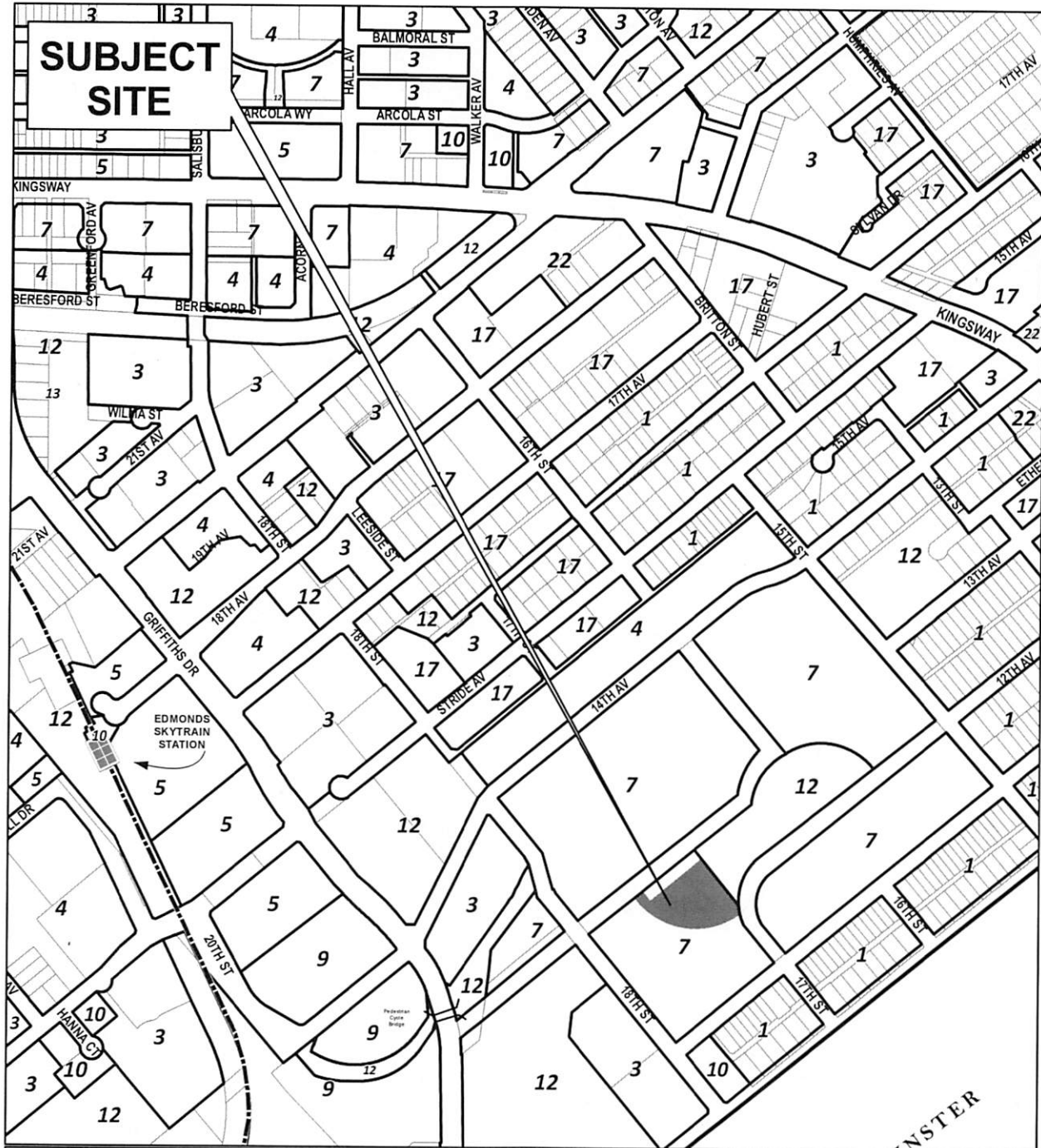

 Lou Pelletier, Director
 PLANNING AND BUILDING

DR:spf

Attachments

cc: Director Engineering
 City Solicitor
 City Clerk





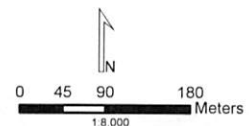
- | | |
|--|--|
| 1 Single and Two Family Residential | 9 Industrial |
| 3 Medium Density Multiple Family Residential | 10 Institutional |
| 4 High Density Multiple Family Residential | 12 Park and Public Use/Public School |
| 5 Commercial | 17 Low or Medium Density Multiple Family Residential (Ground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

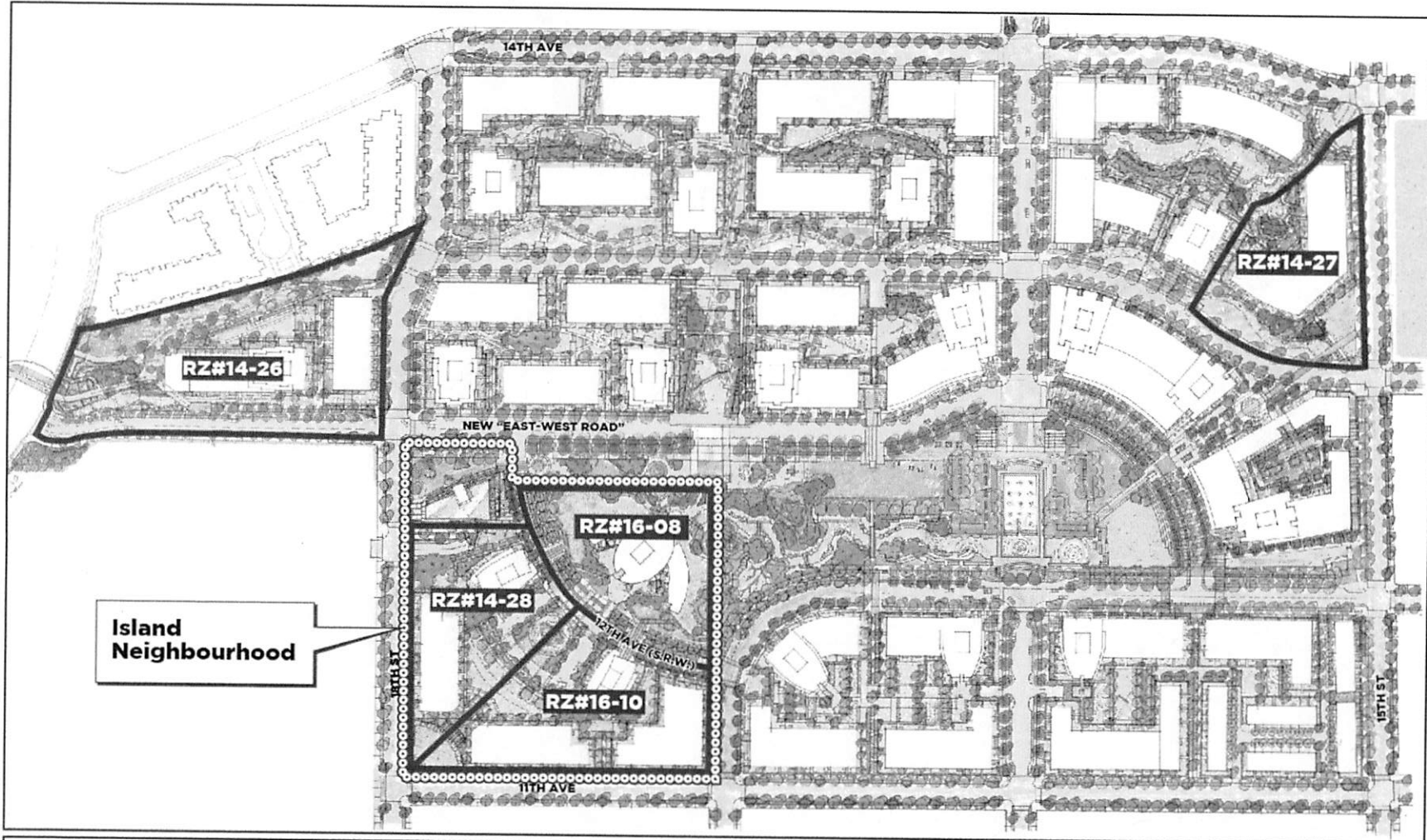
Edmonds Town Centre Plan Development Guidelines



PLANNING & BUILDING DEPARTMENT

Note: Composite Sketch #2 to Change





SKETCH 3
Southgate Master Plan Rezoning



PLANNING AND BUILDING DEPT.
2016 03 14



Item
Meeting 2017 February 27

COUNCIL REPORT

TO: CITY MANAGER 2017 February 22

FROM: DIRECTOR PLANNING AND BUILDING

SUBJECT: **REZONING REFERENCE #16-02**
Multi-Tenant Light Industrial Development
Big Bend Development Plan

ADDRESS: 7770 North Fraser Way (see *attached* Sketches #1 and #2)

LEGAL: Lot 1, DL 66, Group 1, NWD Plan BCP36851

FROM: CD Comprehensive Development District (based on M2 General Industrial District and M5 Light Industrial District)

TO: Amended CD Comprehensive Development District (based on M2 General Industrial District, M5 Light Industrial District and Burnaby Business Park Concept Plan as guidelines and in accordance with the development plan entitled "New Multi-Tenant Facility 7770 North Fraser Way, Burnaby, BC" prepared by CTA Design Group)

APPLICANT: CTA Design Group
101 – 925 West 8th Avenue
Vancouver, BC V5Z 1E4
(Attention: John E. Kristianson)

PURPOSE: To seek Council authorization to forward this application to a Public Hearing on 2017 March 28.

