

AGENDA

REGULAR MEETING OF COUNCIL

Monday, November 28, 2016

7:00 p.m.

Council Chamber, Municipal Hall

355 West Queens Road,

North Vancouver, BC

Council Members:

Mayor Richard Walton

Councillor Roger Bassam

Councillor Mathew Bond

Councillor Jim Hanson

Councillor Robin Hicks

Councillor Doug MacKay-Dunn

Councillor Lisa Muri



www.dnv.org

THIS PAGE LEFT BLANK INTENTIONALLY

REGULAR MEETING OF COUNCIL

7:00 p.m.
Monday, November 28, 2016
Council Chamber, Municipal Hall,
355 West Queens Road, North Vancouver

AGENDA

BROADCAST OF MEETING

- Broadcast on Shaw channel 4 at 9:00 a.m. Saturday
- Online at www.dnv.org

CLOSED PUBLIC HEARING ITEMS NOT AVAILABLE FOR DISCUSSION

- Bylaw 8142 – Rezoning Employment Zone – Lynn Creek Light Industrial
- Bylaw 8183 – Rezoning 467 Mountain Highway
- Bylaw 8192 – Rezoning 1503-1519 Crown Street
- Bylaw 8178 – OCP Amendment 3105 Crescentview Drive
- Bylaw 8179 – Rezoning 3105 & 3115 Crescentview Drive

1. ADOPTION OF THE AGENDA

1.1. November 28, 2016 Regular Meeting Agenda

Recommendation:

THAT the agenda for the November 28, 2016 Regular Meeting of Council for the District of North Vancouver is adopted as circulated, including the addition of any items listed in the agenda addendum.

2. PUBLIC INPUT

(limit of three minutes per speaker to a maximum of thirty minutes total)

3. PROCLAMATIONS

4. RECOGNITIONS

5. DELEGATIONS

6. ADOPTION OF MINUTES

6.1. October 4, 2016 Public Hearing

p. 9-16

Recommendation:

THAT the minutes of the October 4, 2016 Public Hearing are received.

6.2. November 15, 2016 Public Hearing

p. 17-21

Recommendation:

THAT the minutes of the November 15, 2016 Public Hearing are received.

7. RELEASE OF CLOSED MEETING DECISIONS

8. COUNCIL WORKSHOP REPORT

9. REPORTS FROM COUNCIL OR STAFF

With the consent of Council, any member may request an item be added to the Consent Agenda to be approved without debate.

If a member of the public signs up to speak to an item, it shall be excluded from the Consent Agenda.

Recommendation:

THAT items _____ are included in the Consent Agenda and are approved without debate.

**9.1. Bylaws 8192 and 8193: Rezoning & Housing Agreement
1503-1519 Crown Street**

p. 25-73

File No. 08.3060.20/014.16

Recommendation:

THAT "The District of North Vancouver Rezoning Bylaw 1345 (Bylaw 8192)" is given SECOND and THIRD Readings;

AND THAT the "Housing Agreement Bylaw 8193, 2016 (1503-1519 Crown Street)" is given SECOND and THIRD Readings.

**9.2. Bylaw 8194: Waterworks Regulation Bylaw 2279, 1958
Bylaw 8195: Sewer Bylaw 6656, 1994**

p. 75-120

Bylaw 8199: Solid Waste Removal Bylaw 7631, 2007

File No. 09.3900.20/000.000

Recommendation:

THAT "Waterworks Regulation Bylaw 2279, 1958, Amendment Bylaw 8194, 2016 (Amendment 62)" is ADOPTED.

THAT "Sewer Bylaw 6656, 1994, Amendment Bylaw 8195, 2016 (Amendment 28)" is ADOPTED.

THAT "Solid Waste Removal Bylaw 7631, 2007, Amendment Bylaw 8199, 2016 (Amendment 13)" is ADOPTED.

- 9.3. Bylaw 8200: Fees and Charges Bylaw 6481, 1992, Amendment Bylaw 8200, 2016** **p. 121-208**
File No. 09.3900.20/000.000

Recommendation:

THAT “The District of North Vancouver Fees and Charges Bylaw 6481, 1992, Amendment Bylaw 8200, 2016 (Amendment 50)” is ADOPTED.

- 9.4. Bylaw 8201: 2016-2020 Consolidated Financial Plan Approval Bylaw 8176, 2016** **p. 209-223**
File No. 09.3900.20/000.000

Recommendation:

THAT “2016-2020 Consolidated Financial Plan Approval Bylaw 8176, 2016, Amendment Bylaw 8201, 2016 (Amendment 1)” is ADOPTED.

- 9.5. Bylaw 8205: Development Cost Charges Bylaw 7135, 2000** **p. 225-234**
File No. 09.3900.20/000.000

Recommendation:

THAT “Development Cost Charges Bylaw 7135, 2000, Amendment Bylaw 8205, 2016 (Amendment 6)” is ADOPTED.

- 9.6. Rental and Affordable Housing Strategy for Council Consideration** **p. 235-254**
File No. 13.6480.03/003.000

Recommendation:

THAT the Rental and Affordable Housing Strategy is approved.

- 9.7. Residential Tenant Relocation Assistance Policy** **p. 255-269**
File No. 13.6480.30/003

Recommendation:

THAT the Residential Tenant Relocation Assistance Policy is approved.

10. REPORTS

10.1. Mayor

- 10.1.1. North Shore Operation Red Nose Sponsorship** **273-274**

10.2. Chief Administrative Officer

10.3. Councillors

10.4. Metro Vancouver Committee Appointees

- 10.4.1. Housing Committee – Councillor MacKay-Dunn**

- 10.4.2. Regional Parks Committee – Councillor Muri**

10.4.3. Utilities Committee – Councillor Hicks

10.4.4. Zero Waste Committee – Councillor Bassam

10.4.5. Mayors Council – TransLink – Mayor Walton

11. ANY OTHER BUSINESS

12. ADJOURNMENT

Recommendation:

THAT the November 28, 2016 Regular Meeting of Council for the District of North Vancouver is adjourned.

MINUTES

THIS PAGE LEFT BLANK INTENTIONALLY

DISTRICT OF NORTH VANCOUVER PUBLIC HEARING

REPORT of the Public Hearing held in the Council Chambers of the Municipal Hall, 355 West Queens Road, North Vancouver, B.C. on Tuesday, October 4, 2016 commencing at 7:00 p.m.

Present: Acting Mayor D. MacKay-Dunn
Councillor M. Bond
Councillor J. Hanson
Councillor R. Hicks
Councillor L. Muri

Absent: Mayor R. Walton
Councillor R. Bassam

Staff: Ms. J. Paton, Manager – Development Planning
Ms. L. Brick, Deputy Municipal Clerk
Ms. C. Peters, Planner
Ms. S. Vukelic, Confidential Council Clerk

The District of North Vancouver Rezoning Bylaw 1342 (Bylaw 8183)

Purpose of Bylaw:

Bylaw 8183 proposes to amend the District's Zoning Bylaw by creating a new Comprehensive Development Zone 94 (CD94) and rezone the subject lands from Light Industrial (I3) to CD94 to permit the development of a six-storey mixed use building.

1. OPENING BY THE MAYOR

Acting Mayor MacKay-Dunn welcomed everyone and advised that the purpose of the Public Hearing was to receive input from the community and staff on the proposed bylaw as outlined in the Notice of Public Hearing.

In Acting Mayor MacKay-Dunn's preamble he addressed the following:

- All persons who believe that their interest in property is affected by the proposed bylaw will be afforded a reasonable opportunity to be heard and to present written submissions;
- Use of the established speakers list. At the end of the speakers list, the Chair may call on speakers from the audience;
- Speakers will have five minutes to address Council for a first time. Begin your remarks to Council by stating your name and address;
- After everyone who wishes to speak has spoken once, speakers will then be allowed one additional five minute presentation;
- Any additional presentations will only be allowed at the discretion of the Chair;
- All members of the audience are asked to refrain from applause or other expressions of emotion. Council wishes to hear everyone's views in an open and impartial forum;
- Council is here to listen to the public, not to debate the merits of the bylaw;

- At the conclusion of the public input Council may request further information from staff which may or may not require an extension of the hearing, or Council may close the hearing after which Council should not receive further new information from the public;
- The binder containing documents and submissions related to this bylaw is available on the side table to be viewed; and,
- Everyone at the Hearing will be provided an opportunity to speak. If necessary, the Hearing will continue on a second night.

Ms. Linda Brick, Deputy Municipal Clerk, stated that the Public Hearing is being streamed live over the internet and recorded in accordance with the Freedom of Information and Protection of Privacy Act.

2. INTRODUCTION OF BYLAW BY CLERK

Ms. Linda Brick, Deputy Municipal Clerk, introduced the proposed bylaw stating that Bylaw 8183 proposes to amend the District's Zoning Bylaw by creating a new Comprehensive Development Zone 94 (CD94) and rezone the subject lands from Light Industrial (I3) to CD94 to permit the development of a six-storey mixed use building.

3. PRESENTATION BY STAFF

Ms. Casey Peters, Planner, provided an overview of the proposal elaborating on the Clerk's introduction.

Ms. Peters advised that:

- This application is located within the Lynn Creek Town Centre, on the Northwest corner of Mountain Highway and Charlotte Road and has a site area of 1,959m²;
- The Official Community Plan (OCP) designates the site as Commercial Mixed Use Level 3, which permits up to 3.5 Floor Space Ratio (FSR);
- The existing zone is Light Industrial (I3) and the proposal is to rezone to a new Comprehensive Development Zone (CD94);
- The project has been measured against the Lower Lynn Implementation Plan, Lynn Creek Town Centre Public Realm Guidelines and complies;
- This site is located within the "heart" of the town centre as defined in the Implementation Plan and envisions a mix of housing close to employment, transit, retail and community services;
- Seylynn Park is located just one block North and staff are currently reviewing an application immediately North of this site which would include a new community centre;
- A small area within the Lynn Creek Town Centre is identified to change from industrial to mixed use which is an important part in creating a walkable high street;
- The transition to the industrial use to the West has been an important part of the review of this project;
- This project will contribute to the creation of a walkable town centre core and will contribute to a mix of housing types to accommodate people of all ages;
- The site is located within Development Permit areas and if the rezoning is successful, the application for a Development Permit will be brought before Council.
- The proposal is for one, six storey building with 63 residential units and 6 commercial units totalling approximately 5600 sq. ft. of commercial floor space;

- Vehicle access for all uses is located on Charlotte Road;
- The design of the building includes a courtyard amenity space for residents on the second level and the proposal is for 3.5 FSR;
- The project includes a mix of unit sizes which addresses the OCP's goals of facilitating a range of multi-family unit sizes;
- The Lynn Creek Town Centre is envisioned as a transit oriented mixed use community that has convenient shops and amenities within walking distance;
- The project includes a total of 88 vehicle parking spaces, including 12 commercial spaces and 76 residential and visitor parking spaces which meets the standard for Town Centres;
- The application included a traffic study prepared by Bunt and Associates that notes the Charlotte Road and Mountain Highway intersection, as well as the Charlotte Road driveway access intersection, will operate acceptably with little to no queues formed;
- In addition the project includes public and private storage lockers for bicycles;
- There will be 48 bicycle lockers in a storage room that are at grade level, that will be accessed via breezeway, lobby and parking entrance;
- There will also be 15 bicycle storage lockers on the mezzanine level with access from the walkway and stairs from Mountain Highway;
- The proposed bylaw secures a Community Amenity Contribution of \$705,000;
- Additional public benefits include 3.3m of dedication to facilitate upgrades to Mountain Highway and a new separated bike lane on Mountain Highway;
- The project includes approximately \$469,000 of Development Cost Charges;
- The project complies with the use, density and height provisions of the OCP and Implementation Plan, with the Green Building Policy, the Accessible Design Policy, and the Strata Rental Protection Policy;
- The project has been reviewed by the Advisory Design Panel who recommended the project for approval;
- A Construction Management plan was submitted and a final version must be accepted prior to building permit issuance if the zoning is approved. This plan proposes the following:
 - Limit sidewalk closures;
 - Manage scheduling of trucks, communication plan with surrounding neighbours; traffic monitoring by Bunt and Associates during course of project; and,
 - Coordination of construction activities with neighbouring sites;
- An early public input opportunity was held in May 2015 and approximately 19 people attended;
- A facilitated Public Information meeting was held in March 2016 and approximately 12 people attended;
- Overall the project was well received at the two meetings and people noted that they liked the design, project appeared of high quality and was an improvement on the site;
- Concerns were raised around traffic on the North Shore in general, potential construction impacts, the need for affordable housing in North Vancouver and the change from industrial use;
- The existing tenant at 467 Mountain Hwy is Northwest Mettech Corp. who use the site for light manufacturing and have extended their lease at a reduced rate until January 2017;

- The applicant has hired a commercial relator to help find alternative spaces on the North Shore for the tenant;
- The applicant advised that they would not provide less parking if the District standard was lowered; they believe the current standard reflects their anticipated demand;
- The architect has proposed banding and colour variation to give added interest to the interim interface of the North wall; and,
- Staff confirmed that there will be electric vehicle plug-in stations as required by the District's policy.

4. PRESENTATION BY APPLICANT

Mr. Barry Savage, Savage Development:

- Reported that the development company is a family owned company with a history of building neighborhood scale projects that fit within the context of the community;
- Noted that discussions regarding this project had started over 18 months ago with residents and the District;
- Advised that the proposal is consistent with the goals and objectives of the Lynn Creek Town Centre Plan;
- Reported that the proposed application supports the District's OCP objectives by providing diverse and affordable housing options;
- Advised that the current application does not include rental housing; however, agreed to a covenant that will not have rental restrictions;
- Suggested that the District use the Community Amenity Contribution (CAC) payment of \$705,000 from the project to dedicate towards affordable housing in the District;
- Advised that the application will provide a mix of unit sizes throughout the building to accommodate different household needs;
- Explained that Lynn Creek is a designated Frequent Transit Area, and that residents of the proposed development will have access to transit services that connect to Vancouver and the SeaBus;
- Reported that the application includes a 3.3 m dedication along Mountain Highway to widen the existing road cross-section to allow for separated bike lanes;
- Noted that the design is a low rise mixed use building that is consistent with the character and the neighbourhood proposed in the Lynn Creek Town Centre Plan;
- Explained that the elimination of at-grade parking and the introduction of commercial and retail space, along with the introduction of residential units, will help alleviate an unpleasant pedestrian experience and will be the first step in revitalizing this section of Mountain Highway;
- Reported that the proposed application is inherently sustainable as it models the key principles of smart growth, which include:
 - Density;
 - Mixed use;
 - Transit oriented;
 - Walkable;
 - Green construction, with a target of 34% energy cost savings;
 - Utility measures; and,
 - Sensitive to its neighbourhood setting;
- Noted that the development of new commercial and retail space will ensure the economic growth of the Lynn Creek Town Centre, while creating an urban high street;

- Advised that assistance has been offered to Northwest Mettech Corp. to assist with finding a suitable alternate location.

Mr. Walter Franci, Franci Architecture:

- Advised that the proposed application is one of the early developments on Mountain Highway and one of the first to be developed under the new OCP;
- Noted that the architectural design has established the feature character being developed along Mountain Highway;
- Reported that the proposed development includes 5600 sq. ft. of commercial space and another 63 residential units with 48 being family units with two bedrooms or more;
- Stated that there will be a total of 88 parking spaces which include 16 Electric Vehicle (EV) parking stations and 83 stalls for bike parking;
- Explained that the ground floor commercial space is set back from Mountain Highway and Charlotte Road to allow for bike lane expansions, as well as additional landscaping along both frontages;
- Access to the units on the second floor are through the courtyard which is a closed, secured amenity space for the residents;
- Building design is stepped back to allow for more light from the South side to further enhance the daylighting into the courtyard space; and,
- The design of the building allows for more daylight and cross ventilation through both sides of the suite itself.

Mr. Steven Vincent, Durante Kreuk Ltd.:

- Advised that the landscape architecture complies with the Town Centre Guidelines and that the application has been designed in-line with District staff;
- Noted that the street frontage will have open cafes, market, planters, benches, street trees, curb side parking and storm water management;
- Reviewed the material used for the street landscaping on Charlotte Road and Mountain Highway; and,
- Noted that the courtyard includes some greenscape as well as seating and play elements for children.

Mr. Daniel Fung, Bunt & Associates:

- Spoke regarding the proposed change to the Mountain Highway traffic corridor and the addition of a bike lane;
- Advised that a trip generation study has been completed and the intersection has been tested to operate effectively with the addition of traffic from the proposed development;
- Advised that adequate parking is provided;
- Reported on the Transportation Demand Management Measures that the developer is anticipating to provide:
 - Two bike stalls per residential unit;
 - 52 transit passes issued to residents;
 - One Car Share stall;
 - EV car stalls;
 - Transit information for new residents; and,
 - Reviewing the implementation after residents move in.

5. REPRESENTATIONS FROM THE PUBLIC

- 5.1. Mr. Corrie Kost, 2800 Block Colwood Drive: OPPOSED**
- Expressed concern for the loss of Industrial and Light Industrial zoned areas, Strata Rental Protection Policy, third level parking and the shadow study conducted by the developer.
- 5.2. Mr. Neil Hay, 1000 Block Wellington Drive: OPPOSED**
- Expressed concern regarding the loss of Industrial and Light Industrial zoned land and the loss of the industrial jobs incurred with the proposed application.
- 5.3. Mr. Matt Stone, 2900 Block Plymouth Road: IN FAVOUR**
- Spoke in favour of the proposed application; and,
 - Commented that the proposed application is aesthetically pleasing and provides affordable housing options.
- 5.4. Mr. Jack Bernard, 1500 Block Norton Court: IN FAVOUR**
- Spoke in support of the application and the different housing options that are offered; and,
 - Expressed concern regarding housing affordability in the District.
- 5.5. Ms. Selena Kai, 900 Block Kennedy Ave: IN FAVOUR**
- Spoke in support of the application, the developer and the design of the building.
- 5.6. Mr. Artur Banasinski, 1700 Block Draycott Road: OPPOSED**
- Expressed concern regarding the loss of jobs for those that work in the Light Industrial / Industrial Zones that are being rezoned; and,
 - Stated that he supports the design of the building but would like to see it in a different location.
- 5.7. Mr. David Roppel, 800 Block Seymour Blvd: IN FAVOUR**
- Spoke in support of the application;
 - Noted the importance of building density near transit; and,
 - Commented on the design of the building.
- 5.8. Mr. Walter Botteselle, 1300 Block Charlotte Road: COMMENTING**
- Advised that he likes the aesthetic look of the proposed building; and,
 - Expressed concern with residential areas being built near industrial areas.

6. QUESTIONS FROM COUNCIL

Council questioned if there was a school planned for the area. Staff explained that when the Lynn Creek Implementation Plan was under review the connection to the Lynnmour Elementary School was an integral part of that planning work. The Seylynn development contributed money to improve the trail connection from this neighbourhood to the school.

Council questioned the affordability of the units. The applicant advised that it is anticipated that 50% of the units will meet the Canadian Mortgage and Housing Corporation (CMHC) definition for affordable housing for households with an average

income of \$70,000 (this is considered a low to moderate household income). The CMHC definition states that, for housing to be affordable, no more than 32% of household income should be allocated for living accommodation. The applicant noted that the cost for units has not been set.

Staff commented on the difficulty of determining the market value of the applicant's development.

Staff advised that the District's ongoing work on affordable housing has proposed that every project demonstrate how it will contribute to addressing affordable housing. The current bylaw permits a portion, or the entirety, of the project's Community Amenity Contribution be allocated towards the District's Affordable Housing Fund. In addition, the Housing Agreement Bylaw requires the units to be available for rental.

Council requested that staff provide further information demonstrating what it will cost for perspective buyers to buy a unit and perspective renters to rent a unit.

Council queried if there will be a Restrictive Covenant to protect from industrial noise and nuisance. Staff advised that a Restrictive Covenant can be placed on title, under a nuisance or awareness covenant. This Covenant would make owners aware of their proximity to the industrial area. Staff will report back on this.

Council queried the timing and implementation of the proposed bike lane. Staff advised that the implementation of a bike lane would probably be towards the end of the construction phase.

Councillor MURI left the meeting at 7:59 pm and returned at 8:01 pm.

Council queried if there is a long-term design for Charlotte Road. Staff advised that there are limited sites in this neighbourhood identified to change from industrial use to create the high street that was identified in the plan supported by Council. Mountain Highway and Charlotte Road would remain an industrial area with improvements over time.

Council queried the configuration of the proposed bike storage. The applicant clarified the accessibility of the bike storage area and advised that the storage lockers provided are designed for bike storage only.

Staff will report back on published data regarding the medium household income of \$70,000 and how that relates to purchasing a unit.

Staff advised that there is no Affordability Restriction with the proposed application.

Staff will report back on information regarding the net loss of Light Industrial property in the Lower Lynn area, including the subject property.

7. COUNCIL RESOLUTION

MOVED by Councillor MURI

SECONDED by Councillor HANSON

THAT the October 4, 2016 Public Hearing be closed;

AND THAT "The District of North Vancouver Rezoning Bylaw 1342 (Bylaw 8183)" be returned to Council for further consideration.

CARRIED
(8:12 p.m.)

CERTIFIED CORRECT:


for Confidential Council Clerk

DISTRICT OF NORTH VANCOUVER PUBLIC HEARING

REPORT of the Public Hearing held in the Council Chambers of the Municipal Hall, 355 West Queens Road, North Vancouver, B.C. on Tuesday, November 15, 2016 commencing at 7:03 p.m.

Present: Mayor R. Walton
Councillor R. Bassam
Councillor M. Bond
Councillor J. Hanson
Councillor R. Hicks
Councillor D. MacKay-Dunn

Absent: Councillor L. Muri

Staff: Mr. J. Gordon, Manager – Administrative Services
Ms. J. Paton, Manager – Development Planning
Mr. A. Bell, Section Manager – Development Engineering
Ms. C. Archer, Confidential Council Clerk
Ms. T. Guppy, Planner

The District of North Vancouver Rezoning Bylaw 1345 (Bylaw 8192)

Purpose of Bylaw:

Bylaw 8192 proposes to amend the District's Zoning Bylaw by creating a new Comprehensive Development Zone 96 (CD96) and rezone the subject lands from Single Family Residential (RS4) to CD96 to permit the development of a six-storey residential building.

1. OPENING BY THE MAYOR

Mayor Walton welcomed everyone and advised that the purpose of the Public Hearing was to receive input from the community and staff on the proposed bylaw as outlined in the Notice of Public Hearing.

In Mayor Walton's preamble he addressed the following:

- All persons who believe that their interest in property is affected by the proposed bylaw will be afforded a reasonable opportunity to be heard and to present written submissions;
- Use of the established speakers list. At the end of the speakers list, the Chair may call on speakers from the audience;
- Speakers will have five minutes to address Council for a first time. Begin your remarks to Council by stating your name and address;
- After everyone who wishes to speak has spoken once, speakers will then be allowed one additional five minute presentation;
- Any additional presentations will only be allowed at the discretion of the Chair;

- All members of the audience are asked to refrain from applause or other expressions of emotion. Council wishes to hear everyone's views in an open and impartial forum;
- Council is here to listen to the public, not to debate the merits of the bylaw;
- At the conclusion of the public input Council may request further information from staff which may or may not require an extension of the hearing, or Council may close the hearing after which Council should not receive further new information from the public; and,
- Everyone at the Hearing will be provided an opportunity to speak. If necessary, the Hearing will continue on a second night.

Mr. James Gordon, Manager – Administrative Services, stated that the Public Hearing is being streamed live over the internet and recorded in accordance with the Freedom of Information and Protection of Privacy Act.

2. INTRODUCTION OF BYLAW

Mr. James Gordon, Manager – Administrative Services, introduced the proposed bylaw stating that Bylaw 8192 proposes to amend the District's Zoning Bylaw by creating a new Comprehensive Development Zone 96 (CD96) and rezone the subject lands from Single Family Residential (RS4) to CD96 to permit the development of a six-storey residential building.

3. PRESENTATION BY STAFF

Ms. Tamsin Guppy, Planner, provided an overview of the proposal elaborating on the introduction by the Manager – Administrative Services.

Ms. Guppy advised that:

- The site is located in the Lynn Creek Town Centre, at the corner of Crown Street and Mountain Highway, close to Phibbs Exchange;
- The Official Community Plan (OCP) designates the site as Residential Level 6, for medium density apartments;
- The Lynn Creek Implementation Plan designates the site for up to six storeys in height;
- The application is for a six-storey building with 47 units, of which 13 are one bedroom units, 27 are two bedroom units and 7 are three bedroom units;
- Ground level units are proposed to be used for live-work spaces;
- The two-level underground parkade includes secure lockers large enough for multiple bicycle storage;
- The driveway into the parking garage off Crown Street could be shared with an adjacent future development, reducing the number of driveway crossings;
- The applicant is providing land dedication for features including wider sidewalks and future bicycle lanes;
- The Community Amenity Contribution for this project will be \$100,000 and the Development Cost Charges will be \$280,000;
- The project was well received at a Public Information Meeting held by the applicant, with questions raised about the price of units, the number of bedrooms in the units and concerns about a shortage of street parking expressed by local residents;

- Concerns regarding construction and parking have been addressed in the Construction Management Plan;
- The applicant has purchased the adjacent lot to be used as a trades parking area to reduce the impact on local residents;
- Street beautification projects include street trees, landscaping and undergrounding of at least one Hydro line;
- HUB North Shore has provided information on separated bicycle lanes;
- The project complies with the District's Built Green and Accessible Design Policies, and has the support of the Advisory Design Panel; and,
- A Housing Agreement will prevent rental restrictions.

4. PRESENTATION BY APPLICANT

Mr. Ehsan Fatimi, IRCA Group:

- Stated that he is a local resident who shares the same concerns about transportation and other issues as other District residents and that IRCA Group's office is located in the District;
- Advised that Lynn Creek was selected due to the close proximity of public transit, Capilano University and bridge access;
- Reported that the units have 19 different layouts and that 34 of the 47 units have two or three bedrooms, allowing space for families;
- Advised that, in addition to the adjacent property to be used for trades parking, parking is being rented from local residents and Dykhof Nurseries;
- Noted that the land dedication will alleviate the need for road closures; and,
- Reported that, in order to encourage the use of transit and bicycles, each unit will be provided with a transit pass and a new bicycle.

Mr. Reza Salahi, Salahi Group, Architect:

- Commented that the project is within walking distance from Phibbs Exchange, various amenities and shopping areas on Main Street, and close to highway entrances;
- Reported that the proposal includes 59 parking spaces, eight of which are designated for visitors and three for persons with disabilities;
- Noted that the proposal includes four adaptable units;
- Advised that the parking and secure bicycle storage areas will be protected by locked gates and security cameras;
- Noted that there will be a second entrance to the building from Mountain Highway in addition to the main entrance from Crown Street;
- Reported that all ground floor units will have large patios with outside entrances directly to the individual units;
- Advised that the project includes landscaping features that will provide privacy for ground-level unit patios;
- Opined that the design fits with the look and feel of the area;
- Noted the building will have a high energy performance level including Energy Star appliances and the use of sustainable materials in construction;
- Reported that the stormwater management system will reduce drainage into the municipal system.

5. REPRESENTATIONS FROM THE PUBLIC

- 5.1. Mr. Navid Jalali, 1300 Block Hope Road: IN FAVOUR**
- Commented that having more available apartment units will provide more housing choices in the neighbourhood; and,
 - Opined that new buildings will improve the overall appearance of the neighbourhood.
- 5.2. Mr. Pooyan Khorsandi, 900 Block Lytton Street: IN FAVOUR**
- Spoke in favour of the project on behalf of himself and his parents;
 - Commented on the difficulty with finding a rental apartment in the District;
 - Opined that increasing density in specific areas and providing more housing choices will allow families to return to the North Shore; and,
 - Remarked on the larger units in the proposal.
- 5.3. Mr. Arash Fasihi, 4000 Block Sunset Boulevard: IN FAVOUR**
- Advised that he is a District resident and local business owner;
 - Commented on the difficulty with finding suitable housing in North Vancouver for family members; and,
 - Commented on the difficulty attracting employees due to a lack of available housing.
- 5.4. Ms. Sara Tofigh, District Resident: IN FAVOUR**
- Commented on the need for affordable housing in the District;
 - Complimented the inclusion of larger units in the project;
 - Remarked on the community amenities to be provided by the applicant; and,
 - Urged the approval of projects close to public transit in areas with room to grow.
- 5.5. Mr. Parviz Sharif, 1000 Block Belvedere Drive: IN FAVOUR**
- Commented on the project's proximity to Phibbs Exchange;
 - Complimented the design of the building;
 - Noted that larger units can accommodate families; and,
 - Commented on the current shortage of available housing in North Vancouver.
- 5.6. Mr. Massoud Hamidizadeh, District Resident: IN FAVOUR**
- Commented on the need to build housing for future generations; and,
 - Noted that the project is close to public transit.
- 5.7. Mr. Amir Shani, District Resident: IN FAVOUR**
- Commented on housing affordability;
 - Noted that the project provides options for those who want to stay in, or move to, the District; and,
 - Commented on the project's proximity to transit.
- 5.8. Mr. Corrie Kost, 2800 Block Colwood Drive: COMMENTING**
- Questioned if the proposal is for purpose-built rental housing or owned units;
 - Expressed concern that the proposal does not include enough parking;

- Queried whether the building is wood framed or concrete;
- Commented on the Community Amenity Contribution calculation;
- Queried how long the transit passes would be provided for residents; and,
- Commented on short-term rentals.

Staff clarified that the proposal is for a strata building with a Housing Agreement Bylaw that will prevent rental restrictions.

The applicant advised that the building will be wood framed.

6. QUESTIONS FROM COUNCIL

In response to a question from Council, the applicant explained that the number of tradespersons on site will vary during the different phases of construction. Mr. Fatimi noted that once the parkade is completed, no street parking for trades will be required.

In response to a question from Council, staff advised that the lane could not be used for access to the building as the Lynn Creek Implementation Plan includes the closure of the lane to use the space for an outdoor community amenity area.

In response to a question from Council, staff advised that there are seventy affordable rental housing units under construction in Lynn Creek and an additional thirty-five units proposed in preliminary applications. A further 300 market rental units are proposed for the area, including 205 units at Seylynn 2. A seniors care facility is under preliminary application and there is other interest in the area.

Council requested clarification on the Community Amenity Contribution for the project when the Bylaw is returned to Council for further consideration.

7. COUNCIL RESOLUTION

MOVED by Councillor BASSAM

SECONDED by Councillor BOND

THAT the November 15, 2016 Public Hearing is closed;

AND THAT "The District of North Vancouver Rezoning Bylaw 1345 (Bylaw 8192)" is returned to Council for further consideration.

CARRIED
(7:56 p.m.)

CERTIFIED CORRECT:



Confidential Council Clerk

THIS PAGE LEFT BLANK INTENTIONALLY

REPORTS

THIS PAGE LEFT BLANK INTENTIONALLY

AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>Nov 28, 2016</u>
<input type="checkbox"/> Other:	Date: _____



The District of North Vancouver REPORT TO COUNCIL

November 16, 2016
File: 08.3060.20/014.16

AUTHOR: Tamsin Guppy, Community Planner

SUBJECT: Bylaws 8192 and 8193: Rezoning 1503-1519 Crown Street

RECOMMENDATION:

THAT the "The District of North Vancouver Rezoning Bylaw 1345 (Bylaw 8192)" to rezone 1503-1519 Crown Street to permit a 47 unit residential building, is given SECOND and THIRD Readings;

AND THAT the "Housing Agreement Bylaw 8193, 2016 (1503-1519 Crown Street)" to prevent future rental restrictions, is given SECOND and THIRD Readings.

BACKGROUND:

Bylaws 8192 and 8193 received First Reading on October 24th, 2016. A Public Hearing for Bylaw 8192 was held and closed on November 15th, 2016.

Bylaws 8192 and 8193 are now ready to be considered for Second and Third Readings by Council.

CLARIFICATION ON \$100,000 COMMUNITY AMENITY CONTRIBUTION:

Further to the request from Council for clarification, the Community Amenity Contribution is, as noted in the October 3rd, 2016, report **\$100,000**.

A pro forma analysis was conducted by an independent 3rd party and it was determined that the extensive off site costs reduced the potential amenity contribution down to zero, but the applicant has volunteered to pay \$100,000.

In addition to traditional off-site improvements for upgrades to the adjacent road frontages to construct the sidewalks, bike lanes, and other street beautification measures, the signalization upgrades, latecomers work, and potential undergrounding of the Hydro lines will add further costs to this project which impacts the ability for the project to make a community

**SUBJECT: Bylaws 8192 and 8193: 1503-1519 Crown Street Bylaws 8192 and 8193:
Rezoning 1503-1519 Crown Street**

November 16, 2016

Page 2

amenity contribution. Those additional engineering costs are estimated at \$352,000, and were listed in the original report to explain the resulting **CAC payment of \$100,000.**

OPTIONS:

1. Give the bylaws Second and Third Readings; or,
2. Give no further Readings to the bylaws and abandon the bylaws at First Reading.

Respectfully submitted,


Tamsin Guppy
Community Planner

Attachments:

- The District of North Vancouver Rezoning Bylaw 1345 (Bylaw 8192)
- Housing Agreement Bylaw 8193, 2016 (1503-1519 Crown Street)
- Public Hearing Minutes – November 15, 2016
- Staff Report dated October 3, 2016, with attached drawings illustrating the proposal.

REVIEWED WITH:		
<input type="checkbox"/> Sustainable Community Dev. _____	<input type="checkbox"/> Clerk's Office _____	External Agencies:
<input type="checkbox"/> Development Services _____	<input type="checkbox"/> Communications _____	<input type="checkbox"/> Library Board _____
<input type="checkbox"/> Utilities _____	<input type="checkbox"/> Finance _____	<input type="checkbox"/> NS Health _____
<input type="checkbox"/> Engineering Operations _____	<input type="checkbox"/> Fire Services _____	<input type="checkbox"/> RCMP _____
<input type="checkbox"/> Parks _____	<input type="checkbox"/> ITS _____	<input type="checkbox"/> NVRC _____
<input type="checkbox"/> Environment _____	<input type="checkbox"/> Solicitor _____	<input type="checkbox"/> Museum & Arch. _____
<input type="checkbox"/> Facilities _____	<input type="checkbox"/> GIS _____	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Human Resources _____	<input type="checkbox"/> Real Estate _____	

The Corporation of the District of North Vancouver

Bylaw 8192

A bylaw to amend District of North Vancouver Zoning Bylaw 3210, 1965

The Council for The Corporation of the District of North Vancouver enacts as follows:

1. Citation

This bylaw may be cited as "The District of North Vancouver Rezoning Bylaw 1345 (Bylaw 8192)".

