

## INTER-OFFICE MEMORANDUM

**TO:** DIRECTOR LEGISLATIVE SERVICES June 10, 2025

**FROM:** GENERAL MANAGER  
PLANNING AND DEVELOPMENT

**Subject:** **REZONING REFERENCE # 24-13**  
**BYLAW 14721, AMENDMENT BYLAW NO.35, 2024**  
Kwasen Village Phases 3-7  
Reconsideration and Final Adoption

**Address:** Portion of 3405 Willingdon Avenue  
**Legal:** Portion of PID: 018-811-337  
Portion of Lot 1 District Lot 71 Group 1 New Westminster District Plan  
LMP12752 Except Plan EPP6303

**Applicant:** ADC Management LP  
Unit 900 – 89 West Georgia Street, Vancouver, BC V6B 0N8  
Attention: Graeme Clendenan

**Current Zoning:** CD Comprehensive Development District (based on the RM5 and RM5r  
Multiple Family Residential Districts, C2 Community Commercial  
District, and B2 Urban Office District as guidelines, and in accordance  
with the Master Plan entitled “Willingdon Lands Master Plan” prepared  
by IBI Group)

**Proposed Zoning:** Amended CD Comprehensive Development District (based on the RM5  
Multiple Family Residential District, C2 Community Commercial District  
and the Willingdon Lands Master Plan as guidelines and in accordance  
with the development plan entitled ‘Willingdon Lands Phase 3-7’  
prepared by Arcadis IBI Group)

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The following information applies to the subject rezoning bylaw:

1. First and Second Reading given on January 28, 2025; and,
2. Third Reading given on April 22, 2025.

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 submission of the following plans and studies acceptable to the City:
- a. Phasing Plan;
  - b. Park and Open Space Strategy.

*The requisite plans and studies have been submitted. On April 8, 2025, Council endorsed the proposed Park and Open Space Strategy for the Kwasen Village Master Plan.*

- C. Provision of standard requirements to service the proposed development as determined by the General Manager of Engineering, including the execution and delivery of a Servicing Agreement in respect of all services necessary to serve the site.

*The applicant has submitted the necessary funds and security (including a 4% inspection fee to cover the costs of all services necessary to serve the site), and a servicing agreement has been completed. An updated servicing agreement (and any necessary security) will be required at the time of each future site-specific development application. The necessary legal agreements to secure this provision have been deposited in the Land Title Office.*

- D. A submission for registration in the Land Title Office of a subdivision plan to create the subject development parcels and all required road dedications.

*A subdivision plan has been deposited in the Land Title Office.*

- E. The dedication of any road or lane allowances as required.

*A subdivision plan dedicating the requisite rights-of-way has been deposited in the Land Title Office. Road parcels have been created for future internal streets, and will be dedicated to the City as a condition of occupancy on a Phase-by-Phase basis. The necessary legal agreements to secure this provision have been deposited in the Land Title Office.*

- F. The granting of any necessary statutory rights-of-way, easements and covenants.

*The requisite statutory rights-of-way, easements and covenant plan(s) have been deposited in the Land Title Office.*

- G. In accordance with the Burnaby Tree Bylaw, a tree cutting permit will be required for the removal of any tree over 20 cm (8 in.) in diameter, and the submission of a nesting raptors survey to the Planning and Development Department prior to the removal of any trees on the site.

*The applicant has submitted a letter dated April 3, 2025 agreeing to meet this prerequisite.*

- H. The confirmation of approval of the proposed development from the BC Ministry of Transportation and Infrastructure.

*The approval of the Ministry of Transportation and Infrastructure to the rezoning bylaw has been obtained.*

- I. Requirements by Phase of Development.

*Given the timing of future site-specific applications for Phases 3-7 is unknown, the requisite plans and studies for each phase of development have been deferred until prior to issuance of a site-specific development application (PPA/DP) or Building Permit for each phase or portion thereof. Where the submission and acceptance of specific plans and/or studies have been deferred, the necessary legal agreement(s) to guarantee this provision have been deposited in the Land Title Office.*

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

*The required deposits of the applicable development cost charges for Phase 3 and Phase 7 have been made. Deposits for Phases 4,5 and 6 have been deferred until Building Permit issuance. The necessary legal agreement to guarantee this provision has been deposited in the Land Title Office*

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 June 10, 2025.

E. W. Kozak, GENERAL MANAGER  
PLANNING AND DEVELOPMENT