RECOMMENDATIONS:

1. **THAT** a Rezoning Bylaw be prepared and advanced to First Reading on 2017 March 06 and to a Public Hearing on 2017 March 28 at 7:00 p.m.
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 Design. One of the conditions for the release of occupancy permits will be the completion of all requisite services.

To: City Manager
 From: Director Planning and Building
 Re: Rezoning Reference #16-02
 2017 February 22 Page 2

- 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 review of a detailed Sediment Control System by the Director Engineering.
- e) The granting of a Section 219 Covenant respecting flood proofing requirements.
- f) The submission of a geotechnical review regarding stability confirming that the site may be used safely for the intended use, for review by the Chief Building Inspector and granting of a Section 219 Covenant respecting the submitted report.
- g) The granting of any necessary statutory rights-of-way, easements and/or covenants.
- h) The deposit of the applicable GVS & DD Sewerage Charge.
- i) The provision of facilities for cyclists in accordance with Section 4.8 of the rezoning report.
- j) The provision of 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.
- k) The submission of a detailed comprehensive sign plan.
- l) The submission of a Site Profile and resolution of any arising requirements.
- m) The review of on-site commercial loading facilities by the Director Engineering.
- n) 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.

REPORT

1.0 REZONING PURPOSE

The purpose of the proposed rezoning bylaw amendment is to permit the construction of a multi-tenant industrial development in accordance with the Burnaby Business Park Concept Plan.

To: City Manager
 From: Director Planning and Building
 Re: Rezoning Reference #16-02
 2017 February 22 Page 3

2.0 BACKGROUND

- 2.1 The subject property is located on the northeast corner of North Fraser Way and Tillicum Street within the Burnaby Business Park Concept Plan component of the Council-adopted Big Bend Development Plan area. Directly to the north and west is a City owned lot that provides for a linear parkway and an agricultural buffer, beyond which is the Mayberry Cranberry Farm. Directly to the east are new office/light industrial developments constructed in-line with the Burnaby Business Park Concept Plan. To the south, across North Fraser Way, are office/industrial buildings developed in line with the Burnaby Business Park Concept Plan and a vacant lot that is the subject of Rezoning Reference #14-48 for the development of an office and light-industrial development in line with the Burnaby Business Park Concept Plan.
- 2.2 The applicant is requesting a rezoning to the CD Comprehensive Development District (utilizing the M2 General Industrial District, M5 Light Industrial District and Burnaby Business Park Concept Plan as guidelines) in order to permit the construction of a light-industrial and office development. Vehicular access will be provided from North Fraser Way.
- 2.3 On 2016 April 04, Council received the report of the Planning and Building Department concerning the rezoning of the subject property 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 for the subject lot considered suitable for presentation to a Public Hearing.

3.0 GENERAL COMMENTS

- 3.1 The applicant is requesting rezoning to the CD Comprehensive Development District (utilizing the M2 General Industrial District, M5 Light Industrial District and Burnaby Business Park Plan as guidelines) in order to permit the construction of a two-storey light-industrial and office development. Vehicular access will be provided from North Fraser Way.
- 3.2 Primary servicing for the subject site has been provided through Subdivision References #01-64, #02-44, #04-69 and #07-69, however, the Director Engineering will be requested to provide an estimate for any further services necessary to serve this site.
- 3.3 Detailed plans for an engineered Sediment Control System to the approval of the Director Engineering will be required.
- 3.4 An appropriately screened garbage handling and recycling holding area will be provided on site.

To: City Manager
 From: Director Planning and Building
 Re: Rezoning Reference #16-02
 2017 February 22 Page 4

- 3.5 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 is required.
- 3.6 A Site Profile and resolution of any arising requirements will be required.
- 3.7 The granting of any necessary statutory rights-of-way, easements, dedications and/or covenants will be required.
- 3.8 The approval of a detailed commercial loading plan by the Director Engineering is required.
- 3.9 There are no trees on the site, therefore a tree survey will not be required.
- 3.10 The GVS & DD Sewerage Development Cost Charge (Fraser Sewerage Area) of \$8.73 per m² (\$0.811 per sq.ft.) of gross floor area will apply to this rezoning.
- 3.11 A geotechnical review of the subject site's soil stability and registration of a Section 219 Covenant regarding the findings of the approved report will be required.

4.0 DEVELOPMENT PROPOSAL

4.1	Site Area:	-	1.81 hectares (4.47 acres)
4.2	Site Coverage:	-	38%
4.3	Floor Area:	-	9,053.0 m ² (97,446 sq.ft.)
	Office Space	-	2,263.25 m ² (24,361.5 sq.ft.)
	Manufacturing	-	2,263.25 m ² (24,361.5 sq.ft.)
	Warehousing	-	4,526.5 m ² (48,723 sq.ft.)
	Total G.F.A.	-	9,053.0 m ² (97,446 sq.ft.)
4.4	Floor Area Ratio:	-	0.50 FAR
4.5	Building Height:	-	2 storeys
4.6	Parking:		
	2,263.25 m ² Office @ 1/46 m ²	-	50 spaces
	2,263.25 m ² Manufacturing @ 1/93 m ²	-	25 spaces
	4,526.5 m ² Warehousing @ 1/186 m ²	-	25 spaces
	Total Parking Required and Provided:	-	100 spaces

To: City Manager
 From: Director Planning and Building
 Re: Rezoning Reference #16-02
 2017 February 22 Page 5

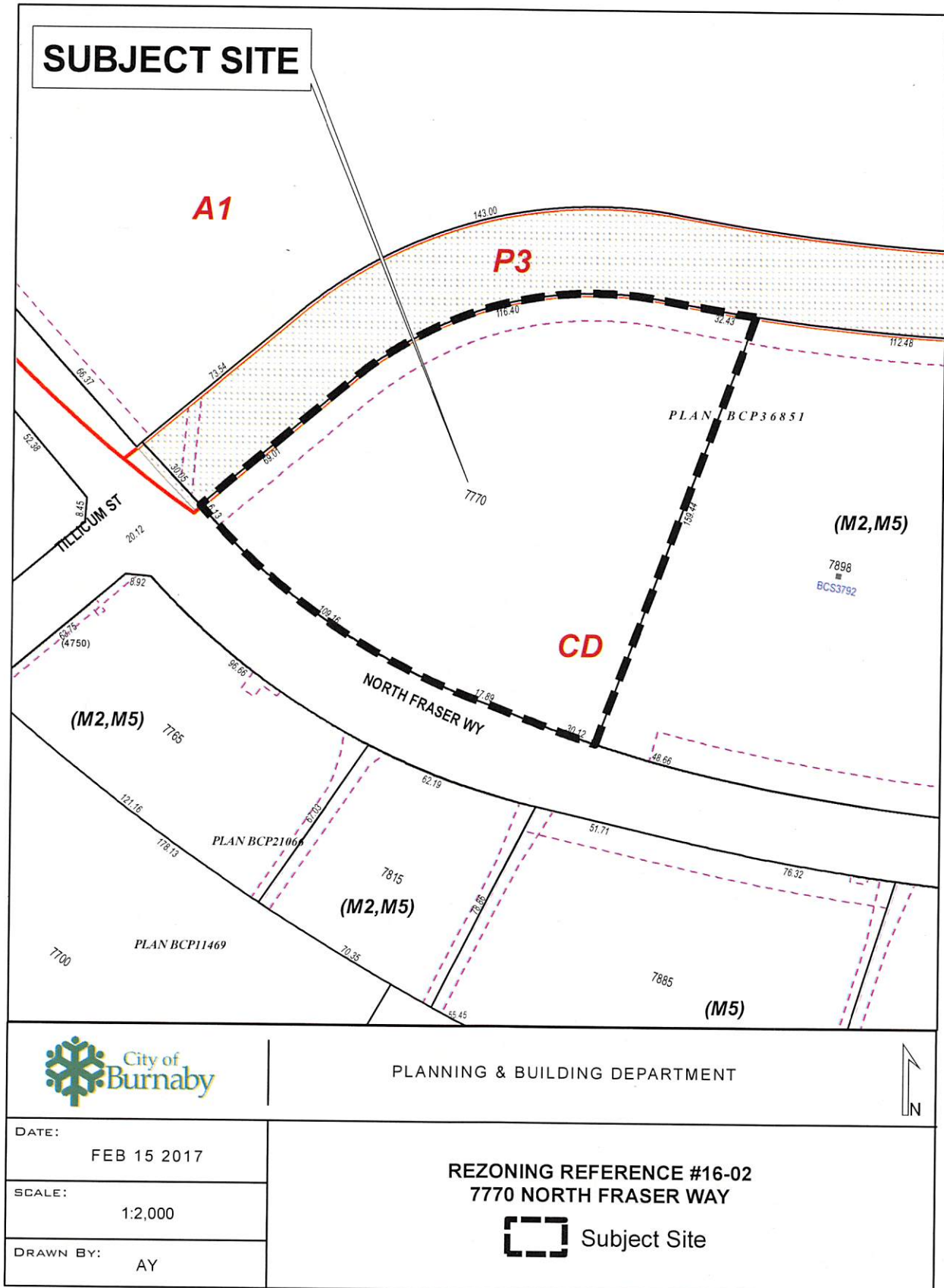
- | | | | |
|-----|---|---|-----------|
| 4.7 | Loading Bays Required | - | 05 spaces |
| | Loading Bays Provided: | - | 13 spaces |
| 4.8 | Bicycle Provisions Required and Provided:
(including end of trip facilities) | - | 11 spaces |