2. Amendments

2.1 District of North Vancouver Zoning Bylaw 3210, 1965 is amended as follows:

- (a) Part 2A, Definitions is amended by adding CD 96 to the list of zones that Part 2A applies to.
- (b) Section 301 (2) by inserting the following zoning designation:
"Comprehensive Development Zone 96 CD 96"
- (c) Part 4B Comprehensive Development Zone Regulations by inserting the following, inclusive of Schedule B:

"4B96 Comprehensive Development Zone 96 CD 96

The CD 96 zone is applied to:

1503 – 1519 Crown Street, legally known as:

Lot 1, Block 44, District Lot 204, Plan 1340 PID: 011-284-650

Lot 2, Block 44, District Lot 204, Plan 1340 PID: 014-739-992

Amended Lot 3 (See 196703L) Block 44, District Lot 204, Plan 1340 PID: 014-405 482

Amended Lot 5 (See 196704L), Block 44, District Lot 204, Plan 1340 PID: 014-740-010

4B 96 – 1 Intent

The purpose of the CD 96 Zone is to permit a residential apartment building.

4B 96 – 2 Permitted Uses:

The following *principal* uses shall be permitted in the CD 96 Zone:

- a) **Uses Permitted Without Conditions:**
Not applicable.
- b) **Conditional Uses:**
The following *principal* uses are permitted when the conditions outlined in Section 4B 96-3 Conditions of Use, are met:
Live-work use; and
Residential use.

4B 96 – 3 Conditions of Use

- a) ***Residential and live-work:*** *Residential uses and live-work uses* are only permitted when the following conditions are met:
 - i) Each dwelling unit has access to private or semi-private outdoor space;
 - ii) Each dwelling unit has exclusive access to a private storage space; and
 - (iii) All aspects of the use are completely contained within an enclosed building except for outdoor amenity areas (roof decks, play areas, and private or semi-private outdoor space).
- b) ***Live-work:*** *Live-work uses* are only permitted when the subject unit has direct access to the street and is located on the ground floor.

4B 96 – 4 Accessory Use

- a) *Accessory uses* customarily ancillary to the principal uses are permitted.
- b) *Home occupations* are permitted in *residential* dwelling units.

4B 96 – 5 Density

- a) The maximum permitted density is 1,120 m² (12,052 square feet) and 8 residential units.
- b) For the purpose of calculating *gross floor area* the following are exempted:

- i. All areas below finished grade including parking and storage areas in the parkade;
- ii. Common amenity areas of up to 55m² (592 square feet); and
- iii. Mechanical and electrical rooms located above the flood construction level.

4B 96 – 6 Amenities

- a) Despite Subsection 4B96 – 5, permitted density in the CD 96 Zone is increased to a maximum of 4,043 m² (43,510 square feet) *gross floor area* and 47 units if \$100,000 is contributed to the municipality to be used for any of the following amenities benefiting the Lynn Creek Town Centre (with allocation and timing of expenditure to be determined by the municipality in its sole discretion):
 - i) The provision or enhancement of public facilities which may include but are not limited to: the community centre, or a day care centre;
 - ii) Improvements to public parks, plazas, trails and greenways;
 - iii) Public art and other beautification projects; and
 - iv) Affordable or special needs housing.

4B96 – 7 Height

- a) The maximum permitted height is 19.5 m (64 feet).

4B 96 – 8 Setbacks

Setback to Building Face	Minimum Required Setback
From Mountain Highway	3.0 m (10 feet)
From Crown Street	4.0 m (13 feet)
From south property line	3.0 m (10 feet)
From east property line	4.0 m (13 feet)

4B 96 – 9 Coverage

- a) Building Coverage: The maximum building coverage is 60%.
- b) Site Coverage: The maximum site coverage is 70%.

4B 96 – 10 Landscaping

- a) All land areas not occupied by buildings, and patios shall be landscaped in accordance with a landscape plan approved by the District of North Vancouver.
- b) A 2m (6.6. ft) high screen consisting of a solid wood fence, or landscaping or a combination thereof, with 90% opacity, is required to screen from view:
 - i) any utility boxes, vents or pumps that are not located underground and/ or within a building; and
 - ii) any solid waste (garbage, recycling, compost) or loading areas or facilities that are not located underground and / or within a building.

4B 96- 11 Parking, Loading and Servicing Regulations

- a) Parking and loading are required as follows:

Use	Parking Requirement
<i>Residential</i> <i>Residential dwelling unit</i>	1.1 space/ unit
<i>Residential Visitor Parking</i>	0.1 space / unit
<i>Bicycle Storage</i>	1 space / unit

- b) Except as specifically provided in 4B96-11 (a) and (b) Parking shall be provided in accordance with Part 10 of this Bylaw. "
- (d) The Zoning Map is amended in the case of the lands illustrated on the attached map (Schedule A) by rezoning the land from the Single Family Residential (RS 4) to Comprehensive Development Zone CD 96.

READ a first time October 24th, 2016

PUBLIC HEARING held November 15th, 2016

READ a second time

READ a third time

Certified a true copy of "Rezoning Bylaw 1345 (Bylaw 8192)" as at Third Reading

Municipal Clerk

APPROVED by the Ministry of Transportation and Infrastructure on

ADOPTED

Mayor

Municipal Clerk

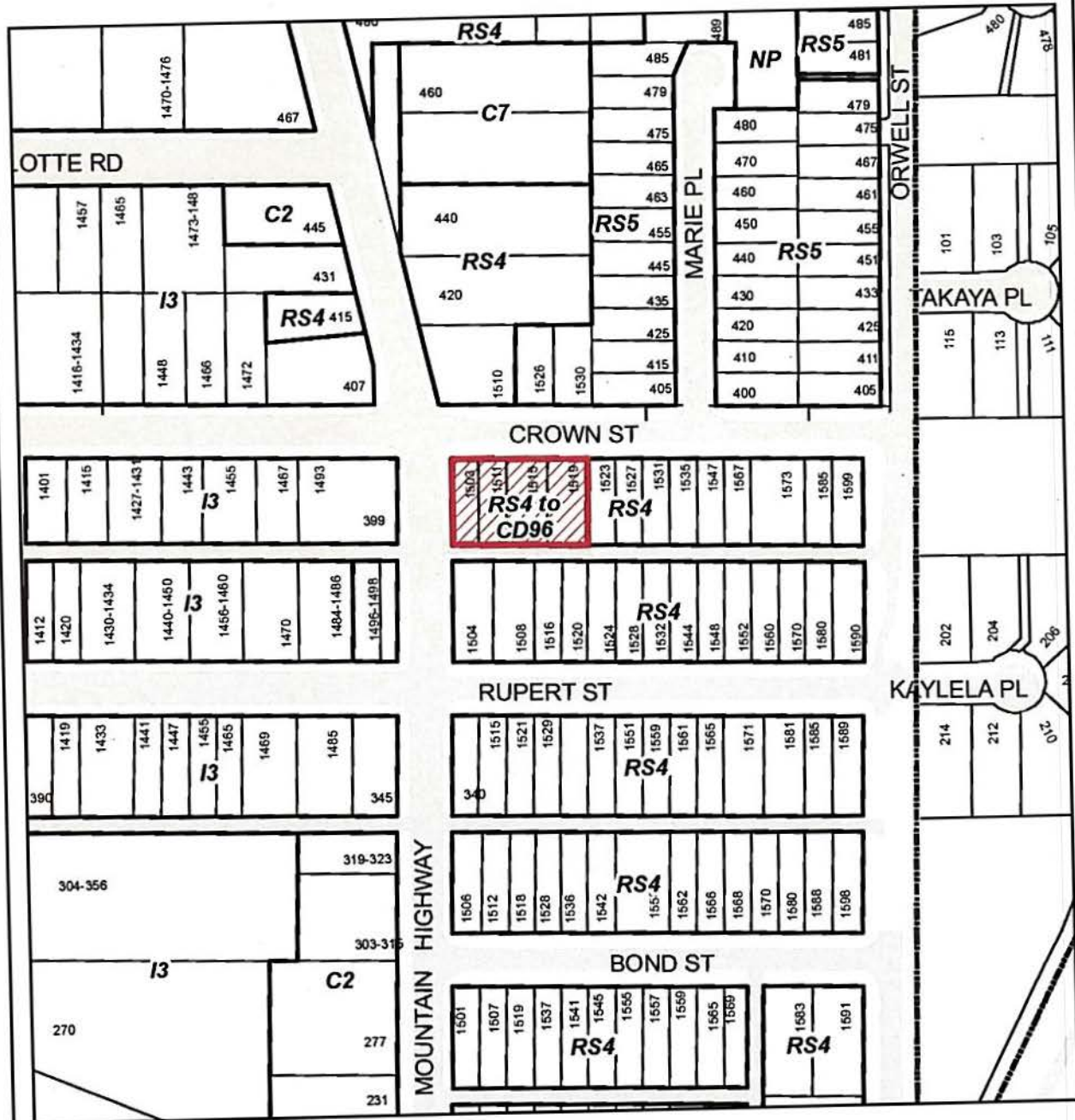
Certified a true copy

Municipal Clerk

Schedule A to Bylaw 8192

BYLAW 8192

The District of North Vancouver Rezoning Bylaw 1345 (Bylaw 8192)



SINGLE FAMILY RESIDENTIAL (RS4) TO
COMPREHENSIVE DEVELOPMENT ZONE 96 (CD96)



The Corporation of the District of North Vancouver

Bylaw 8193

A bylaw to enter into a Housing Agreement (1503 – 1519 Crown Street)

The Council for The Corporation of the District of North Vancouver enacts as follows:

1. Citation

This bylaw may be cited as "Housing Agreement Bylaw 8193, 2016 (1503 – 1519 Crown Street)".

2. Authorization to Enter into Agreement

2.1 The Council hereby authorizes a housing agreement between The Corporation of the District of North Vancouver and IRCA Group Mountain Project Corp., substantially in the form attached to this Bylaw as Schedule "A" with respect to the following lands:

- | | |
|---------------------|---|
| a) PID: 011-284-650 | Lot 1, BI 44, DL 204, Plan 1340 |
| b) PID: 014-739-992 | Lot 2, BI 44, DL 204, Plan 1340 |
| c) PID: 014-405 482 | Amd Lot 3 (See 196703L), BI 44, DL 204, Plan 1340 |
| d) PID: 014-740-010 | Amd Lot 5 (See 196704L), BI 44, DL 204, Plan 1340 |

3. Execution of Documents

The Mayor and Municipal Clerk are authorized to execute any documents required to give effect to the Housing Agreement.

READ a first time October 24th, 2016

READ a second time

READ a third time

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

Schedule A to Bylaw 8193

SECTION 219 COVENANT – HOUSING AGREEMENT (Rental Protection)

THIS COVENANT dated for reference the ____ day of _____, 20____, is

BETWEEN:

IRCA GROUP MOUNTAIN PROJECT CORP., Inc No. _____
a corporation incorporated under the laws of the
Province of British Columbia with an office

(the "**Owner**")

AND:

THE CORPORATION OF THE DISTRICT OF NORTH VANCOUVER, a municipality incorporated under the *Local Government Act*, RSBC 2015, c.1 and having its office at
355 West Queens Road, North Vancouver, BC V7N 4N5

(the "**District**")

RECITALS:

- A. The Owner is the registered owner in fee simple of land in the District of North Vancouver legally described in item 2 of Part 1 of the *Land Title Act* Form C to which this Agreement is attached and which forms part of this Agreement (the "**Land**");
- B. The Owner has agreed to grant and the District agrees to accept the Section 219 Covenant contained in this Agreement over the Land; and
- C. Section 219 of the *Land Title Act* (R.S.B.C. 1996, c. 250) provides that there may be registered as a charge against the title to any land a covenant in favour of a municipality in respect of the use of land or the use of a building on or to be erected on land or that land is or is not to be built on or is not to be subdivided except in accordance with the covenant.

NOW THEREFORE in consideration of \$2.00 and other good and valuable consideration paid by the District to the Owner, the receipt and sufficiency of which are hereby acknowledged, the Owner covenants and agrees with the District under section 219 of the *Land Title Act* of the Province of British Columbia as follows:

1. **USE**

- (a) The Land must not be used or developed except in strict accordance with this Agreement.

2. **DEFINITIONS**

- (a) **"Director"** means the General Manager of Planning, Permits and Bylaws and his or her designate;
- (b) **"Owner"** means the Owner and any other person or persons registered in the Lower Mainland Land Title Office as owner of the Land from time to time, or of any parcel into which the Land is consolidated or subdivided, whether in that person's own right or in a representative capacity or otherwise;
- (c) **"Proposed Development"** means the proposed development to be constructed on the Land;
- (d) **"Short Term Rentals"** means any rental of a Unit for any period less than 30 days;
- (e) **"Strata Corporation"** means the strata corporation established pursuant to the *Strata Property Act* (British Columbia) upon registration of the Strata Plan to create the Strata Lots;
- (f) **"Strata Lots"** has the meaning given to it in section 4(d);
- (g) **"Strata Plan"** has the meaning given to it in section 4(d);
- (h) **"Unit"** means a residential dwelling strata unit in any building in the Proposed Development; and
- (i) **"Unit Owner"** means the registered owner of a Unit in any building in the Proposed Development.

3. **RENTAL ACCOMODATION**

- (a) No Unit in a building in the Proposed Development may be occupied unless the Owner has:
 - (i) before the first Unit in the building is offered for sale, or conveyed to a purchaser without being offered for sale, filed with the Superintendent of Real Estate pursuant to the *Strata Property Act* (or any successor or replacement legislation) a Form J Rental Disclosure Statement (the **"Form J"**) designating all of the Units in the building as rental strata lots and imposing a minimum 99 year rental period in relation to all of the Units, except in relation to Short Term Rentals and, for greater certainty, stipulating specifically that the 99 year rental restriction does not apply to a Strata Corporation bylaw prohibiting or restricting Short Term Rentals; and
 - (ii) given a copy of the Form J to each prospective purchaser of any Unit in the building before the prospective purchaser enters into an agreement to purchase in respect of the Unit. For the purposes of this paragraph 3(a)(ii),

the Owner is deemed to have given a copy of the Form J to each prospective purchaser of any Unit in the building if the Owner has included the Form J as an exhibit to the disclosure statement for the Proposed Development prepared by the Owner pursuant to the *Real Estate Development Marketing Act* (the "**Disclosure Statement**").

- (b) The Units constructed on the Land from time to time may always be used to provide rental accommodation as the Owner or a Unit Owner may choose from time to time, except that this section 3(b) does not apply to Short Term Rentals which may be restricted by the Strata Corporation to the full extent permitted by law.
- (c) This agreement shall be binding upon all Strata Corporations created upon the strata title subdivision of the Land pursuant to the *Strata Property Act* or any subdivided parcel of the Land, including the Units.
- (d) Any Strata Corporation bylaw which prevents, restricts or abridges the right to use any of the Units as rental accommodations (other than for Short Term Rentals) shall have no force or effect.
- (e) The Strata Corporation shall not pass any bylaws preventing, restricting or abridging the use of the Land, the Proposed Development or the Units contained therein from time to time as rental accommodation (other than for Short Term Rentals).
- (f) No Unit Owner, nor any tenant or mortgagee thereof, shall vote for any Strata Corporation bylaw purporting to prevent, restrict or abridge the use of the Land, the Proposed Development and the units contained therein from time to time as rental accommodation (other than for Short Term Rentals).
- (g) The Owner will provide notice of this Agreement to any person or persons intending to purchase a Unit prior to any such person entering into an agreement of purchase and sale, agreement for sale, or option or similar right to purchase as part of the Disclosure Statement.

4. **GENERAL PROVISIONS**

- (a) The Owner shall comply with all requirements of this Agreement at its own cost and expense.
- (b) The parties agree that this Agreement creates only contractual obligations and obligations arising out of the nature of this document as a covenant under seal. The parties agree that no tort obligations or liabilities of any kind exist between the parties in connection with the performance of, or any default under or in respect of, this Agreement. The intent of this section is to exclude tort liability of any kind and to limit the parties to their rights and remedies under the law of contract and under the law pertaining to covenants under seal.

- (c) This Agreement shall restrict use of the Land in the manner provided herein notwithstanding any right or permission to the contrary contained in any bylaw of the District.
- (d) Forthwith after registration of a strata plan (the "**Strata Plan**") under the *Strata Property Act* (British Columbia) to stratify the building on the Land, or any part thereof, and in any event before the first conveyance of any of the strata lots created by said Strata Plan (the "**Strata Lots**"), the Owner will cause the Strata Corporation to assume the Owner's obligations hereunder to the same extent as if the Strata Corporation had been an original party to this Agreement by executing and delivering to the District an assumption agreement in all material respects in the form attached hereto as Schedule "A". If the Owner fails to comply with this section 4(d), then the Owner will remain liable for the performance of the obligations hereunder notwithstanding the strata subdivision.
- (e) The Strata Corporation shall not enact any bylaw or make any rules or regulations in respect of the Strata Lots or the Land which are inconsistent with this Agreement.
- (f) The covenants herein shall charge the Land pursuant to Section 219 of the *Land Title Act* and shall run with the Land and bind the Land and every part or parts thereto, and shall attach to and run with the Land and each and every part into which the Land may be divided or subdivided, whether by subdivision plan, Strata Plan or otherwise. The covenants set forth herein shall not terminate if and when a purchaser becomes the owner in fee simple of the Land or any part thereof, but shall charge the whole of the interest of such purchaser and shall continue to run with the Land and bind the Land and all future owners of the Land and any portion thereof, including all Strata Lots thereon. If the Land or any part thereof or any building or buildings on the Land are subdivided by means of a Strata Plan then the obligations of the Owner hereunder will be the obligations of the owners of Strata Lots in accordance with the *Strata Property Act*.
- (g) The rights given to the District by this Agreement are permissive only and nothing in this Agreement imposes any duty of any kind of the District to anyone or obliges the District to perform any act or to incur any expense for any of the purposes set out in this Agreement. Where the District is required or permitted by this Agreement to form an opinion, exercise a discretion, make a determination or give its consent, the Owner agrees that the District is under no public law duty of fairness or natural justice in that regard and agrees that the District may do any of those things in the same manner as if it were a private party and not a public body.
- (h) The Owner is only liable for breaches of this Agreement caused or contributed to by the Owner or which the Owner permits or allows. The Owner is not liable for the consequences of the requirements of any enactment or law or any order, directive, ruling or government action thereunder. The Owner is liable only for breaches which occur while the Owner is the registered owner of any of the Land and only to the extent that the Owner is the registered owner of any of the Land.

- (i) This Agreement does not:
 - (i) affect or limit the discretion, rights, duties or powers of the District under any enactment or at common law, including in relation to the use or subdivision of the Land;
 - (ii) affect or limit any enactment relating to the use or subdivision of the Land;
or
 - (iii) relieve the Owner from complying with any enactment, including in relation to the use or subdivision of the Land.
- (j) Nothing in this Agreement affects any obligations of the Owner to pay all property taxes, rates, charges and levies payable under any enactment on or in respect of the Land.
- (k) The Owner agrees that this Agreement is intended to be perpetual in order to protect the Land as set out in this Agreement. In view of the importance of protecting the Land for ecological and other reasons, the Owner agrees not to seek a court order modifying, discharging or extinguishing this Agreement under the *Property Law Act* (British Columbia), any successor to that enactment, any other enactment or at common law.
- (l) Every obligation and covenant of the Owner in this Agreement constitutes both a contractual obligation and a covenant granted under s.219 of the *Land Title Act* in respect of the Land and this Agreement burdens the Land and runs with it and binds the successors in title to the Land. This Agreement burdens and charges all of the Land and any parcel into which it is subdivided by any means and any parcel into which the Land are consolidated.
- (m) The Owner agrees to do everything necessary at the Owner's expense to ensure that this Agreement is registered against title to the Land with priority over all financial charges, liens and encumbrances registered or pending at the time of application for registration of this Agreement
- (n) An alleged waiver of any breach of this Agreement is effective only if it is an express waiver in writing of the breach. A waiver of a breach of this Agreement does not operate as a waiver of any other breach of this Agreement.
- (o) If any part of this Agreement is held to be invalid, illegal or unenforceable by a court having the jurisdiction to do so, that part is to be considered to have been severed from the rest of this Agreement and the rest of this Agreement remains in force unaffected by that holding or by the severance of that part.
- (p) This Agreement is the entire agreement between the parties regarding its subject and it terminates and supersedes all other agreements and arrangements regarding its subject.

- (q) By executing and deliver this Agreement each of the parties intends to create both a contract and a deed executed and delivered under seal.
- (r) This Agreement shall not be modified or discharged except in accordance with the provisions of section 219 of the *Land Title Act*.
- (s) The Owner shall do or cause to be done all things and execute or cause to be executed all documents and give such further and other assurance which may be reasonably necessary to give proper effect to the intent of this Agreement.
- (t) Time is of the essence of this Agreement.
- (u) Whenever the singular or masculine or neuter is used herein, the same shall be construed as including the plural, feminine, and body corporate or politic unless the context requires otherwise.
- (v) This Agreement shall be interpreted according to the laws of the Province of British Columbia. Where there is a reference to an enactment of the Province of British Columbia in this Agreement, that reference shall include a reference to any subsequent enactment of the Province of British Columbia of like effect, and unless the context otherwise requires, all statutes referred to herein are enactments of the Province of British Columbia

As evidence of their agreement to be bound by the terms of this instrument, the parties hereto have executed the *Land Title Act* Form C which is attached hereto and forms part of this Agreement.

SCHEDULE "A"

ASSUMPTION AGREEMENT

THIS AGREEMENT is dated for reference _____

BETWEEN:

THE OWNERS, STRATA PLAN _____

(the "Strata Corporation")

AND:

THE CORPORATION OF THE DISTRICT OF NORTH VANCOUVER, a
municipal corporation, having offices at 355 West Queens Road, North
Vancouver, BC V7N 4N5

(the "District")

AND:

(the "Owner")

WHEREAS:

- A. On the date that application was made to the Vancouver Land Title Office for deposit of Strata Plan _____, the Owner was the registered owner of the freehold estate in the land shown on the Strata Plan (the "Lands");
- B. The owner has granted to the District a Housing Agreement to prohibit rentals which said housing agreement is registered in the Vancouver Land Title Office as a section 219 covenant against title to the Lands under number _____ (the "Housing Agreement");
- C. It is a condition of the Housing Agreement that the Strata Corporation enter into this Assumption Agreement in respect of the Owner's covenants and obligations as set out in the Housing Agreement,

NOW THEREFORE IN CONSIDERATION of the premises and the sum of \$10.00 paid by each of the Owner and the District to the Strata Corporation and for other good and valuable consideration (the receipt and sufficiency of which are hereby acknowledged by the Strata Corporation), the Strata Corporation hereby covenants and agrees as follows:

- 1. The Strata Corporation covenants and agrees that as of the date hereof the Strata Corporation will assume, be bound by and observe and perform all of the Owner's

covenants, conditions, restrictions and agreements contained in the Housing Agreement (collectively, the "Obligations").

2. The Strata Corporation agrees that the District is entitled to obtain an order for specific performance or a prohibitory or mandatory injunction in respect of any breach by the Strata Corporation of the Obligations. The Strata Corporation agrees that this section is reasonable given the public interest in compliance with the Obligations.
3. This Agreement will enure to the benefit of and will be binding upon the parties hereto and their heirs, executors, administrators, successor and assigns.
4. To evidence its agreement, the Strata Corporation has executed this Assumption Agreement as of the date set out above.

THE OWNERS, STRATA PLAN _____)
by its authorized signatory:)
)
) C/S

Authorized Signatory)
)
)

DISTRICT OF NORTH VANCOUVER PUBLIC HEARING

REPORT of the Public Hearing held in the Council Chambers of the Municipal Hall, 355 West Queens Road, North Vancouver, B.C. on Tuesday, November 15, 2016 commencing at 7:03 p.m.

Present: Mayor R. Walton
Councillor R. Bassam
Councillor M. Bond
Councillor J. Hanson
Councillor R. Hicks
Councillor D. MacKay-Dunn

Absent: Councillor L. Muri

Staff: Mr. J. Gordon, Manager – Administrative Services
Ms. J. Paton, Manager – Development Planning
Mr. A. Bell, Section Manager – Development Engineering
Ms. C. Archer, Confidential Council Clerk
Ms. T. Guppy, Planner

The District of North Vancouver Rezoning Bylaw 1345 (Bylaw 8192)

Purpose of Bylaw:

Bylaw 8192 proposes to amend the District's Zoning Bylaw by creating a new Comprehensive Development Zone 96 (CD96) and rezone the subject lands from Single Family Residential (RS4) to CD96 to permit the development of a six-storey residential building.

1. OPENING BY THE MAYOR

Mayor Walton welcomed everyone and advised that the purpose of the Public Hearing was to receive input from the community and staff on the proposed bylaw as outlined in the Notice of Public Hearing.

In Mayor Walton's preamble he addressed the following:

- All persons who believe that their interest in property is affected by the proposed bylaw will be afforded a reasonable opportunity to be heard and to present written submissions;
- Use of the established speakers list. At the end of the speakers list, the Chair may call on speakers from the audience;
- Speakers will have five minutes to address Council for a first time. Begin your remarks to Council by stating your name and address;
- After everyone who wishes to speak has spoken once, speakers will then be allowed one additional five minute presentation;
- Any additional presentations will only be allowed at the discretion of the Chair;

- All members of the audience are asked to refrain from applause or other expressions of emotion. Council wishes to hear everyone's views in an open and impartial forum;
- Council is here to listen to the public, not to debate the merits of the bylaw;
- At the conclusion of the public input Council may request further information from staff which may or may not require an extension of the hearing, or Council may close the hearing after which Council should not receive further new information from the public; and,
- Everyone at the Hearing will be provided an opportunity to speak. If necessary, the Hearing will continue on a second night.

Mr. James Gordon, Manager – Administrative Services, stated that the Public Hearing is being streamed live over the internet and recorded in accordance with the Freedom of Information and Protection of Privacy Act.

2. INTRODUCTION OF BYLAW

Mr. James Gordon, Manager – Administrative Services, introduced the proposed bylaw stating that Bylaw 8192 proposes to amend the District's Zoning Bylaw by creating a new Comprehensive Development Zone 96 (CD96) and rezone the subject lands from Single Family Residential (RS4) to CD96 to permit the development of a six-storey residential building.

3. PRESENTATION BY STAFF

Ms. Tamsin Guppy, Planner, provided an overview of the proposal elaborating on the introduction by the Manager – Administrative Services.

Ms. Guppy advised that:

- The site is located in the Lynn Creek Town Centre, at the corner of Crown Street and Mountain Highway, close to Phibbs Exchange;
- The Official Community Plan (OCP) designates the site as Residential Level 6, for medium density apartments;
- The Lynn Creek Implementation Plan designates the site for up to six storeys in height;
- The application is for a six-storey building with 47 units, of which 13 are one bedroom units, 27 are two bedroom units and 7 are three bedroom units;
- Ground level units are proposed to be used for live-work spaces;
- The two-level underground parkade includes secure lockers large enough for multiple bicycle storage;
- The driveway into the parking garage off Crown Street could be shared with an adjacent future development, reducing the number of driveway crossings;
- The applicant is providing land dedication for features including wider sidewalks and future bicycle lanes;
- The Community Amenity Contribution for this project will be \$100,000 and the Development Cost Charges will be \$280,000;
- The project was well received at a Public Information Meeting held by the applicant, with questions raised about the price of units, the number of bedrooms in the units and concerns about a shortage of street parking expressed by local residents;

- Concerns regarding construction and parking have been addressed in the Construction Management Plan;
- The applicant has purchased the adjacent lot to be used as a trades parking area to reduce the impact on local residents;
- Street beautification projects include street trees, landscaping and undergrounding of at least one Hydro line;
- HUB North Shore has provided information on separated bicycle lanes;
- The project complies with the District's Built Green and Accessible Design Policies, and has the support of the Advisory Design Panel; and,
- A Housing Agreement will prevent rental restrictions.

4. PRESENTATION BY APPLICANT

Mr. Ehsan Fatimi, IRCA Group:

- Stated that he is a local resident who shares the same concerns about transportation and other issues as other District residents and that IRCA Group's office is located in the District;
- Advised that Lynn Creek was selected due to the close proximity of public transit, Capilano University and bridge access;
- Reported that the units have 19 different layouts and that 34 of the 47 units have two or three bedrooms, allowing space for families;
- Advised that, in addition to the adjacent property to be used for trades parking, parking is being rented from local residents and Dykhof Nurseries;
- Noted that the land dedication will alleviate the need for road closures; and,
- Reported that, in order to encourage the use of transit and bicycles, each unit will be provided with a transit pass and a new bicycle.

Mr. Reza Salahi, Salahi Group, Architect:

- Commented that the project is within walking distance from Phibbs Exchange, various amenities and shopping areas on Main Street, and close to highway entrances;
- Reported that the proposal includes 59 parking spaces, eight of which are designated for visitors and three for persons with disabilities;
- Noted that the proposal includes four adaptable units;
- Advised that the parking and secure bicycle storage areas will be protected by locked gates and security cameras;
- Noted that there will be a second entrance to the building from Mountain Highway in addition to the main entrance from Crown Street;
- Reported that all ground floor units will have large patios with outside entrances directly to the individual units;
- Advised that the project includes landscaping features that will provide privacy for ground-level unit patios;
- Opined that the design fits with the look and feel of the area;
- Noted the building will have a high energy performance level including Energy Star appliances and the use of sustainable materials in construction;
- Reported that the stormwater management system will reduce drainage into the municipal system.

5. REPRESENTATIONS FROM THE PUBLIC

- 5.1. Mr. Navid Jalali, 1300 Block Hope Road: IN FAVOUR**
- Commented that having more available apartment units will provide more housing choices in the neighbourhood; and,
 - Opined that new buildings will improve the overall appearance of the neighbourhood.
- 5.2. Mr. Pooyan Khorsandi, 900 Block Lytton Street: IN FAVOUR**
- Spoke in favour of the project on behalf of himself and his parents;
 - Commented on the difficulty with finding a rental apartment in the District;
 - Opined that increasing density in specific areas and providing more housing choices will allow families to return to the North Shore; and,
 - Remarked on the larger units in the proposal.
- 5.3. Mr. Arash Fasihi, 4000 Block Sunset Boulevard: IN FAVOUR**
- Advised that he is a District resident and local business owner;
 - Commented on the difficulty with finding suitable housing in North Vancouver for family members; and,
 - Commented on the difficulty attracting employees due to a lack of available housing.
- 5.4. Ms. Sara Tofigh, District Resident: IN FAVOUR**
- Commented on the need for affordable housing in the District;
 - Complimented the inclusion of larger units in the project;
 - Remarked on the community amenities to be provided by the applicant; and,
 - Urged the approval of projects close to public transit in areas with room to grow.
- 5.5. Mr. Parviz Sharif, 1000 Block Belvedere Drive: IN FAVOUR**
- Commented on the project's proximity to Phibbs Exchange;
 - Complimented the design of the building;
 - Noted that larger units can accommodate families; and,
 - Commented on the current shortage of available housing in North Vancouver.
- 5.6. Mr. Massoud Hamidizadeh, District Resident: IN FAVOUR**
- Commented on the need to build housing for future generations; and,
 - Noted that the project is close to public transit.
- 5.7. Mr. Amir Shani, District Resident: IN FAVOUR**
- Commented on housing affordability;
 - Noted that the project provides options for those who want to stay in, or move to, the District; and,
 - Commented on the project's proximity to transit.
- 5.8. Mr. Corrie Kost, 2800 Block Colwood Drive: COMMENTING**
- Questioned if the proposal is for purpose-built rental housing or owned units;
 - Expressed concern that the proposal does not include enough parking;

- Queried whether the building is wood framed or concrete;
- Commented on the Community Amenity Contribution calculation;
- Queried how long the transit passes would be provided for residents; and,
- Commented on short-term rentals.

Staff clarified that the proposal is for a strata building with a Housing Agreement Bylaw that will prevent rental restrictions.

The applicant advised that the building will be wood framed.

6. QUESTIONS FROM COUNCIL

In response to a question from Council, the applicant explained that the number of tradespersons on site will vary during the different phases of construction. Mr. Fatimi noted that once the parkade is completed, no street parking for trades will be required.

In response to a question from Council, staff advised that the lane could not be used for access to the building as the Lynn Creek Implementation Plan includes the closure of the lane to use the space for an outdoor community amenity area.

In response to a question from Council, staff advised that there are seventy affordable rental housing units under construction in Lynn Creek and an additional thirty-five units proposed in preliminary applications. A further 300 market rental units are proposed for the area, including 205 units at Seylynn 2. A seniors care facility is under preliminary application and there is other interest in the area.

Council requested clarification on the Community Amenity Contribution for the project when the Bylaw is returned to Council for further consideration.

7. COUNCIL RESOLUTION

MOVED by Councillor BASSAM

SECONDED by Councillor BOND

THAT the November 15, 2016 Public Hearing is closed;

AND THAT "The District of North Vancouver Rezoning Bylaw 1345 (Bylaw 8192)" is returned to Council for further consideration.

CARRIED
(7:56 p.m.)

CERTIFIED CORRECT:



Confidential Council Clerk

THIS PAGE LEFT BLANK INTENTIONALLY

AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>Oct 24, 2016</u>
<input type="checkbox"/> Other:	Date: _____



The District of North Vancouver REPORT TO COUNCIL

October 3, 2016
File: 3060-20-14.16

AUTHOR: Tamsin Guppy, Community Planning

SUBJECT: 1503 - 1519 CROWN STREET - REZONING
RESIDENTIAL BUILDING

RECOMMENDATION:

It is recommended that:

1. The "District of North Vancouver Rezoning Bylaw 1345 (Bylaw 8192)" to rezone the subject site from Single Family (RS) to Comprehensive Zone 96 (CD96) to enable the development of a residential building consisting of 47 units, be given FIRST Reading;
2. The "Housing Agreement Bylaw 8193, 2016 (1503-1519 Crown Street)," to prevent future rental restrictions on the subject property, be given FIRST Reading;
3. Bylaw 8192 be referred to a Public Hearing; and
4. The Mayor and Clerk be authorized to execute all necessary documentation to implement the Housing Agreement.

SUMMARY:

The applicant, IRCA Group, proposes to redevelop 4 single family lots located at the south east corner of Crown Street and Mountain Highway in Lynn Creek Town Centre with a 6 storey building consisting of 47 residential units.

The proposal is in keeping with with the Official Community Plan and the *Lower Lynn (Lynn Creek) Town Centre Implementation Plan*.



THE PROPOSAL:

1. The Site and Surrounding Area

The site is located at the south east corner of Crown Street and Mountain Highway in Lynn Creek Town Centre. The property consists of 4 single family lots and is approximately 1,600m² (17,400 square feet) in size.

The site is one block south of Marie Place Park and playground and two blocks south of Seylynn Park. The neighbourhood is served by Lynnmour Elementary School which is located north of the highway, approximately 6 blocks to the north.



Several bus routes serve the site on Mountain Highway (227, 255, 239, 210, and 211) and the site is 5 blocks from Phibbs Exchange (a 5-10 minute walk).



