



## INTER-OFFICE MEMORANDUM

**TO:** DIRECTOR  
LEGISLATIVE SERVICES

**FROM:** GENERAL MANAGER  
PLANNING AND DEVELOPMENT

**Subject:** **REZONING REFERENCE # 22-17**  
**BYLAW 14671, AMENDMENT BYLAW NO. 11, 2024**  
Six-storey self-storage facility with underground parking  
Reconsideration and Final Adoption

**Address:** 5033 Regent Street  
**Legal:** PID: 002-777-398  
Block 3 Except:  
Firstly: Part Shown On Plan 6721,  
Secondly: Parcel "A" (Explanatory Plan 12958);  
District Lot 74 Group 1 New Westminster District Plan 2603

**Applicant:** SmartCentres Management Services Inc.  
201-11120 Horseshoe Way, Richmond, BC V7A 5H7  
Attention: Brent Savard

**Current Zoning:** M2 General Industrial District  
**Proposed Zoning:** CD Comprehensive Development District (based upon M1  
Manufacturing and M2 General Industrial Districts and in accordance  
with the development plan titled "SmartStop" prepared by WPT  
Architecture Inc.)

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The following information applies to the subject rezoning bylaw:

1. First and Second Reading given on July 22, 2024; and,
2. Third Reading given on December 16, 2024.

The prerequisite conditions have been completely satisfied as follows:

- a) 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.

*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 General Manager 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:

- Design and payment-in-lieu of servicing to complete the Regent Street frontage to its final standard.

*The applicant has submitted the necessary security to service the site and entered into a servicing agreement to complete the works.*

- Approximately 3.5 m of road dedication along the Regent Street frontage, subject to a final survey and an approved road geometric.

*The requisite road dedication has been provided with the subdivision plan.*

- The construction of storm, sanitary, water and other City and third party utility services as necessary.

*The applicant has agreed to this prerequisite in a letter dated April 3, 2025*

- d) 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.

*Security and future works fees were collected to ensure the future removal and undergrounding.*

- e) The submission of an undertaking to remove all improvements on the development site within 12 months of Final Adoption of the Rezoning Bylaw.

*Demolition permit DEMO24-00224 was finalized on February 18, 2025 and all improvements have been removed on site.*

- f) The granting of any necessary statutory rights-of-way, easements and/or covenants including but not limited to:

*The requisite statutory right-of-way, easement and covenants have been deposited in the Land Title Office.*

- g) The submission of a suitable on-site stormwater management system, the deposit of sufficient monies for its provision, and the granting of a Section 219 Covenant to guarantee its provision and continuing operation.

*The applicant has agreed to this prerequisite in a letter dated April 3, 2025, and has deposited the necessary funds to guarantee the completion of this prerequisite. The requisite Section 219 Covenant has been deposited in the Land Title Office.*

- h) Compliance with the City's Groundwater Management Development guidelines.

*The applicant has agreed to this prerequisite in a letter dated April 3, 2025*

- i) The submission of a suitable Solid Waste and Recycling plan.

*The necessary provisions are indicated on the development plans and the applicant has submitted a letter of undertaking dated April 3, 2025 committing to implement the solid waste and recycling provisions.*

- j) The review of on-site loading facilities.

*The necessary provisions are indicated on the development plans and the applicant has agreed to this prerequisite in a letter dated April 3, 2025.*

- k) The submission of a detailed Comprehensive Sign Plan.

*An approvable detailed Comprehensive Sign Plan has been achieved.*

- l) The adoption of a Zoning Bylaw amendment for self-storage parking rates in accordance with this report.

*The Zoning Bylaw amendment for self-storage parking rates was adopted on August 26, 2024.*

- m) The provision of facilities for cyclists in accordance with this report.

*This provision is indicated on the development plans and the applicant has submitted a letter dated April 3, 2025 agreeing to meet this prerequisite.*

- n) The provision of electric vehicle (EV) parking in alignment with City guidance.

*This provision is indicated on the development plans and the applicant has submitted a letter dated April 3, 2025 agreeing to meet this prerequisite.*

- o) The approval of the Ministry of Transportation and Infrastructure to the rezoning application, if required.

*Not required.*

- p) The submission of a Site Disclosure Statement and resolution of any arising requirements.

*The applicant has submitted the required Site Disclosure Statement for the development site and Final Determination has been obtained by the Ministry of Environment.*

- q) Additional requirements as determined by the City, in its discretion, as part of the review of the development proposal.

As the prerequisite conditions to this rezoning are now completely fulfilled, could you please arrange to return this amendment bylaw to Council for Reconsideration and Final Adoption on April 22, 2025.

E. W. Kozak, GENERAL MANAGER  
PLANNING AND DEVELOPMENT