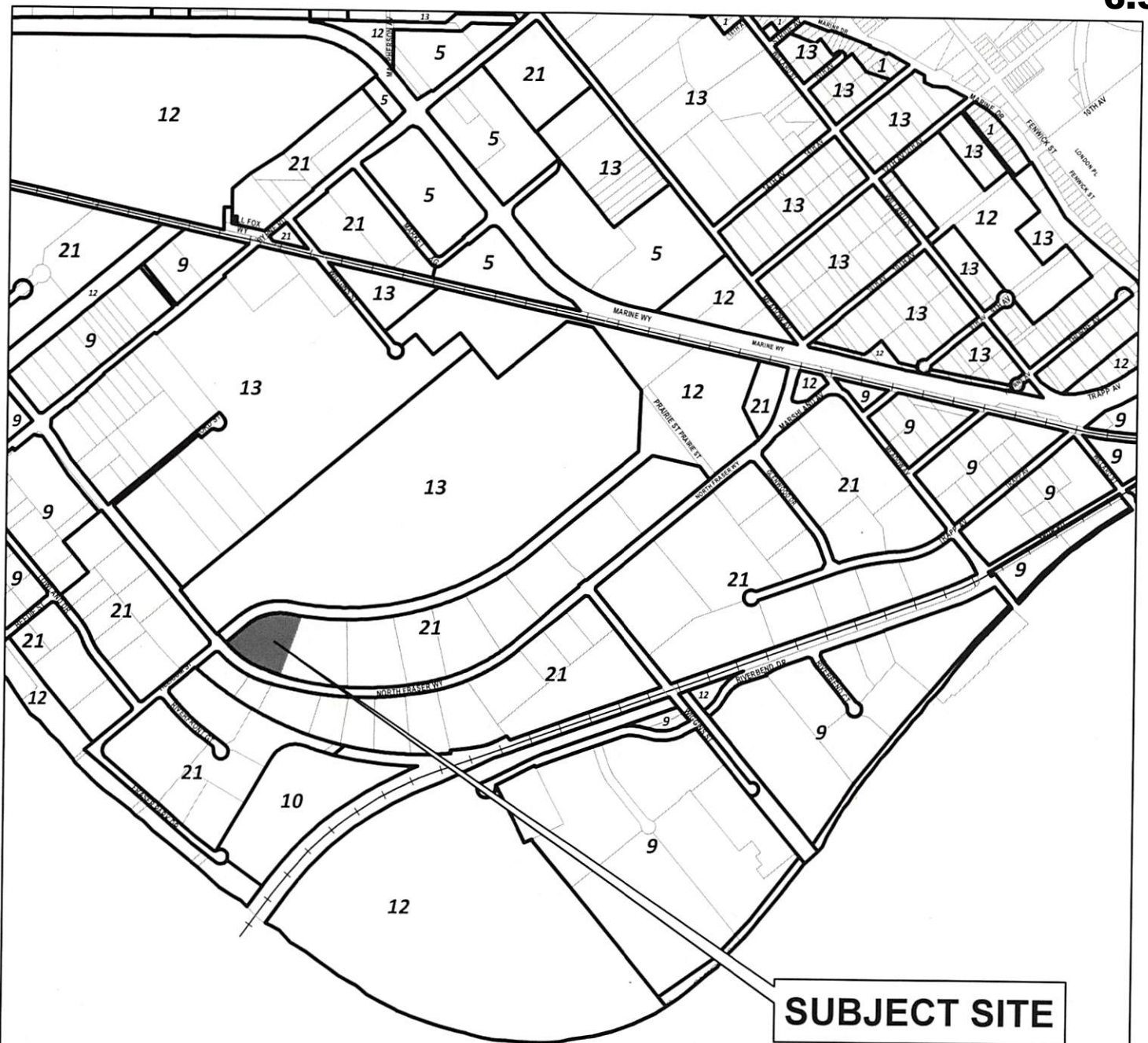

 Lou Pelletier, Director
 PLANNING AND BUILDING

GT:spf
Attachments

cc: Director Engineering
 City Solicitor
 City Clerk

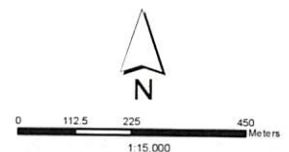
P:\REZONING\Applications\2016\16-02 7770 North Fraser Way\Rezoning Reference 16-02 Public Hearing Report 20170227.docx





- 1 Single and Two Family Residential
- 2 Low Density Multiple Family Residential
- 5 Commercial
- 9 Industrial

- 10 Institutional
- 12 Park and Public Use
- 13 Agricultural
- 21 Big Bend Business Centre



PLANNING & BUILDING DEPARTMENT

Big Bend Community Plan



Item
Meeting 2017 February 27

COUNCIL REPORT

TO: CITY MANAGER 2017 February 22

FROM: DIRECTOR PLANNING AND BUILDING

SUBJECT: **REZONING REFERENCE #16-46**
Rezoning and Sixteen Lot Subdivision

ADDRESS: 3550 Wayburne Drive (see *attached* Sketch #1)

LEGAL: Lot 5, DL 73, Group 1, NWD Plan 29441

FROM: P2 Administration and Assembly District

TO: R3 Residential District

APPLICANT: Symphony Homes Limited
234 - 4820 Kingsway
P.O. Box 1236
Burnaby, BC V5H 4P1
(Attn: Gurdeep Kainth)

PURPOSE: To seek Council authorization to forward this application to a Public Hearing on 2017 March 28.

RECOMMENDATIONS:

1. **THAT** a Rezoning Bylaw be prepared and advanced to First Reading on 2017 March 06, and to a Public Hearing on 2017 March 28 at 7:00 p.m.
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 Design. One of the conditions for the release of occupancy permits will be the completion of all requisite services.

To: City Manager
 From: Director Planning and Building
 Re: Rezoning Reference #16-46
 2017 February 22 Page 2

- 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 or within six months of the rezoning being effected.

Demolition of any improvements will be permitted at any time provided that the applicant acknowledges that such permission does not fetter Council's ability to grant or not to grant Second Reading, Third Reading and/or Final Adoption of the Rezoning Bylaw.

- e) The completion of the necessary subdivision is required.
- f) The granting of any necessary dedications, statutory rights-of-way, easements and/or covenants deemed requisite.
- g) 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.
- h) The retention of identified existing trees on the site, their protection by registration of a Section 219 Covenant, submission of a written undertaking to ensure that all site areas identified for preservation of existing trees are effectively protected by chain link fencing during the whole course of site and construction work, and deposit of sufficient monies to ensure the protection of identified existing trees, to be refunded a year after release of occupancy permits, upon satisfactory inspection.
- i) The review of a detailed Sediment Control System by the Director Engineering.
- j) The deposit of the applicable Parkland Acquisition Charge.
- k) The deposit of the applicable GVS & DD Sewerage Charge.
- l) The deposit of the applicable School Site Acquisition Charge.

R E P O R T

1.0 REZONING PURPOSE

The purpose of the proposed rezoning bylaw amendment is to facilitate subdivision of the subject property into 16 residential lots (see *attached* Sketch #2), and to allow for construction of one single family dwelling on each created lot.

To: City Manager
 From: Director Planning and Building
 Re: Rezoning Reference#16-46
 2017 February 22..... Page 3

2.0 BACKGROUND

- 2.1 On 2016 November 21, Council received the report of the Planning and Building Department regarding the rezoning of the subject site and authorized the Department to continue to work with the applicant to prepare 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 now submitted a plan of development suitable for presentation to the Public Hearing.
- 2.2 The subject property is located between Wayburne Drive, Westminster Avenue and Woodsworth Street. This property, which is zoned P2 Administration and Assembly District, is located within the Douglas - Gilpin neighbourhood and is designated Single Family Suburban in the Official Community Plan (OCP).
- 2.3 The property is neighbouring Grandview Industrial Estate to the north and west with BCIT campus beyond, an R3 Residential District area to the east and Forest Lawn Cemetery and Greentree Village (a comprehensively planned residential development containing townhouse and single family dwellings) to the south.
- 2.4 The subject property was originally zoned P5 Community Institutional District, at the outset of Grandview Industrial Estate development, in order to provide a transition from the industrial area on the west to the residential area to the east and south. In 1969, the property was rezoned from P5 to P2 Administration and Assembly District (Rezoning #81-68) to allow for the construction of Gizeh Shriners' lodge facility. The existing building will be demolished as part of the proposed residential development.
- 2.5 Given the proposed change to the neighbourhood from institutional to residential uses, as a result of this rezoning application, the applicant was required to host a neighbourhood open house in advance of the application proceeding to the Public Hearing. The applicant hosted an open house on 2017 January 05 from 5:00 to 7:00 p.m. According to the applicant, notifications of the open house were hand delivered to the residential neighbourhood immediately east of the subject site. The notification was also published in the Burnaby Now on 2016 December 28.
- 2.6 As stated by the applicant, ten people attended the public open house. At the meeting, a questionnaire was provided to gauge the neighbours' support for the proposed development. In general, the applicant stated that attendees were in support of the proposed single family development. However, concerns were raised regarding an increased traffic and parking issues in the area.

3.0 GENERAL COMMENTS

- 3.1 The applicant is seeking to rezone the property from the P2 Administration and Assembly District to the R3 Residential District to facilitate subdivision of the property into 16 lots for the development of 16 new single family dwellings.

To: City Manager
 From: Director Planning and Building
 Re: Rezoning Reference#16-46
 2017 February 22..... Page 4

Under the R3 District, each lot with a single family dwelling shall have an area of not less than 557.40 m² (6,000 sq. ft.) and a width of not less than 15.0 m (49.2 ft.). The subject property has an area of 11,490.54 m² (123,683 sq. ft.), and an average width of 119.21 m (391 ft.). The applicant proposes to create 16 lots with an average lot area of 662.26 m² (7,129 sq. ft.), ranging from 559.3 m² (6,020 sq. ft.) to 1,037.8 m² (11,171 sq. ft.). The proposed lots have an average lot width of 21.67 m (71 ft.), ranging from 15.0 m (49 ft.) to 72.45 m (238 ft.). The proposed lots meet the minimum area and width requirements of the R3 District. The proposed subdivision is required to meet all the requirements of the R3 Residential District for the subdivision approval.