The subject site

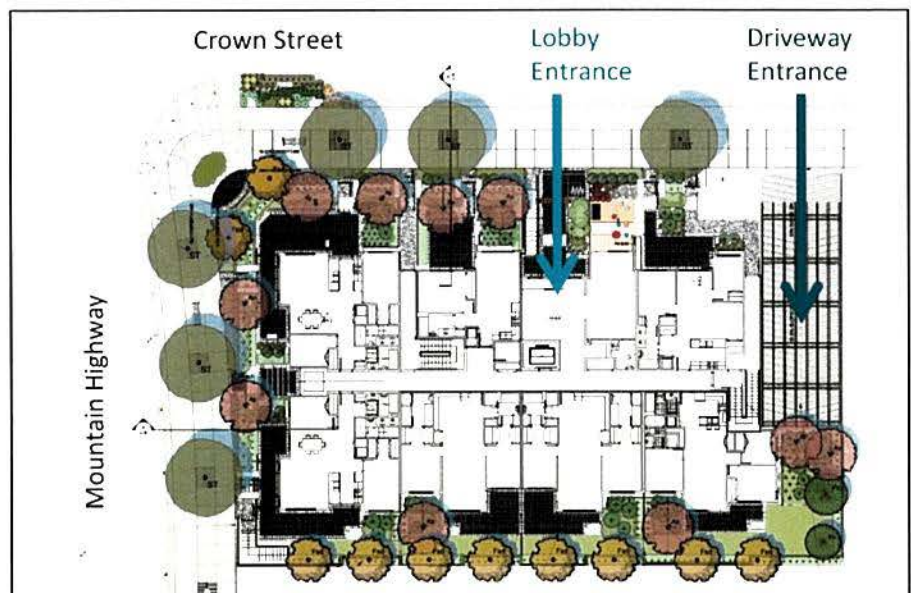
2. The Proposal



The applicant is proposing a 47 unit, 6 storey residential building. In keeping with municipal goals for a broader and more diverse range of unit sizes and styles the proposal includes:

- 13 one bedroom units (28%);
- 27 two bedroom units (57%); and
- 7 three bedroom units (15%).

The main pedestrian access, lobby and amenity room is on Crown Street, and second pedestrian access for ease of use is provided on Mountain Highway. The driveway is on Crown Street and is designed to be shared with a future development to the east.



3. Parking

Parking is located in two levels of underground parking and includes 52 residential stalls and 7 visitor stalls. The project is using the town centre parking ratio, as it is located in Lynn Creek Town Centre, and on several bus routes. Bicycle storage lockers are provided at a rate of 1 space per unit and each locker is large enough for multiple bikes and / or other sports equipment. Electric vehicle charging stations are also proposed.

	Town Centre Standard	Proposed Parking
Residential Parking	52 spaces	52 spaces
Visitor Parking	5 spaces	7 spaces
Total	57 spaces	59 spaces
Bike Lockers		47 lockers

4. Rezoning

Bylaw 8192 presents Comprehensive Development Zone 96, a zone that is tailored to this site and based on the Official Community Plan and the Lower Lynn Town Centre Implementation Plan, which designate the site for 6 storey residential development with an FSR of up to 2.5.

The proposed zone includes provisions for:

- 47 units in a six storey building;
- Square footage based on the OCP density provisions;
- The option for ground level units to be either residential or live-work units;
- Parking at the town centre parking rate; and
- Building setbacks, landscaping requirements, and private open space (balconies and patios) in accordance with the form and character design guidelines.



View of the project's model looking at the corner of Mountain Highway and Crown Street.

5. Community Amenity Contribution

A proforma analysis was done on this project and due to three large and unusual project specific costs (a latecomer for a sanitary sewer improvement, the undergrounding of hydro lines on Mountain Highway, and improvements to the intersection at Crown Street and Mountain Highway) which combined added an estimated \$352,000 to the project costs and reduced the potential amenity contribution to zero.

Despite this, the applicant has volunteered to contribute \$100,000 towards Lynn Creek amenity projects. Amenity projects in Lynn Creek include:

- Lynn Creek Community Centre, including potential programming and operational expenses;
- Rental and Affordable Housing;
- Hunter Street Pedestrian Bridge;
- Seylynn Park upgrades; and
- Public Art.

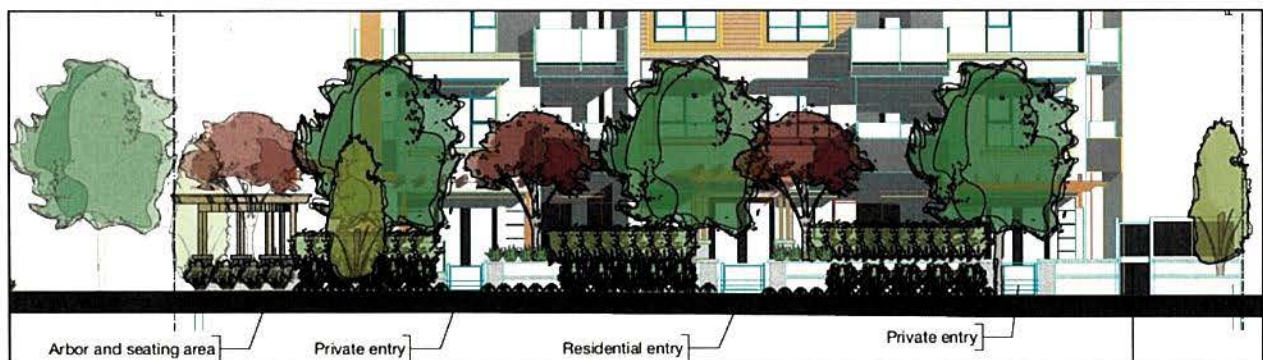
6. Development Permits

a) Form and Character of Commercial, Industrial and Multi-Family Development

The proposal is in keeping with the Official Community Design Guidelines for Multi-Family Housing as well as the Lynn Creek Public Realm Guidelines.

Key concepts in the Lynn Creek Public Realm Guidelines addressed by this project include:

- Urban Street Wall (page 85) –the building design provides convenient pedestrian access to both adjacent streets.



Mountain Highway Ground Level Elevation – this view shows the individual and shared access points into the building, that help foster a relationship to the street and create a pleasant and safe pedestrian environment.

- Variation in Building Design and Facade Modulation (page 87) – The proposal uses building articulation, colours, materials and building form to create an interesting geometric and asymmetrical building form that is in keeping with the vision for Lynn Creek.

- Material Selection (page 88) – the choice of building materials and colours are also in keeping with the design guidelines with wood, stone and hardi panels being proposed.

Advisory Design Panel

The Advisory Design Panel considered the application on April 14, 2016 and recommended:

Approval of the project subject to the addressing to the satisfaction of staff the items noted by the Panel in its review of the project.

The issues discussed during the meeting were minor in nature and primarily related to the treatment of landscaping, and the application of materials. These items will be resolved prior to presenting the final designs to Council at time of issuance of the Development Permit.

b) Protection of Development From Hazardous Conditions – Creek Hazard

This site falls within the Development Permit area for Protection from Creek Hazard and as such is required to build to flood construction levels to ensure the habitable areas and mechanical rooms are not at risk of flooding. Northwest Hydraulic Consultants have assessed the risk to this specific site and determined that it is minimal given the existing elevation of the site as compared to the river system but are none the less recommending new construction build to a flood construction level of 9.0m above sea level.

As we have seen on other projects in flood plains, the applicant is proposing to lift up the main level of the building so that all the living units are above the flood construction requirements, which also addresses urban design principles of raising units above the adjacent streets to create a semi-private feeling to the outdoor patios and reduce overlook from pedestrians into the individual units.



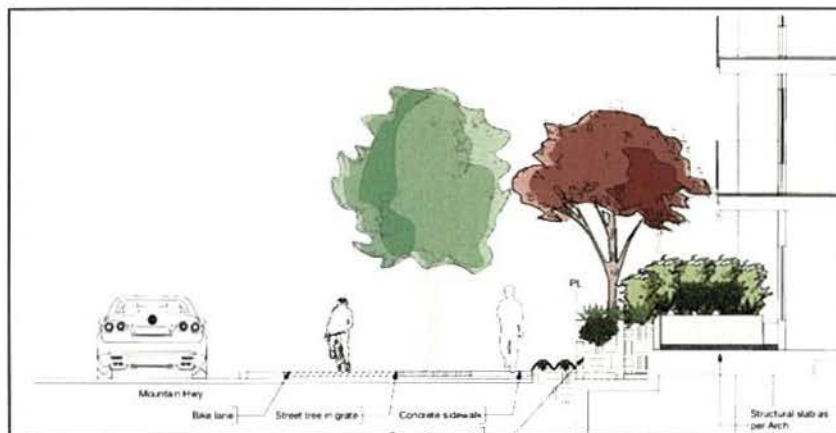
By raising the living areas above the flood construction level there is more privacy given to the ground level units and patio areas.

c) Energy and Water Conservation and Greenhouse Gas Emission Reduction

The applicant is proposing to meet both the Design Guidelines for Energy and Water Conservation and Greenhouse Gas Emission Reduction as well as the District's Green Building Policy and have provided a report from their Green Building Consultant, Eco Group, outlining how the building will achieve an equivalency to Built Green® High Density Gold rating.

7. Street Improvements and Land Dedication

In keeping with the design direction for Lynn Creek, the applicant will provide land dedication on both Mountain Highway and Crown Street to accommodate improvements for cycling, pedestrians and vehicles..



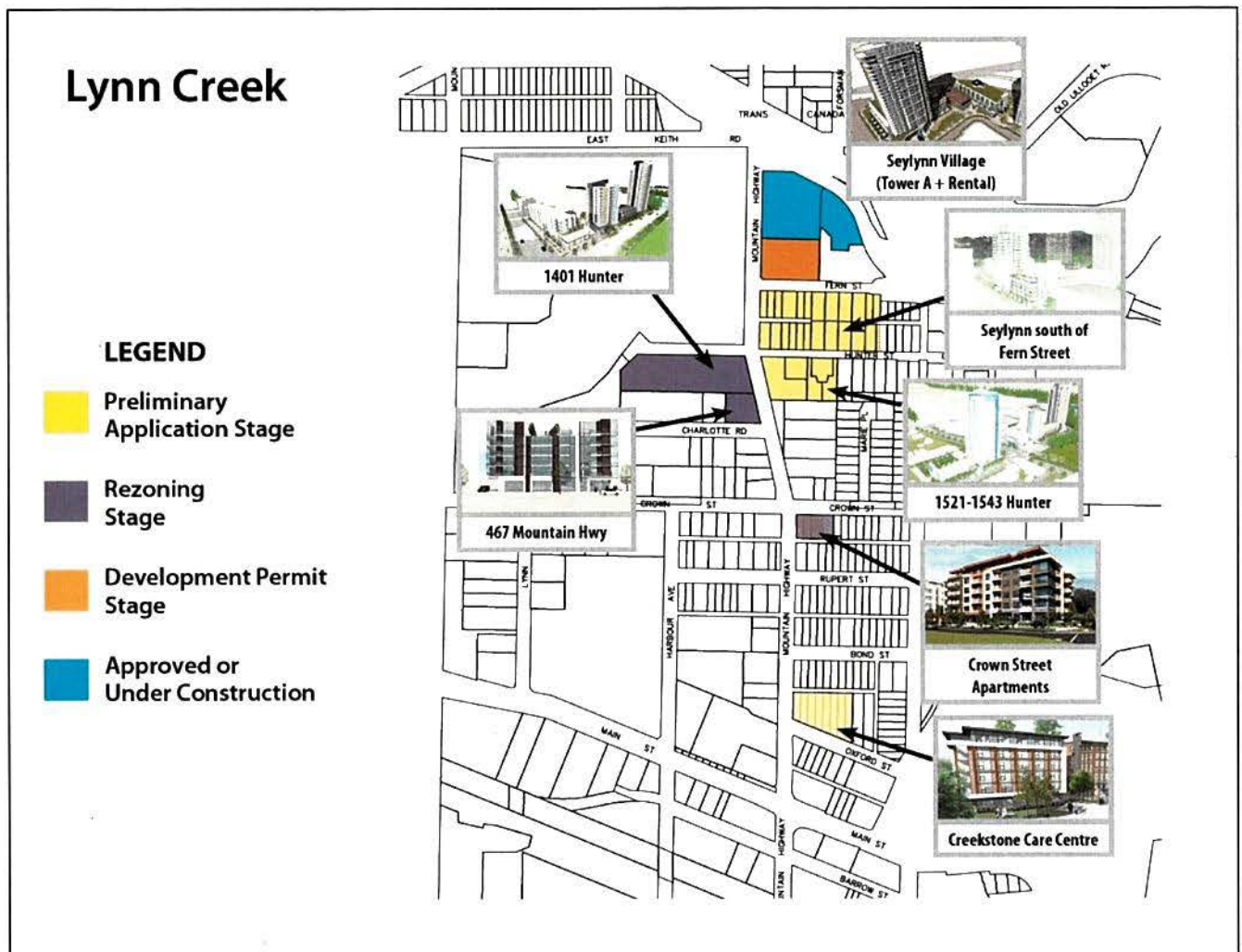
Mountain Highway will ultimately have a separated bike lane as shown to the left, in the short term this portion of the boulevard will be constructed but not signed for bike use until the adjacent portions of the bikeway are operational.

One issue that is still under review is the future undergrounding of hydro lines in the town centre. District staff are working with BC Hydro and a design for the undergrounding of hydro lines on Mountain Highway is already underway. Undergrounding of hydro lines enables applicants to plant larger street trees which creates a more pleasant pedestrian experience and provides greater environmental and storm water management benefits. With regards to the transmission lines on Crown Street which serve the adjacent industrial area, while options are still being explored with BC Hydro, it is less likely that these wires can be completely removed and instead staff are exploring boulevard planting that includes smaller trees and lush shrubs.

This project is also responsible for improvements to the intersection at Crown and Mountain Highway to improve the pedestrian crossing and overall operation of the signal. The project will also include a decorative arbour and seating area at the corner.



8. Construction Management Plan



The above map highlights the mix of projects under construction and anticipated within the Lynn Creek Town Centre.

The applicant has submitted a draft construction management plan and will be required to provide a finalized construction management plan prior to issuance of a building permit and this plan must:

1. Coordinate the construction activities with other developments in the area in order to minimize disruption;
2. Provide safe passage for pedestrians, cyclists, and vehicle traffic;
3. Outline roadway efficiencies (i.e. location of traffic management signs and flaggers);
4. Provide a point of contact for all calls and concerns;
5. Provide a sequence and schedule of construction activities;
6. Ascertain a location for truck marshalling;
7. Develop a plan for trade vehicle parking which is acceptable to the District and minimizes impacts to neighbourhoods;
8. Address silt/dust control and clean-up;

9. Provide a plan for litter clean-up and street sweeping adjacent to the site; and
10. Include a communication plan to notify surrounding businesses and residents.

9. Accessible Design

The application is proposing to meet the District's requirements for accessible design with 100% of the units meeting or exceeding the basic accessible design requirements and 5% meeting the enhanced accessible design standards.

10. Public Input

In accordance with District policy, the applicant held a facilitated public information meeting on April 28, 2016. The meeting spanned the early evening hours allowing both local business owners and residents to attend. Generally the project was well received with questions including:

- Timing of the project;
- Type of construction including questions about alternative heating systems;
- Impacts of construction on the adjacent lane and roads with the key concern being a desire to ensure good access to adjacent homes and businesses during the construction period;
- Unit styles and pricing;
- Parking supply; and
- A desire for a coordinated construction mitigation strategy with the other projects in the area.

The applicant addressed some of the construction impact concerns head on by discussing their early draft construction management plan and strategies for minimizing impacts on the residents.

The District is also addressing local concerns by coordinating construction management plans through staff in the Engineering Department.

11. Implementation

Implementation of this project requires consideration of Rezoning Bylaw 8192, and Housing Agreement Bylaw 8193, as well as issuance of a development permit and registration of legal agreements.

Bylaw 8192 (Attachment B) rezones the subject properties from Single Family (RS4) to a new Comprehensive Development 96 Zone (CD96).

Bylaw 8193, (Attachment C) authorizes the District to enter into a Housing Agreement to ensure that the proposed residential units remain available as rental units.

Prior to adoption of Rezoning Bylaw 8192 the District will enter into a series of legal agreements securing the conditions of rezoning including:

- a green building covenant;
- a storm-water management covenant;
- a flood hazard covenant; and
- a building covenant to secure accessible unit requirements.

12. Concurrence

The project has been reviewed by staff from Environment, Building and Permits, Parks, Engineering Design, Transportation, Policy Planning, Urban Design, Fire and Rescue, and the Arts Office.

CONCLUSION:

This project is consistent with the directions established in the OCP and the Lynn Creek (formally Lower Lynn) Implementation Plan and the associated Lynn Creek Public Realm Guidelines and Transportation Study. It addresses OCP housing policies related to the provision of a range of housing options. The project is now ready for Council's consideration.

Options:

The following options are available Council's consideration:

- 1) Introduce Bylaws 8192 and 8193 and refer Bylaw 8192 to a Public Hearing (staff recommendation); or
- 2) Defeat Bylaw 8192 and 8193 at First Reading.

Respectfully submitted,



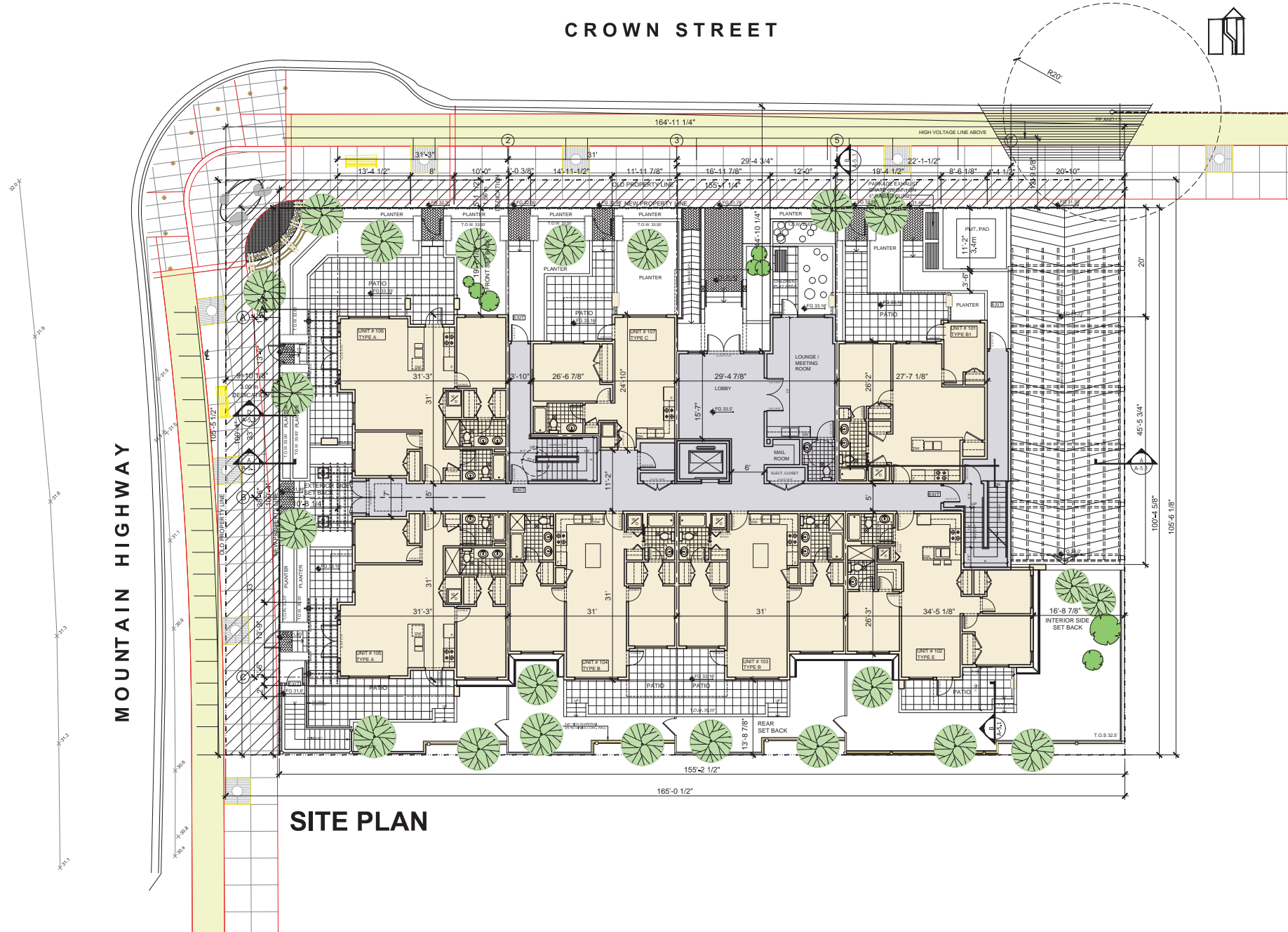
Tamsin Guppy
Community Planner

Attachments:

- A – Reduced project plans
- B – Bylaw 8192
- C – Bylaw 8193

REVIEWED WITH:		
<input type="checkbox"/> Sustainable Community Dev. _____	<input type="checkbox"/> Clerk's Office _____	External Agencies:
<input type="checkbox"/> Development Services _____	<input type="checkbox"/> Communications _____	<input type="checkbox"/> Library Board _____
<input type="checkbox"/> Utilities _____	<input type="checkbox"/> Finance _____	<input type="checkbox"/> NS Health _____
<input type="checkbox"/> Engineering Operations _____	<input type="checkbox"/> Fire Services _____	<input type="checkbox"/> RCMP _____
<input type="checkbox"/> Parks _____	<input type="checkbox"/> ITS _____	<input type="checkbox"/> NVRC _____
<input type="checkbox"/> Environment _____	<input type="checkbox"/> Solicitor _____	<input type="checkbox"/> Museum & Arch. _____
<input type="checkbox"/> Facilities _____	<input type="checkbox"/> GIS _____	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Human Resources _____	<input type="checkbox"/> Real Estate _____	

THIS PAGE LEFT BLANK INTENTIONALLY



CROWN STREET

MOUNTAIN HIGHWAY

SITE PLAN

THIS DRAWING, AN INSTRUMENT OF SERVICE, IS THE PROPERTY OF BEZA SALEHI ARCHITECT INC. AND MAY NOT BE REPRODUCED WITHOUT THE PERMISSION. ALL INFORMATION SHOWN IN THIS DRAWING IS FOR THE USE OF THIS SPECIFIC PROJECT ONLY AND WILL NOT BE USED OTHERWISE WITHOUT WRITTEN PERMISSION FROM THIS OFFICE.

CONTRACTORS SHALL VERIFY AND BE RESPONSIBLE FOR ALL CONDITIONS ON THE JOB. THIS OFFICE WILL BE NOTIFIED OF ANY DISCREPANCIES AND VARIATIONS BEFORE OR DURING. THESE DESIGN DOCUMENTS ARE PREPARED SOLELY FOR THE USE OF THE PARTY WITH WHOM THE DESIGN PROFESSIONAL HAS ENTERED INTO A CONTRACT AND THERE ARE NO REPRESENTATIONS OF ANY KIND MADE BY THE DESIGN PROFESSIONAL TO ANY PARTY WITH WHOM THE DESIGN PROFESSIONAL HAS NOT ENTERED INTO A CONTRACT.

NO.	DESCRIPTION	DATE
1	ISSUED FOR PRELIMINARY APPLICATION	20-10-2014
2	ISSUED FOR PERMIT	20-10-2014
3	ISSUED FOR PERMIT	20-10-2014
4	ISSUED FOR PERMIT	20-10-2014
5	ISSUED FOR PERMIT	20-10-2014
6	ISSUED FOR PERMIT	20-10-2014
7	ISSUED FOR PERMIT	20-10-2014
8	ISSUED FOR PERMIT	20-10-2014
9	ISSUED FOR PERMIT	20-10-2014
10	ISSUED FOR PERMIT	20-10-2014
11	ISSUED FOR PERMIT	20-10-2014
12	ISSUED FOR PERMIT	20-10-2014
13	ISSUED FOR PERMIT	20-10-2014
14	ISSUED FOR PERMIT	20-10-2014
15	ISSUED FOR PERMIT	20-10-2014
16	ISSUED FOR PERMIT	20-10-2014
17	ISSUED FOR PERMIT	20-10-2014
18	ISSUED FOR PERMIT	20-10-2014
19	ISSUED FOR PERMIT	20-10-2014
20	ISSUED FOR PERMIT	20-10-2014

DEVELOPMENT PERMIT PACKAGE SUBMITTED :



SALEHI ARCHITECT INC.

433-2030 MARINE DRIVE
NORTH VANCOUVER
TEL : 778-998-7030
EMAIL :
rsalehi@salehiarchitect.ca

CLIENT :
IRCA DEVELOPMENT LTD.

PROJECT NO. 05 - 14

PROJECT :
1503 TO 1519 CROWN STREET
RESIDENTIAL APARTMENT

DRAWING TITLE :
SITE PLAN

SEAL	A-2.1
DATE : 12-07-2014	DRAWN : K.S.
SCALE : 1/16"=1'-0"	CHECKED : R.S.

CONTRACTORS WILL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS ON THE JOB. THIS OFFICE WILL BE INFORMED OF ANY DISCREPANCIES AND VARIATIONS SHOWN ON DRAWING. THESE DESIGN DOCUMENTS ARE PREPARED SOLELY FOR THE USE BY THE PARTY WITH WHOM THE DESIGN PROFESSIONAL HAS ENTERED INTO A CONTRACT AND THERE ARE NO REPRESENTATIONS OF ANY KIND MADE BY THE DESIGN PROFESSIONAL TO ANY PARTY WITH WHOM THE DESIGN PROFESSIONAL HAS NOT ENTERED INTO A CONTRACT.

[illegible]

**DEVELOPMENT PERMIT
PACKAGE SUBMITTED :**

SALEHI ARCHITECT INC

433-2030 MARINE DRIVE
NORTH VANCOUVER
TEL : 778-996 7833
EMAIL : r@salehiarchitect.ca

CLIENT :
IRCA DEVELOPMENT LTD.

PROJECT NO. 05 - 14

PROJECT :

1503 TO 1519 CROWN STREET
RESIDENTIAL APARTMENT

DRAWING TITLE :

SECTIONS
A-A & B-B

SEAL

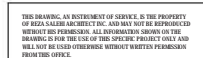
A-4.

DATE : DRAWN : K.S

SCALE : 1/8"=1'-0" CHECKED : I

SECTION B - B

SECTION A - A



CONTRACTORS WILL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS ON THE JOB. THIS OFFICE WILL BE INFORMED OF ANY DISCREPANCIES AND VARIATIONS SHOWN ON DRAWING. THESE DESIGN DOCUMENTS ARE PREPARED SOLELY FOR THE USE BY THE PARTY WITH WHOM THE DESIGN PROFESSIONAL HAS ENTERED INTO A CONTRACT AND THERE ARE NO REPRESENTATIONS OF ANY KIND MADE BY THE DESIGN PROFESSIONAL TO ANY PARTY WITH WHOM THE DESIGN PROFESSIONAL HAS NOT ENTERED INTO A CONTRACT.

**DEVELOPMENT PERMIT
PACKAGE SUBMITTED :**



433-2030 MARINE DRIVE
NORTH VANCOUVER
TEL : 778-996 7833
EMAIL : rsalehi@salehiarchitect.ca

CLIENT :
IRCA DEVELOPMENT LTD.

PROJECT NO. 05 - 14

PROJECT :

1503 TO 1519 CROWN STREET
RESIDENTIAL APPARTMENT

DRAWING TITLE :

SHADOW STUDIES
JUNE 22nd

SEAL

A-5.2

DATE :

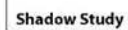
DRAWN : K.S.

SCALE : N/A

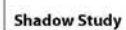
CHECKED : R.S



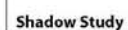
Project: 1503-1519 Crowl St.
Date: 22 June
Time of day: 10:00



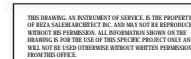
Project: 1503-1539 Crown St.
Date: 22 June
Time of day: 12:00



Project: 1503-1519 Crown St.
Date: 22 June
Time of day: 1800



Project: 1503-1519 CHANN ST.
Date: 22 June
Time of day: 18:00



CONTRACTORS WILL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS ON THE JOB. THIS OFFICE WILL BE INFORMED OF ANY DISCREPANCIES AND VARIATIONS SHOWN ON DRAWING. THESE DESIGN DOCUMENTS ARE PREPARED SOLELY FOR THE USE BY THE PARTY WITH WHOM THE DESIGN PROFESSIONAL HAS ENTERED INTO A CONTRACT AND THERE ARE NO REPRESENTATIONS OF ANY KIND MADE BY THE DESIGN PROFESSIONAL TO ANY PARTY WITH WHOM THE DESIGN PROFESSIONAL HAS NOT ENTERED INTO A CONTRACT.

DEVELOPMENT PERMIT
PACKAGE SUBMITTED :



433-2030 MARINE DRIVE
NORTH VANCOUVER
TEL : 778-996 7833
EMAIL : rsalehi@salehiarchitect.com

CLIENT :

IRCA DEVELOPMENT LTD.

PROJECT NO. 05 - 14

PROJECT :

1503 TO 1519 CROWN STREET
RESIDENTIAL APPARTMENT

DRAWING TITLE :

SHADOW STUDIES

MARCH 22nd

SEAL

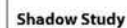
A-5.1

DATE :

DRAWN: K.S

SCALE :

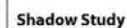
CHECKED : R.S.



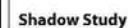
Project: 1002-1518 Crown St.
Date: 22 March
Time of day: 1000



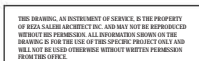
Project: 1503-1519 Crown St.
Date: 22 March
Time of day: 1200



Project: 1005-1519 Crown St.
Date: 22 March
Time of day: 1800



Project: 1503-1510 Crown St.
Date: 22 March
Time of day: 1800



CONTRACTORS WILL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS ON THE JOB. THIS OFFICE WILL BE INFORMED OF ANY DISCREPANCIES AND VARIATIONS SHOWN ON DRAWING. THESE DESIGN DOCUMENTS ARE PREPARED SOLELY FOR THE USE BY THE PARTY WITH WHOM THE DESIGN PROFESSIONAL HAS ENTERED INTO A CONTRACT AND THERE ARE NO REPRESENTATIONS OF ANY KIND MADE BY THE DESIGN PROFESSIONAL TO ANY PARTY WITH WHOM THE DESIGN

[illegible]

DEVELOPMENT PERMIT
PACKAGE SUBMITTED :



SALEHI ARCHITECT INC.

433-2030 MARINE DRIVE
NORTH VANCOUVER
TEL : 778-996 7833
EMAIL : rsalohi@salohiarchitect.ca

CLIENT :
IRCA DEVELOPMENT LTD.

PROJECT NO. 05 - 14

PROJECT :

1503 TO 1519 CROWN STREET
RESIDENTIAL APPARTMENT

DRAWING TITLE :

SHADOW STUDIES

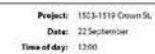
SEPTEMBER 22nd

SEAL

DATE :	DRAWN : K.S.
SCALE : N/A	CHECKED : R.S.



Shadow Study



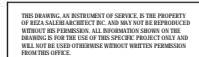
Shadow Study



Shadow Study



Shadow Study



CONTRACTORS WILL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS ON THE JOB. THIS OFFICE WILL BE INFORMED OF ANY DISCREPANCIES AND VARIATIONS SHOWN ON DRAWING. THESE DESIGN DOCUMENTS ARE PREPARED SOLELY FOR THE USE BY THE PARTY WITH WHOM THE DESIGN PROFESSIONAL HAS ENTERED INTO A CONTRACT AND THERE ARE NO REPRESENTATIONS OF ANY KIND MADE BY THE DESIGN PROFESSIONAL TO ANY PARTY WITH WHOM THE DESIGN PROFESSIONAL HAS NOT ENTERED INTO A CONTRACT.

CONTRACTORS WILL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS ON THE JOB. THIS OFFICE WILL BE INFORMED OF ANY DISCREPANCIES AND VARIATIONS SHOWN ON DRAWING. THESE DESIGN DOCUMENTS ARE PREPARED SOLELY FOR THE USE BY THE PARTY WITH WHOM THE DESIGN PROFESSIONAL HAS ENTERED INTO A CONTRACT AND THERE ARE NO REPRESENTATIONS OF ANY KIND MADE BY THE DESIGN PROFESSIONAL TO ANY PARTY WITH WHOM THE DESIGN PROFESSIONAL HAS NOT ENTERED INTO A CONTRACT.

DEVELOPMENT PERMIT
PACKAGE SUBMITTED :



433-2030 MARINE DRIVE
NORTH VANCOUVER
TEL : 778-996 7833
EMAIL : rsalehi@salehiarchitect.ca

CLIENT :
IRCA DEVELOPMENT LTD.

PROJECT NO. 05 - 14

PROJECT :

1503 TO 1519 CROWN STREET
RESIDENTIAL APPARTMENT

DRAWING TITLE :

SHADOW STUDIES
DECEMBER 22nd

SEAL

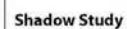
A-5.4

DATE :

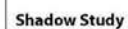
DRAWN : K.S.

SCALE : N/A

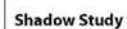
	CHECKED : R.S.
--	----------------



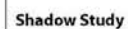
Project: 1503-1519 Crown St.
Date: 22 December
Time of day: 10:00



Project: 1503-1519 Crown St.
Date: 22 December
Time of day: 1200



Project: 1503-1519 Crown St.
Date: 22 December
Time of day: 14:00



Project: 1503-1519 Crown St.
Date: 22 December
Time of day: 1900

THIS PAGE LEFT BLANK INTENTIONALLY

AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>Nov. 28, 2016</u>
<input type="checkbox"/> Other:	Date: _____


Dept.
Manager


GM/
Director


CAO

9.2

The District of North Vancouver REPORT TO COUNCIL

November 22, 2016
File: 09.3900.20/000.000

AUTHOR: Linda Brick, Deputy Municipal Clerk

SUBJECT: Bylaw 8194: Waterworks Regulation Bylaw 2279, 1958
Bylaw 8195: Sewer Bylaw 6656, 1994
Bylaw 8199: Solid Waste Removal Bylaw 7631, 2007

RECOMMENDATION:

THAT "Waterworks Regulation Bylaw 2279, 1958, Amendment Bylaw 8194, 2016 (Amendment 62)" is ADOPTED.

THAT "Sewer Bylaw 6656, 1994, Amendment Bylaw 8195, 2016 (Amendment 28)" is ADOPTED.

THAT "Solid Waste Removal Bylaw 7631, 2007, Amendment Bylaw 8199, 2016 (Amendment 13)" is ADOPTED.

BACKGROUND:

Bylaws 8194, 8195, and 8199 and received FIRST, SECOND, and THIRD Readings on November 21, 2016 and are now ready to be considered for adoption by Council.

Options:

1. Adopt the bylaws;
2. Abandon the bylaws at Third Reading; or,
3. Rescind Third Reading and debate possible amendments to the bylaws.

Respectfully submitted,



Linda Brick
Deputy Municipal Clerk

SUBJECT: Bylaw 8194: Waterworks Regulation Bylaw 2279, 1958
Bylaw 8195: Sewer Bylaw 6656, 1994
Bylaw 8199: Solid Waste Removal Bylaw 7631, 2007

November 22, 2016

Page 2

Attachments:

- Waterworks Regulation Bylaw 2279, 1958, Amendment Bylaw 8194, 2016 (Amendment 62)
- Sewer Bylaw 6656, 1994, Amendment Bylaw 8195, 2016 (Amendment 28)
- Solid Waste Removal Bylaw 7631, 2007, Amendment Bylaw 8199, 2016 (Amendment 13)
- Staff Report dated November 16, 2016

REVIEWED WITH:		
<input type="checkbox"/> Sustainable Community Dev. _____	<input type="checkbox"/> Clerk's Office _____	External Agencies:
<input type="checkbox"/> Development Services _____	<input type="checkbox"/> Communications _____	<input type="checkbox"/> Library Board _____
<input type="checkbox"/> Utilities _____	<input type="checkbox"/> Finance _____	<input type="checkbox"/> NS Health _____
<input type="checkbox"/> Engineering Operations _____	<input type="checkbox"/> Fire Services _____	<input type="checkbox"/> RCMP _____
<input type="checkbox"/> Parks _____	<input type="checkbox"/> ITS _____	<input type="checkbox"/> NVRC _____
<input type="checkbox"/> Environment _____	<input type="checkbox"/> Solicitor _____	<input type="checkbox"/> Museum & Arch. _____
<input type="checkbox"/> Facilities _____	<input type="checkbox"/> GIS _____	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Human Resources _____	<input type="checkbox"/> Real Estate _____	

The Corporation of the District of North Vancouver

Bylaw 8194

A bylaw to amend the Waterworks Regulation Bylaw 2279, 1958

The Council for The Corporation of the District of North Vancouver enacts as follows:

1. Citation

This bylaw may be cited as "Waterworks Regulation Bylaw 2279, 1958, Amendment Bylaw 8194, 2016 (Amendment 62)".

2. Amendments

Waterworks Regulation Bylaw 2279, 1958, is amended as follows:

- a) *Schedule B Water User Charges* is deleted in its entirety and replaced with a new *Schedule B Water User Charges* as attached in Schedule 1 of this Bylaw.

3. Effective Date

The effective date of this bylaw is January 1st, 2017.

READ a first time November 21st, 2016

READ a second time November 21st, 2016

READ a third time November 21st, 2016

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

Schedule 1 to Bylaw 8194

Schedule B

WATER USER CHARGES

A. FLAT RATE CHARGES

The following annual water user charges shall apply where there is no installation of a meter under section 21 of this bylaw:

User	Annual Charge
Single Family Residence	\$ 656.00
Row House/ Duplex	\$ 559.00
Secondary Suite/ Coach House	\$ 353.50
Multi-family	\$ 559.00
Rest Home per bedroom	\$ 110.25
Retail, office or service commercial premises	\$ 656.00
• with living quarters, an additional	• \$ 455.00
Church	\$ 656.00

The annual charge for premises supplied with water for less than one year shall be paid on a pro-rated basis to the date of shut-off subject to Section 8 or from the date of connection to the last date in December. The date of connection shall be determined as follows:

- for premises where a new sanitary sewer inspection chamber has been installed, the date of connection is the date of the final plumbing inspection;
- for all other premises, the date of connection is the date of the final plumbing inspection for the first dwelling unit; for phased developments, the date of connection for each phase is the date of the final plumbing inspection for the first dwelling unit in that phase.

All flat rate annual charges are due and payable at the same time and in the same manner as the general rates and taxes. If Secondary Suite charges are billed separately, they are due and payable within 30 days of invoice date.

Any property owner who is about to remove a Secondary Suite shall give written notice of same to the Chief Bylaw Officer; the annual charge therefore shall be paid on a pro-rated basis to the date of electrical inspection by District Inspector confirming the removal of the suite.

Any property owner who installs a Secondary Suite will be charged the annual charge on a pro-rated basis from the date of the final plumbing inspection to the last date in December.

Any property owner with an additional unauthorized dwelling unit contained within a building of residential occupancy will be charged the annual charge for the calendar year upon confirmation of the additional unit.

All charges are for the calendar year.

B. METERED CHARGES

	Monthly Charges
<i>Non-Commercial/ Industrial Charges</i>	
First 1,000 cu.ft. used or part thereof	\$ 59.75
All in excess of 1,000 cu.ft. used-per 100 cu.ft.	\$ 3.70
<i>Commercial/ Industrial</i>	
First 1,000 cu.ft. used or part thereof	\$ 59.75
All in excess of 1,000 cu.ft. used-per 100 cu.ft.	\$ 3.70
<i>Special Purposes</i>	
Per Connection	\$ 970.00
	Quarterly Charges
<i>Non-Commercial/ Industrial</i>	
First 3,000 cu.ft. used or part thereof	\$ 179.25
All in excess of 3,000 cu.ft. used-per 100 cu.ft.	\$ 3.70
<i>Commercial/ Industrial</i>	
First 3,000 cu.ft. used or part thereof	\$ 179.25
All in excess of 3,000 cu.ft. used-per 100 cu.ft.	\$ 3.70
A 2% discount will be allowed on Meter Accounts if paid within 20 days of the date of the invoice.	
Special purpose water use charge inclusive of all works and water costs for duration of use.	

C. WATER CONNECTION FEES

Connection Size	Connection Fee
<i>3/4" diameter</i>	
In existing developed area	\$ 4,370
In new subdivision during development stage and prior to paving being installed	\$ 1,747
<i>over 3/4" - 1 1/2" diameter</i>	

In existing developed area	\$ 4,739
In new subdivision during development stage and prior to paving being installed	\$ 3,478
Over 1 1/2" Diameter	Actual Cost
Capping Fee	\$ 808
Abandon Service Fee	\$ 2,550
Woodlands/Sunshine Water Connection Fee (A one-time charge for connection, in addition to the standard water connection fee)	\$ 9,461
Where there is an existing serviceable 1/2" connection, the owner may convert to a standard (3/4") connection by payment of the full fee prescribed for a standard (3/4") connection in an existing developed area.	
Where a service is to be abandoned with no intention of reuse the permanent Abandonment Fee applies. Where the service is intended to be reused the temporary Capping Fee applies.	
Charges will be applied based on the year of construction.	

D. WATER FLOW TEST FEE

• for single family residences	\$ 100
• for all other occupancies	\$ 556

E. WATER SHUT ON / OFF

• for single family residences (outside of working hours)	\$ 100
---	--------

F. WATER VALVE LOCATE

• for single family residences (outside of working hours)	\$ 100
---	--------

The Corporation of the District of North Vancouver

Bylaw 8195

A bylaw to amend Sewer Bylaw 6656, 1994

The Council for The Corporation of the District of North Vancouver enacts as follows:

1. Citation

This bylaw may be cited as "Sewer Bylaw 6656, 1994, Amendment Bylaw 8195, 2016 (Amendment 28)".

2. Amendments

2.1 Sewer Bylaw 6656, 1994 is amended as follows:

- a) Attachment 3, *Schedule of Installation Charges*, is deleted in its entirety and replaced with a new Attachment 3, *Schedule of Installation Charges*, as shown in Schedule 1 of this Bylaw; and,
- b) Attachment 4, *Sanitary Sewer and Drainage Charges and Fees*, is deleted in its entirety and replaced with a new Attachment 4, *Sanitary Sewer and Drainage Charges and Fees*, as shown in Schedule 2 of this Bylaw.

3. Effective Date

The effective date of this bylaw is January 1, 2017.

READ a first time November 21st, 2016

READ a second time November 21st, 2016

READ a third time November 21st, 2016

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

Schedule 1 to Bylaw 8195

ATTACHMENT 3

SCHEDULE OF INSTALLATION CHARGES		
1. Service Capping Fees:		
• Storm		\$ 1,137
• Sanitary		\$ 1,137
2. Service Abandonment Fees:		
• Storm		\$ 2,550
• Sanitary		\$ 2,550
3. Service Remediation		\$ 3,400
4. Base Sewer Connection Charges consists of a service connection installation to main charge plus a service connection length charge.		
Service Connection Installation to Main Charge	0 - 2.0m DEEP	OVER 2.0m - 3.0m DEEP
1st Connection	\$ 2,196	\$ 2,823
2nd Connection	\$ 1,144	\$ 1,144
3rd Connection	\$ 1,144	\$ 1,144
Service Connection Length Charges	0 - 2.0m DEEP	OVER 2.0m - 3.0m DEEP
1st Connection	\$ 398 / meter	\$ 614 / meter
2nd Connection	\$ 198 / meter	\$ 240 / meter
3rd Connection	\$ 198 / meter	\$ 240 / meter
Manhole	\$ 5,739 / each	\$ 548 / meter
5. Utility crossing charge (for each crossing/crossings required when laying the connection underneath other pipes or ducts):		\$ 612 / each
6. Installation charges for storm or sanitary sewer connections:		
a) The "first connection" shall be the longest connection installed in a trench. A remediated connection is not defined as a new connection for the purpose of establishing the first connection.		
b) "Second" connection, "third" connection, and "additional" connection rates shall only apply when these connections are installed in the same trench (standard width) as the "first" connection.		

c) Connection charges shall be based on the greater of the depths measured between the ground surface at the property line or the ground surface at the main and the design depth of the connection at those two locations.	
d) The charges for connections greater than 3 metres in depth (if deemed acceptable) or 300mm in diameter shall be estimated and charged on a site specific basis.	
e) The location of the connection at the sewer main shall be at a point along the main no further than the midpoint of the lot adjacent to the lot being connected. This location shall be determined by the intersection of the sewer main and a line drawn perpendicular to the adjacent lot line at its midpoint.	
f) The cost to replace any existing legal pin disturbed due to its proximity to the new connection shall be borne by the applicant.	
g) The cost for any rock work requiring blasting, drilling or splitting shall be in addition to the charges calculated in this schedule.	
h) BC Hydro charges for any work related to the connection installation shall be in addition to the charges calculated in this schedule.	
i) The cost to connect to a concrete encased sewer pipe shall be in addition to the charges calculated in this schedule.	
j) The cost of DNV staff required to complete an engineering design for a sewer connection shall be in addition to the charges calculated in this schedule.	
k) Charges will be applied based on the year of construction.	
Example 1 (Connection less than 2m deep, 1st & 2nd 10m long, 3rd 7m long, one utility crossing)	
1 st Connection less than 2m deep, 10m long = \$ 2,196 + (10 x \$ 398) + \$ 612 =	\$ 6,788
2 nd Connection, less than 2m deep, 10m long = \$ 1,144 + (10 x \$ 198) + \$ 612 =	\$ 3,736
3 rd Connection, less than 2m deep, 7m long = \$ 1,144 + (7 x \$ 198) + \$ 612 =	\$ 3,142
TOTAL	\$ 13,666
Example 2 (Connection greater than 2m deep, 10m long, one utility crossing)	
1 st Connection greater than 2m deep, 10m long = \$ 2,823 + (10 x \$ 614) + \$ 612 =	\$ 9,575
2 nd Connection, greater than 2m deep, 10m long = \$ 1,144 + (10 x \$ 240) + \$ 612 =	\$ 4,156
3 rd Connection, greater than 2m deep, 7m long = \$ 1,144 + (7 x \$ 240) + \$ 612 =	\$ 3,436
TOTAL	\$ 17,167

Schedule 2 to Bylaw 8195

ATTACHMENT 4

SANITARY SEWER AND DRAINAGE CHARGES AND FEES

UNMETERED WATER SUPPLY

1. Where the water supply to a property is unmetered, an annual charge is imposed on the owner or occupier of the real property for the maintenance of the sanitary sewer and storm drainage systems according to the class of user as follows. All flat rate annual charges are due and payable at the same time and in the same manner as the general rates and taxes. If Secondary Suite charges are billed separately, they are due and payable within 30 days of invoice date.

The annual charge for premises serviced for less than one year shall be paid on a pro-rated basis to the date of capping subject to Section 16 or from the date of connection to the last date in December. The date of connection shall be determined as follows:

- for premises where a new sanitary sewer inspection chamber has been installed, the date of connection is the date on which District forces pull the inspection chamber plug
- for all other premises, the date of connection is the date of the final plumbing inspection for the first dwelling unit; for phased developments, the date of connection for each phase is the date of the final plumbing inspection for the first dwelling unit in that phase

Any property owner who is about to remove a Secondary Suite shall give written notice of same to the Chief Bylaw Officer; the annual charge therefore shall be paid on a pro-rated basis to the date of electrical inspection by the District Inspector confirming the removal of the suite.

Any property owner who installs a Secondary Suite will be charged the annual charge on a pro-rated basis from the date of the final plumbing inspection to the last date in December.

Any property owner with an additional unauthorized dwelling unit contained within a building of residential occupancy will be charged the annual charge for the calendar year upon confirmation of the additional unit.

All charges are for the calendar year.

SEWER AND DRAINAGE USER CHARGES & FEES - ANNUAL CHARGE	
A. <u>FLAT RATE CHARGES</u>	
USER	ANNUAL CHARGE
Single Family Residence	\$ 618.50
Row House/ Duplex	\$ 514.50
Secondary Suite/ Coach House	\$ 258.00
Multi-family	\$ 514.50
Rest Home per bedroom	\$ 261.00
Retail, office or service commercial premise	\$ 618.50
• With living quarters, an additional	• \$ 514.50
Church	\$ 618.50

B. METERED PROPERTIES

2. Where the water supply to a property is metered, or where the sewage discharge from a property is metered or otherwise measured under a GVS&DD Waste Discharge Permit, a charge, which is due and payable on or before the 20th day of the month in which the account is rendered, is imposed on the owner or occupier of the real property for the maintenance of the sanitary sewer and storm drainage systems according to the quantity of water delivered to the property or the quantity of sewage discharged from the property as follows:

Monthly Sewer and Drainage Charges for Metered Properties	
First 1,000 cu.ft used or part thereof	\$ 62.30
All in excess of 1,000 cu.ft used – per 100 cu.ft	\$ 6.39

Quarterly Sewer and Drainage Charges for Metered Properties	
First 3,000 cu.ft used or part thereof	\$ 186.90
All in excess of 3,000 cu.ft used – per 100 cu.ft	\$ 6.39

C. REDUCTION IN CHARGE

3. Where the water supply to a property is metered and a user of the sanitary sewer system can establish that less than 80% of the water delivered by the water utility to the property is discharged into the sanitary sewer system, the Treasurer shall reduce the charge in proportion to the amount of water which is not discharged into the sewer system as follows:
- water discharged to the sanitary sewer is less than 80 per cent down to 65 percent - 25 percent reduction in sewer charge
 - water discharged to the sanitary sewer is less than 65 per cent down to 35 percent - 50 percent reduction in sewer charge
 - water discharged to the sanitary sewer is less than 35 percent - 75 percent reduction in sewer charge.

D. INDUSTRIAL BOD/TSS CHARGES

4. Where the discharge to sanitary sewer from a property is regulated under a GVS&DD Waste Discharge Permit, the total annual charge will be based on the following table:

GVS&DD WASTE DISCHARGE PERMITEE SEWER CHARGES	
MONTHLY METERED PROPERTIES	
First 1,000 cu.ft used or part thereof	\$ 62.30
All in excess of 1,000 cu.ft used – per 100 cu.ft	\$ 3.78
QUARTERLY METERED PROPERTIES	
First 3,000 cu.ft used or part thereof	\$ 186.90
All in excess of 3,000 cu.ft. used – per 100 cu.ft.	\$ 3.78

E. CHARGE FOR CONTAMINATED GROUNDWATER DISCHARGE TO SEWER

5. In addition to GVS&DD discharge permit DNV charge per 100 cu.ft or part thereof \$ 5.93

The Corporation of the District of North Vancouver

Bylaw 8199

A bylaw to amend the Solid Waste Removal Bylaw 7631, 2007

The Council for The Corporation of the District of North Vancouver enacts as follows:

1. Citation

This bylaw may be cited as "Solid Waste Removal Bylaw 7631, 2007, Amendment Bylaw 8199, 2016 (Amendment 13)".

2. Amendments

2.1 Solid Waste Removal Bylaw 7631, 2007 is amended as follows:

- a. Schedule A, *Fees for Solid Waste Collection*, is deleted in its entirety and replaced with a new Schedule A, *Fees for Solid Waste Collection*, as shown in Schedule 1 of this Bylaw.

3. Effective Date

The effective date of this bylaw is January 1, 2017.

READ a first time November 21st, 2016

READ a second time November 21st, 2016

READ a third time November 21st, 2016

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

Schedule 1 to Bylaw 8199

Schedule A

1. Solid Waste Collection Fees (Yearly)

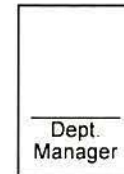
Description	Single Family Property	Multi-Family Property
Garbage and yard trimmings collection	\$220.00	N/A
Recyclable material collection	\$62.25	\$45.00

Tags (per tag)		
Residential garbage tag (For garbage in excess of 154 litres)	\$3.00	N/A

2. Bulk Container Fees

Description	Container Size				
	1 Yard	2 Yard	3 Yard	4 Yard	6 Yard
Container Rental:					
Cardboard Container Monthly Rental Fee	N/A	\$46.25	\$46.25	\$46.25	\$46.25
Cardboard Container Monthly Rental Fee with Jitney	N/A	\$56.50	\$56.50	\$56.50	\$56.50
Solid Waste Container Monthly Rental Fee	\$14.75	\$15.75	\$16.75	\$17.75	\$19.75
Solid Waste Container Tipping Fees: (Charge per Tip)					
(a) Residential					
(i) with 1 - 3 containers	\$21.00	\$25.25	\$30.75	\$37.25	\$46.25
(ii) with 4 - 7 containers	N/A	\$24.00	\$29.25	\$35.50	\$43.75
(iii) with 8 - 11 containers	N/A	\$23.00	\$27.75	\$33.75	\$41.75
(iv) with 12+ containers	N/A	\$20.25	\$21.50	\$30.00	\$36.75
(b) Schools, Churches, Institutional	N/A	\$28.00	\$34.25	\$40.75	\$53.00
(c) Commercial, Industrial (1 tip/ week)	N/A	\$30.00	\$37.75	\$45.25	\$52.50
1 tip/ 2 weeks	N/A	\$34.50	\$42.25	\$51.50	\$54.50
1 tip/ 4 weeks	N/A	\$37.00	\$45.00	\$52.50	\$56.50
On request	N/A	\$39.75	\$47.25	\$54.50	\$58.50
Organic Waste Cart Tipping Fees: (Fee per 240 L cart per month)					
First Cart – tipped weekly		\$70.00			
Second, Third and Fourth Cart – tipped weekly		\$35.00			
Five and more Carts – tipped weekly		\$15.00			
Charges per Tip in addition to Container Tipping Fees:					
(a) Casters	\$3.75				
(b) Locks	\$1.25				
(c) Jitney (Includes Casters)	\$21.75				

AGENDA INFORMATION	
<input type="checkbox"/> Regular Meeting	Date: _____
<input type="checkbox"/> Other:	Date: _____



The District of North Vancouver REPORT TO COUNCIL

November 16, 2016
File: 05.1700/2017

AUTHOR: Rick Danyluk, Manager Financial Planning

SUBJECT: 2017 Utility Rates Bylaws

RECOMMENDATION:

THAT the Finance and Audit Standing Committee recommend to Council:

THAT "Waterworks Regulation Bylaw" is given FIRST, SECOND, and THIRD reading"

THAT "Sewer Bylaw" is given FIRST, SECOND, and THIRD reading"

THAT "Solid Waste Removal Bylaw" is given FIRST, SECOND, and THIRD reading"

AND THAT the November 8, 2016 report of the Finance and Audit Standing Committee entitled 2017 Utility Rates Bylaws is forwarded to a Regular Council meeting for consideration.

REASON FOR REPORT:

The proposed 2017 utility rates for Water, Sewer and Drainage, and Recycling and Solid Waste represent a combined increase of 1% for single family homes (compared to a 1.7% increase in 2016). This increase is less than with our expected rate of inflation for the year. While the proposed rate increases are consistent with Council's financial sustainability objectives, uncertainty regarding Metro Vancouver's ten-year capital plan continues to present a risk of significant future rate increases.

The 1% rate increase reflects inflationary pressures, operational adjustments, and a net increase in capital and reserve contributions to fund Asset Management Plans and future rate stabilization requirements.

In addition to the proposed rate increases, the prior year strategy of minor rate shifts to better align consumption with cost of service continues. For the fifth year in a row, secondary suites will benefit from a 0% increase in the sewer rate and half the proposed increase in the water

rate. Rest home class will also experience some rate adjustments to align the rates to cost of service.

SUMMARY:**Rate Increases**

The proposed utility bylaws for 2017 reflect rate increases of 2% for Water, 5% for Sewer and Drainage, 2% for Solid Waste, and a decrease of 34% for Recycling. The increase in Water includes adjustments to reserve and water purchase cost to reflect current consumption patterns. The increase in Sewer is related to culvert improvements and future rate stabilization requirements. The decrease in Recycling passes on savings and incentives realized through Multi-Material BC (MMBC). A summary of the 2017 combined dollar impact on rate payers is included in Appendix A. In dollar terms, these percentage increases on a combined basis translate into a \$15.05 increase per single family home.

Metro Vancouver

The practice of Metro providing five-year rate increases ceased in 2014 resulting in uncertainty regarding future rates. The table below shows Metro's single year rate increase for 2017. Metro Vancouver has further delayed providing rates for subsequent years pending the outcome of a comprehensive review of their ten-year capital plan. The results from this review are not yet finalized along with the possibility of senior government funding on major infrastructure projects.

Council has chosen to minimize the risk of potential rate spikes in future years by using reserves for rate stabilization. Reserve levels are anticipated to reach \$21.6m by end of 2017 and will be modestly above the recommended minimum level (industry best practice \$12.7m-\$38.2m) following current assumptions. The strategy will be reassessed in 2018 as new information from Metro Vancouver is provided.

Although the 2017 rate increase in sewer levy is lower than originally projected, provisions included in the outer years' plans are taking into consideration the uncertainty of the Lions Gate wastewater treatment plant (where sewer levy increases above 10% are anticipated). The plans also include provisions for other Metro charges that remain uncertain at this time.

	2016	2017
Water rate	1.9%	3.2%
Sewer levy	0.2%	4.3%
Garbage tipping fee	-8.3%	0.0%
Organics tipping fee	0.0%	0.0%

Minor Rate Shifts

The Utility Rate Study showed evidence of misalignment between utility rates and cost of service. In 2013 Council approved minor shifts between classes as a step in the right direction and supported further analysis on residential water consumption. The following minor shifts continue the strategies endorsed in 2013:

1. Limit combined Secondary Suite rate increase to 0.6% or \$3.50 (1% increase for Water and a 0% increase for Sewer).
2. Continue 10-year strategy to increase Rest Home bed rates by 16% for water and 26% for sewer per year. The combined impact of these rates is \$69.25 or 22.9%. Rest homes have been informed that as an alternative, flow metering is an option versus higher flat rate charge.

The net revenue changes resulting from these shifts are not material.

CONCLUSION:

The proposed combined 1% utility rate increase is consistent with the District's aim to manage its cost of service diligently while recognizing the need to provide a level of funding that is sufficient to meet its Asset Management Plans and future rate stabilization requirements.



Rick Danyluk,
Manager Financial Planning

<u>REVIEWED WITH:</u>	<u>REVIEWED WITH:</u>	<u>REVIEWED WITH:</u>	<u>REVIEWED WITH:</u>
<input type="checkbox"/> Sustainable Community Development	<input type="checkbox"/> Clerk's Office	External Agencies:	Advisory Committees:
<input type="checkbox"/> Development Services	<input type="checkbox"/> Corporate Services	<input type="checkbox"/> Library Board	<input type="checkbox"/> _____
<input type="checkbox"/> Utilities	<input type="checkbox"/> Communications	<input type="checkbox"/> NS Health	<input type="checkbox"/> _____
<input type="checkbox"/> Engineering Operations	<input type="checkbox"/> Finance	<input type="checkbox"/> RCMP	<input type="checkbox"/> _____
<input type="checkbox"/> Parks & Environment	<input type="checkbox"/> Fire Services	<input type="checkbox"/> Recreation Commission	
<input type="checkbox"/> Economic Development	<input type="checkbox"/> Human resources	<input type="checkbox"/> Other: _____	
	<input type="checkbox"/> ITS		
	<input type="checkbox"/> Solicitor		

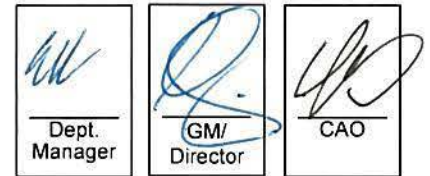
		2016	2017		
		Total Rates	Total Rates	Change \$	Change %
Flat Rates					
Single Family Residential	(W,S,G,O,R)	\$ 1,541.70	\$ 1,556.75	\$ 15.05	1.0%
Row House/Duplex	(W,S)	\$ 1,038.00	\$ 1,073.50	\$ 35.50	3.4%
Secondary Suite/Coach House	(W,S)	\$ 608.00	\$ 611.50	\$ 3.50	0.6%
Multifamily	(W,S,R)	\$ 1,106.30	\$ 1,118.50	\$ 12.20	1.1%
Rest Home (per bed)	(W,S)	\$ 302.00	\$ 371.25	\$ 69.25	22.9%
Retail/Office Commercial Base	(W,S)	\$ 1,232.00	\$ 1,274.50	\$ 42.50	3.4%
Retail/Office with Living Quarters	(W,S)	\$ 936.00	\$ 969.50	\$ 33.50	3.6%
Church	(W,S)	\$ 1,232.00	\$ 1,274.50	\$ 42.50	3.4%

Metered Rates

Water monthly base rate (incl 1,000 cu ft)	\$ 58.55	\$ 59.75	\$ 1.20	2.0%
Water volume charge (per 100 cu ft)	\$ 3.62	\$ 3.70	\$ 0.08	2.2%
Sewer monthly base rate (incl 1,000 cu ft)	\$ 59.34	\$ 62.30	\$ 2.96	5.0%
Sewer volume charge (per 100 cu ft)	\$ 6.08	\$ 6.39	\$ 0.31	5.1%

W = Water
S = Sewer
G = Garbage
O = Organics
R = Recycling

AGENDA INFORMATION	
<input type="checkbox"/> Regular Meeting	Date: _____
<input type="checkbox"/> Other:	Date: _____



The District of North Vancouver REPORT TO COUNCIL

November 3, 2016
File: 05.1700

AUTHOR: Shaun Carroll, P. Eng., Manager Utilities.

SUBJECT: **WATERWORKS REGULATION BYLAW 8194 (AMMENDMENT 62)**
User Charges and Service Fees for 2017

RECOMMENDATION:

THAT "Waterworks Regulation Bylaw 2279, 1958, Amendment Bylaw 8194, 2016 (Amendment 62) is given FIRST, SECOND, and THIRD Reading.

REASON FOR REPORT:

The water user rates charged by the District are specified in Waterworks Regulation Bylaw 2279 and are the primary funding source for the water utility. This report provides information and recommendations regarding proposed rate amendments effective January 1, 2017.

SUMMARY:

The proposed rate increases are consistent with the comprehensive utility rate study conducted in 2012 and Council's objectives of maintaining financial sustainability in the management of water utility infrastructure.

The proposed charge for a single family residence in 2017 is \$656, a 2% increase or \$13 over 2016. The increase is attributed to Metro Vancouver rates and inflationary drivers, water consumption adjustments, and maintaining the combined funding for capital and reserves at required levels.

BACKGROUND:

The Water Utility provides potable water for the District of North Vancouver. User charges are the main source of funds for the water utility. Revenue from user charges must be sufficient to cover Metro flow-through bulk water charges, annual operating costs, funds for capital works, inflation and maintain water reserve funds at an acceptable level.

EXISTING POLICY:

The Water Utility operates as a self-sufficient financial entity with no debt financing. The 2012 FCS Group study 'Water, Sewer & Drainage, and Solid Waste & Recycling Utility Rate Study' indicated that industry best practices required reserve balances to be set at a minimum of \$4.9M - \$13.8M (2012\$), much higher than traditionally held. As a result, a multi-year reserve

contribution started in 2013 and continues in 2017. The reserves are required to address working capital, rate stabilization, capital contingency, and system reinvestment funding requirements.

The water system consists of 364 km of water mains, 21,250 water services, 7 water pump stations, 11 reservoirs and 36 pressure reducing valve stations. The total replacement value of the water system is \$389M. The overall physical condition of the water systems exceeds our Asset Management target.

ANALYSIS:

Estimated revenues and expenditures over the next five years are provided in Appendix A, "Water Utility, 2017 – 2021 Draft Financial Plan".

Revenues for the Water utility are collected through flat rate water charges, metered rate water charges and water service connection fees. Service connection fees are set to cover direct costs for service.

Cost of Service

The four major areas of expenditure that affect the outcome of the rate setting process are Metro water charges, direct operating and maintenance costs, direct capital costs and contribution to the reserve fund. The combined annual estimated water utility expenditures impact is an increase of \$13k or 0.1% year over year for a total annual budget of \$25.3M.

1. Metro Vancouver Water Purchase Costs

Metro Vancouver water purchase costs increase is estimated at \$1M in 2017 for a total budget of \$13.2M and represents 52% of the total water utility expenditures. This represents a 1% volumetric increase, relative to the 2016 forecast, and is primarily attributed to an increase in seasonal and special purpose use.

2. District Operations and Maintenance

Operations expenditures increase by \$129k for a total budget of \$6.9M and comprise 27% of overall water utility expenditures. The increase in expenditures is attributed to inflationary drivers such as fuel, material and negotiated labour costs. Activities and programs under District Operations include:

- Water main and service break repairs
- Water reservoir, pump station, PRV inspection, maintenance, and repairs
- Water quality testing
- Water system cleaning
- Water meters and water conservation

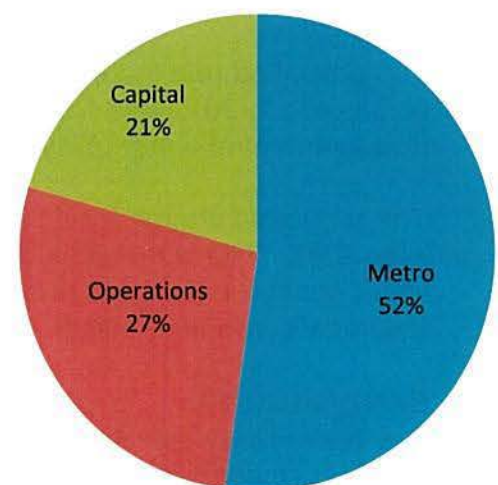


Figure 1. Water Utility Expenditures 2017

- Administration & Contribution to the General Operating Fund

3. District Capital Programs

Contributions to the water capital fund increase by \$64k to \$5.1M and comprise 20% of overall expenditures. The District's Water Asset Management Plan support assets with a total replacement value of \$389M. This request supports the Asset Management Plan obligations. Works performed include planned asset replacement and upgrading for the following programs:

- Watermain Replacement (approximately 5 km / year)
- Pressure Reducing Valve Stations
- Water Pumping Stations
- Water Storage Reservoirs

4. District Reserves

The water reserve fund contribution in 2017 is \$115k with a projected balance of \$6.1M by 2017 year end, slightly above our minimum target. Reserve contributions for 2017 represent 0.5% of overall expenditures.

Rate Shifts

In addition to the proposed rate increase of 2% driven by the changes detailed above, some rate class shifts are recommended based on Council endorsed FCS Group study to better align consumption with cost of service. Minor ongoing rate shifts outlined below continue through 2017.

Secondary Suites or Coach Home

In 2017 coach homes are added to the existing secondary suite rate class . Future analysis will reveal if a new rate class is warranted. The 2017 secondary suite or coach home rate is \$353.50, an increase of 1% or ½ the rate increase of other classes. This rate continues to support the FCS study recommendation that aims to bring equity to this rate on a gradual basis over a 10 year period (first year 2013). The District is projected to have 4,299 secondary suite units and an estimated 7-12 coach homes by the end of 2017.

Rest Home Charge Realignment

The 2017 per bed rate is \$110.25, an increase of 16% but still significantly less than the estimated cost of service. Due to the substantial increase in rates recommended by the FCS study (350%), this rate class is being increased gradually over a 10 year period (first year 2013). We encourage these customers (DNV has 2 rest homes and 284 beds) to install flow metering or face substantially higher flat rate charges in future years.

Other Rate Classes

- In 2017 a fee for Special Purpose water use is added to add control and accountability to water use attributed to the local development and construction industry.
- DNV initiated a Water Use Study in 2013 of one hundred single family properties. One of the study goals is to identify if new rate classes are justified based of usage. The

sites are divided into four categories: properties with swimming pools, irrigation systems, no pool or irrigation system and properties with coach homes. In 2016 data from this study was used to eliminate swimming pool owners as a potential new rate class. Data analysis continues in 2017 with the goals of identifying if a separate rate class for properties with irrigation system is warranted.

Timing/Approval Process:

Applying the proposed rate and fee increases for the full year in 2017 requires Council approval of the bylaw amendments prior to January 1, 2017.

Concurrence:

This report has been jointly prepared and reviewed by Utilities (Engineering, Parks and Facilities) and Financial Planning (Finance and Information Technology) and supported by the Finance and Audit Standing Committee.

Financial Impacts:

Cost of service impacts for 2017 result in a 2% across-the-board rate increase. The proposed charge for a single-family residence in 2017 is \$656, an increase of \$13 over 2016 which was as predicted in 2016. Financial impacts for 2017 – 2021 are discussed below.

Water Purchases (Metro Vancouver)

Metro Vancouver has not provided water rates for 2018 – 2021 due to uncertainty surrounding their future capital programs. The water rate increase for these years is now shown at 2% (inflation) pending new information from Metro Vancouver.

District Programs

The District's Water Asset Management Plan supports a distribution system consisting of 364 km of water mains and other significant assets with a total replacement value of \$389M. The 2017 – 2021 contributions to capital responds to obligations identified in the Water Asset Management Plan.

Liability/Risk:

If the capital watermain replacement program is not continued, the District will be exposed to an increasing risk of damage to District property and an increasing liability for private property damage, environmental damage and service interruption. If efforts for safeguarding water quality are not continued, public health could be jeopardized and the Medical Health Officer could place conditions or restrictions on the District's water system operating permit.