3.2 The Director Engineering will be requested to prepare an estimate for all services necessary to serve this site. The servicing requirements will include, but not necessarily be limited to:

- the dedication of 0.6 m (2.0 ft.) along the Wayburne Drive frontage;
- the construction of Wayburne Drive to its final standard, across the development frontage, complete with a 1.8 m (5.9 ft.) front boulevard with street trees, a 1.5 m (4.9 ft.) separated sidewalk, and a 1.2 m (3.9 ft.) back boulevard, including provision for a common fencing/hedge treatment on the lots fronting Wayburne Drive;
- the construction of Westminster Avenue to its final standard, across the development frontage, and further to the north boundary of Laurel Street right of way, complete with a 1.8 m (5.9 ft.) front boulevard with street trees and street lighting, a 1.5 m (4.9 ft.) separated sidewalk, and a 1.2 m (3.9 ft.) back boulevard;
- the construction of Woodworth Drive to its final standard, across the development frontage, complete with a 1.8 m (5.9 ft.) front boulevard with street trees, and a 1.5 m (4.9 ft.) separated sidewalk and a 1.2 m (3.9 ft.) back boulevard;
- the construction of a 1.5 m (4.9 ft.) sidewalk connecting the Wayburne Drive and Westminster Avenue sidewalks;
- the construction of driveway access on the proposed Lot 1 through Lot 8, and Lot 11 through Lot 16, from the lane;
- the construction of driveway access on the proposed Lot 9 and Lot 10, from Westminster Avenue;
- all necessary dedications will be determined by a detailed road geometric;
- the installation of sanitary sewer, storm sewer and waterline upgrades along Westminster Avenue; and,
- the consideration of Rainwater Management Amenity designs beyond the standard features, such as permeable roads and driveways, and etc.

To: City Manager
 From: Director Planning and Building
 Re: Rezoning Reference#16-46
 2017 February 22..... Page 5


3.3 Development Cost Charges:

- Parkland Acquisition Charge of \$6,521.00 per lot;
- School Site Acquisition Charge of \$1,000 per unit; and,
- GVS & DD Sewerage Development Cost Charge of \$1,731 per unit.

3.4 Engineering Environmental Services Division will need to review the submission of a detailed plan of an engineered Sediment Control System prior to Final Adoption.

4.0 DEVELOPMENT PROPOSAL

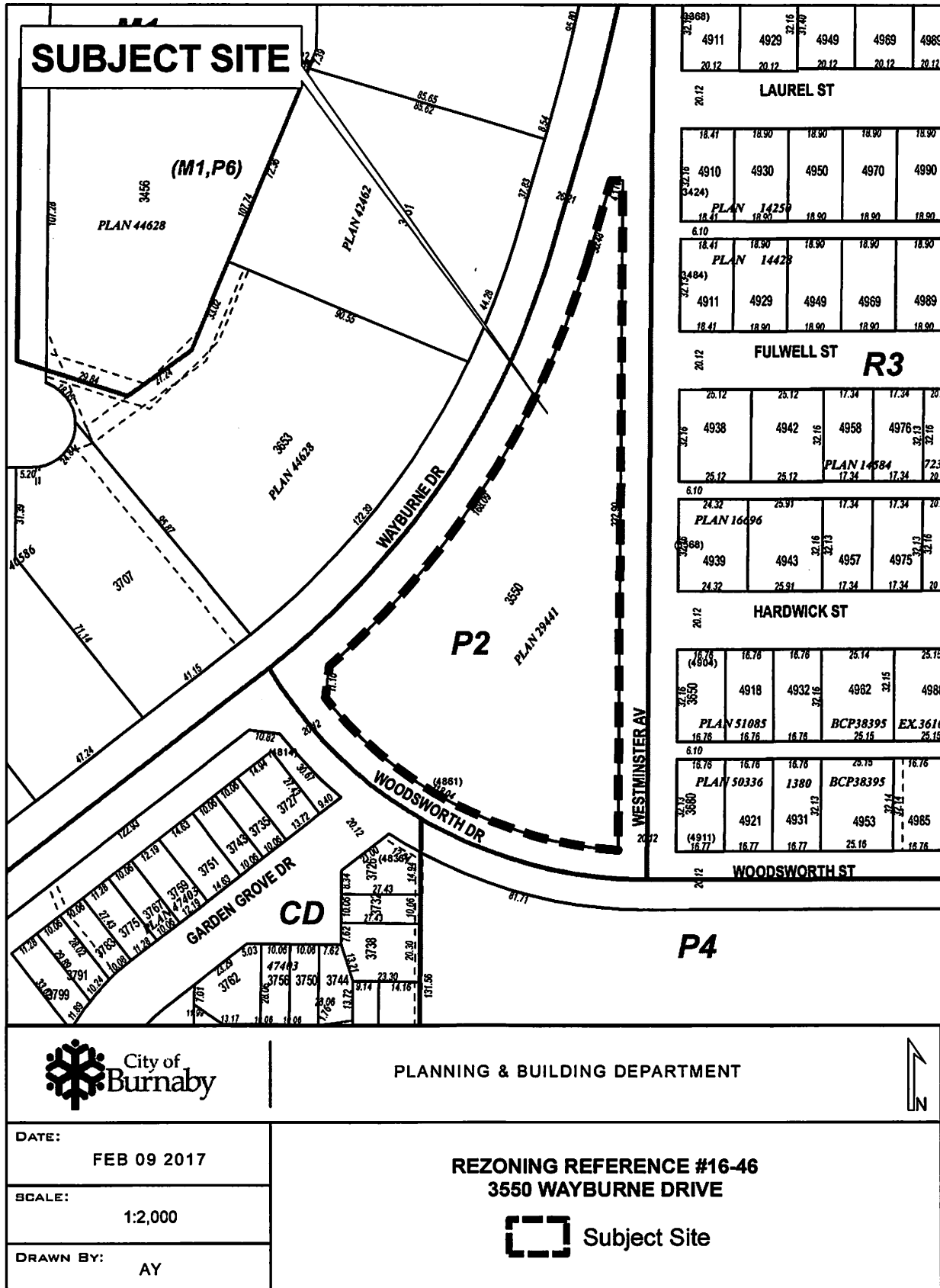
- | | | |
|-----|-------------------------------------|---|
| 4.1 | <u>Site Area</u> | - 11,490.54 m ² (123,683 sq.ft.) |
| 4.2 | <u>Proposed Lot Yield</u> | - 16 Lots |
| 4.3 | <u>Proposed Minimum Lot Area</u> | - 559.3 m ² (6,020 sq.ft.) |
| 4.4 | <u>Lot Coverage</u> | - 40% |
| 4.5 | <u>Density and Gross Floor Area</u> | - the lesser of a floor area ratio of 0.60 or
370 m ² (3,983 sq.ft.) |
| 4.6 | <u>Building Height</u> | - 2 ½ storeys and 9.0 m (29.5 ft.) for a
building with a sloping roof, or
- 2 ½ storeys and 7.4 m (24.3 ft.) for a
building with a flat roof |
| 4.7 | <u>Vehicle Parking</u> | - two spaces per single family dwelling |


 Lou Pelletier, Director
 PLANNING AND BUILDING

PS:spf
Attachments

cc: Director Engineering
 City Solicitor
 City Clerk

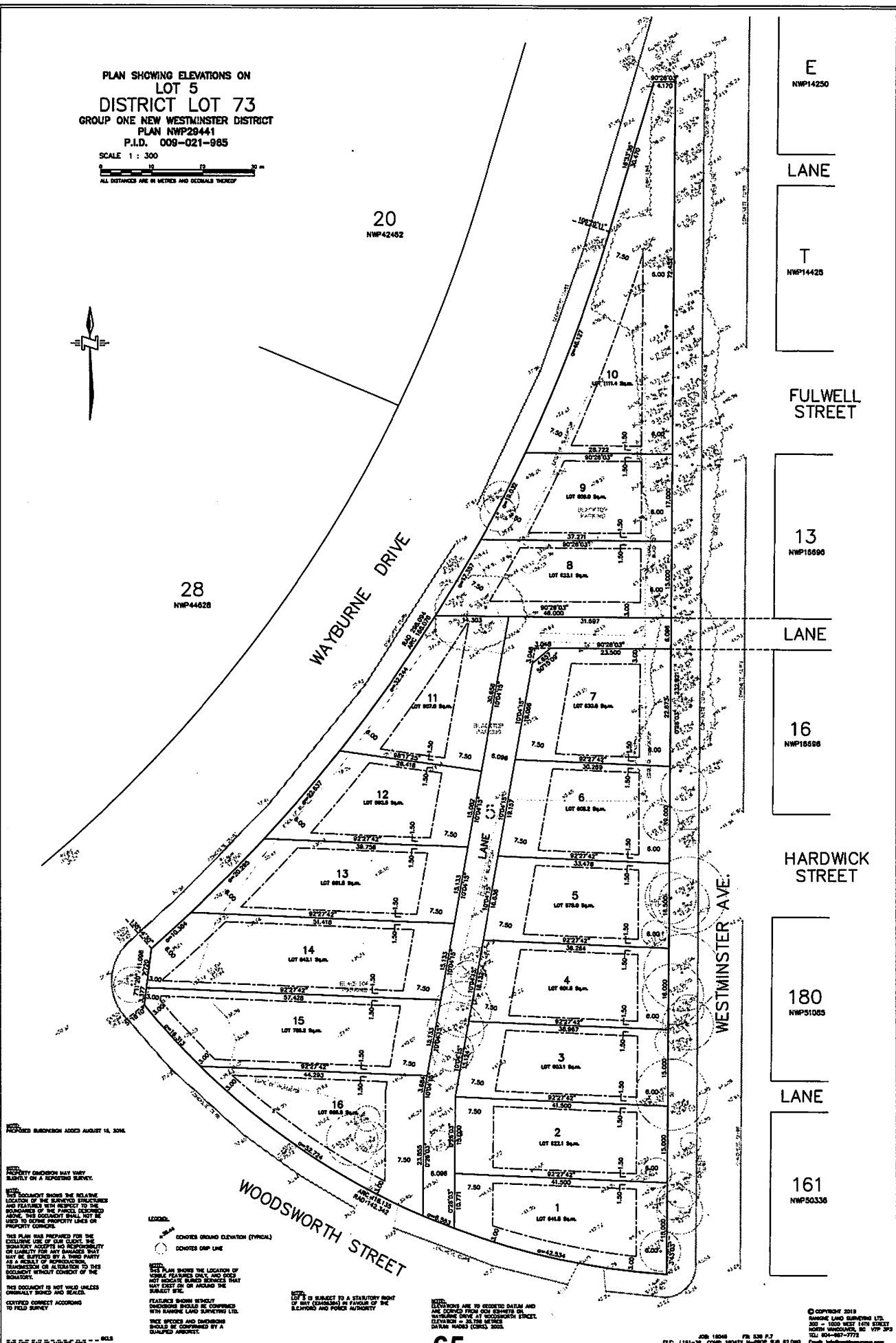
P:\REZONING\Applications\2016\16-46 3550 Wayburne Drive\Rezoning Reference 16-46 PH Report 20170227.docx