Social Policy Implications:

The adequate supply of potable water is a fundamental service that a community requires in order to ensure a high standard of public health.

Environmental Impact:

Planned maintenance and capital upgrading minimizes the risk of unplanned releases of chlorinated water to the environment.

Public Input:

Council provides an opportunity for public input through the bylaw adoption and budget process.

Conclusion:

Approval of the revised water user rates ensures adjustments for risk minimization and the continued self-financing character of the Water Utility. Council's continued support of the FCS Group study promotes equity for charges based on water use and better aligns water user classes with industry standards. The draft 2017 budget recommends that an increase to the rate structure is required to fund inflationary costs for operations and maintenance, water purchase costs from the Metro Vancouver, and to maintain contributions to capital works.

Sustained funding is required in order to continue adequate levels of infrastructure replacement and improvement programs necessary to maintain a high standard of public health while minimizing the risk of damage to property and the environment.

Respectfully submitted,



Shaun Carroll, P. Eng.
Manager, Utilities

REVIEWED WITH:		
<input type="checkbox"/> Sustainable Community Dev. _____	<input type="checkbox"/> Clerk's Office _____	External Agencies:
<input type="checkbox"/> Development Services _____	<input type="checkbox"/> Communications _____	<input type="checkbox"/> Library Board _____
<input type="checkbox"/> Utilities _____	<input type="checkbox"/> Finance _____	<input type="checkbox"/> NS Health _____
<input type="checkbox"/> Engineering Operations _____	<input type="checkbox"/> Fire Services _____	<input type="checkbox"/> RCMP _____
<input type="checkbox"/> Parks _____	<input type="checkbox"/> ITS _____	<input type="checkbox"/> NVRC _____
<input type="checkbox"/> Environment _____	<input type="checkbox"/> Solicitor _____	<input type="checkbox"/> Museum & Arch. _____
<input type="checkbox"/> Facilities _____	<input type="checkbox"/> GIS _____	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Human Resources _____	<input type="checkbox"/> Real Estate _____	

SUBJECT: WATERWORKS REGULATION BYLAW 8194 (AMMENDMENT 62)
User Charges and Service Fees for 2017

Page 6

Appendix A

Water Utility, 2017 – 2021 Draft Financial Plan

(000's)	Final Budget 2014	Final Budget 2015	Final Budget 2016	2016 Forecast	Draft Budget 2017	Plan			
						2018	2019	2020	2021
Revenues									
Flat Rate	16,623	17,160	17,663	17,835	18,176	18,760	19,363	19,985	20,628
Metered Rate	6,782	6,733	6,738	6,113	6,231	6,498	6,776	7,067	7,369
Connection Charges	311	319	849	849	864	881	899	915	931
Other Revenues	47	77	41	35	33	34	35	35	36
Contribution from Water Reserve	-	-	-	-	-	352	-	-	-
Total Revenues	23,763	24,289	25,291	24,832	25,304	26,525	27,073	28,002	28,964
Expenditures									
Water Purchases (Metro Vancouver)	12,088	12,830	12,181	12,678	13,206	13,604	14,013	14,434	14,869
District Operations									
Administration	461	474	482	482	490	499	510	517	525
Operations & Maintenance	1,380	1,423	1,444	1,444	1,477	1,514	1,553	1,588	1,625
Water Service Breaks	2,092	2,147	2,187	2,187	2,225	2,270	2,315	2,356	2,397
Connections	311	319	849	849	864	881	899	915	931
Contribution to General Operating Fund	1,718	1,753	1,790	1,790	1,825	1,862	1,899	1,937	1,976
	5,962	6,116	6,752	6,752	6,881	7,026	7,176	7,313	7,454
Contribution to Water Capital Fund	5,471	5,121	5,038	5,038	5,102	5,895	5,577	6,247	5,777
Contribution to Water Reserve	242	222	1,320	364	115	-	307	8	864
Total Expenditures	23,763	24,289	25,291	24,832	25,304	26,525	27,073	28,002	28,964
SINGLE FAMILY RESIDENTIAL FLAT RATE	\$ 618	\$ 630	\$ 643		\$ 656	\$ 677	\$ 699	\$ 722	\$ 745

The Corporation of the District of North Vancouver

Bylaw 8194

A bylaw to amend the Waterworks Regulation Bylaw 2279, 1958

The Council for The Corporation of the District of North Vancouver enacts as follows:

1. Citation

This bylaw may be cited as "Waterworks Regulation Bylaw 2279, 1958, Amendment Bylaw 8194, 2016 (Amendment 62)".

2. Amendments

Waterworks Regulation Bylaw 2279, 1958, is amended as follows:

- a) *Schedule B Water User Charges* is deleted in its entirety and replaced with a new *Schedule B Water User Charges* as attached in Schedule 1 of this Bylaw.

3. Effective Date

The effective date of this bylaw is January 1st, 2017.

READ a first time

READ a second time

READ a third time

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

Schedule 1 to Bylaw 8194

Schedule B

WATER USER CHARGES

A. FLAT RATE CHARGES

The following annual water user charges shall apply where there is no installation of a meter under section 21 of this bylaw:

User	Annual Charge
Single Family Residence	\$ 656.00
Row House/ Duplex	\$ 559.00
Secondary Suite/ Coach House	\$ 353.50
Multi-family	\$ 559.00
Rest Home per bedroom	\$ 110.25
Retail, office or service commercial premises	\$ 656.00
• with living quarters, an additional	• \$ 455.00
Church	\$ 656.00

The annual charge for premises supplied with water for less than one year shall be paid on a pro-rated basis to the date of shut-off subject to Section 8 or from the date of connection to the last date in December. The date of connection shall be determined as follows:

- for premises where a new sanitary sewer inspection chamber has been installed, the date of connection is the date of the final plumbing inspection;
- for all other premises, the date of connection is the date of the final plumbing inspection for the first dwelling unit; for phased developments, the date of connection for each phase is the date of the final plumbing inspection for the first dwelling unit in that phase.

All flat rate annual charges are due and payable at the same time and in the same manner as the general rates and taxes. If Secondary Suite charges are billed separately, they are due and payable within 30 days of invoice date.

Any property owner who is about to remove a Secondary Suite shall give written notice of same to the Chief Bylaw Officer; the annual charge therefore shall be paid on a pro-rated basis to the date of electrical inspection by District Inspector confirming the removal of the suite.

Any property owner who installs a Secondary Suite will be charged the annual charge on a pro-rated basis from the date of the final plumbing inspection to the last date in December.

Any property owner with an additional unauthorized dwelling unit contained within a building of residential occupancy will be charged the annual charge for the calendar year upon confirmation of the additional unit.

All charges are for the calendar year.

B. METERED CHARGES

	Monthly Charges
<i>Non-Commercial/ Industrial Charges</i>	
First 1,000 cu.ft. used or part thereof	\$ 59.75
All in excess of 1,000 cu.ft. used-per 100 cu.ft.	\$ 3.70
<i>Commercial/ Industrial</i>	
First 1,000 cu.ft. used or part thereof	\$ 59.75
All in excess of 1,000 cu.ft. used-per 100 cu.ft.	\$ 3.70
<i>Special Purposes</i>	
Per Connection	\$ 970.00
Quarterly Charges	
<i>Non-Commercial/ Industrial</i>	
First 3,000 cu.ft. used or part thereof	\$ 179.25
All in excess of 3,000 cu.ft. used-per 100 cu.ft.	\$ 3.70
<i>Commercial/ Industrial</i>	
First 3,000 cu.ft. used or part thereof	\$ 179.25
All in excess of 3,000 cu.ft. used-per 100 cu.ft.	\$ 3.70
A 2% discount will be allowed on Meter Accounts if paid within 20 days of the date of the invoice.	
Special purpose water use charge inclusive of all works and water costs for duration of use.	

C. WATER CONNECTION FEES

Connection Size	Connection Fee
<i>3/4" diameter</i>	
In existing developed area	\$ 4,370
In new subdivision during development stage and prior to paving being installed	\$ 1,747
<i>over 3/4" - 1 1/2" diameter</i>	

In existing developed area	\$ 4,739
In new subdivision during development stage and prior to paving being installed	\$ 3,478
Over 1 1/2" Diameter	Actual Cost
Capping Fee	\$ 808
Abandon Service Fee	\$ 2,550
Woodlands/Sunshine Water Connection Fee (A one-time charge for connection, in addition to the standard water connection fee)	\$ 9,461
Where there is an existing serviceable 1/2" connection, the owner may convert to a standard (3/4") connection by payment of the full fee prescribed for a standard (3/4") connection in an existing developed area.	
Where a service is to be abandoned with no intention of reuse the permanent Abandonment Fee applies. Where the service is intended to be reused the temporary Capping Fee applies.	
Charges will be applied based on the year of construction.	

D. WATER FLOW TEST FEE

• for single family residences	\$ 100
• for all other occupancies	\$ 556

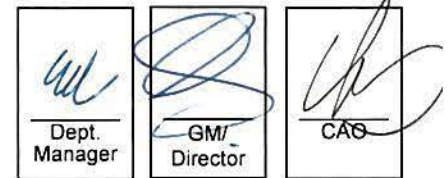
E. WATER SHUT ON / OFF

• for single family residences (outside of working hours)	\$ 100
---	--------

F. WATER VALVE LOCATE

• for single family residences (outside of working hours)	\$ 100
---	--------

AGENDA INFORMATION	
<input type="checkbox"/> Regular Meeting	Date: _____
<input type="checkbox"/> Other:	Date: _____



The District of North Vancouver REPORT TO COUNCIL

November 7, 2016
File: 05.1700

AUTHOR: Shaun Carroll, P. Eng., Manager Utilities

SUBJECT: SEWER BYLAW 8195 (AMMENDMENT 28)
User Charges and Service Fees for 2017

RECOMMENDATION:

THAT "Sewer Bylaw 6656, 1994, Amendment Bylaw 8195, 2016 (Amendment 28)" is given FIRST, SECOND, and THIRD Reading.

REASON FOR REPORT:

The sewer and drainage user rates charged by the District are specified in Sewer Bylaw 6656 and are the primary funding source for the sewer utility. This report provides information and recommendations regarding proposed amendments effective January 1, 2017.

SUMMARY:

The proposed rate increases are consistent with the comprehensive utility study conducted in 2012 and Council's objectives of maintaining the financial sustainability in the management of utility infrastructure.

The proposed charge for a single family residence in 2017 is \$618.50, an increase of \$29.50 or 5% over 2016. The increase is attributed to flow through Metro costs, inflationary drivers while maintaining the combined funding for capital and reserves at required levels.

BACKGROUND:

The Sewer and Drainage Utility provides sanitary collection and storm drainage for the District of North Vancouver. User charges are the main source of funds for the Utility. The revenue from the user charges must be sufficient to cover Metro Vancouver flow-through sewer charges, annual operating costs, funds for proposed capital works, inflation and maintain reserve funds at an acceptable level.

The sewer utility operates and manages two separate sewer services, Sanitary and Drainage. The Sanitary system includes 386 km of sanitary sewers, 33 lift stations and about 21,400 sewer services that provides critical sanitary collection for the District. The current replacement value of the system is \$238 million.

The Drainage system includes 360 kilometres of storm mains, more than 300 culverts, 7 natural hazard mitigation structures, and other natural or artificial water courses that provide critical drainage and storm water control to protect District and private property from flood damage. These assets have a total current replacement value of \$296 million. The overall physical condition of the sewer and drainage systems exceeds our Asset Management target.

EXISTING POLICY:

The Sewer Utility operates as a self-sufficient financial entity with no debt financing. The FCS Group study '*Water, Sewer & Drainage, and Solid Waste & Recycling Utility Rate Study*' indicated that industry best practices required reserve balances to be set at a minimum of \$5.1M - \$18M (2012\$).

ANALYSIS:

Estimated revenues and expenditures over the next five years are provided in Appendix A, "Sewer and Drainage Utility, 2017 – 2021 Draft Financial Plan".

Revenues for the sewer utility are collected primarily through flat rate sewer charges, metered rate sewer charges and sewer connection fees. Service connection fees are set to cover direct cost for services.

Cost of Service

The four major areas of expenditure that affect the outcome of the rate setting process are Metro liquid waste charges, direct operating costs, direct capital costs and contribution to the reserve fund. The combined annual estimated sewer utility expenditures impact is an increase of \$690k or 3% for a total annual budget of \$22.7M.

1. Metro Vancouver Liquid Waste Charges

Metro Vancouver facilities and operations charges are levied to the North Shore municipalities for conveyance and treatment of sewage. The charges are comprised of operating, administration and capital debt charges. In 2017 Metro Vancouver charges will increase by 4% or \$376k for a total of \$9.3M and comprise 41% of the total Sewer and Drainage Utility expenditures.

2. District Operations

Operations expenses increase by \$87k for a total budget of \$4.9M and comprise 22% of overall expenses. The predicted increase in expenditures is attributed primarily to inflationary drivers such as negotiated labour costs, fuel and materials. Operations services and programs delivered include:

- Sanitary sewer main and service cleaning and maintenance
- Sanitary sewer lift station inspections, maintenance and repairs
- Storm sewer main and service cleaning and maintenance

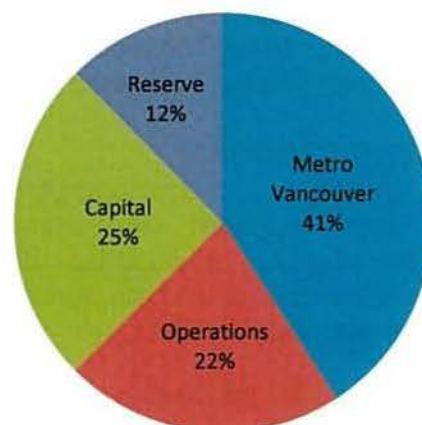


Figure1. Sewer Utility Expenditure 2017

- Drainage inlet/culvert cleaning and maintenance
- Administration & Contribution to the General Operating Fund

3. District Capital Programs

The 2017 contribution to the Sewer capital fund increases by \$281k for a total budget of \$5.7M and is 25% of overall expenditures. This funding request supports the Asset Management Plans obligations. Increases are primarily attributed to commitments in drainage including watercourse hazard mitigation and the development and implementation of the Integrated Stormwater Management Plan. Works performed include planned asset remediation, replacement and upgrading for the following programs:

- Sanitary and Storm Sewer Condition Assessment
- Sanitary Sewer Main and Lateral Remediation
- Sewage Lift Station Upgrading
- Inflow and Infiltration Reduction Program
- Storm Sewer Remediation and Upgrading
- Culvert Inspection and Remediation Program
- Watercourses Hazard Mitigation
- Integrated Stormwater Management and Watercourse Works

4. District Reserves

The 2017 reserve contribution for the Sewer and Drainage utility is \$2.8M with a projected year-end balance of \$10.8M. Reserve contributions represent 12% of overall expenditures and include an accommodation for the uncertainty surrounding funding of the Metro Vancouver Lions Gate Waste Water Treatment Plant.

Rate Shifts

In addition to the proposed rate increase of 5% driven by the changes detailed above, some rate shifts are recommended based on Council agreement to better align consumption with cost of service. Minor ongoing rate shifts outlined below continue through 2017.

Secondary Suites & Coach Homes

In 2017 coach homes are added to the existing secondary suite rate class. Future analysis will reveal if a unique rate class is warranted. The 2017 Secondary Suite and Coach Home rate is \$258 and is unchanged from 2016. This rate continues the FCS study recommendation aimed at bringing equity to this rate on a gradual basis over a 10 year period (first year 2013). The District is projected to have 4,283 secondary suite units and 7-12 coach homes by the end of 2017.

Rest Home Charge Realignment

The 2017 per bed rate is \$261, an increase of 26% but still significantly less than the estimated cost of service. Due to the substantial increase in rates recommended by the FCS study (430%), this rate class is being increased gradually over a 10 year period (first year 2013). DNV has 2 rest homes and a total of 284 beds.

Timing/Approval Process:

To apply the proposed rate increase for the full year in 2017, it is necessary for Council to approve the bylaw amendments prior to January 1, 2017.

Concurrence:

This report has been jointly prepared and reviewed by Utilities (Engineering, Parks and Facilities) and Financial Planning (Finance and Information Technology). Proposed rates were reviewed and supported by the Finance and Audit Standing Committee.

Financial Impacts:

Cost of service impacts for 2017 result in a 5% across the board rate increase. The proposed charge for a single-family residence in 2017 is \$618.50, an increase of \$29.50 over 2016, more than last year's predicted increase of 2% or \$12 in 2016.

Metro Vancouver Liquid Waste Charges

The construction of a new secondary sewage treatment plant for the North Shore will likely result in significant sewage levy increases in future years. The Provincially approved 2010 Integrated Liquid Waste and Resource Management Plan (ILWRMP) mandates that the new treatment plant be constructed by 2020. The practice of Metro providing five year rate projections ceased in 2014 resulting in uncertainty regarding rates to North Shore Sewerage Area residents for 2018-2021. The sewage rate increases for these years are now shown at an average of 14% based on limited information from Metro Vancouver.

Liability/Risk:

If the user charges are not amended the Utility will be forced to run an operating deficit and/or suffer service level reductions and/or deplete the accumulated sewer reserve. If the capital programs for sewer main remediation, sewage lift station upgrading and renewal, upgrading and installation of drainage and special watercourse works are not continued, the District will be exposed to an increasing risk of damage to District property and an increasing liability for private property damage, environmental damage, and service interruption.

Social Policy Implications:

Sewage and drainage collection and disposal are fundamental services which a community requires in order to ensure a high standard of public health and safety.

Environmental Impact:

The Utility protects its infrastructure and minimizes the chance of sewage spills into the environment through planned maintenance and capital upgrading.

Public Input:

Council provides an opportunity for public input through the bylaw adoption and budget process.

Conclusion:

Council approval of the revised sewer and drainage user charges and continued contributions to sewer reserves ensure that sufficient funding is available for the utility to continue to be financially self-sufficient. Council's continued support of the FCS Group study will promote equity for charges based on use, better align user sectors with industry standards, and provide rate stability in the future. Adequate funding is required to provide the programs necessary to maintain a high standard of public health and minimize risk of damage to property and the environment.

Respectfully submitted,



Shaun Carroll, P. Eng.
Manager Utilities

REVIEWED WITH:		
<input type="checkbox"/> Sustainable Community Dev. _____	<input type="checkbox"/> Clerk's Office _____	External Agencies:
<input type="checkbox"/> Development Services _____	<input type="checkbox"/> Communications _____	<input type="checkbox"/> Library Board _____
<input type="checkbox"/> Utilities _____	<input type="checkbox"/> Finance _____	<input type="checkbox"/> NS Health _____
<input type="checkbox"/> Engineering Operations _____	<input type="checkbox"/> Fire Services _____	<input type="checkbox"/> RCMP _____
<input type="checkbox"/> Parks _____	<input type="checkbox"/> ITS _____	<input type="checkbox"/> NVRC _____
<input type="checkbox"/> Environment _____	<input type="checkbox"/> Solicitor _____	<input type="checkbox"/> Museum & Arch. _____
<input type="checkbox"/> Facilities _____	<input type="checkbox"/> GIS _____	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Human Resources _____	<input type="checkbox"/> Real Estate _____	

SUBJECT: SEWER BYLAW 8151 (AMMENDMENT 28)
User Charges and Service Fees for 2017

Page 6

Appendix A

Sewer and drainage 2017-2021 Draft Financial Plan

(000's)	Final Budget 2014	Final Budget 2015	Final Budget 2016	Draft Budget 2017	PLAN			
					2018	2019	2020	2021
Revenues								
Flat Rate	14,057	15,003	15,409	16,256	16,906	17,582	18,285	19,017
Metered Rate	4,355	4,662	4,854	4,715	4,904	5,100	5,304	5,516
Connection Charges	938	962	1,696	1,726	1,761	1,796	1,827	1,859
Other Revenues	59	36	58	10	10	11	11	11
Contribution from Sewer & Drainage Reserve	-	-	-	-	-	1,965	969	316
Total Revenues	19,409	20,663	22,017	22,707	23,581	26,454	26,396	26,719
Expenditures								
Liquid Waste Charges (Metro Vancouver)	8,930	8,865	8,905	9,281	10,858	12,704	14,864	15,458
District Operations								
Administration	437	449	457	464	474	483	491	498
Operations & Maintenance								
Sewer Maintenance	1,191	1,246	1,247	1,271	1,299	1,327	1,353	1,379
Drainage Maintenance	627	625	637	647	660	673	684	696
Connections	938	962	1,696	1,726	1,761	1,796	1,827	1,859
Contribution to General Operating Fund	764	779	795	811	827	844	860	877
	3,957	4,061	4,832	4,919	5,021	5,123	5,215	5,309
Contribution to Sewer & Drainage Capital Fund	6,137	3,809	5,418	5,699	5,832	8,627	6,317	5,952
Contribution to Sewer & Drainage Reserve	385	3,928	2,862	2,808	1,870	-	-	-
Total Expenditures	19,409	20,663	22,017	22,707	23,581	26,454	26,396	26,719
SINGLE FAMILY RESIDENTIAL FLAT RATE	\$ 547	\$ 577	\$ 589	\$ 618.50	\$ 643	\$ 669	\$ 696	\$ 724

The Corporation of the District of North Vancouver

Bylaw 8195

A bylaw to amend Sewer Bylaw 6656, 1994

The Council for The Corporation of the District of North Vancouver enacts as follows:

1. Citation

This bylaw may be cited as "Sewer Bylaw 6656, 1994, Amendment Bylaw 8195, 2016 (Amendment 28)".

2. Amendments

2.1 Sewer Bylaw 6656, 1994 is amended as follows:

- a) Attachment 3, *Schedule of Installation Charges*, is deleted in its entirety and replaced with a new Attachment 3, *Schedule of Installation Charges*, as shown in Schedule 1 of this Bylaw; and,
- b) Attachment 4, *Sanitary Sewer and Drainage Charges and Fees*, is deleted in its entirety and replaced with a new Attachment 4, *Sanitary Sewer and Drainage Charges and Fees*, as shown in Schedule 2 of this Bylaw.

3. Effective Date

The effective date of this bylaw is January 1, 2017.

READ a first time

READ a second time

READ a third time

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

Schedule 1 to Bylaw 8195

ATTACHMENT 3

SCHEDULE OF INSTALLATION CHARGES		
1. Service Capping Fees:		
• Storm		\$ 1,137
• Sanitary		\$ 1,137
2. Service Abandonment Fees:		
• Storm		\$ 2,550
• Sanitary		\$ 2,550
3. Service Remediation		\$ 3,400
4. Base Sewer Connection Charges consists of a service connection installation to main charge plus a service connection length charge.		
Service Connection Installation to Main Charge	0 - 2.0m DEEP	OVER 2.0m - 3.0m DEEP
1st Connection	\$ 2,196	\$ 2,823
2nd Connection	\$ 1,144	\$ 1,144
3rd Connection	\$ 1,144	\$ 1,144
Service Connection Length Charges	0 - 2.0m DEEP	OVER 2.0m - 3.0m DEEP
1st Connection	\$ 398 / meter	\$ 614 / meter
2nd Connection	\$ 198 / meter	\$ 240 / meter
3rd Connection	\$ 198 / meter	\$ 240 / meter
Manhole	\$ 5,739 / each	\$ 548 / meter
5. Utility crossing charge (for each crossing/crossings required when laying the connection underneath other pipes or ducts):		\$ 612 / each
6. Installation charges for storm or sanitary sewer connections:		
a) The "first connection" shall be the longest connection installed in a trench. A remediated connection is not defined as a new connection for the purpose of establishing the first connection.		
b) "Second" connection, "third" connection, and "additional" connection rates shall only apply when these connections are installed in the same trench (standard width) as the "first" connection.		

c)	Connection charges shall be based on the greater of the depths measured between the ground surface at the property line or the ground surface at the main and the design depth of the connection at those two locations.
d)	The charges for connections greater than 3 metres in depth (if deemed acceptable) or 300mm in diameter shall be estimated and charged on a site specific basis.
e)	The location of the connection at the sewer main shall be at a point along the main no further than the midpoint of the lot adjacent to the lot being connected. This location shall be determined by the intersection of the sewer main and a line drawn perpendicular to the adjacent lot line at its midpoint.
f)	The cost to replace any existing legal pin disturbed due to its proximity to the new connection shall be borne by the applicant.
g)	The cost for any rock work requiring blasting, drilling or splitting shall be in addition to the charges calculated in this schedule.
h)	BC Hydro charges for any work related to the connection installation shall be in addition to the charges calculated in this schedule.
i)	The cost to connect to a concrete encased sewer pipe shall be in addition to the charges calculated in this schedule.
j)	The cost of DNV staff required to complete an engineering design for a sewer connection shall be in addition to the charges calculated in this schedule.
k)	Charges will be applied based on the year of construction.
Example 1 (Connection less than 2m deep, 1st & 2nd 10m long, 3rd 7m long, one utility crossing)	
1 st Connection less than 2m deep, 10m long = \$ 2,196 + (10 x \$ 398) + \$ 612 =	\$ 6,788
2 nd Connection, less than 2m deep, 10m long = \$ 1,144 + (10 x \$ 198) + \$ 612 =	\$ 3,736
3 rd Connection, less than 2m deep, 7m long = \$ 1,144 + (7 x \$ 198) + \$ 612 =	\$ 3,142
TOTAL	\$ 13,666
Example 2 (Connection greater than 2m deep, 10m long, one utility crossing)	
1 st Connection greater than 2m deep, 10m long = \$ 2,823 + (10 x \$ 614) + \$ 612 =	\$ 9,575
2 nd Connection, greater than 2m deep, 10m long = \$ 1,144 + (10 x \$ 240) + \$ 612 =	\$ 4,156
3 rd Connection, greater than 2m deep, 7m long = \$ 1,144 + (7 x \$ 240) + \$ 612 =	\$ 3,436
TOTAL	\$ 17,167

Schedule 2 to Bylaw 8195

ATTACHMENT 4

SANITARY SEWER AND DRAINAGE CHARGES AND FEES

UNMETERED WATER SUPPLY

1. Where the water supply to a property is unmetered, an annual charge is imposed on the owner or occupier of the real property for the maintenance of the sanitary sewer and storm drainage systems according to the class of user as follows. All flat rate annual charges are due and payable at the same time and in the same manner as the general rates and taxes. If Secondary Suite charges are billed separately, they are due and payable within 30 days of invoice date.

The annual charge for premises serviced for less than one year shall be paid on a pro-rated basis to the date of capping subject to Section 16 or from the date of connection to the last date in December. The date of connection shall be determined as follows:

- for premises where a new sanitary sewer inspection chamber has been installed, the date of connection is the date on which District forces pull the inspection chamber plug
- for all other premises, the date of connection is the date of the final plumbing inspection for the first dwelling unit; for phased developments, the date of connection for each phase is the date of the final plumbing inspection for the first dwelling unit in that phase

Any property owner who is about to remove a Secondary Suite shall give written notice of same to the Chief Bylaw Officer; the annual charge therefore shall be paid on a pro-rated basis to the date of electrical inspection by the District Inspector confirming the removal of the suite.

Any property owner who installs a Secondary Suite will be charged the annual charge on a pro-rated basis from the date of the final plumbing inspection to the last date in December.

Any property owner with an additional unauthorized dwelling unit contained within a building of residential occupancy will be charged the annual charge for the calendar year upon confirmation of the additional unit.

All charges are for the calendar year.

SEWER AND DRAINAGE USER CHARGES & FEES - ANNUAL CHARGE

A. FLAT RATE CHARGES

USER	ANNUAL CHARGE
Single Family Residence	\$ 618.50
Row House/ Duplex	\$ 514.50
Secondary Suite/ Coach House	\$ 258.00
Multi-family	\$ 514.50
Rest Home per bedroom	\$ 261.00
Retail, office or service commercial premise	\$ 618.50
• With living quarters, an additional	• \$ 514.50
Church	\$ 618.50

B. METERED PROPERTIES

2. Where the water supply to a property is metered, or where the sewage discharge from a property is metered or otherwise measured under a GVS&DD Waste Discharge Permit, a charge, which is due and payable on or before the 20th day of the month in which the account is rendered, is imposed on the owner or occupier of the real property for the maintenance of the sanitary sewer and storm drainage systems according to the quantity of water delivered to the property or the quantity of sewage discharged from the property as follows:

Monthly Sewer and Drainage Charges for Metered Properties	
First 1,000 cu.ft used or part thereof	\$ 62.30
All in excess of 1,000 cu.ft used – per 100 cu.ft	\$ 6.39

Quarterly Sewer and Drainage Charges for Metered Properties	
First 3,000 cu.ft used or part thereof	\$ 186.90
All in excess of 3,000 cu.ft used – per 100 cu.ft	\$ 6.39

C. REDUCTION IN CHARGE

3. Where the water supply to a property is metered and a user of the sanitary sewer system can establish that less than 80% of the water delivered by the water utility to the property is discharged into the sanitary sewer system, the Treasurer shall reduce the charge in proportion to the amount of water which is not discharged into the sewer system as follows:
- water discharged to the sanitary sewer is less than 80 per cent down to 65 percent - 25 percent reduction in sewer charge
 - water discharged to the sanitary sewer is less than 65 per cent down to 35 percent - 50 percent reduction in sewer charge
 - water discharged to the sanitary sewer is less than 35 percent - 75 percent reduction in sewer charge.

D. INDUSTRIAL BOD/TSS CHARGES


4. Where the discharge to sanitary sewer from a property is regulated under a GVS&DD Waste Discharge Permit, the total annual charge will be based on the following table:

GVS&DD WASTE DISCHARGE PERMITEE SEWER CHARGES	
MONTHLY METERED PROPERTIES	
First 1,000 cu.ft used or part thereof	\$ 62.30
All in excess of 1,000 cu.ft used – per 100 cu.ft	\$ 3.78
QUARTERLY METERED PROPERTIES	
First 3,000 cu.ft used or part thereof	\$ 186.90
All in excess of 3,000 cu.ft. used – per 100 cu.ft.	\$ 3.78

E. CHARGE FOR CONTAMINATED GROUNDWATER DISCHARGE TO SEWER

5. In addition to GVS&DD discharge permit DNV charge per 100 cu.ft or part thereof \$ 5.93.

COUNCIL AGENDA/INFORMATION				
<input type="checkbox"/> In Camera	Date:		Item #	
<input checked="" type="checkbox"/> Regular	Date:	Nov 21, 2016	Item #	
<input type="checkbox"/> Agenda Addendum	Date:		Item#	
<input type="checkbox"/> Info Package	DM#		Date:	Mailbox:


Dept.
Manager


Director


CAO

The District of North Vancouver REPORT TO COUNCIL

November 8, 2016
File: 05.1700

**SUBJECT: SOLID WASTE COLLECTION AND RECYCLING SERVICE FEES - 2017,
BYLAW 7631**

RECOMMENDATION:

THAT "Solid Waste Removal Bylaw 7631, 2007, Amendment Bylaw 8199, 2016 (Amendment 13)" is read a FIRST, SECOND and THIRD time.

REASON FOR REPORT:

To establish the solid waste collection and recycling services fees for 2017.

SUMMARY:

The current 2016 Solid Waste Collection and Recycling Fees and the proposed 2017 Solid Waste Collection and Recycling Fees are shown in the following table.

	2016 Rate	2017 Rate	\$ Change	% Change
Single-family				
Garbage	\$120.80	\$123.30	\$2.50	2%
Organics	\$94.70	\$96.70	\$2.00	2%
Solid waste total	\$215.50	\$220.00	\$4.50	2%
Recycling	\$94.20	\$62.25	(\$31.95)	-34%
Combined Rate	\$309.70	\$282.25	(\$27.45)	-9%
Multi-family				
Recycling	\$68.30	\$45.00	(\$23.30)	-34%

BACKGROUND:

The Solid Waste Collection and Recycling Services Fees provide funding for solid waste and recycling services to single family homes and recycling services to multi-family homes within the District of North Vancouver.

EXISTING POLICY:

The waste collection rates and regulations are established through Solid Waste Removal Bylaw 7631.

ANALYSIS:

Single Family garbage and organics rate

The rate for single family garbage and organics collection for next year is proposed to be \$220.00, a 2% increase from the 2016 rate of \$215.50 per property. This increase is due to inflation on costs.

Recycling rate

The rate for single family recycling for next year is proposed to be \$62.25, a 34% decrease from 2016, and the rate for multi-family recycling is proposed to be \$45.00, a 34% decrease from 2016. The decrease is primarily due to operational cost savings and incentives from Multi-Material BC (MMBC).

Multi-Family / Commercial Rates for garbage and cardboard pick-up

A 2% increase is proposed for commercial container rates and garbage disposal tipping fees for multi-family residential properties, schools, churches and commercial properties. A monthly flat rate fee has been added for the weekly pickup of organics from multi-family and commercial properties.

Solid Waste and Recycling revenues exceeding costs will be directed to reserves to rebuild the reserve balance after the draw made in 2016 for cart standardization.

Timing/Approval Process:

Council's approval of the utility charges and adoption of the amending bylaw is needed as part of the 2017 budget.

Concurrence:

This report has been reviewed by the Financial Planning Department.

Financial Impacts:

The total estimated revenue required to fund solid waste services, including recycling, for 2017 is \$9M (\$4.6M Residential Solid Waste Collection, \$1.5M Commercial Solid Waste Collection and \$2.9M Recycling). The proposed rates ensure there will be sufficient reserves in place in 2017 as recommended by industry best practises, which are between \$1.5M to \$2.8M (2012\$). It is projected that the Solid Waste and Recycling reserves will have a balance of \$2M by end of 2017.

As cart standardization is rolled out in 2017, differential pricing based on cart size will be introduced in 2018, the first full year of the new program.

Social Policy Implications:

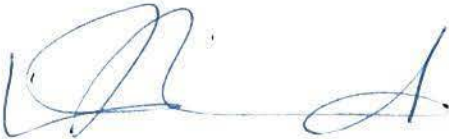
The provision of solid waste collection is a fundamental service which a community requires in order to ensure a high standard of public health.

Business Plan:

The proposed 2017 Solid Waste Removal Bylaw is consistent with the objectives of the District of North Vancouver Business Plan and is evident in the following Business Plan statements:

"Basic services provided by the District include police and fire protection, solid waste collection, water, sanitary and storm sewers, parks and local roads."

"We understand and strive to meet the high standard of essential service expected by our residents and businesses. The essential services include public safety, health and transportation – such as Fire, Police, Water, Sanitary Services, Drainage and Roads."