Sketch #1

PLAN SHOWING ELEVATIONS ON
LOT 5
DISTRICT LOT 73
GROUP ONE NEW WESTMINSTER DISTRICT
PLAN NWP29441
P.I.D. 009-021-985

SCALE 1 : 300
ALL DISTANCES ARE IN METRES AND DECIMALS THEREOF



NOTES:
1. APPROVED SUBDIVISION ADDED AUGUST 16, 2016.

NOTES:
2. PROPERTY CHANGES MAY VARY SLIGHTLY ON A REPEATING SURVEY.

NOTES:
3. THIS DOCUMENT SHOWS THE RELATIVE LOCATION OF THE SURVEYED STRUCTURES AND PLANNED VEHICULAR ACCESS TO THE PROPERTIES OF THE SURVEY. IT DOES NOT INDICATE THE EXISTENCE OF ANY EASEMENTS OR RIGHTS OF WAY.

NOTES:
4. THIS PLAN WAS PREPARED FOR THE EXCLUSIVE USE OF OUR CLIENT. THE SURVEYOR ACCEPTS NO RESPONSIBILITY OR LIABILITY FOR ANY DAMAGES THAT MAY BE SUFFERED BY A THIRD PARTY AS A RESULT OF REPRODUCTION, TRANSMISSION OR ALTERATION TO THIS DOCUMENT WITHOUT CONSENT OF THE SURVEYOR.

NOTES:
5. THIS DOCUMENT IS NOT VALID UNLESS CORRECTLY SIGNED AND SEALED.

NOTES:
6. COVERED CORNER ACCORDING TO FIELD SURVEY.

LEGEND:
- - - - - DOTTED LINE
- - - - - DOTTED LINE
- - - - - DOTTED LINE

NOTES:
7. THIS PLAN SHOWS THE LOCATION OF VISIBLE FEATURES ONLY AND DOES NOT INDICATE THE EXISTENCE OF ANY EASEMENTS OR RIGHTS OF WAY.

NOTES:
8. FEATURES SHOWN WITHOUT DIMENSIONS SHOULD BE COMPARED WITH BOUNDARY SURVEYING LIT.

NOTES:
9. LOT 3 IS SUBJECT TO A STATUTORY RIGHT OF WAY GRANTED IN FAVOR OF THE BURNABY AND PORT AU PRINCE.

NOTES:
10. ELEVATIONS ARE TO GEODETIC DATUM AND ARE CORRECTED FROM POS CORNERS ON WAYBURN DRIVE AT WOODSWORTH STREET. ELEVATION = 30.00 METRES DATUM: NAD83 (CGRS) 2005.

E
NWP14250

LANE

T
NWP14428

FULWELL STREET

13
NWP16690

LANE

16
NWP16698

HARDWICK STREET

180
NWP51085

LANE

161
NWP50336

© COPYRIGHT 2018
BURNABY LAND SURVEYING LTD.
300 - 1500 WEST 15TH STREET
BURNABY, BC V5P 3P3
TEL: 604-467-7778
Email: info@burnabylandsurveying.com



Item
Meeting 2017 February 27

COUNCIL REPORT

TO: CITY MANAGER **DATE:** 2017 February 22

FROM: DIRECTOR PLANNING AND BUILDING **FILE:** Enquiries
Reference: 6058 McKee Street

SUBJECT: DEVELOPMENT PROPOSAL FOR A NON-CONFORMING SMALL LOT AT 6058 MCKEE STREET

PURPOSE: To inform Council of an application to construct a new single-family dwelling and attached garage under existing zoning on a 5.03 m (16.5 ft.) wide lot at 6058 McKee Street.

RECOMMENDATION:

1. **THAT** this report be received for information purposes.

REPORT**1.0 INTRODUCTION**

The Planning and Building Department is in receipt of two Building Permit applications (BLD#16-1276 and BLD#17-00026) for the two legal lots comprising 6058 McKee Street, where it is proposed two new single-family dwellings are to be constructed in accordance with the existing R4 Residential District zoning (see *attached* Sketch #1). At its regular meeting in 1973 December 03, Council requested that any Building Permit applications for the smaller lot comprising a portion of 6058 McKee Street be referred to Council. This report addresses Council's request and provides a summary of the site's history and its pending applications.

2.0 BACKGROUND

The property at 6058 McKee Street comprises two individual legal lots: West Half Lot 13, DL 159, Gr 1 NWD Plan 1813 ("Eastern Lot") and East Half of the East Half Lot 14, DL 159, Gr 1 NWD Plan 1813 ("Western Lot"). The lots currently share the same civic address of 6058 McKee Street, but are separate legal parcels. The Eastern Lot is 10.06 m (33 ft.) wide and the Western Lot is 5.03 m (16.5 ft.) wide.

On 2016 November 08, a Building Permit application (BLD#16-01868) was received, proposing the construction of a new single-family dwelling with a secondary suite and detached garage on the 10.06 m wide Eastern Lot, in accordance with the existing R4 Residential District zoning. Concurrently, a request for a new civic address to be assigned to the 5.03 m wide Western Lot was received. On 2017 January 09, a Building Permit application (BLD#17-00026) was

To: City Manager
 From: Director Planning and Building
 Re: Development of Portion of 6058 McKee Street
 2017 February 22.....Page 2

received, proposing the construction of a new three storey, 2 bedroom with den, single-family dwelling with attached garage on the 5.03 m wide Western Lot, in accordance with the existing R4 Residential District zoning. The dwelling is proposed to have a gross floor area of 111.65 m² (1,201.80 sq. ft.) with a width of 3.6 m (11.83 ft.). The garage is proposed to occupy the first storey of the dwelling.

Through the Planning and Building Department's review, it was determined that the smaller Western Lot was created in 1911 April, prior to the existence of the Burnaby Zoning Bylaw. In 1973, there was a request for subdivision (Subdivision Reference #202/73) to consolidate the lot with 6030 McKee Street and then subdivide the consolidated lots into two 10.06 m (33 ft.) lots. The Approving Officer was not permitted to approve the application, as the lots did not comply with the Zoning Bylaw requirements for minimum lot width and area.

Subsequently, two petitions were forwarded to Council on 1973 December 03. The first petition, requested Council overrule the decision of the Approving Officer to not approve the consolidation and subdivision of the lots. The second petition, raised concerns about a narrow house being constructed on the Western Lot, and requested Council refuse any Building Permit application for development on the Western Lot. At that time, Council confirmed the conclusions of the Approving Officer that the consolidation and subdivision of the lot was not permitted under the Bylaw, and requested that the Chief Building Inspector be instructed to refer to Council any Building Permit application for development on the Western Lot.

3.0 SUBJECT DEVELOPMENT PROPOSAL

The subject property at 6058 McKee Street is comprised of 2 lots, with the Eastern Lot measuring approximately 10.06 m (33 ft.) wide by 37.19 m (122 ft.) in length and lot area of 374.03 m² (4,025 ft. sq.), and the Western Lot measuring approximately 5.03 m (16.5 ft.) wide by 37.19 m (122 ft.) in length and lot area of 187.07 m² (2,014 sq. ft.), combining for a total site area of approximately 561.04 m² (6,039 sq.ft.). The subject lots are zoned R4 Residential District and are located outside of a Community Plan Area. The Eastern Lot is improved with an older single-family dwelling constructed in 1915, and the Western Lot is vacant. Currently 6058 McKee Street is the civic address for both lots.

As outlined in Section 104.2 of the Zoning Bylaw, R4 Residential District requires a minimum lot width of 15.0 m (49 ft.) and an area not less than 557.40 m² (6,000 sq. ft.) for single-family lots and a minimum lot width of 10.97 m (36 ft.) and an area not less than 399.47 m² (4,300 sq. ft.) for single-family small lots. Given that more than 30 percent of the existing lots within the block front south of McKee Street have a width of 13.72 m (45 ft.) or less, the south side of McKee Street qualifies for the creation of single-family small lots with a width of 10.97 m (36 ft.) and an area not less than 399.47 m² (4,300 sq. ft.).

Several properties at 6008, 6026, and 6080 McKee Street, have redeveloped within the past 5 years. These lots and other existing lots in the area that are below the current minimum lot area were created before the adoption of the current Zoning Bylaw. Since the subject lots at 6058

To: City Manager
 From: Director Planning and Building
 Re: Development of Portion of 6058 McKee Street
 2017 February 22.....Page 3

McKee Street were also created prior to the adoption of the Zoning Bylaw, these legal lots are permitted to be developed provided that they are serviced and the development is designed to comply with all applicable Building and Zoning Bylaw requirements. However, should the 5.03 m wide Western Lot be developed, the dwelling will be significantly smaller than other dwellings within the subject block with a gross floor area of 111.65 m² (1,201.80 sq. ft.), a width of 3.6 m (11.83 ft.) and a site area of approximately 187.07 m² (2,014 sq. ft.). In comparison, the current smallest developed lot in the area has a site area of approximately 374.03 m² (4,026 sq. ft.), which would accommodate construction of a new dwelling with a gross floor area of 224.42 m² (2,416 sq. ft.) and width of 8.04 m (26.38 ft.), under the prevailing R4 District.

In order to construct the single-family dwelling with attached garage on the Western Lot, as proposed under BLD#17-00026, the applicant is requesting a side yard setback variance to construct a garage that would meet the BC Building Code requirement for a 10.5 ft. wide garage opening. The applicant has been informed of the process for applying to the Board of Variance in respect to the requested variance for a reduction in side yard setbacks to 0.71 m (2.33 ft.) from the currently required 0.9 m (2.95 ft.) side yards. The Board will hear submissions from the applicant, as well as provide an opportunity for owners and tenants of adjacent properties to be heard. If the Board of Variance grants the side yard setback variance, the Building Department would intend to process the building permit for the single-family dwelling with the reduced setback, in compliance with the BC Building Code and the City's Zoning Bylaw, as varied by the Board.

The applicant has been advised that the Planning and Building Department is not in support of the variance application. A smaller side yard setback is already provided for under the bylaw by an exception in Section 6.12 (3) of the Zoning Bylaw, which permits a minimum 0.9 m (2.95 ft.) side yard for A, R and RM District properties that had lot widths less than those established by the Zoning Bylaw prior to the enactment of the Zoning Bylaw, where otherwise the side yard setback would be 1.5 m (4.9 ft.) for the least side yard and 3.5 m (11.5 ft.) for the sum of both side yards. A further relaxation of the side yard setback is not supportable on the basis that the single-family dwelling with attached garage, as proposed under BLD#17-00026, would impact on adjacent properties and represent a further departure from the existing character of the street. The setback requirements applicable to the subject lot were available to the applicant at the time the lot was acquired, and alternative options are available to develop safe and convenient parking on the lot, that conforms with the Zoning Bylaw, such as providing a parking pad.

As an alternative to constructing two single-family dwellings on the two lots comprising 6058 McKee Avenue, this Department has advised the applicant that it would be permissible to consolidate the two lots to create one larger lot and build one larger single family dwelling on the consolidated lot, in conformity with the Zoning Bylaw. The applicant has notified this Department that they are unwilling to consider this alternative.

Under a consolidation with either the Eastern Lot of 6058 McKee Street, or the adjacent lot at 6030 McKee Street, one larger lot would be created. However, the large lot could not be re-subdivided to retain two lots of equal size, as the subdivided lots would fail to meet the minimum

To: City Manager
 From: Director Planning and Building
 Re: Development of Portion of 6058 McKee Street
 2017 February 22.....Page 4

lot width and area requirements of the Zoning Bylaw, as was the case in 1973. As such, this would result in the loss of a building lot, and a net loss in the market value of the land associated with the two legal lots, as currently configured.

4.0 CONCLUSION

Given that the consolidation and re-subdivision of the lots can not be achieved, under the prevailing zoning, in a manner that would preserve two building lots, and the existing value of the lands, and the applicant's position with respect to the current development permitted under the prevailing R4 Residential District zoning, this Department would intend to process the requested building permit for the development of the Western Lot, subject to the application meeting the requirements of the BC Building Code and the City's Zoning Bylaw.

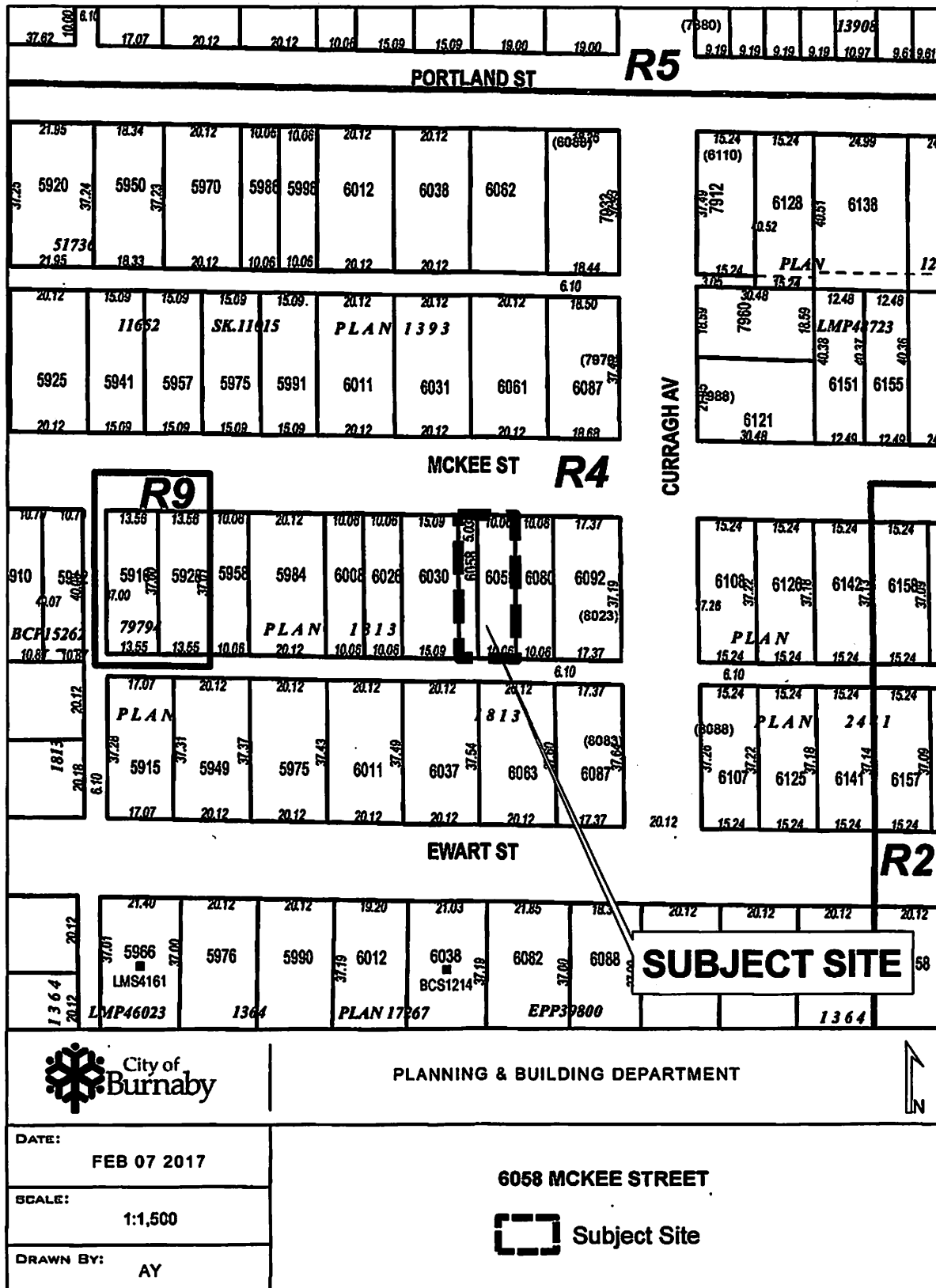
This report is submitted for the information of Council.


 Lou Pelletier, Director
 PLANNING AND BUILDING

MN:spf
Attachment

cc: Chief Building Inspector
 City Solicitor
 City Clerk

P:\ENQUIRIES\Streets\6058 McKee Street\Development of Ptn 6058 McKee Street 20170227.docx





Item
Meeting2017 February 27

COUNCIL REPORT

TO: CITY MANAGER **DATE:** 2017 February 22

FROM: DIRECTOR PLANNING AND BUILDING **FILE:** 71000 05
Reference: SIT#16-90

SUBJECT: SITING APPROVAL #16-90
 1430 DUTHIE AVENUE
 NEW SINGLE-FAMILY DWELLING WITH SECONDARY SUITE
 MONTECITO PLAN AREA

PURPOSE: To inform Council of a request to construct a new single-family dwelling within the Montecito Plan area.

RECOMMENDATION:

1. **THAT** this report be received for information purposes.

REPORT

The Building Department has received a Building Permit application (BLD#16-01179) for a new single-family dwelling with a secondary suite and attached garage at 1430 Duthie Avenue, in accordance with the site's existing R4 Residential District zoning (see *attached* Sketch #1). The subject property measures approximately 20.43 m (67 ft.) wide by 36.12 m (119 ft.) deep and has an area of 737.93 m² (7,943 sq. ft.).

The subject property is located in the Council-adopted Montecito Plan area. Under the adopted Plan, the subject site is identified as part of an assembly together with the fifteen other single-family lots within the block, and is designated for low density residential development through the CD Comprehensive Development District rezoning process, utilizing the RM1 Multiple Family District and Montecito Plan area as guidelines (see *attached* Sketch #2). The desired sixteen-lot assembly is located at the northern end of the block bounded by Duthie Avenue, Kitchener Street, and Hatton Avenue, and includes a lane right-of-way. None of the other properties in the desired assembly are City-owned.