Michael Henry Toland
Section Manager – Fleet & Solid Waste

VIEWED WITH:	REVIEWED WITH:	REVIEWED WITH:	REVIEWED WITH:
<input type="checkbox"/> Sustainable Community Development	<input type="checkbox"/> Clerk's Office	External Agencies:	Advisory Committees:
<input type="checkbox"/> Development Services	<input type="checkbox"/> Corporate Services	<input type="checkbox"/> Library Board	<input type="checkbox"/> _____
<input type="checkbox"/> Utilities	<input type="checkbox"/> Communications	<input type="checkbox"/> NS Health	<input type="checkbox"/> _____
<input type="checkbox"/> Engineering Operations	<input type="checkbox"/> Finance	<input type="checkbox"/> RCMP	<input type="checkbox"/> _____
<input type="checkbox"/> Parks & Environment	<input type="checkbox"/> Fire Services	<input type="checkbox"/> Recreation Commission	
<input type="checkbox"/> Economic Development	<input type="checkbox"/> Human resources	<input type="checkbox"/> Other: _____	
	<input type="checkbox"/> ITS		
	<input type="checkbox"/> Solicitor		
	<input type="checkbox"/> GIS		

THIS PAGE LEFT BLANK INTENTIONALLY

The Corporation of the District of North Vancouver

Bylaw 8199

A bylaw to amend the Solid Waste Removal Bylaw 7631, 2007

The Council for The Corporation of the District of North Vancouver enacts as follows:

1. Citation

This bylaw may be cited as "Solid Waste Removal Bylaw 7631, 2007, Amendment Bylaw 8199, 2016 (Amendment 13)".

2. Amendments

2.1 Solid Waste Removal Bylaw 7631, 2007 is amended as follows:

- a. Schedule A, *Fees for Solid Waste Collection*, is deleted in its entirety and replaced with a new Schedule A, *Fees for Solid Waste Collection*, as shown in Schedule 1 of this Bylaw.

3. Effective Date

The effective date of this bylaw is January 1, 2017.

READ a first time

READ a second time

READ a third time

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

Schedule 1 to Bylaw 8199

Schedule A

1. Solid Waste Collection Fees (Yearly)

Description	Single Family Property	Multi-Family Property
Garbage and yard trimmings collection	\$220.00	N/A
Recyclable material collection	\$62.25	\$45.00


Tags (per tag)

Residential garbage tag (For garbage in excess of 154 litres)	\$3.00	N/A
--	--------	-----


2. Bulk Container Fees

Description	Container Size				
	1 Yard	2 Yard	3 Yard	4 Yard	6 Yard
Container Rental:					
Cardboard Container Monthly Rental Fee	N/A	\$46.25	\$46.25	\$46.25	\$46.25
Cardboard Container Monthly Rental Fee with Jitney	N/A	\$56.50	\$56.50	\$56.50	\$56.50
Solid Waste Container Monthly Rental Fee	\$14.75	\$15.75	\$16.75	\$17.75	\$19.75
Solid Waste Container Tipping Fees: (Charge per Tip)					
(a) Residential					
(i) with 1 - 3 containers	\$21.00	\$25.25	\$30.75	\$37.25	\$46.25
(ii) with 4 - 7 containers	N/A	\$24.00	\$29.25	\$35.50	\$43.75
(iii) with 8 - 11 containers	N/A	\$23.00	\$27.75	\$33.75	\$41.75
(iv) with 12+ containers	N/A	\$20.25	\$21.50	\$30.00	\$36.75
(b) Schools, Churches, Institutional	N/A	\$28.00	\$34.25	\$40.75	\$53.00
(c) Commercial, Industrial (1 tip/ week)	N/A	\$30.00	\$37.75	\$45.25	\$52.50
1 tip/ 2 weeks	N/A	\$34.50	\$42.25	\$51.50	\$54.50
1 tip/ 4 weeks	N/A	\$37.00	\$45.00	\$52.50	\$56.50
On request	N/A	\$39.75	\$47.25	\$54.50	\$58.50
Organic Waste Cart Tipping Fees: (Fee per 240 L cart per month)					
First Cart – tipped weekly		\$70.00			
Second, Third and Fourth Cart – tipped weekly		\$35.00			
Five and more Carts – tipped weekly		\$15.00			
Charges per Tip in addition to Container Tipping Fees:					
(a) Casters	\$3.75				
(b) Locks	\$1.25				
(c) Jitney (Includes Casters)	\$21.75				

AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>November 28, 2016</u>
<input type="checkbox"/> Other:	Date: _____


 Dept.
Manager


 GM/
Director


 CAO

The District of North Vancouver REPORT TO COUNCIL

November 22, 2016
File: 09.3900.20/000.000

AUTHOR: Linda Brick, Deputy Municipal Clerk

SUBJECT: Bylaw 8200: Fees and Charges Bylaw 6481, 1992, Amendment Bylaw 8200, 2016

RECOMMENDATION:

THAT "The District of North Vancouver Fees and Charges Bylaw 6481, 1992, Amendment Bylaw 8200, 2016 (Amendment 50)" is ADOPTED.


BACKGROUND:

Bylaw 8200 received FIRST, SECOND, and THIRD Readings on November 21, 2016 and is now ready to be considered for adoption by Council.

Options:

1. Adopt the bylaw;
2. Abandon the bylaw at Third Reading; or,
3. Rescind Third Reading and debate possible amendments to the bylaw.

Respectfully submitted,



Linda Brick
Deputy Municipal Clerk

Attachments:

- The District of North Vancouver Fees and Charges Bylaw 6481, 1992, Amendment Bylaw 8200, 2016 (Amendment 50)
- Staff Report dated November 4, 2016

**SUBJECT: Bylaw 8200: Fees and Charges Bylaw 6481, 1992, Amendment Bylaw
8200, 2016**

November 22, 2016

Page 2

REVIEWED WITH:		
<input type="checkbox"/> Sustainable Community Dev. _____	<input type="checkbox"/> Clerk's Office _____	External Agencies:
<input type="checkbox"/> Development Services _____	<input type="checkbox"/> Communications _____	<input type="checkbox"/> Library Board _____
<input type="checkbox"/> Utilities _____	<input checked="" type="checkbox"/> Finance _____	<input type="checkbox"/> NS Health _____
<input type="checkbox"/> Engineering Operations _____	<input type="checkbox"/> Fire Services _____	<input type="checkbox"/> RCMP _____
<input type="checkbox"/> Parks _____	<input type="checkbox"/> ITS _____	<input type="checkbox"/> NVRC _____
<input type="checkbox"/> Environment _____	<input type="checkbox"/> Solicitor _____	<input type="checkbox"/> Museum & Arch. _____
<input type="checkbox"/> Facilities _____	<input type="checkbox"/> GIS _____	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Human Resources _____	<input type="checkbox"/> Real Estate _____	

The Corporation of the District of North Vancouver

Bylaw 8200

A bylaw to amend the District of North Vancouver Fees and Charges Bylaw 6481, 1992

The Council for The Corporation of the District of North Vancouver enacts as follows:

1. Citation

This bylaw may be cited as "The District of North Vancouver Fees and Charges Bylaw 6481, 1992, Amendment Bylaw 8200, 2016 (Amendment 50)".

2. Amendments

The Fees and Charges Bylaw 6481, 1992 is amended as follows:

- a. By deleting Schedules A through F in their entirety and replacing them with new Schedules A through F as attached to this Bylaw as Attachment 1.

3. Effective Date

The effective date of this bylaw is January 1, 2017.

READ a first time November 21st, 2016

READ a second time November 21st, 2016

READ a third time November 21st, 2016

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

**ATTACHMENT 1
TO BYLAW 8200**

Schedule A
CORPORATE AND FINANCE FEES

Copies		
Council minutes, reports, related correspondence and general photocopying	\$0.30	per page

Human Resources		
Request from solicitors for employment information	\$113.30	

Fees for Maps and Digital Data Products		
Standard paper map (small to medium size), standard paper building or related plan	\$10.80	per page

Properties Department - Services		
Registerable Documents (Land Title Office)	\$357.00	
Registration of Registerable Documents including any required title searches		recovery of actual Land Title Office costs
Registerable Release Documents (including secondary suite covenants)	\$163.00	review, preparation and recovery of related Land Title Office costs
Unregistered Documents	\$357.00	
Administration Recovery Fee (A fee to recover extraordinary staff time spent on processing instruments on behalf of private owners)	\$551.00	
Administration for Highway Abandonments (sale of laneways)	\$2,270.00	flat fee
Documentation/Advertising fee for leases and lease renewals		recovery of actual Land Title Office costs

Building Department - Record Searches		
Property Records provided to solicitors, lending institutions and other individuals or organizations:		
Single-Family Residential Buildings	\$119.30	
All other buildings	\$237.60	
Property Record searches for "All other buildings" exceeding three hours shall be charged an additional fee of \$70/hour for each additional hour.		

Change of Address and New Address		
Change of Address and New Address	\$523.60	

Financial Services		
Tax demand notice	\$20.00	per folio
Certificate of tax status and related information - obtained through the web tax certificate system	\$40.00	per folio
Certificate of tax status and related information - prepared manually	\$45.00	per folio
Tax refund to non-property owner	\$30.00	per folio
Tax levy data file (electronic)	\$0.02	per folio
Researching historical property related information	\$45.00	per hour (\$45 minimum)
Returned cheques or payments	\$30.00	per item
Interest on overdue (non-tax) accounts receivable	2%	per month

Amended by: 6835 7349 7365 7432 7433 7516 7581 7632 7691 7740 7814 7871 7917 7960
8020 8088 8143

Schedule B
DEVELOPMENT AND PERMITTING FEES

Building Permits		
The fees payable for the issuance of a permit or renewal of a permit for the erection, addition, alteration, repair, removal or demolition of any building or structure, or any part thereof including other building service systems or regulated by the Building Code, are as follows:		
First \$1,000 value of the work	\$74.00	
Each \$1,000 or part thereof by which the value of work exceeds the sum of \$1,000 up to a maximum of \$15,000, add	\$15.10	
Each \$1,000 or part thereof by which the value of the work exceeds the sum of \$15,000 up to a maximum of \$50,000, add	\$12.90	
Each \$1,000 or part thereof by which the value of the work exceeds the sum of \$50,000, add	\$11.80	
Recheck fee (minimum 1 hour)	\$74.00	per hour
The Building Permit fee is increased where construction commenced before the Building Inspector issued a permit by:		
For work valued up to \$15,000	\$303.10	
For work valued up to \$50,000	\$610.60	
For work valued up to \$100,000	\$1,221.10	
For work valued up to \$500,000	\$2,440.40	
For work valued up to \$1,000,000	\$6,100.70	
For work valued greater than \$1,000,000	\$12,200.40	
Re-inspection Fee	\$122.60	
A Building Permit may be extended pursuant to clause 5.51 of the Building Regulation Bylaw 7353		10% of original fee or \$74.00, whichever is greater
Preliminary Plan Review	\$147.80	
Review of Equivalents - Up to two equivalency items included in one submission (this includes a single review of a single revision required from the primary review)	\$456.10	
For each equivalency item review exceeding the first two items included in the single submission	\$148.30	
Each additional revision submission of any single item	\$74.00	
Transfer of Building Permit - Single Family Residential Building	\$74.00	
Transfer of Building Permit - Other building type	\$148.30	
Secondary Suite Inspection Fee	\$153.70	
Land Title Search Fee	\$28.10	

Plan Review and Summary Letter (reviewed for Board of Variance application)	\$251.30	
A Special inspection (per 5.49.2 of the Building Regulation Bylaw 7353) payable in advance	\$74.00	per hour
An inspection (per 5.49.3 of the Building Regulation Bylaw 7353)	\$207.50	
Plus \$74.00 in excess of 4 hours	\$74.00	per hour
Digital standard building or related plan	\$8.10	per page

Properties Involving Controlled Substances		
Inspection Fees:		
Each time the District enters on a Parcel to inspect in the exercise of the District's authority to regulate, prohibit or impose requirements under the Properties Involving Controlled Substances Bylaw 7494 or another enactment, the Owner must pay the District an administration and inspection fee of:	\$528.10	If the Owner inspects and reports a contravention under Section 13 of Bylaw 7494 this fee will be waived in respect of that incident.
For a subsequent inspection undertaken if the Owner or occupier has failed to undertake action ordered by the Fire Chief, the District or a person authorized under the Properties Involving Controlled Substances Bylaw 7494 to order the action, the Owner must pay an additional fee of:	\$2,640.10	If the Owner inspects and reports a contravention under Section 13 of Bylaw 7494 this fee will be waived in respect of that incident.
Before confirmation is provided by the Chief Building Inspector that a satisfactory inspection of the building by the District's Building Department has been completed the Owner must pay to the District:		
For the first inspection:	\$528.10	If the Owner inspects and reports a contravention under Section 13 of Bylaw 7494 this fee will be waived in respect of that incident.

For an inspection with an architect or professional engineer to certify that the subject Building may be occupied under applicable enactments, if the Owner has not first engaged his or her own architect for that purpose:	\$2,640.10	If the Owner inspects and reports a contravention under Section 13 of Bylaw 7494 this fee will be waived in respect of that incident.
For a Special Safety Inspection:	\$528.10	
For each inspection prior to issuance of a Re-occupancy Permit:	\$316.80	If the Owner inspects and reports a contravention under Section 13 of Bylaw 7494 this fee will be waived in respect of that incident.
To obtain a Re-occupancy Permit:	\$264.00	If the Owner inspects and reports a contravention under Section 13 of Bylaw 7494 this fee will be waived in respect of that incident.
If the Owner inspects and reports a contravention under Section 13 of the Properties Involving Controlled Substances Bylaw 7494:		
The fee for a Special Safety Inspection in respect of that incident is as follows:	\$264.00	

Board of Variance		
Application Fee	\$418.20	

Chimney and Fuel Burning Appliances		
A chimney with one flue, including factory-built chimney	\$74.00	
Each additional flue or chimney in a building	\$21.50	
A fireplace and flue, including factory-built fireplace	\$74.00	
Solid fuel burning appliances	\$74.00	

Mechanical Permits		
For the installation of fixtures, each roof drain, hot water tank, sump and interceptor being classed as a fixture, as follows:		
One fixture	\$74.00	
Each additional fixture up to ten	\$26.90	
Each additional fixture over ten	\$23.60	
Re-piping of an existing building:		
40% of the equivalent fixture installation fee		
For the installation or replacement of water service	\$74.00	
For the installation of perimeter foundation drains:		
For single or two family residential buildings up to 250'	\$74.00	
For each additional 250'	\$38.70	
For other than single or two family residential buildings, for each 100' or portion thereof to 500'	\$74.00	
For each additional 250'	\$38.70	
For the alteration of plumbing where no fixtures are involved, for each 10 metres of house drain installed or portion thereof	\$74.00	
In every case where, due to non-compliance with the provisions of this bylaw or to unsatisfactory workmanship, more than two inspections are necessary, for each inspection after the second inspection	\$122.60	
Special inspections to establish the fitness of the plumbing	\$88.20	per hour
For the installation of plumbing fixtures by other than the original permit holder	\$74.00	
For the installation of domestic water for fire lines in other than single family dwellings:		
For the first 30 metres or portion thereof	\$74.00	
For each additional 30 metres	\$38.70	
For each fire hydrant, alarm valve, dry valve and flow switch	\$37.50	
For each hose outlet/connection and/or fire department connection	\$37.50	
For the connection of the municipal water supply to a hydraulic equipment	\$74.00	
For the installation of pressure vacuum breakers, approved double check valve assemblies and reduced pressure backflow preventers	\$74.00	
For the installation of a house sewer and building sanitary drain where the length:		
Up to 30 metres	\$74.00	
Each additional 30 metres or part thereof	\$38.70	
A storm sewer and building storm drain:		
Up to 30 metres	\$74.00	
Each additional 30 metres or part thereof	\$38.70	
For the installation of either or both when under a common permit:		

Storm Sewer House Service Connection	\$310.70	
Sanitary Sewer House Service Connection	\$310.70	
For the installation of Sprinkler System:		
Fee for the first head	\$74.00	
For each additional head	\$4.10	
For the installation of a forced air heating duct distribution system:		
Per 1,000 btu	\$3.30	
Minimum	\$74.00	
Maximum	\$243.00	
For the installation of a hydronic heating pipe distribution system:		
Per 1,000 btu	\$3.30	
Minimum	\$74.00	
Maximum	\$243.00	

Electrical Permits			
The fees payable for the issuance of an electrical permit are based on the total value of the proposed electrical installation including all material and labour as follows:			
More Than	Not More Than		
\$ 0	\$500	\$74.00	
\$500	\$750	\$104.80	
\$750	\$1,000	\$134.10	
\$1,000	\$2,000	\$134.10	+ \$11.34 / \$100 or part thereof greater than \$1,000
\$2,000	\$3,500	\$247.50	+ \$9.17 / \$100 or part thereof greater than \$2,000
\$3,500	\$7,000	\$385.10	+ \$6.93 / \$100 or part thereof greater than \$3,500
\$7,000	\$10,000	\$627.80	+ \$4.65 / \$100 or part thereof greater than \$7,000
\$10,000	\$50,000	\$767.20	+ \$3.46 / \$100 or part thereof greater than \$10,000

\$50,000	\$100,000	\$2,150.90	+ \$3.46 / \$100 or part thereof greater than \$50,000
\$100,000	\$250,000	\$3,880.30	+ \$2.04 / \$100 or part thereof greater than \$100,000
\$250,000	\$500,000	\$6,941.00	+ \$2.03 / \$100 or part thereof greater than \$250,000
\$500,000	\$750,000	\$12,014.80	+ \$1.69 / \$100 or part thereof greater than \$500,000
\$750,000	\$1,000,000	\$16,242.40	+ \$0.91 / \$100 or part thereof greater than \$750,000
over \$1,000,000		\$18,507.00	+ \$0.84 / \$100 or part thereof greater than \$1,000,000
If applicant makes an erroneous declaration of the permit value to obtain a lesser permit fee, the permit shall be revoked and a new permit issued using the corrected value. The new permit shall be calculated according to the corrected permit value and a 50% administrative fee shall be added to the calculated fee.			
Temporary Power Pole - for a maximum period of 120 days (an extension is the same rate)		\$74.00	
Temporary to Permanent Connection		\$74.00	
Electrical Sign Connection		\$74.00	
Circus, Carnivals, Trade, Conventions, Exhibit, or similar shows		\$131.20	
Annual permits where the connected load in calculated horsepower is:			
1,000 HP or less		\$266.70	
Each additional 100 HP or part thereof		\$24.30	
Maximum fee		\$2,586.50	
Hourly Inspection Fee - for each inspection of electrical work in respect of which no specific fee is hereby prescribed, payment shall be made on the basis of time actually spent in making such inspections, as follows:			
For each hour or part thereof		\$74.00	per hour

Re-inspection Fee - For each inspection necessary for examining electrical installations where errors or omissions were found at a previous inspection	\$122.60	
Permit Fee Refund - Where no work has been performed under the permit, the fee less 15% may be returned when a request in writing is made for refund otherwise a fee is not refundable.		
Movie Locations:		
One location (valid for 90 days from the first day of filming)	\$74.00	
Two locations (valid for 90 days from the first day of filming)	\$147.30	
Three locations (valid for 90 days from the first day of filming)	\$219.40	
Four locations (valid for 180 days from the first day of filming)	\$292.30	
Five locations (valid for 180 days from the first day of filming)	\$364.40	
Six Locations (valid for 180 days from the first day of filming)	\$439.70	
Seven locations (valid for 270 days from the first day of filming)	\$516.00	
Eight locations (valid for 270 days from the first day of filming)	\$584.90	
Nine locations (valid for 270 days from the first day of filming)	\$657.90	
Annual permit - unlimited locations	\$749.30	

Gas Permits		
Domestic Type Installations:		
For the first appliance	\$74.00	
For each additional appliance	\$31.20	
For each inspection exceeding two in number where a re-inspection permit is issued in respect of any installation or alteration	\$122.60	
Commercial and Industrial Installations for each appliance installed on the one permit:		
Equipment with input of 20 kW or less	\$74.00	
Equipment with input greater than 30 kW to 120 kW	\$82.80	
For each re-inspection on any commercial or industrial installation due to faulty workmanship or materials	\$92.40	
For each inspection exceeding two in number made on any commercial or industrial installation	\$74.00	
For inspection outside normal working hours, per hour	\$147.30	per hour
For vent and/or furnace plenum (no appliance)	\$74.00	
For piping (no appliance):		

For first 30 metres or part thereof	\$74.00	
Each additional 30 metres or part thereof	\$32.20	

Blasting Permits

The fees payable for the issuance of a blasting permit for blasting on any one parcel are as follows:

For a period not longer than ten days from the date issued	\$74.00	
For a period longer than ten days but no longer than thirty days from the date issued	\$122.60	
For a period longer than thirty days but no longer than sixty days from the date issued	\$182.80	

Installation, Replacement, Renewal, Alteration or Repair of Oil Burning Appliances or Tanks

Oil Burning Appliances:

20 kW or less	\$74.00	
Greater than 20 kW to 60 kW	\$78.40	
Over 60 kW	\$81.70	
Oil Storage Tank	\$74.00	

Compressed Gas Appliance and Storage Tank:

First appliance	\$74.00	
Each additional appliance	\$34.50	
Underground Storage Tank for the storage of gasoline	\$74.00	

Engineering Construction

Sidewalk Panels (measured in linear metres, 1.5 metres wide):

First 3 metres or portion	\$1,245.00	
Each subsequent metre	\$275.00	

Curb and Gutter (measured in linear metres):

First three metres or portion	\$1,440.00	
Each subsequent metre	\$305.00	
Extruded Driveway Curb (each, up to 6 metres wide)	\$850.00	
Each subsequent metre of extruded driveway curb over 6 metres	\$80.00	
R-9 Driveway Crossing (each, up to 6 metres wide)	\$4,500.00	

Extruded Curb (measured in linear metres, redevelopments above \$200,000 require a new extruded driveway crossing and new extruded curbing along the whole frontage):

First metre of extruded curb	\$305.00	
Each subsequent metre of extruded curb	\$60.00	

Replacement of Survey Monument:

Standard Integrated	\$2,175.00	per monument
---------------------	------------	--------------

Secondary Benchmark	\$3,624.00	per monument
Federal Benchmark	\$5,695.00	per monument
High Precision	\$7,765.00	per monument
GeoBC Registration	\$52.00	per monument
GeoBC Survey	\$500- \$1,000	per survey

Development Applications		
Preliminary		
Required as a first step in most development applications	\$805.00	
Proforma evaluation for applications within designated Centres where Community Amenity Contribution policy stipulates	\$11,075.00	at cost (deposit)
Early Input Meeting where required	\$2,070.00	
Utility Modelling		
Where the District deems it necessary, hydraulic modelling fees will be charged at the Preliminary or subsequent stages of a development application for the District to assess the capacity of the District's water, sanitary and drainage infrastructure as follows:		
Water (includes a hydrant flow test)	\$4,000.00	
Sanitary	\$3,000.00	
Drainage	\$3,000.00	
Rezoning (including text or map amendments), Heritage Revitalization Agreements, and creation of new Temporary Use Permit Area		
Base Fee	\$3,755.00	
Public Hearing Fee (refundable if the application is withdrawn prior to municipal notification of the Public Hearing)	\$2,845.00	
Profiling Fee (formerly Scanning Fee)	<u>\$245.00</u>	
Total	\$6,845.00	
Multi-Family – base fee plus	\$31.00	per residential unit
Official Community Plan Amendment		
Base Fee	\$3,755.00	
Public Hearing Fee (refundable if the application is withdrawn prior to municipal notification of the Public Hearing)	\$2,845.00	
Profiling Fee (formerly Scanning Fee)	<u>\$245.00</u>	
Total	\$6,845.00	
For change in land use or increased residential density – base fee plus	\$62.00	per 100m ² of floor area

Additional Public Hearing Fees		
Additional Public Hearing (where required for a Rezoning, or Official Community Plan Amendment application)	\$2,845.00	
Additional Public Hearing Signs (where required to ensure good visibility)	\$540.00	
Development Permit - Minor		
Additions of less than 1,000 sq.ft. (93 m ²) in DP area; Telecommunications facilities involving changes to existing facilities; and Heritage Alteration Permit or Heritage Revitalization Agreement where no change to use or density	\$1,165.00	
Profiling Fee (formerly Scanning Fee)	<u>\$55.00</u>	
Total	\$1,220.00	
Minor Development Permit Exemption Letter	\$320.00	
Sign Permits		
Application for new sign(s) that is/are in accordance with the Sign Bylaw 7532, and may be reviewed and issued by staff (including review of the sign package)	\$130.00	for the first sign
Each additional sign	\$80.00	
Application for an alteration to a sign permit	\$65.00	for the first sign
Each additional sign	\$35.00	
Minor Development Permit for a sign or sign package where the sign(s) is/are not in accordance with either the Sign Bylaw 7532 or the approved Development Permit	\$565.00	per site
Development Permit – Major (some applications may require more than one Development Permit application and fee)		
Form and Character:		
Form and character for multi-family, commercial or industrial developments;	\$3,930.00	
DP for new telecommunications facilities involving new tower		
Profiling Fee (formerly Scanning Fee)	<u>\$245.00</u>	
Total	\$4,175.00	
Multi family where no rezoning – base fee plus	\$31.00	per residential unit
Environmental or Hazardous Conditions:		
Single Family: (For single family (RS) zoned properties involving more than one Development Permit, where new development is occurring, the fee for all the Development Permits shall be the fee of the highest value Development Permit plus \$115 for each additional Development Permit fee)		

Protection of the Natural Environment DPA	\$115.00	per parcel for renovations on the existing parcel
	\$560.00	per new single family dwelling or per new single family parcel in a proposed subdivision
Streamside Protection DPA – Single Family	\$115.00	per parcel for renovations on the existing parcel
	\$560.00	per new single family dwelling or per new single family parcel in a proposed subdivision
In stream restoration or habitat enhancements	\$0.00	
Wildfire Hazards DPA:	\$275.00	per new single family dwelling or per new single family parcel in a proposed subdivision
Creek Hazards DPA:	\$115.00	per parcel for renovations on the existing parcel
	\$560.00	per new single family dwelling or per new single family parcel in a proposed subdivision

Slope Hazards:	\$115.00	per parcel for renovations on the existing parcel
	\$560.00	per new single family dwelling or per new single family parcel in a proposed subdivision
Profiling Fee (formerly Scanning Fee)	\$55.00	
Development Permit Exemption Letter	\$55.00	
Other than single family:		
Environmental, or Hazardous Conditions	\$630.00	per 10,000 sq.ft. (929 m ²) of affected site area with a minimum fee of \$630
Profiling Fee (formerly Scanning Fee)	\$245.00	
Development Permit Exemption Letter	\$55.00	
Development Variance Permit		
Single Family:		
For three variances or less	\$640.00	
Profiling Fee (formerly Scanning Fee)	<u>\$30.00</u>	
Total	\$670.00	
For four variances or more	\$945.00	
Profiling Fee (formerly Scanning Fee)	<u>\$30.00</u>	
Total	\$975.00	
Other than Single Family:	\$1,270.00	
Profiling Fee (formerly Scanning Fee)	<u>\$245.00</u>	
Total	\$1,515.00	
Temporary Use Permit		
Temporary Use Permit	\$1,270.00	
Profiling Fee (formerly Scanning Fee)	<u>\$245.00</u>	
Total	\$1,515.00	
Subdivision		
Subdivisions	\$1,370.00	base fee (includes parent parcels)

Fee per new lot created	\$265.00	per additional lot
Profiling Fee (formerly Scanning Fee)	\$245.00	
Strata-titling of currently occupied buildings	\$3,155.00	
Consolidation or lot line adjustment	\$1,075.00	
Subdivision creating an air space parcel	\$3,620.00	per air space parcel
Profiling Fee (formerly Scanning Fee)	\$245.00	
Subdivision Conditions Letter extension	\$390.00	
Signing Fee (payable with the submission of the subdivision plans)	\$985.00	
Resubmissions		
This fee may be levied for additional reviews of building, landscape, engineering, survey or tree plans.		
Per resubmission	\$515.00	
Amendments		
Amendments to approved applications, where the amendment will require staff review and/or a public notification process, including:		
Applications to amend Subdivisions or Development Variance Permits; and Applications to amend existing restrictive covenants.	\$645.00	
Liquor Related Applications		
Special Occasion Licences:		
Temporary change to a liquor licence	\$114.00	
Special Occasion Licence:		
A private function (not open to the public and no more than 100 people in attendance)	\$31.00	
A public function (including not for profit events that are open to the public)	\$114.00	
Permanent Liquor Licences:		
Applications for a new liquor licence or an amendment to an existing licence	\$1,820.00	
Public Notification Fee	\$1,710.00	
Legal Documents		
Site Specific Legal Documentation:		
Fees for legal documents will be based on the costs associated with their preparation. When possible, standardized documents will be used.		charged at actual cost
Standard Servicing Agreement	\$650.00	
Renewal of Standard Development Servicing Agreement	\$650.00	
Special Services		
Where extraordinary work is required including municipal survey work, mediation work, or extraordinary public meetings.		charged at actual cost

Custom Research: Requests for detailed research of one or more properties.	\$120.00	per hour
Confirmation Letters: Requests for letters confirming the land use designation in the Official Community Plan or the Zoning of a particular site are requested but where no additional research is required.	\$75.00	
Refund of Fees		
The refundable portion of a fee prescribed in the Development Applications section of Schedule B will be returned to the applicant in the following circumstances:		
a) if an application is withdrawn by the applicant or rejected by Council before either a public hearing or public meeting date is established or public notification is given, but not if the public hearing is waived; or		
b) if an application is approved by Council without the convening of a public hearing or public meeting or undertaking public notification.		
Development Conducted without a Permit		
If any development for which a permit is required by the District of North Vancouver Development Procedures Bylaw 7738 is commenced without a permit issued by the Council, the applicant for the proposed development must pay double the fee prescribed in this bylaw.		

Administration Fees For Development Servicing		
An administration fee required in connection with all administrative costs incurred by the District in connection with the "Works" as defined in the Development Servicing Bylaw 7388.	5.1%	up to and including \$100,000
	4.1%	on amount in excess of \$100,000
A design revision fee required in connection with incomplete design drawing submissions for review costs incurred by the District - Minimum charge 1 hour	\$91.30	per hour
An administration fee required in connection with all administrative costs incurred by the District in connection with a crane swing agreement.	\$1,000.00	
An administration fee required in connection with all administrative costs incurred by the District in connection with an underpinning agreement.	\$1,000.00	

Permits Pursuant to the Environmental Protection and Preservation Bylaw		
Aquatic Area Permit	\$338.00	
Soil Permit:		
Single Family Residential	\$195.00	
Industrial, Commercial, Multi-family	\$393.00	
Site Profile - for a Site Profile as specified on Schedule 1 of the Waste Management Act – Contaminated Sites Regulation	\$119.00	

Re-Inspection Fee:		
Where it has been determined by the Environmental Protection Officer (EPO) that a site undertaking work governed by a permit issued pursuant to the Environmental Protection and Preservation Bylaw 6515 has not satisfactorily completed the work after the second inspection by the EPO then the following table of Inspection fees shall apply:		
First inspection to determine final compliance with EPPB Permit conditions; or EPO has to respond to a site regarding ineffective erosion control or other environmental damage complaint	\$0.00	
Second inspection to determine if deficiencies on first inspection have been corrected	\$0.00	
Third and all subsequent inspection(s) to determine if deficiencies on previous inspection(s) have been corrected	\$119.00	
Inspection Procedure:		
The Environmental Protection Officer shall record all inspection records on an inspection sheet to be left with the operator in charge of the site and a copy to be filed with the Environment Department. The Environmental Protection Officer shall determine if an inspection fee is to be charged based on two previous inspections to the same site. Any requests for a third or any additional inspections shall be made through the Environment Department. Third and subsequent inspections shall not be conducted until the inspection fee has been received.		
Works Conducted Without a Permit:		
If any works for which a permit is required by the Environmental Protection and Preservation Bylaw 6515 are commenced without a permit issued by the General Manager of Planning, Permits and Properties Division, the permit applicant for the proposed works shall pay double the fee prescribed as set out in the Fee section of this Bylaw.		
Preliminary Site Review:		
Environmental Requirements - A preliminary plan review and/or site inspection including required liaison with other jurisdictions. The service includes an analysis of a proposed development, building, or structure for compliance Environmental Protection and Preservation Bylaw 6515 and/or other requirements as related to stream or waterfront setbacks.	\$140.00	

Tree Permits Pursuant to the Tree Protection Bylaw		
For tree(s) meeting the criteria outlined in Section 14(a) in the Tree Protection Bylaw 7671:		
To prune protected tree(s) or large-diameter tree(s)	\$76.00	
For each protected tree or large-diameter tree to be removed up to and including four trees	\$76.00	
For the removal of five or more protected trees or large-diameter trees	\$359.00	
For development involving the removal of ten or more protected trees or large-diameter trees on a parcel greater than 1 hectare	\$1,860.00	
Inspection and Re-inspection Fees:		

The following fees shall apply for inspections undertaken to determine whether or not to release a security deposit held under the Tree Protection Bylaw 7671:		
First inspection - To determine final compliance with tree permit conditions. Deficiencies are noted on an Environmental Inspection Report and/or an Order to Comply, copy of which shall be left at the site.	\$0.00	
Second Inspection - To determine final compliance with tree permit conditions. Deficiencies are noted on an Environmental Inspection Report and/or an Order To Comply, a copy of which shall be left at the site.	\$0.00	
Third Inspection - After expiration of an Order to Comply given on the second inspection, the third and all subsequent inspections will be undertaken to determine if deficiencies noted on previous inspections have been corrected. Deficiencies are noted on an Order to Comply left at the site.	\$119.00	
Where it has been determined that work or development permitted pursuant to the Tree Protection Bylaw 7671 has not been satisfactorily completed, the following fees shall apply with respect to inspections:		
Inspection relating to tree protection barrier, retained tree or replacement tree	\$119.00	
Inspection to determine compliance with tree permit or bylaw	\$119.00	
The environmental compensation fee payable pursuant to section 15(b) of the Tree Protection Bylaw 7671	\$550.00	
Installation of Street Tree(s)	\$720.00	

Amended by: 7365 7516 7581 7632 7691 7740 7794 7814 7871 7911 7917 7960 8020 8037 8088 8143

Schedule C

PARKS AND RECREATION FEES

Cates Park Boat Launch		
Annual Pass – non-resident	\$253.33	
Annual Pass - resident	\$165.71	
Daily Launch	\$19.52	

Gallant Wharf – Prepaid Moorage Rates/Foot		
Winter		
Monthly	\$8.00	
3 Months	\$22.57	
6 Months	\$40.86	
Summer		
Monthly	\$10.76	
3 Months	\$30.19	
6 Months	\$53.71	

Gallant Wharf Ticket Machine Rates		
Rate (Up to 16 ft.)		
2 hour	\$3.57	
6 hour	\$11.52	
12 hour	\$23.24	
Rate (Over 16 ft. up to 20 ft.)		
2 hour	\$4.52	
6 hour	\$13.38	
12 hour	\$26.90	
Rate (Over 20 ft. up to 24 ft.)		
2 hour	\$5.05	
6 hour	\$15.10	
12 hour	\$30.14	
Rate (Over 24 ft. up to 28 ft.)		
2 hour	\$5.48	
6 hour	\$16.81	
12 hour	\$33.52	
Rate (Over 28 ft. up to 32 ft.)		
2 hour	\$6.24	
6 hour	\$18.48	
12 hour	\$36.95	
Rate (Over 32 ft. up to 36 ft.)		

2 hour	\$6.76	
6 hour	\$20.14	
12 hour	\$40.33	

Picnic Events		
Covered Shelter 100+ people – 4 hours	\$119.52	
Covered Shelter 60 people – 4 hours	\$94.76	
Covered Shelter 40 people or less – 4 hours	\$69.05	

Lynn Canyon Park		
Buses 24 seats and under	\$26.90	for two hours
Buses 25 seats and over	\$46.30	for two hours
Annual Bus Pass - (24 seats and under)	\$909.10	per bus per year
Annual Bus Pass - (25 seats and over)	\$1,247.10	per bus per year

Ecology Centre		
Eco-Quest, Forest Quest Activity (Individual)	\$2.50	
Individual Programs	\$8.50	
Children's Mini-Camps	\$67.00	
Birthday Parties 10 students (price per group)	\$135.00	
Groups:		
Students age 3 to 12 (12 students or less)	\$72.00	
Students age 3 to 12 (13 to 30 students)	\$128.00	
Students age 13 to adult (12 students or less)	\$83.00	
Students age 13 to adult (13 to 30 students)	\$158.00	
Students age 13 to adult (31 to 45 students)	\$230.00	

Maplewood Farm		
Adult	\$7.57	
Child/Senior	\$4.57	
Peak Period (Adult)	\$8.81	
Peak Period (Child)	\$5.71	
Special Events (Adult)	\$8.81	
Special Events (Child)	\$5.71	
Annual Family Membership	\$127.19	
Behind the Scenes General	\$24.38	
Behind the Scenes Member	\$12.76	
Pony Ride	\$96.71	per hour
Prepayment Plan:		
Group size 0-8	\$125.95	
Group size 9-15	\$251.52	

Group size 16-25	\$377.29	
Group size 26-50	\$754.57	
Group size 51-75	\$1,006.05	
Group size 76-100	\$1,257.62	
Birthday Party Packages:		
Basic Room Rental	\$51.80	per hour
Themed Party Packages:		
Bronze Package	\$129.40	
Silver Package	\$207.10	
Gold Package	\$289.90	
Platinum Package	\$419.30	

Amended by: 7296 7365 7433 7516 7581 7632 7691 7740 7814 7871 7917 7960 8020 8088
8143

Schedule D
PROTECTIVE SERVICES FEES

Fire Services Fees Pursuant to Fire Services Bylaw		
Information requests	\$168.90	per civic address or request
Fire Safety Plan:		
Initial review for new Fire Safety Plans	\$168.90	per hour or portion thereof, minimum one hour charge
Second review for new Fire Safety Plans	\$253.40	per hour or portion thereof, minimum one hour charge
Third and subsequent review for new Fire Safety Plans	\$337.80	per hour or portion thereof, minimum one hour charge
Annual review of existing Fire Safety Plans	\$56.00	
Charge to developer for DNV to develop a Pre-Fire Plan	\$834.30	
Review Pre-Fire Plans	\$168.90	per hour, minimum one hour charge
Charge for Pre-Fire Plans not submitted in format acceptable to DNV	\$337.80	
Permit Fees:		
The fees hereinafter specified must be paid to the District by all applicants for any Permit required by the Fire Bylaw 7481, or under the Fire Code adopted by the Fire Bylaw 7481, or by the regulations passed pursuant to the provisions of the Fire Services Act, as amended from time to time, and for inspection of any work or thing for which the said Permit is required:		
For any installation of gasoline tanks, oil tanks, diesel tanks and dispensing pumps:		
2,300 L (500 I.G.)	\$15.80	
2,301-4,600 L (501-1,000 I.G.)	\$21.10	
4,601-23,000 L (1,001-5,000 I.G.)	\$32.70	
23,001-46,000 L (5,001-10,000 I.G.)	\$43.20	
46,001-115,000 L (10,001-25,000 I.G.)	\$64.40	
115,001-230,000 L (25,001-50,000 I.G.)	\$107.70	
230,001-460,000 L (50,001-100,000 I.G.)	\$161.60	
460,001-920,000 L (100,001-200,000 I.G.)	\$215.40	
920,001-2,300,000 L (200,001-500,000 I.G.)	\$269.30	
Each dispensing pump	\$10.60	
Inspections and installation of domestic and commercial oil burners:		
Each domestic installation	\$5.30	
Each commercial installation	\$10.60	

North Vancouver RCMP Services		
Criminal Record Check	\$57.50	
Criminal Record Check – Volunteers – Local Residents	\$0.00	
Police Certificate (Including prints if required)	\$57.50	
Fingerprints Taken (up to 2 sets – additional sets @ \$5.25 each)	\$57.50	
Local Police Records Checks	\$57.50	
Name Change Applications	\$57.50	
Taxi Permit Application/Annual Review	\$57.50	
Taxi-Biennial (2yr) Permit	\$115.00	
Taxi Permit (lost/replacement fee)	\$28.75	
MV 6020 – Motor Vehicle Accident Report	\$57.50	
Preliminary Collision/Traffic Analyst Report	\$57.50	
Full Collision/Traffic Analyst Report	\$600.00	
Field Drawing Reproduction	\$40.00	in addition to cost
Measurements	\$207.00	
Crash Data Retrieval Report	\$155.00	
Mechanical Inspection Report	\$57.50	in addition to cost
Police Reports	\$57.50	
Passport Letters	\$57.50	
Insurance Claim Letter	\$57.50	
Court Ordered File Disclosure (in addition to copying charge)	\$57.50	
Photographs (each – 4 x 6)	\$2.75	
Video Reproduction:		
First hour	\$52.00	
Per hour after first hour	\$26.00	
Cost of CD/DVD	\$16.00	
Audio Reproduction:		
First hour	\$52.00	
Per hour after first hour	\$26.00	
Cost of CD/DVD	\$5.00	
Forensic Video Analysis – Cost per hour	\$105.00	per hour
File Research – Cost per hour	\$50.00	per hour
Visa Application	\$57.50	
Security Licencing	\$57.50	
Photocopying charge per page	\$0.75	per page
Shipping Charge	\$5.00	in addition to cost
CD of Photographs	\$20.00	

Amended by: 7426 7434 7446 7581 7740 7814 7871 7917 7960 8020 8088 8134 8143

Schedule E

LICENSING AND FILM FEES

Filming		
Park fee – per film day – Cates Park, Lynn Canyon Park, Murdo Frazer Park and Cabin	\$1,300.00	
Park fee – Half day rate maximum 12 Hrs– Cates Park, Lynn Canyon Park, Murdo Frazer Park and Cabin	\$950.00	
Park fee – prep/wrap per day – Cates Park, Lynn Canyon Park, Murdo Frazer Park and Cabin	\$650.00	
Large Park fee - per film day - all other large parks	\$850.00	
Large Park fee – Half day rate maximum 12 Hrs	\$650.00	
Large Park fee – prep/wrap per day	\$425.00	
Neighbourhood Park fee – per film day	\$430.00	
Neighbourhood Park fee – Half day rate maximum 12 Hrs	\$325.00	
Neighbourhood Park fee – Prep/wrap per day	\$215.00	
Commercial Media Usage Per Film Day - Still Photography, Reality TV, Corporate, Gaming, Lifestyle segments	\$260.00	
Park Liaison Fee per hour	\$68.00	per hour
RCMP per hour and member (Corporal)	\$117.00	per hour
RCMP per hour and member (Sergeant)	\$143.00	per hour
Fire Officer per hour	\$165.00	per hour
Firefighter per hour	\$135.00	per hour
Permit fee per location	\$240.00	
Street filming user fee	\$160.00	
On street parking per 100 ft. per day	\$60.00	
Signs (new and replacement) per sign	\$16.00	
Modification of existing signs (per sign)	\$5.50	
Fire Hydrant Usage per day	\$75.00	
Garbage disposal (as needed)	\$87.00	

Animal Control and Welfare Licences		
Spayed or neutered dog	\$29.00	annual fee
Not spayed or neutered dog	\$72.00	annual fee
Not spayed or neutered dog 3 to 6 months of age	\$29.00	annual fee
Spayed or neutered aggressive dog	\$85.00	annual fee
Fee increase – On or after February 1, in the current year, the annual fees contained in this table are increased by	\$10.00	
Fee reduction - On or after September 1, in the current year, the annual fees contained in this table shall be reduced by 50 percent where an owner provides satisfactory proof to the Collector that:		

the owner only established residency in the District of North Vancouver within 30 days of the application date; or,		
the dog, for which the licence is sought, was acquired by the owner within 30 days of the application date.		
Replacement licence	\$5.50	

Impound and Maintenance		
First Impoundment:		
Licensed Dog	\$102.40	
Unlicensed Dog	\$168.90	
Second Impoundment within 365 days:		
Licensed Dog	\$290.40	
Unlicensed Dog	\$290.40	
Subsequent Impoundment within 365 days:		
Licensed Dog	\$538.60	
Unlicensed Dog	\$538.60	
Maintenance	\$27.40	per day
Additional Impound Fees for Aggressive Dogs (licensed or unlicensed) (These fees are in addition to the impound and maintenance fees set out above):		
First Impoundment	\$220.70	
Subsequent Impoundment	\$792.00	
Surrender Fees:		
Spayed or Neutered Dog (requires proof of spayed/ or neuter):		
With Medical Records	\$89.80	
Without Medical Records	\$112.90	
Not Spayed or Neutered Dog:		
With Medical Records	\$232.40	
Without Medical Records	\$232.40	
Spayed or Neutered Cat:		
With Medical Records	\$58.00	
Without Medical Records	\$86.20	
Not Spayed or Neutered Cat:		
With Medical Records	\$163.70	
Without Medical Records	\$188.00	
Additional Fee for a Non-Resident of the District	\$332.60	

Adoption		
Canines six months of age or older	\$221.70	
Canines up to six months of age	\$337.90	
Felines six months of age or older	\$142.60	
Felines up to six months of age	\$195.30	

Annual Park Use Permit		
Commercial Dog Walking Business - Located in the District of North Vancouver:		
Number of Commercial Dog Walkers:		
1	\$591.40	
2	\$709.60	
3	\$833.20	
4	\$950.40	
Commercial Dog Walking Business - Not Located in the District of North Vancouver:		
Number of Commercial Dog Walkers:		
1	\$876.50	
2	\$994.70	
3	\$1,123.60	
4	\$1,247.20	
Annual Commercial Dog Walker Permit Fees:		
Annual Permit Fee	\$63.30	
Replacement Permit Fee (for name change)	\$32.20	

Horsekeeping Permit		
Impounding, transportation and maintenance		recovery of full cost
Horse Permit Application Fee (non-refundable)	\$126.70	

Fees For Business Licences	
Schedule of Licence Fees A	
Every person carrying on, maintaining, owning or operating within the municipality any business, trade, occupation, calling, undertaking or thing classified and set forth below shall pay to the municipality the amount of the licence fee set opposite to the business, trade, occupation, calling, undertaking or thing carried on, maintained, owned or operated by such person. The definitions in the Business Licence Bylaw 4567 apply to this bylaw.	
Unless otherwise indicated the licence fee is for a twelve-month period - January 1 st to December 31 st .	
Group 1 Miscellaneous	
Aquaculture	Environmental Technologist
Advertising Agent	Funeral Parlour
Agent or Canvasser	Golf Driving Range/Golf Course
Auctioneer	Health Spa
Banquet Hall	Ice Rink
Bill Poster and Sign Company	Junk Yard
Book Agent	Publishing
Broker	Roller Rink
Crematorium	Ski/Chairlift/Tram

Dance Hall	Stevedoring
Employment Agency	Tennis/Racquet Clubs
Licence Fee:	
One or two persons engaged in the business	\$293.50
Three to five persons engaged in the business	\$431.50
Six to ten persons engaged in the business	\$583.30
Eleven to twenty persons engaged in the business	\$721.40
Each additional ten persons engaged in the business	\$226.00
Maximum	\$4,574.80
Group 2 Financing and Various	
Banks	Mail Order
Financing Agent	Money Lenders
Guarantee or Bonding Company	Pawn Brokers
Investment Company	
Licence Fee:	
One to twenty-five persons engaged in the business	\$1,433.60
Twenty-six to fifty persons engaged in the business	\$2,029.40
Fifty-one to one hundred persons engaged in the business	\$2,595.60
Each additional ten persons engaged in the business	\$293.50
Maximum	\$4,574.80
Group 3 Professional Services	
Accountant	Physiotherapist
Architect	Podiatrist
Barrister	Psychiatrist
Chiropractor	Psychologist
Dental Technician	Radiologist
Dentist/Dental Surgeon	Registered Massage Therapist
Engineer	Solicitor
Lawyer	Surgeon
Medical Practitioner or Specialist	Surveyor
Notary Public	Veterinary Services
Optometrist	Professional Services
Orthodontist	Unclassified
Physician	
Licence Fee:	
One or two persons engaged in the business	\$293.50
Three to five persons engaged in the business	\$818.40
Six to ten persons engaged in the business	\$1,598.00
Eleven to twenty persons engaged in the business	\$2,909.60

Each additional ten persons engaged in the business	\$1,391.50	
Maximum	\$4,574.80	
Group 4 Social Escort Services		
Licence Fee	\$4,574.80	
Group 5 Licenced Beverage Establishments		
Liquor Primary Establishment:		
For the first ten seats	\$804.80	
For each additional ten seats or any portion thereof	\$93.60	
To a maximum of	\$4,574.80	
Food Primary Establishment:		
For the first ten seats	\$400.70	
For each additional ten seats or any portion thereof	\$28.60	
To a maximum of	\$4,574.80	

Schedule of Licence Fees B		
Group 1 Areas		
Rental Properties:		
0 to 90 square metres	\$36.50	
Each additional 90 square metres or portion thereof	\$36.50	
Maximum	\$4,574.80	
Storage Areas:		
0 to 1,860 square metres of ground space	\$430.30	
1,861 to 4,650 square metres of ground space	\$1,010.20	
4,651 to 7,440 square metres of ground space	\$1,530.70	
7,441 to 10,230 square metres of ground space	\$2,043.20	
10,231 to 13,020 square metres of ground space	\$2,558.10	
13,021 to 15,810 square metres of ground space	\$3,093.30	
15,811 to 18,600 square metres of ground space	\$4,574.80	
Each additional 2,790 square metres of ground space or portion thereof	\$355.00	
Maximum	\$4,574.80	
Warehousing:		
0 to 930 square metres of floor space	\$635.80	
931 to 2,790 square metres of floor space	\$1,324.10	
2,791 to 4,650 square metres of floor space	\$2,029.40	
4,651 to 6,510 square metres of floor space	\$2,714.20	
6,511 to 8,370 square metres of floor space	\$3,402.60	
8,371 to 10,230 square metres of floor space	\$4,109.10	
10,231 to 12,090 square metres of floor space	\$4,565.70	
Each additional 1,860 square metres of floor space or portion thereof	\$567.30	

Maximum	\$4,574.80	
Group 2 Units		
Licence Fee:		
Apartment	\$26.30	each space
Automobile Parking Lot	\$5.80	each space
Bed and Breakfast	\$77.60	each room
Billiard/Pool Hall	\$57.00	each table
Boarding House	\$13.70	each room
Bowling Alley	\$57.00	each alley
Coin Operated Coat Hanger Stands	\$29.70	each stand
Coin Operated Laundromat/Dry-Clean	\$17.10	each machine
Curling Rink	\$57.00	each sheet
Dormitory	\$13.70	each room
Hotel/Rooming House	\$13.70	each room
Mobile Canteen	\$226.00	each unit
Motel	\$26.30	each unit
Marina:		
Up to 50 leased spaces	\$145.00	
51 to 100 leased spaces	\$224.90	
101 to 200 leased spaces	\$378.90	
201 to 300 leased spaces	\$512.60	
301 to 400 leased spaces	\$670.00	
401 to 500 leased spaces	\$808.10	
501 to 600 leased spaces	\$944.00	
601 to 700 leased spaces	\$1,100.30	
701 to 800 leased spaces	\$1,236.20	
801 to 900 leased spaces	\$1,390.20	
901 to 1,000 leased spaces	\$1,524.90	
Post Box Rental Agency	\$1.20	each post box
Theatre	\$1.20	each seat
Theatre - Drive-in	\$1.20	each stall
Vending Machine Fee:		
Group 1 - no coin to operate	\$67.40	for each machine
Group 2 - \$0.06 to \$0.25 to operate	\$36.50	for each machine
Group 3 - \$0.26 to \$0.99 to operate	\$73.10	for each machine
Group 4 - \$1.00 or more to operate	\$103.90	for each machine
Group 5 - music systems	\$103.90	for each machine

Group 6 - amusement machines	\$238.70	for each machine
Maximum	\$4,574.80	
Group 3 Itinerants		
Licence Fee:		
Carnival	\$130.20	for each day
Circus	\$130.20	for each day
Concert Hall	\$67.40	for each day
Dog or Cat Show	\$25.20	for each day
Exhibition	\$67.40	for each day
Horse or Pony Show	\$38.90	for each day
Musical Attraction	\$67.40	for each day
Promoter of Entertainment	\$130.20	for each day
Promoter of Sporting Event	\$261.40	for each day
Theatrical Show (when held in other than a duly licenced theatre)	\$14.90	for each day
Other form of itinerant show, entertainment, amusement or exhibition	\$67.40	for each day
Solicitation for Charity	\$5.80	for each day
Film Production (Non-Resident Business)	\$27.50	annually

Schedule of Licence Fees C	
Group 1 Contractors	
Acoustical	Intercommunications
Air Conditioning	Lawn Irrigation
Alarm Systems	Land Clearing
Arborite (Counter Tops)	Landscape/Gardening
Blacktopping	Land Surveyors
Blasting	Locksmith
Brickwork/Masonry	Logging
Building	Machine Shop
Bulldozing	Marble
Cabinets and Vanities	Millwork
Caulking	Overhead Doors
Ceramic Tile	Painting
Cement Finishing	Paving
Concrete	Plastering/Stucco
Crane Service	Power Sweeping
Cutting and Coring	Plumbing
Demolition	Refrigeration
Disposal Service	Road Marking
Ditching	Roofing

Door Sales/Installation	Sandblasting
Draft Sealing	Sanitary
Drainage	Sash and Door
Drilling	Siding
Drywall	Sign Painter
Electrical	Sprinkler
Electronics	Structural/Reinforcing Steel
Elevator/Skip Hoist	Tree Service
Excavating/Backfill	Upholstery
Fencing	Ventilation
Finish Carpentry	Waterproofing
Flooring	Weatherproofing
Framing	Welding
General Contractor	Window Sales/Installation
Glazing	Wrecking
Hauling	Wrought Iron
Insulation	
Licence Fee:	
One or two persons engaged in the business	\$143.80
Three to five persons engaged in the business	\$292.10
Six to ten persons engaged in the business	\$431.50
Eleven to twenty persons engaged in the business	\$721.40
Each additional ten persons engaged in the business	\$292.10
Maximum	\$4,574.80
Group 2 Services	
Accounting Services	Insurance Agency
Appraisal Services	Interior Decorator
Auditing Services	Junk Pick-Up Services
Audio/Video Production	Manufacturer's Agent
Auto Accessories Sales/Installations	Marine Service
Auto Marine Towing	Marine Service Station
Automobile Body Repair Shop	Marketing
Automobile Reconditioning/Polishing	Mobile Hairdressing
Automobile Service (Mobile)	Office Equipment Services
Automobile Services Garage	Pedlars/Hawkers/Hucksters
Automobile Service Station	Pest Control
Bookkeeper/Stenographer	Pet Services
Business Office	Photographer
Collection Agent	Property Management
Commercial Art	Real Estate Sales

Commercial/Industrial Sales	Recording Studio Representatives
Computer Services	Research Laboratory
Consulting Service	Restoration Services
Courier Service	Security Services
Disco Music Service	Swim School
Distributors	Tanning Studios
Dog-walking Business	Telephone Equipment Sales/Service
Drafting and Design Services	Tire Sales and Service
Driving School	Transfer/Express Company
Electro-plating/polishing	Vacuum Cleaner Sales/Services/Installation
Equipment rental	Vehicle Repair
Fuel Dealer	Vehicle Undercoating
Gold/Silversmiths	Vehicle/Boat Rental
Gym/Steam Baths	Weight Control Services
Importers/Exporters	Wheel Alignment
Instrument Sales/Service	Word Processing
Licence Fee:	
One or two persons engaged in the business	\$171.30
Three to five persons engaged in the business	\$309.40
Six to ten persons engaged in the business	\$462.40
Eleven to twenty persons engaged in the business	\$756.80
Each additional ten persons engaged in the business	\$309.40
Maximum	\$4,574.80
Group 3 General	
Appliance Repair	Music School
Boat Builders/Repairs	Nursing Home
Boat/Bus Charter	Oil Storage Depot
Boiler Sales/Service	Outboard Motors Sales/Service
Booming Ground	Piano Tuning/Repairs
Business College or Trades School	Plating
Carpet Cleaners	Pressure Cleaning
Carpet Sales/Installation	Private Hospital
Caterer	Printer
Child Care Facilities	Processor
Chimney Sweep	Pumps Sales/Service/Installation
Dancing Academy	Public Stenographer
Dental Mechanic	Recycling
Dressmaker	Riding Academy

Equipment Sales/Service/Installation	Salvage
Film Production	Shipyards
Fire Extinguishers Sales/Service	Spray Services
Fireplace Sales/Installation	Storage Facility
Furniture Stripping/Finishing	Taxi Services
Gas, Oil, Installations	Teacher
General Household Repairs	Tool Makers
Grain Storage	Telephone Answering Service
Heavy Duty Equipment, Sales/Service	Tour/Guide Services
Hobby Beer and Wine Making Establishment	T.V./Radio Repairs/Service
Home Crafts	Towel/Uniform Service
Janitorial Service	Underwater Services
Machinery Sales/Service Installation	Vacuum Cleaner Service
Masseur	Venetian Blinds Sales/Service
Mechanical Repairs	Watch Repair
Milk and Delivery Sales	Wholesaler
Manufacturer	Wood Stove Sales/Installation
Licence Fee:	
One or two persons engaged in the business	\$143.80
Three to five persons engaged in the business	\$292.10
Six to ten persons engaged in the business	\$431.50
Eleven to twenty persons engaged in the business	\$721.40
Each additional ten persons engaged in the business	\$292.10
Maximum	\$4,574.80
Notwithstanding the number of persons engaged in a child care business, the fee payable shall not exceed \$143.80.	
Registered Society	
Adult Care Facilities (includes facility in a Single Family Residential Unit)	
Child Care Facilities (includes facility in a Single Family Residential Unit)	
Day Care	
Hospitals	
Schools	
Places of Religious Worship	
Business Office	
The fee for operators in this section is \$0.	

Schedule of Licence Fees D		
Group 1 Shops and Stores		
Aesthetician	Restaurant	
Automobile Dealer	Retail Food Services	
Barber	Retail Trader	
Cleaner and Dryer	Recreation Vehicle Sales/Service	
Hair Salon	Second-Hand Dealer	
Laundry	Shoe Repair	
Mobile Home Sales/Service	Tailor	
Marine Sales and Chandlery	Travel Agent	
Nail Salon	Truck/Trailer Sales/Service	
Photographic Studio	Video Rentals/Sales	
Licence Fee:		
First 70 square metres of sales, service, display and storage space or any portion thereof contained within the building	\$171.30	
Each additional 90 square metres of sales, service, display and storage space or any portion thereof contained within the building, up to 900 square metres	\$105.00	
Each additional 90 square metres of sales, service, display and storage space or any portion thereof contained within the building, in excess of 900 square metres	\$43.40	
Each 90 square metres or portion thereof of outside ground storage area adjacent to the building	\$15.90	
Maximum	\$4,574.80	

Schedule of Licence Fees E		
Group 1 Unclassified		
Every person carrying on within the Municipality any business, trade, employment, occupation, or calling not hereinbefore enumerated, shall pay to the Municipality a fee as follows:		
One or two persons engaged in the business	\$143.80	
Three to five persons engaged in the business	\$292.10	
Six to ten persons engaged in the business	\$431.50	
Eleven to twenty persons engaged in the business	\$721.40	
Each additional ten persons engaged in the business	\$292.10	
Maximum	\$4,574.80	
Re-Inspection Fee	\$84.50	

Schedule of Licence Fees F

There is no Schedule of Licence Fees F

Schedule of Licence Fees G

The fee payable by any person for an Inter-Municipal Business Licence is the fee applicable to the specific category of business plus an administration fee of \$60.00

The categories of businesses which are eligible for an Inter-Municipal Business Licence are:

Acoustical	Janitorial Service
Air Conditioning	Land Clearing
Alarm Systems	Landscape/Gardening
Alterations and Repairs	Land Surveyors
Appliance Repair	Lathing
Arborite (Counter Tops)	Locksmith
Architects	Logging
Awnings	Marble
Blacktopping	Mechanical/Mechanical Equipment Installation
Blasting	Metal Worker
Brickwork/Masonry	Millwork
Building	Moving (Building)
Building Movers	Oil Worker
Bulldozing	Ornamental Ironwork
Cabinets	Painting/Decorating
Cable Installation	Paving
Carpenter	Pest Control
Carpet Cleaner	Pile Driving
Caulking	Pipe Bending and Fabricating
Cement Finishing	Pipeline
Chimney Service	Plastering/Stucco
Cladding	Plastic
Concrete	Plumbing
Concrete Pumping	Power Sweeping/Vacuum
Construction Manager	Pressure Washing
Crane Operator	Pump Maintenance/Installation
Cutting and Coring	Rails
Decking	Refrigeration
Demolition	Reinforcing Steel
Disposal Service	Restoration
Ditching	Road Builders
Diving	Roofing

Doors - Overhead, etc.	Sandblasting
Draft Sealing	Sanitary
Drainage	Saunas
Drilling	Scaffolding
Drywall/Plasterer	Security and Alarms
Electrical	Sewers
Electronics	Sheet Metal
Elevator/Skip Hoist	Shingler
Engineers	Shoring
Excavating/Backfill	Siding
Fabricating (Metal)	Signs - all
Fencing	Skylights
Fibreglassing	Sprinkler
Finish Carpentry	Steamfitters
Fireplaces (non-masonry)	Steel Erection
Fireproofing	Store Fixtures and Decorations
Flagging Services/Traffic Control	Swimming Pools
Flooring	Tanks
Framing	Terrazzo
Furnace Repair	Tile
Gas	Toilet Partitions/Shelving
General Household Repair/Handyman Service	Tree Service
Glazing	Upholstering
Gutters	Ventilation
Hauling	Waterproofing
Heating/Sheet Metal	Weatherproofing
Inspection Services	Welding
Insulation	Wood Preserving
Intercommunications	Wood Stove Installer
Iron Worker	Wrecking
Irrigation	Wrought Iron

Licence Transfer Fees

Where any licence or licences is or are transferred, a fee equal to 20% of the total fee for such a licence or licences shall be charged except that the minimum fee for a transfer is \$48.00.

Amended by: 7365 7433 7632 7691 7740 7794 7814 7856 7871 7917 7960 8020 8035 8088 8143

Schedule F

TRANSPORTATION FEES

Permit		
Activities on Road Allowance due to adjacent Development and construction work relating to public or private utilities	\$117.00	+0.25/m ² /day
Storage of Waste Disposal Bins on Road Allowance	\$50.00	+\$15/week
Special Highway Use Permit fee:		
(i) First occurrence	\$1,500.00	per each 12 hours
(ii) Second occurrence	\$3,000.00	per each 12 hours
(iii) Third and any subsequent occurrences	\$5,000.00	per each 12 hours
Any other Construction on Road Allowance	\$65.00	per occurrence
Special Events, Filming and Community Signs	\$43.00	per occurrence
Highway Use Permit (block watch party)	\$0.00	
Highway Construction and Planting Permit	\$128.00	
Newspaper Box Permit	\$46.00	
Resident Parking Only Decal	\$27.62	

Signage		
Way-finding signage (design, manufacture and installation)	\$321.00	

Removal and Detention of Chattels and Obstructions		
The following fees, costs and expenses shall be paid by the owner of any chattel or obstruction removed, detained or impounded under this Bylaw:		
Removal of construction materials, furnishings, newspaper boxes, portable toilets, shopping carts, and other small items:		
Per person per hour	\$81.00	per hour
Per hour if excavating or lifting equipment required	\$140.00	
To Detain Per Day	\$11.00	per m ³
Removal of Industrial Waste Container, Construction Trailer, Portable Building and other large items:		
To Remove	\$1,182.00	
To Detain Per Day	\$81.00	

Amended by: 7794 7814 7856 7871 7917 7960 8020 8088 8099 8143

THIS PAGE LEFT BLANK INTENTIONALLY

AGENDA INFORMATION	
<input type="checkbox"/> Regular Meeting	Date: _____
<input type="checkbox"/> Committee of the Whole	Date: _____

 Dept. Manager	 GM/ Director	 CAO
--	---	---

The District of North Vancouver REPORT TO COUNCIL

November 4, 2016
File: 05.1930

AUTHOR: Elio Iorio, Manager Revenue and Taxation

SUBJECT: Annual Review of Fees and Charges 2017 - Bylaw Amendment 50

RECOMMENDATION:

The Finance and Audit Committee Recommends to Council:

"THAT Fees and Charges Bylaw 6481, 1992, Amendment Bylaw 8200, 2016 (Amendment 50) is given FIRST, SECOND, and THIRD readings".

REASON FOR REPORT:

Annual review and establishment of fees and charges in accordance with financial plan objectives. Amendments detailed in the attached report have been discussed by the Finance and Audit Standing Committee on November 15th and are recommended for adoption by Council.

TIMING/APPROVAL PROCESS:

Fees require approval prior to year-end for an effective date of January 1st, 2017. Timing of approval is critical so that notices can be delivered and systems can be updated. The final report is scheduled for adoption at the Regular Council meeting on November 28, 2016.

FINANCIAL IMPACTS:

See attached report.

Respectfully submitted,



Elio Iorio
Manager Revenue and Taxation

The Corporation of the District of North Vancouver

Bylaw 8200

A bylaw to amend the District of North Vancouver Fees and Charges Bylaw 6481, 1992

The Council for The Corporation of the District of North Vancouver enacts as follows:

1. Citation

This bylaw may be cited as "The District of North Vancouver Fees and Charges Bylaw 6481, 1992, Amendment Bylaw 8200, 2016 (Amendment 50)".

2. Amendments

The Fees and Charges Bylaw 6481, 1992 is amended as follows:

- a. By deleting Schedules A through F in their entirety and replacing them with new Schedules A through F as attached to this Bylaw as Attachment 1.

3. Effective Date

The effective date of this bylaw is January 1, 2017.

READ a first time

READ a second time

READ a third time

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

**ATTACHMENT 1
TO BYLAW 8200**

Schedule A
CORPORATE AND FINANCE FEES

Copies		
Council minutes, reports, related correspondence and general photocopying	\$0.30	per page

Human Resources		
Request from solicitors for employment information	\$113.30	

Fees for Maps and Digital Data Products		
Standard paper map (small to medium size), standard paper building or related plan	\$10.80	per page

Properties Department - Services		
Registerable Documents (Land Title Office)	\$357.00	
Registration of Registerable Documents including any required title searches		recovery of actual Land Title Office costs
Registerable Release Documents (including secondary suite covenants)	\$163.00	review, preparation and recovery of related Land Title Office costs
Unregistered Documents	\$357.00	
Administration Recovery Fee (A fee to recover extraordinary staff time spent on processing instruments on behalf of private owners)	\$551.00	
Administration for Highway Abandonments (sale of laneways)	\$2,270.00	flat fee
Documentation/Advertising fee for leases and lease renewals		recovery of actual Land Title Office costs

Building Department - Record Searches		
Property Records provided to solicitors, lending institutions and other individuals or organizations:		
Single-Family Residential Buildings	\$119.30	
All other buildings	\$237.60	
Property Record searches for "All other buildings" exceeding three hours shall be charged an additional fee of \$70/hour for each additional hour.		

Change of Address and New Address		
Change of Address and New Address	\$523.60	

Financial Services		
Tax demand notice	\$20.00	per folio
Certificate of tax status and related information - obtained through the web tax certificate system	\$40.00	per folio
Certificate of tax status and related information - prepared manually	\$45.00	per folio
Tax refund to non-property owner	\$30.00	per folio
Tax levy data file (electronic)	\$0.02	per folio
Researching historical property related information	\$45.00	per hour (\$45 minimum)
Returned cheques or payments	\$30.00	per item
Interest on overdue (non-tax) accounts receivable	2%	per month

Amended by: 6835 7349 7365 7432 7433 7516 7581 7632 7691 7740 7814 7871 7917 7960
8020 8088 8143

Schedule B
DEVELOPMENT AND PERMITTING FEES

Building Permits		
The fees payable for the issuance of a permit or renewal of a permit for the erection, addition, alteration, repair, removal or demolition of any building or structure, or any part thereof including other building service systems or regulated by the Building Code, are as follows:		
First \$1,000 value of the work	\$74.00	
Each \$1,000 or part thereof by which the value of work exceeds the sum of \$1,000 up to a maximum of \$15,000, add	\$15.10	
Each \$1,000 or part thereof by which the value of the work exceeds the sum of \$15,000 up to a maximum of \$50,000, add	\$12.90	
Each \$1,000 or part thereof by which the value of the work exceeds the sum of \$50,000, add	\$11.80	
Recheck fee (minimum 1 hour)	\$74.00	per hour
The Building Permit fee is increased where construction commenced before the Building Inspector issued a permit by:		
For work valued up to \$15,000	\$303.10	
For work valued up to \$50,000	\$610.60	
For work valued up to \$100,000	\$1,221.10	
For work valued up to \$500,000	\$2,440.40	
For work valued up to \$1,000,000	\$6,100.70	
For work valued greater than \$1,000,000	\$12,200.40	
Re-inspection Fee	\$122.60	
A Building Permit may be extended pursuant to clause 5.51 of the Building Regulation Bylaw 7353		10% of original fee or \$74.00, whichever is greater
Preliminary Plan Review	\$147.80	
Review of Equivalents - Up to two equivalency items included in one submission (this includes a single review of a single revision required from the primary review)	\$456.10	
For each equivalency item review exceeding the first two items included in the single submission	\$148.30	
Each additional revision submission of any single item	\$74.00	
Transfer of Building Permit - Single Family Residential Building	\$74.00	
Transfer of Building Permit - Other building type	\$148.30	
Secondary Suite Inspection Fee	\$153.70	
Land Title Search Fee	\$28.10	

Plan Review and Summary Letter (reviewed for Board of Variance application)	\$251.30	
A Special inspection (per 5.49.2 of the Building Regulation Bylaw 7353) payable in advance	\$74.00	per hour
An inspection (per 5.49.3 of the Building Regulation Bylaw 7353)	\$207.50	
Plus \$74.00 in excess of 4 hours	\$74.00	per hour
Digital standard building or related plan	\$8.10	per page

Properties Involving Controlled Substances

Inspection Fees:

Each time the District enters on a Parcel to inspect in the exercise of the District's authority to regulate, prohibit or impose requirements under the Properties Involving Controlled Substances Bylaw 7494 or another enactment, the Owner must pay the District an administration and inspection fee of:	\$528.10	If the Owner inspects and reports a contravention under Section 13 of Bylaw 7494 this fee will be waived in respect of that incident.
For a subsequent inspection undertaken if the Owner or occupier has failed to undertake action ordered by the Fire Chief, the District or a person authorized under the Properties Involving Controlled Substances Bylaw 7494 to order the action, the Owner must pay an additional fee of:	\$2,640.10	If the Owner inspects and reports a contravention under Section 13 of Bylaw 7494 this fee will be waived in respect of that incident.
Before confirmation is provided by the Chief Building Inspector that a satisfactory inspection of the building by the District's Building Department has been completed the Owner must pay to the District:		
For the first inspection:	\$528.10	If the Owner inspects and reports a contravention under Section 13 of Bylaw 7494 this fee will be waived in respect of that incident.