The desired assembly is comprised almost exclusively of single-family dwellings, with one two-family dwelling at 1472 Duthie Avenue. Three of the dwellings were constructed more recently including 1460 Duthie Avenue in 2010 (Siting Approval #09-55), and both 1530 Duthie Avenue (Siting Approval #92-42) and 1471 Hatton Avenue in 1993 (Subdivision #91-93). All are in excellent condition and have high improvement values. The remaining dwellings in the assembly were built between the 1950's and 1970's, and all are in good condition.

To: City Manager
 From: Director Planning and Building
 Re: SIT#16-00090
 2017 February 22..... Page 2

It is noted that the properties in this area are unlikely to be assembled, as a single-family lot value exceeds its value as part of an assembly for RM1 development. Further, there are three newer dwellings within the assembly area, and the area continues to have a stable and well-established single-family character. As such, the potential for redevelopment of the proposed multi-family site assembly in the future remains unlikely. It is acknowledged that the proposed new dwelling is a permitted use under the prevailing R4 Residential District zoning.

In view of the above, this Department would release a Building Permit for a new single-family dwelling with a secondary suite at 1430 Duthie Avenue, subject to full compliance with the existing R4 Residential District and requirements of the Chief Building Inspector. Given the stable single-family presence within this area of the Montecito Plan, and the unlikelihood that a sixteen lot assembly would be achieved in the future, staff would process future Building Permit applications for properties in this area of the Montecito Plan, in line with the prevailing R4 District, without submission of further Siting Approval reports.

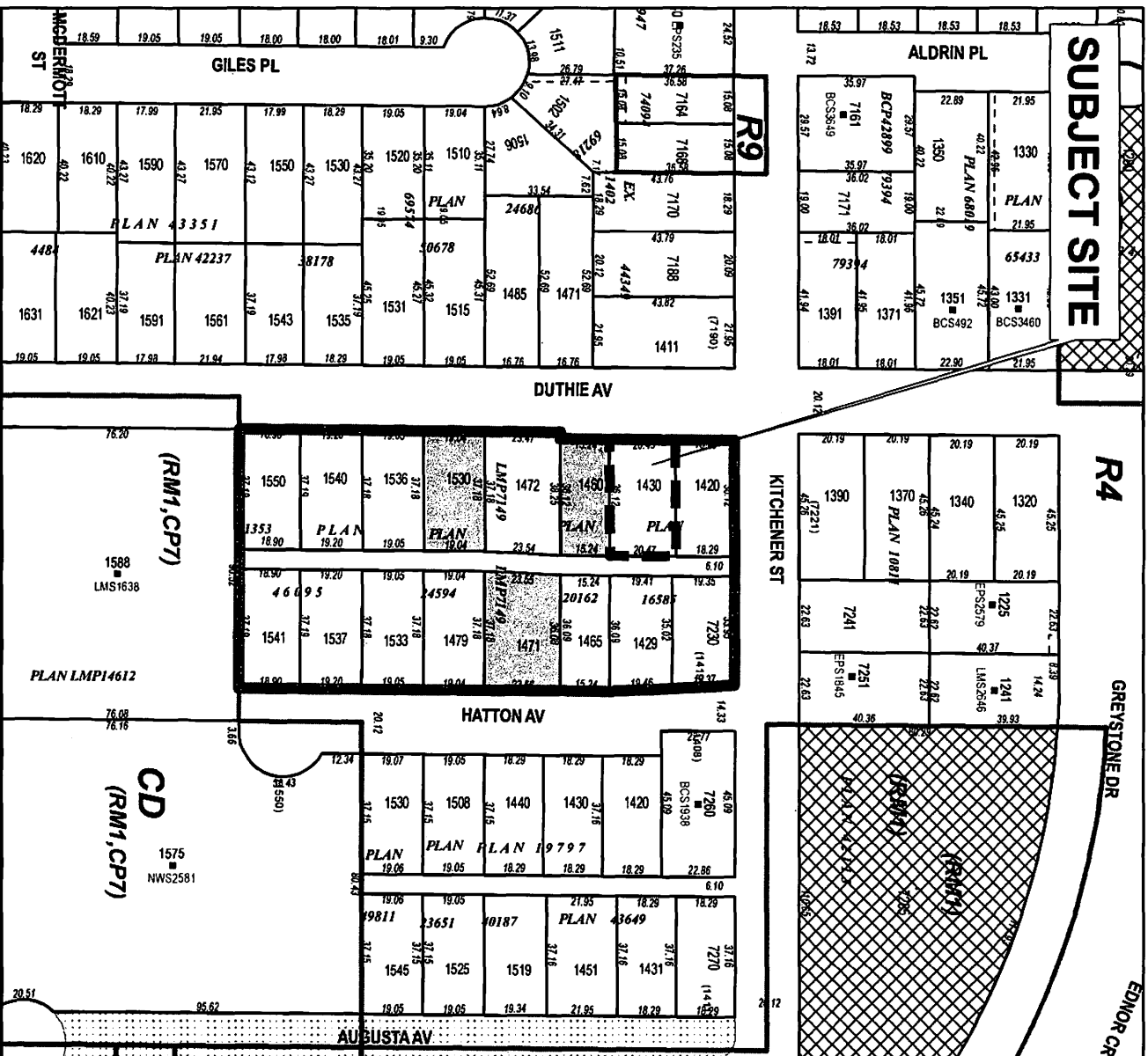
This is for the information of Council.


 Lou Pelletier, Director
 PLANNING AND BUILDING

SMN:spf
Attachments

cc: Chief Building Inspector
 City Solicitor

P:\SITING APPROVAL\DRAFTS\SIT16-90 1430 Duthie Avenue\Siting Approval 16-90 1430 Duthie Avenue 2017.02.27.docx



PLANNING & BUILDING DEPARTMENT

DATE:

FEB 14 2017

SCALE:

1:2,000

DRAWN BY:

AY



Subject Site



City-Owned Property



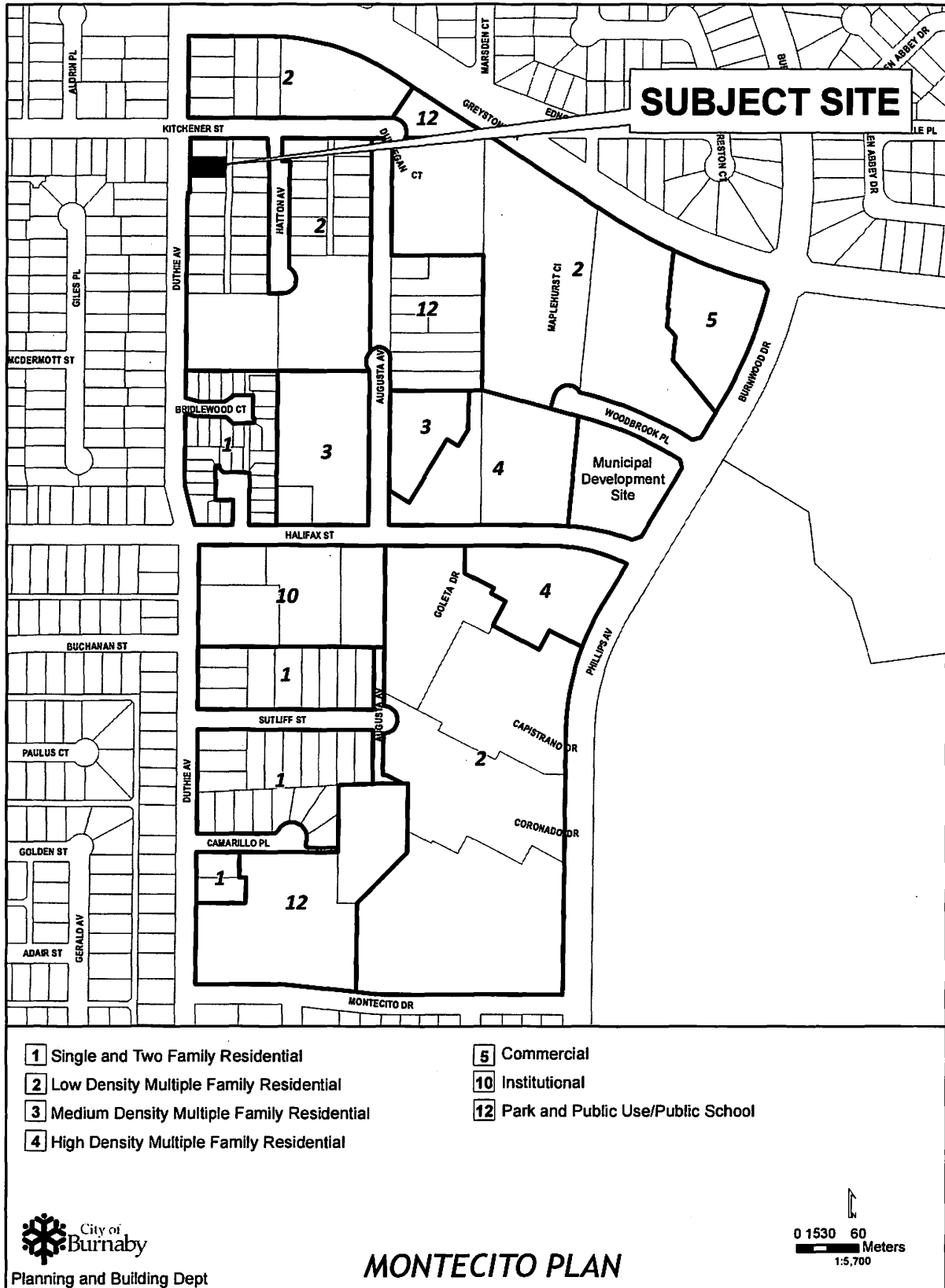
Newer Dwellings



Desired Assembly

SITING APPROVAL
1430 DUTHIE AVENUE

Sketch #1



Printed on February 14, 2017

Sketch #2



INTER-OFFICE COMMUNICATION

TO: CITY CLERK 2017 February 22

FROM: DIRECTOR PLANNING AND BUILDING

SUBJECT: **REZONING REFERENCE #16-04**
BYLAW 13648, AMENDMENT BYLAW NO. 41, 2016
Rezoning to permit installation of rooftop antenna facility
Third Reading and Final Adoption

ADDRESS: 4380 Halifax Street

LEGAL: Common Property Strata Plan BCS690, DL 119

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 and in accordance with the development plan entitled "Brentwood, 4380 Halifax Street, BC" prepared by GS Sayers Engineering Ltd.)

The following information applies to the subject rezoning bylaw:

- a) First Reading given on 2016 October 03;
- b) Public Hearing held on 2016 October 25; and,
- c) Second Reading given on 2016 November 07.

The prerequisite conditions have been satisfied as follows:

- a) The submission of a suitable plan of development.
 - *A complete suitable plan of development has been submitted.*
- b) The granting of any necessary Covenants, including, but not necessarily limited to, Section 219 Covenant guaranteeing the removal of the antennas should E-COMM cease to operate them.
 - *The requisite covenants have been submitted in registerable form and will be deposited prior to Final Adoption.*

City Clerk
Rezoning Reference #16-04
Third Reading and Final Adoption
2017 February 22Page 2

As the prerequisite condition to this rezoning is now complete as outlined, could you please arrange to return this amendment bylaw to Council for Consideration and Third Reading, and Reconsideration and Final Adoption on 2017 February 27.

A copy of the Public Hearing minutes for this rezoning application is *attached* for information.


Lou Pelletier, Director
PLANNING AND BUILDING

IW:spf
Attachment

cc: City Manager

P:\REZONING\Applications\2016\REZONING REFERENCE 16-04 THIRD READING & FA 20170227.DOCX

**PUBLIC HEARING MINUTES
HELD ON: 2016 OCT. 25
REZ. REF. NO. 16-04
PAGE 1 OF 1**

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

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.

The Advisory Planning Commission advised it supports the rezoning application.

One letter was received in opposition of the proposed rezoning application:

Li Ke Lin & Lu Hong Xin, 603-4388 Buchanan Street, Burnaby

The following speakers appeared before Council and spoke to the proposed rezoning application:

Chad Marlatt, 2223 Victoria Drive, Burnaby, appeared before Council on behalf of the applicant and offered to answer any questions regarding the rezoning application.

Guy Ricci, 2104-4425 Halifax Street, Burnaby appeared before Council with concerns regarding the proposed rezoning application. Mr. Ricci inquired about any health studies on the impacts of cellular antennas on seniors, medical equipment and animals. Staff advised that Health Canada is responsible for regulating the medical impacts of cellular antennas, and any cellular antennas are required to meet Health Canada guidelines.

**MOVED BY COUNCILLOR JOHNSTON
SECONDED BY COUNCILLOR JORDAN**

THAT this Public Hearing for Rez. #16-04, Bylaw #13648 be terminated.

CARRIED UNANIMOUSLY



INTER-OFFICE COMMUNICATION

TO: CITY CLERK 2017 February 22

FROM: DIRECTOR PLANNING AND BUILDING

SUBJECT: **REZONING REFERENCE #15-05**
AMENDMENT BYLAW NO. 26/15; BYLAW #13499
Residential Tower III
Final Adoption

ADDRESS: Ptn. 4567 Lougheed Highway

LEGAL: Lot 1, DL's 123 and 124, Group 1, NWD Plan EPP31990- Except Plan EPP40171

FROM: CD Comprehensive Development District (based on the C3 and C3a General Commercial Districts, P2 Administration and Assembly District, RM4s and RM5s Multiple Family Residential Districts)

TO: Amended CD Comprehensive Development District (based on the C3 General Commercial District, RM4s and RM5s Multiple Family Residential Districts and Brentwood Town Centre Development Plan as guidelines, and in accordance with the development plan entitled "Residential Tower 3" prepared by Stantec Inc.)

The following information applies to the subject rezoning bylaw:

- a) First Reading given on 2015 July 20;
- b) Public Hearing held on 2015 August 25;
- c) Second Reading given on 2015 September 14; and,
- d) Third Reading given on 2016 June 27.

The prerequisite conditions have been completely satisfied as follows:

- a. The submission of a suitable plan of development.
 - *A complete suitable plan of development has been submitted.*
- 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.

City Clerk
 Rezoning Reference #15-05
 Final Adoption
 2017 February 22 Page 2

- *The applicant has submitted the necessary funds including a 4% inspection fee to cover the costs of all services necessary to serve the site and the servicing agreement has been completed.*
- 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.
 - *The applicant has agreed to this prerequisite in a letter dated 2016 May 24.*
- d. The utilization of an amenity bonus through the provision of a \$11,987,600 cash in-lieu contribution in accordance with Section 3.5 of this report.
 - *The necessary deposits have been made to meet this prerequisite.*
- e. The granting of any necessary Covenants, including but not necessarily limited to, 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;
 - providing for future air space parcels covering both the commercial and residential components to ensure that the density of development of air space parcels and strata lots comply with the approved CD zoning for the site and to ensure that the overall site continues to function as an integrated development;
 - ensuring that handicap accessible parking stalls in the underground residential parking areas be held in common property to be administered by the Strata Corporation;
 - ensuring compliance with the approved acoustic study;
 - ensuring the provision and ongoing maintenance of EV cars and EV plug-in stations;
 - ensuring the provision and ongoing maintenance of end-of-trip facilities; and,
 - restricting the use of guest rooms.
 - *The requisite covenants have been submitted in registerable form and will be deposited in the Land Title Office prior to Final Adoption.*
- f. The granting of any necessary easements and statutory rights-of-way.
 - *The requisite easements and statutory rights-of-way have been submitted in registerable form and will be deposited in the Land Title Office prior to Final Adoption.*

City Clerk
 Rezoning Reference #15-05
 Final Adoption
 2017 February 22 Page 3

- g. Completion of the necessary subdivision.
 - *The requisite subdivision plan has been submitted in registerable form and will be deposited in the Land Title Office prior to Final Adoption.*
- h. Compliance with the guidelines for underground parking for visitors and commercial patrons.
 - *The applicant has agreed to this prerequisite in a letter dated 2016 May 24, and the necessary provisions are indicated on the development plans.*
- i. The provision of facilities for cyclists in accordance with this report.
 - *The applicant has agreed to this prerequisite in a letter dated 2016 May 24, and the necessary provisions are indicated on the development plans.*
- j. The design and provision of units adaptable to persons with disabilities with allocated disabled parking spaces.
 - *The applicant has agreed to this prerequisite in a letter dated 2016 May 24, and the necessary provisions are indicated on the development plans.*
- k. The review of a detailed Sediment Control System by the Director Engineering.
 - *A detailed Sediment Control System plan has been reviewed and accepted by the Engineering Department – Environmental Services.*
- l. 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.
 - *A suitable on-site stormwater management system has been approved by the Director Engineering, the required covenant has been submitted in registerable form and will be deposited in the Land Title Office prior to Final Adoption, and the required funds to guarantee this provision has been deposited.*
- m. Compliance with the Council-adopted sound criteria.
 - *The applicant has submitted an acoustic study which has been accepted by the Engineering Environmental Services Division, and a Section 219 Covenant to ensure compliance with the submitted study has been submitted in registerable form and will be deposited in the Land Title Office prior to Final Adoption.*

City Clerk
Rezoning Reference #15-05
Final Adoption
2017 February 22 Page 4

- n. 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.
 - *The necessary provisions are indicated on the development plans and the applicant has submitted a letter of undertaking dated 2016 May 24 committing to implement the recycling provisions.*
- o. The submission of a suitable Solid Waste and Recycling Plan to the approval of the Director Engineering.
 - *The applicant has agreed to this prerequisite in a letter dated 2016 May 24. A detailed Solid Waste and Recycling Plan has been approved by the Engineering Department – Environmental Services Division.*
- p. The review of on-site residential and commercial loading facilities by the Director Engineering.
 - *The applicant has agreed to this prerequisite in a letter dated 2016 May 24, and the necessary provisions are indicated on the development plans.*
- q. The submission of a comprehensive sign plan.
 - *The required comprehensive sign plan has been submitted.*
- r. The deposit of the applicable Parkland Acquisition Charge.
 - *The required deposits have been made to meet this prerequisite.*
- s. The deposit of the applicable GVS & DD Sewerage Charge.
 - *The required deposits have been made to meet this prerequisite.*
- t. The deposit of the applicable School Site Acquisition Charge.
 - *The required deposits have been made to meet this prerequisite.*
- u. 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.

City Clerk
Rezoning Reference #15-05
Final Adoption
2017 February 22 Page 5

- *The applicant has provided a letter of undertaking dated 2016 May 24 and the area plan notification signs are in place.*

As the prerequisite conditions to this rezoning are now complete, could you please arrange to return this amendment bylaw to Council for Reconsideration and Final Adoption on 2017 February 27.


Lou Pelletier, Director
PLANNING AND BUILDING

JBS/spf

P:\REZONING\Applications\2015\15-00005 4567 Loughheed Hwy\Rezoning Reference 15-05 Final Adoption 20170227.doc