For an inspection with an architect or professional engineer to certify that the subject Building may be occupied under applicable enactments, if the Owner has not first engaged his or her own architect for that purpose:	\$2,640.10	If the Owner inspects and reports a contravention under Section 13 of Bylaw 7494 this fee will be waived in respect of that incident.
For a Special Safety Inspection:	\$528.10	
For each inspection prior to issuance of a Re-occupancy Permit:	\$316.80	If the Owner inspects and reports a contravention under Section 13 of Bylaw 7494 this fee will be waived in respect of that incident.
To obtain a Re-occupancy Permit:	\$264.00	If the Owner inspects and reports a contravention under Section 13 of Bylaw 7494 this fee will be waived in respect of that incident.
If the Owner inspects and reports a contravention under Section 13 of the Properties Involving Controlled Substances Bylaw 7494:		
The fee for a Special Safety Inspection in respect of that incident is as follows:	\$264.00	

Board of Variance

Application Fee	\$418.20	
-----------------	----------	--

Chimney and Fuel Burning Appliances

A chimney with one flue, including factory-built chimney	\$74.00	
Each additional flue or chimney in a building	\$21.50	
A fireplace and flue, including factory-built fireplace	\$74.00	
Solid fuel burning appliances	\$74.00	

Mechanical Permits		
For the installation of fixtures, each roof drain, hot water tank, sump and interceptor being classed as a fixture, as follows:		
One fixture	\$74.00	
Each additional fixture up to ten	\$26.90	
Each additional fixture over ten	\$23.60	
Re-piping of an existing building:		
40% of the equivalent fixture installation fee		
For the installation or replacement of water service	\$74.00	
For the installation of perimeter foundation drains:		
For single or two family residential buildings up to 250'	\$74.00	
For each additional 250'	\$38.70	
For other than single or two family residential buildings, for each 100' or portion thereof to 500'	\$74.00	
For each additional 250'	\$38.70	
For the alteration of plumbing where no fixtures are involved, for each 10 metres of house drain installed or portion thereof	\$74.00	
In every case where, due to non-compliance with the provisions of this bylaw or to unsatisfactory workmanship, more than two inspections are necessary, for each inspection after the second inspection	\$122.60	
Special inspections to establish the fitness of the plumbing	\$88.20	per hour
For the installation of plumbing fixtures by other than the original permit holder	\$74.00	
For the installation of domestic water for fire lines in other than single family dwellings:		
For the first 30 metres or portion thereof	\$74.00	
For each additional 30 metres	\$38.70	
For each fire hydrant, alarm valve, dry valve and flow switch	\$37.50	
For each hose outlet/connection and/or fire department connection	\$37.50	
For the connection of the municipal water supply to a hydraulic equipment	\$74.00	
For the installation of pressure vacuum breakers, approved double check valve assemblies and reduced pressure backflow preventers	\$74.00	
For the installation of a house sewer and building sanitary drain where the length:		
Up to 30 metres	\$74.00	
Each additional 30 metres or part thereof	\$38.70	
A storm sewer and building storm drain:		
Up to 30 metres	\$74.00	
Each additional 30 metres or part thereof	\$38.70	
For the installation of either or both when under a common permit:		

Storm Sewer House Service Connection	\$310.70	
Sanitary Sewer House Service Connection	\$310.70	
For the installation of Sprinkler System:		
Fee for the first head	\$74.00	
For each additional head	\$4.10	
For the installation of a forced air heating duct distribution system:		
Per 1,000 btu	\$3.30	
Minimum	\$74.00	
Maximum	\$243.00	
For the installation of a hydronic heating pipe distribution system:		
Per 1,000 btu	\$3.30	
Minimum	\$74.00	
Maximum	\$243.00	

Electrical Permits

The fees payable for the issuance of an electrical permit are based on the total value of the proposed electrical installation including all material and labour as follows:

More Than	Not More Than		
\$ 0	\$500	\$74.00	
\$500	\$750	\$104.80	
\$750	\$1,000	\$134.10	
\$1,000	\$2,000	\$134.10	+ \$11.34 / \$100 or part thereof greater than \$1,000
\$2,000	\$3,500	\$247.50	+ \$9.17 / \$100 or part thereof greater than \$2,000
\$3,500	\$7,000	\$385.10	+ \$6.93 / \$100 or part thereof greater than \$3,500
\$7,000	\$10,000	\$627.80	+ \$4.65 / \$100 or part thereof greater than \$7,000
\$10,000	\$50,000	\$767.20	+ \$3.46 / \$100 or part thereof greater than \$10,000

\$50,000	\$100,000	\$2,150.90	+ \$3.46 / \$100 or part thereof greater than \$50,000
\$100,000	\$250,000	\$3,880.30	+ \$2.04 / \$100 or part thereof greater than \$100,000
\$250,000	\$500,000	\$6,941.00	+ \$2.03 / \$100 or part thereof greater than \$250,000
\$500,000	\$750,000	\$12,014.80	+ \$1.69 / \$100 or part thereof greater than \$500,000
\$750,000	\$1,000,000	\$16,242.40	+ \$0.91 / \$100 or part thereof greater than \$750,000
over \$1,000,000		\$18,507.00	+ \$0.84 / \$100 or part thereof greater than \$1,000,000
If applicant makes an erroneous declaration of the permit value to obtain a lesser permit fee, the permit shall be revoked and a new permit issued using the corrected value. The new permit shall be calculated according to the corrected permit value and a 50% administrative fee shall be added to the calculated fee.			
Temporary Power Pole - for a maximum period of 120 days (an extension is the same rate)		\$74.00	
Temporary to Permanent Connection		\$74.00	
Electrical Sign Connection		\$74.00	
Circus, Carnivals, Trade, Conventions, Exhibit, or similar shows		\$131.20	
Annual permits where the connected load in calculated horsepower is:			
1,000 HP or less		\$266.70	
Each additional 100 HP or part thereof		\$24.30	
Maximum fee		\$2,586.50	
Hourly Inspection Fee - for each inspection of electrical work in respect of which no specific fee is hereby prescribed, payment shall be made on the basis of time actually spent in making such inspections, as follows:			
For each hour or part thereof		\$74.00	per hour

Re-inspection Fee - For each inspection necessary for examining electrical installations where errors or omissions were found at a previous inspection	\$122.60	
Permit Fee Refund - Where no work has been performed under the permit, the fee less 15% may be returned when a request in writing is made for refund otherwise a fee is not refundable.		
Movie Locations:		
One location (valid for 90 days from the first day of filming)	\$74.00	
Two locations (valid for 90 days from the first day of filming)	\$147.30	
Three locations (valid for 90 days from the first day of filming)	\$219.40	
Four locations (valid for 180 days from the first day of filming)	\$292.30	
Five locations (valid for 180 days from the first day of filming)	\$364.40	
Six Locations (valid for 180 days from the first day of filming)	\$439.70	
Seven locations (valid for 270 days from the first day of filming)	\$516.00	
Eight locations (valid for 270 days from the first day of filming)	\$584.90	
Nine locations (valid for 270 days from the first day of filming)	\$657.90	
Annual permit - unlimited locations	\$749.30	

Gas Permits		
Domestic Type Installations:		
For the first appliance	\$74.00	
For each additional appliance	\$31.20	
For each inspection exceeding two in number where a re-inspection permit is issued in respect of any installation or alteration	\$122.60	
Commercial and Industrial Installations for each appliance installed on the one permit:		
Equipment with input of 20 kW or less	\$74.00	
Equipment with input greater than 30 kW to 120 kW	\$82.80	
For each re-inspection on any commercial or industrial installation due to faulty workmanship or materials	\$92.40	
For each inspection exceeding two in number made on any commercial or industrial installation	\$74.00	
For inspection outside normal working hours, per hour	\$147.30	per hour
For vent and/or furnace plenum (no appliance)	\$74.00	
For piping (no appliance):		

For first 30 metres or part thereof	\$74.00	
Each additional 30 metres or part thereof	\$32.20	

Blasting Permits

The fees payable for the issuance of a blasting permit for blasting on any one parcel are as follows:

For a period not longer than ten days from the date issued	\$74.00	
For a period longer than ten days but no longer than thirty days from the date issued	\$122.60	
For a period longer than thirty days but no longer than sixty days from the date issued	\$182.80	

Installation, Replacement, Renewal, Alteration or Repair of Oil Burning Appliances or Tanks

Oil Burning Appliances:

20 kW or less	\$74.00	
Greater than 20 kW to 60 kW	\$78.40	
Over 60 kW	\$81.70	
Oil Storage Tank	\$74.00	

Compressed Gas Appliance and Storage Tank:

First appliance	\$74.00	
Each additional appliance	\$34.50	
Underground Storage Tank for the storage of gasoline	\$74.00	

Engineering Construction

Sidewalk Panels (measured in linear metres, 1.5 metres wide):

First 3 metres or portion	\$1,245.00	
Each subsequent metre	\$275.00	

Curb and Gutter (measured in linear metres):

First three metres or portion	\$1,440.00	
Each subsequent metre	\$305.00	
Extruded Driveway Curb (each, up to 6 metres wide)	\$850.00	
Each subsequent metre of extruded driveway curb over 6 metres	\$80.00	
R-9 Driveway Crossing (each, up to 6 metres wide)	\$4,500.00	

Extruded Curb (measured in linear metres, redevelopments above \$200,000 require a new extruded driveway crossing and new extruded curbing along the whole frontage):

First metre of extruded curb	\$305.00	
Each subsequent metre of extruded curb	\$60.00	

Replacement of Survey Monument:

Standard Integrated	\$2,175.00	per monument
---------------------	------------	--------------

Secondary Benchmark	\$3,624.00	per monument
Federal Benchmark	\$5,695.00	per monument
High Precision	\$7,765.00	per monument
GeoBC Registration	\$52.00	per monument
GeoBC Survey	\$500- \$1,000	per survey

Development Applications

Preliminary

Required as a first step in most development applications	\$805.00	
Proforma evaluation for applications within designated Centres where Community Amenity Contribution policy stipulates	\$11,075.00	at cost (deposit)
Early Input Meeting where required	\$2,070.00	

Utility Modelling

Where the District deems it necessary, hydraulic modelling fees will be charged at the Preliminary or subsequent stages of a development application for the District to assess the capacity of the District's water, sanitary and drainage infrastructure as follows:

Water (includes a hydrant flow test)	\$4,000.00	
Sanitary	\$3,000.00	
Drainage	\$3,000.00	

Rezoning (including text or map amendments), Heritage Revitalization Agreements, and creation of new Temporary Use Permit Area

Base Fee	\$3,755.00	
Public Hearing Fee (refundable if the application is withdrawn prior to municipal notification of the Public Hearing)	\$2,845.00	
Profiling Fee (formerly Scanning Fee)	\$245.00	
Total	\$6,845.00	
Multi-Family – base fee plus	\$31.00	per residential unit

Official Community Plan Amendment

Base Fee	\$3,755.00	
Public Hearing Fee (refundable if the application is withdrawn prior to municipal notification of the Public Hearing)	\$2,845.00	
Profiling Fee (formerly Scanning Fee)	\$245.00	
Total	\$6,845.00	
For change in land use or increased residential density – base fee plus	\$62.00	per 100m ² of floor area

Additional Public Hearing Fees		
Additional Public Hearing (where required for a Rezoning, or Official Community Plan Amendment application)	\$2,845.00	
Additional Public Hearing Signs (where required to ensure good visibility)	\$540.00	
Development Permit - Minor		
Additions of less than 1,000 sq.ft. (93 m ²) in DP area; Telecommunications facilities involving changes to existing facilities; and Heritage Alteration Permit or Heritage Revitalization Agreement where no change to use or density	\$1,165.00	
Profiling Fee (formerly Scanning Fee)	<u>\$55.00</u>	
Total	\$1,220.00	
Minor Development Permit Exemption Letter	\$320.00	
Sign Permits		
Application for new sign(s) that is/are in accordance with the Sign Bylaw 7532, and may be reviewed and issued by staff (including review of the sign package)	\$130.00	for the first sign
Each additional sign	\$80.00	
Application for an alteration to a sign permit	\$65.00	for the first sign
Each additional sign	\$35.00	
Minor Development Permit for a sign or sign package where the sign(s) is/are not in accordance with either the Sign Bylaw 7532 or the approved Development Permit	\$565.00	per site
Development Permit – Major (some applications may require more than one Development Permit application and fee)		
Form and Character:		
Form and character for multi-family, commercial or industrial developments;	\$3,930.00	
DP for new telecommunications facilities involving new tower		
Profiling Fee (formerly Scanning Fee)	<u>\$245.00</u>	
Total	\$4,175.00	
Multi family where no rezoning – base fee plus	\$31.00	per residential unit
Environmental or Hazardous Conditions:		
Single Family: (For single family (RS) zoned properties involving more than one Development Permit, where new development is occurring, the fee for all the Development Permits shall be the fee of the highest value Development Permit plus \$115 for each additional Development Permit fee)		

Protection of the Natural Environment DPA	\$115.00	per parcel for renovations on the existing parcel
	\$560.00	per new single family dwelling or per new single family parcel in a proposed subdivision
Streamside Protection DPA – Single Family	\$115.00	per parcel for renovations on the existing parcel
	\$560.00	per new single family dwelling or per new single family parcel in a proposed subdivision
In stream restoration or habitat enhancements	\$0.00	
Wildfire Hazards DPA:	\$275.00	per new single family dwelling or per new single family parcel in a proposed subdivision
Creek Hazards DPA:	\$115.00	per parcel for renovations on the existing parcel
	\$560.00	per new single family dwelling or per new single family parcel in a proposed subdivision

Slope Hazards:	\$115.00	per parcel for renovations on the existing parcel
	\$560.00	per new single family dwelling or per new single family parcel in a proposed subdivision
Profiling Fee (formerly Scanning Fee)	\$55.00	
Development Permit Exemption Letter	\$55.00	
Other than single family:		
Environmental, or Hazardous Conditions	\$630.00	per 10,000 sq.ft. (929 m ²) of affected site area with a minimum fee of \$630
Profiling Fee (formerly Scanning Fee)	\$245.00	
Development Permit Exemption Letter	\$55.00	
Development Variance Permit		
Single Family:		
For three variances or less	\$640.00	
Profiling Fee (formerly Scanning Fee)	<u>\$30.00</u>	
Total	\$670.00	
For four variances or more	\$945.00	
Profiling Fee (formerly Scanning Fee)	<u>\$30.00</u>	
Total	\$975.00	
Other than Single Family:	\$1,270.00	
Profiling Fee (formerly Scanning Fee)	<u>\$245.00</u>	
Total	\$1,515.00	
Temporary Use Permit		
Temporary Use Permit	\$1,270.00	
Profiling Fee (formerly Scanning Fee)	<u>\$245.00</u>	
Total	\$1,515.00	
Subdivision		
Subdivisions	\$1,370.00	base fee (includes parent parcels)

Fee per new lot created	\$265.00	per additional lot
Profiling Fee (formerly Scanning Fee)	\$245.00	
Strata-titling of currently occupied buildings	\$3,155.00	
Consolidation or lot line adjustment	\$1,075.00	
Subdivision creating an air space parcel	\$3,620.00	per air space parcel
Profiling Fee (formerly Scanning Fee)	\$245.00	
Subdivision Conditions Letter extension	\$390.00	
Signing Fee (payable with the submission of the subdivision plans)	\$985.00	
Resubmissions		
This fee may be levied for additional reviews of building, landscape, engineering, survey or tree plans.		
Per resubmission	\$515.00	
Amendments		
Amendments to approved applications, where the amendment will require staff review and/or a public notification process, including:		
Applications to amend Subdivisions or Development Variance Permits; and Applications to amend existing restrictive covenants.	\$645.00	
Liquor Related Applications		
Special Occasion Licences:		
Temporary change to a liquor licence	\$114.00	
Special Occasion Licence:		
A private function (not open to the public and no more than 100 people in attendance)	\$31.00	
A public function (including not for profit events that are open to the public)	\$114.00	
Permanent Liquor Licences:		
Applications for a new liquor licence or an amendment to an existing licence	\$1,820.00	
Public Notification Fee	\$1,710.00	
Legal Documents		
Site Specific Legal Documentation:		
Fees for legal documents will be based on the costs associated with their preparation. When possible, standardized documents will be used.		charged at actual cost
Standard Servicing Agreement	\$650.00	
Renewal of Standard Development Servicing Agreement	\$650.00	
Special Services		
Where extraordinary work is required including municipal survey work, mediation work, or extraordinary public meetings.		charged at actual cost

Custom Research: Requests for detailed research of one or more properties.	\$120.00	per hour
Confirmation Letters: Requests for letters confirming the land use designation in the Official Community Plan or the Zoning of a particular site are requested but where no additional research is required.	\$75.00	
Refund of Fees		
The refundable portion of a fee prescribed in the Development Applications section of Schedule B will be returned to the applicant in the following circumstances:		
a) if an application is withdrawn by the applicant or rejected by Council before either a public hearing or public meeting date is established or public notification is given, but not if the public hearing is waived; or		
b) if an application is approved by Council without the convening of a public hearing or public meeting or undertaking public notification.		
Development Conducted without a Permit		
If any development for which a permit is required by the District of North Vancouver Development Procedures Bylaw 7738 is commenced without a permit issued by the Council, the applicant for the proposed development must pay double the fee prescribed in this bylaw.		

Administration Fees For Development Servicing		
An administration fee required in connection with all administrative costs incurred by the District in connection with the "Works" as defined in the Development Servicing Bylaw 7388.	5.1%	up to and including \$100,000
	4.1%	on amount in excess of \$100,000
A design revision fee required in connection with incomplete design drawing submissions for review costs incurred by the District - Minimum charge 1 hour	\$91.30	per hour
An administration fee required in connection with all administrative costs incurred by the District in connection with a crane swing agreement.	\$1,000.00	
An administration fee required in connection with all administrative costs incurred by the District in connection with an underpinning agreement.	\$1,000.00	

Permits Pursuant to the Environmental Protection and Preservation Bylaw		
Aquatic Area Permit	\$338.00	
Soil Permit:		
Single Family Residential	\$195.00	
Industrial, Commercial, Multi-family	\$393.00	
Site Profile - for a Site Profile as specified on Schedule 1 of the Waste Management Act – Contaminated Sites Regulation	\$119.00	

Re-Inspection Fee:		
Where it has been determined by the Environmental Protection Officer (EPO) that a site undertaking work governed by a permit issued pursuant to the Environmental Protection and Preservation Bylaw 6515 has not satisfactorily completed the work after the second inspection by the EPO then the following table of Inspection fees shall apply:		
First inspection to determine final compliance with EPPB Permit conditions; or EPO has to respond to a site regarding ineffective erosion control or other environmental damage complaint	\$0.00	
Second inspection to determine if deficiencies on first inspection have been corrected	\$0.00	
Third and all subsequent inspection(s) to determine if deficiencies on previous inspection(s) have been corrected	\$119.00	
Inspection Procedure:		
The Environmental Protection Officer shall record all inspection records on an inspection sheet to be left with the operator in charge of the site and a copy to be filed with the Environment Department. The Environmental Protection Officer shall determine if an inspection fee is to be charged based on two previous inspections to the same site. Any requests for a third or any additional inspections shall be made through the Environment Department. Third and subsequent inspections shall not be conducted until the inspection fee has been received.		
Works Conducted Without a Permit:		
If any works for which a permit is required by the Environmental Protection and Preservation Bylaw 6515 are commenced without a permit issued by the General Manager of Planning, Permits and Properties Division, the permit applicant for the proposed works shall pay double the fee prescribed as set out in the Fee section of this Bylaw.		
Preliminary Site Review:		
Environmental Requirements - A preliminary plan review and/or site inspection including required liaison with other jurisdictions. The service includes an analysis of a proposed development, building, or structure for compliance Environmental Protection and Preservation Bylaw 6515 and/or other requirements as related to stream or waterfront setbacks.	\$140.00	

Tree Permits Pursuant to the Tree Protection Bylaw		
For tree(s) meeting the criteria outlined in Section 14(a) in the Tree Protection Bylaw 7671:		
To prune protected tree(s) or large-diameter tree(s)	\$76.00	
For each protected tree or large-diameter tree to be removed up to and including four trees	\$76.00	
For the removal of five or more protected trees or large-diameter trees	\$359.00	
For development involving the removal of ten or more protected trees or large-diameter trees on a parcel greater than 1 hectare	\$1,860.00	
Inspection and Re-inspection Fees:		

The following fees shall apply for inspections undertaken to determine whether or not to release a security deposit held under the Tree Protection Bylaw 7671:		
First inspection - To determine final compliance with tree permit conditions. Deficiencies are noted on an Environmental Inspection Report and/or an Order to Comply, copy of which shall be left at the site.	\$0.00	
Second Inspection - To determine final compliance with tree permit conditions. Deficiencies are noted on an Environmental Inspection Report and/or an Order To Comply, a copy of which shall be left at the site.	\$0.00	
Third Inspection - After expiration of an Order to Comply given on the second inspection, the third and all subsequent inspections will be undertaken to determine if deficiencies noted on previous inspections have been corrected. Deficiencies are noted on an Order to Comply left at the site.	\$119.00	
Where it has been determined that work or development permitted pursuant to the Tree Protection Bylaw 7671 has not been satisfactorily completed, the following fees shall apply with respect to inspections:		
Inspection relating to tree protection barrier, retained tree or replacement tree	\$119.00	
Inspection to determine compliance with tree permit or bylaw	\$119.00	
The environmental compensation fee payable pursuant to section 15(b) of the Tree Protection Bylaw 7671	\$550.00	
Installation of Street Tree(s)	\$720.00	

Amended by: 7365 7516 7581 7632 7691 7740 7794 7814 7871 7911 7917 7960 8020 8037 8088 8143

Schedule C

PARKS AND RECREATION FEES

Cates Park Boat Launch		
Annual Pass – non-resident	\$253.33	
Annual Pass - resident	\$165.71	
Daily Launch	\$19.52	

Gallant Wharf – Prepaid Moorage Rates/Foot		
Winter		
Monthly	\$8.00	
3 Months	\$22.57	
6 Months	\$40.86	
Summer		
Monthly	\$10.76	
3 Months	\$30.19	
6 Months	\$53.71	

Gallant Wharf Ticket Machine Rates		
Rate (Up to 16 ft.)		
2 hour	\$3.57	
6 hour	\$11.52	
12 hour	\$23.24	
Rate (Over 16 ft. up to 20 ft.)		
2 hour	\$4.52	
6 hour	\$13.38	
12 hour	\$26.90	
Rate (Over 20 ft. up to 24 ft.)		
2 hour	\$5.05	
6 hour	\$15.10	
12 hour	\$30.14	
Rate (Over 24 ft. up to 28 ft.)		
2 hour	\$5.48	
6 hour	\$16.81	
12 hour	\$33.52	
Rate (Over 28 ft. up to 32 ft.)		
2 hour	\$6.24	
6 hour	\$18.48	
12 hour	\$36.95	
Rate (Over 32 ft. up to 36 ft.)		

2 hour	\$6.76	
6 hour	\$20.14	
12 hour	\$40.33	

Picnic Events		
Covered Shelter 100+ people – 4 hours	\$119.52	
Covered Shelter 60 people – 4 hours	\$94.76	
Covered Shelter 40 people or less – 4 hours	\$69.05	

Lynn Canyon Park		
Buses 24 seats and under	\$26.90	for two hours
Buses 25 seats and over	\$46.30	for two hours
Annual Bus Pass - (24 seats and under)	\$909.10	per bus per year
Annual Bus Pass - (25 seats and over)	\$1,247.10	per bus per year

Ecology Centre		
Eco-Quest, Forest Quest Activity (Individual)	\$2.50	
Individual Programs	\$8.50	
Children's Mini-Camps	\$67.00	
Birthday Parties 10 students (price per group)	\$135.00	
Groups:		
Students age 3 to 12 (12 students or less)	\$72.00	
Students age 3 to 12 (13 to 30 students)	\$128.00	
Students age 13 to adult (12 students or less)	\$83.00	
Students age 13 to adult (13 to 30 students)	\$158.00	
Students age 13 to adult (31 to 45 students)	\$230.00	

Maplewood Farm		
Adult	\$7.57	
Child/Senior	\$4.57	
Peak Period (Adult)	\$8.81	
Peak Period (Child)	\$5.71	
Special Events (Adult)	\$8.81	
Special Events (Child)	\$5.71	
Annual Family Membership	\$127.19	
Behind the Scenes General	\$24.38	
Behind the Scenes Member	\$12.76	
Pony Ride	\$96.71	per hour
Prepayment Plan:		
Group size 0-8	\$125.95	
Group size 9-15	\$251.52	

Group size 16-25	\$377.29	
Group size 26-50	\$754.57	
Group size 51-75	\$1,006.05	
Group size 76-100	\$1,257.62	
Birthday Party Packages:		
Basic Room Rental	\$51.80	per hour
Themed Party Packages:		
Bronze Package	\$129.40	
Silver Package	\$207.10	
Gold Package	\$289.90	
Platinum Package	\$419.30	

Amended by: 7296 7365 7433 7516 7581 7632 7691 7740 7814 7871 7917 7960 8020 8088
8143

Schedule D
PROTECTIVE SERVICES FEES

Fire Services Fees Pursuant to Fire Services Bylaw		
Information requests	\$168.90	per civic address or request
Fire Safety Plan:		
Initial review for new Fire Safety Plans	\$168.90	per hour or portion thereof, minimum one hour charge
Second review for new Fire Safety Plans	\$253.40	per hour or portion thereof, minimum one hour charge
Third and subsequent review for new Fire Safety Plans	\$337.80	per hour or portion thereof, minimum one hour charge
Annual review of existing Fire Safety Plans	\$56.00	
Charge to developer for DNV to develop a Pre-Fire Plan	\$834.30	
Review Pre-Fire Plans	\$168.90	per hour, minimum one hour charge
Charge for Pre-Fire Plans not submitted in format acceptable to DNV	\$337.80	
Permit Fees:		
The fees hereinafter specified must be paid to the District by all applicants for any Permit required by the Fire Bylaw 7481, or under the Fire Code adopted by the Fire Bylaw 7481, or by the regulations passed pursuant to the provisions of the Fire Services Act, as amended from time to time, and for inspection of any work or thing for which the said Permit is required:		
For any installation of gasoline tanks, oil tanks, diesel tanks and dispensing pumps:		
2,300 L (500 I.G.)	\$15.80	
2,301-4,600 L (501-1,000 I.G.)	\$21.10	
4,601-23,000 L (1,001-5,000 I.G.)	\$32.70	
23,001-46,000 L (5,001-10,000 I.G.)	\$43.20	
46,001-115,000 L (10,001-25,000 I.G.)	\$64.40	
115,001-230,000 L (25,001-50,000 I.G.)	\$107.70	
230,001-460,000 L (50,001-100,000 I.G.)	\$161.60	
460,001-920,000 L (100,001-200,000 I.G.)	\$215.40	
920,001-2,300,000 L (200,001-500,000 I.G.)	\$269.30	
Each dispensing pump	\$10.60	
Inspections and installation of domestic and commercial oil burners:		
Each domestic installation	\$5.30	
Each commercial installation	\$10.60	

North Vancouver RCMP Services		
Criminal Record Check	\$57.50	
Criminal Record Check – Volunteers – Local Residents	\$0.00	
Police Certificate (Including prints if required)	\$57.50	
Fingerprints Taken (up to 2 sets – additional sets @ \$5.25 each)	\$57.50	
Local Police Records Checks	\$57.50	
Name Change Applications	\$57.50	
Taxi Permit Application/Annual Review	\$57.50	
Taxi-Biennial (2yr) Permit	\$115.00	
Taxi Permit (lost/replacement fee)	\$28.75	
MV 6020 – Motor Vehicle Accident Report	\$57.50	
Preliminary Collision/Traffic Analyst Report	\$57.50	
Full Collision/Traffic Analyst Report	\$600.00	
Field Drawing Reproduction	\$40.00	in addition to cost
Measurements	\$207.00	
Crash Data Retrieval Report	\$155.00	
Mechanical Inspection Report	\$57.50	in addition to cost
Police Reports	\$57.50	
Passport Letters	\$57.50	
Insurance Claim Letter	\$57.50	
Court Ordered File Disclosure (in addition to copying charge)	\$57.50	
Photographs (each – 4 x 6)	\$2.75	
Video Reproduction:		
First hour	\$52.00	
Per hour after first hour	\$26.00	
Cost of CD/DVD	\$16.00	
Audio Reproduction:		
First hour	\$52.00	
Per hour after first hour	\$26.00	
Cost of CD/DVD	\$5.00	
Forensic Video Analysis – Cost per hour	\$105.00	per hour
File Research – Cost per hour	\$50.00	per hour
Visa Application	\$57.50	
Security Licencing	\$57.50	
Photocopying charge per page	\$0.75	per page
Shipping Charge	\$5.00	in addition to cost
CD of Photographs	\$20.00	

Amended by: 7426 7434 7446 7581 7740 7814 7871 7917 7960 8020 8088 8134 8143

Schedule E

LICENSING AND FILM FEES

Filming		
Park fee – per film day – Cates Park, Lynn Canyon Park, Murdo Frazer Park and Cabin	\$1,300.00	
Park fee – Half day rate maximum 12 Hrs– Cates Park, Lynn Canyon Park, Murdo Frazer Park and Cabin	\$950.00	
Park fee – prep/wrap per day – Cates Park, Lynn Canyon Park, Murdo Frazer Park and Cabin	\$650.00	
Large Park fee - per film day - all other large parks	\$850.00	
Large Park fee – Half day rate maximum 12 Hrs	\$650.00	
Large Park fee – prep/wrap per day	\$425.00	
Neighbourhood Park fee – per film day	\$430.00	
Neighbourhood Park fee – Half day rate maximum 12 Hrs	\$325.00	
Neighbourhood Park fee – Prep/wrap per day	\$215.00	
Commercial Media Usage Per Film Day - Still Photography, Reality TV, Corporate, Gaming, Lifestyle segments	\$260.00	
Park Liaison Fee per hour	\$68.00	per hour
RCMP per hour and member (Corporal)	\$117.00	per hour
RCMP per hour and member (Sergeant)	\$143.00	per hour
Fire Officer per hour	\$165.00	per hour
Firefighter per hour	\$135.00	per hour
Permit fee per location	\$240.00	
Street filming user fee	\$160.00	
On street parking per 100 ft. per day	\$60.00	
Signs (new and replacement) per sign	\$16.00	
Modification of existing signs (per sign)	\$5.50	
Fire Hydrant Usage per day	\$75.00	
Garbage disposal (as needed)	\$87.00	

Animal Control and Welfare Licences		
Spayed or neutered dog	\$29.00	annual fee
Not spayed or neutered dog	\$72.00	annual fee
Not spayed or neutered dog 3 to 6 months of age	\$29.00	annual fee
Spayed or neutered aggressive dog	\$85.00	annual fee
Fee increase – On or after February 1, in the current year, the annual fees contained in this table are increased by	\$10.00	
Fee reduction - On or after September 1, in the current year, the annual fees contained in this table shall be reduced by 50 percent where an owner provides satisfactory proof to the Collector that:		

the owner only established residency in the District of North Vancouver within 30 days of the application date; or,		
the dog, for which the licence is sought, was acquired by the owner within 30 days of the application date.		
Replacement licence	\$5.50	

Impound and Maintenance

First Impoundment:

Licensed Dog	\$102.40	
Unlicensed Dog	\$168.90	

Second Impoundment within 365 days:

Licensed Dog	\$290.40	
Unlicensed Dog	\$290.40	

Subsequent Impoundment within 365 days:

Licensed Dog	\$538.60	
Unlicensed Dog	\$538.60	

Maintenance

\$27.40 per day

Additional Impound Fees for Aggressive Dogs (licensed or unlicensed) (These fees are in addition to the impound and maintenance fees set out above):

First Impoundment	\$220.70	
Subsequent Impoundment	\$792.00	

Surrender Fees:

Spayed or Neutered Dog (requires proof of spayed/ or neuter):

With Medical Records	\$89.80	
Without Medical Records	\$112.90	

Not Spayed or Neutered Dog:

With Medical Records	\$232.40	
Without Medical Records	\$232.40	

Spayed or Neutered Cat:

With Medical Records	\$58.00	
Without Medical Records	\$86.20	

Not Spayed or Neutered Cat:

With Medical Records	\$163.70	
Without Medical Records	\$188.00	

Additional Fee for a Non-Resident of the District

\$332.60

Adoption

Canines six months of age or older	\$221.70	
Canines up to six months of age	\$337.90	
Felines six months of age or older	\$142.60	
Felines up to six months of age	\$195.30	

Annual Park Use Permit		
Commercial Dog Walking Business - Located in the District of North Vancouver:		
Number of Commercial Dog Walkers:		
1	\$591.40	
2	\$709.60	
3	\$833.20	
4	\$950.40	
Commercial Dog Walking Business - Not Located in the District of North Vancouver:		
Number of Commercial Dog Walkers:		
1	\$876.50	
2	\$994.70	
3	\$1,123.60	
4	\$1,247.20	
Annual Commercial Dog Walker Permit Fees:		
Annual Permit Fee	\$63.30	
Replacement Permit Fee (for name change)	\$32.20	

Horsekeeping Permit		
Impounding, transportation and maintenance		recovery of full cost
Horse Permit Application Fee (non-refundable)	\$126.70	

Fees For Business Licences	
Schedule of Licence Fees A	
Every person carrying on, maintaining, owning or operating within the municipality any business, trade, occupation, calling, undertaking or thing classified and set forth below shall pay to the municipality the amount of the licence fee set opposite to the business, trade, occupation, calling, undertaking or thing carried on, maintained, owned or operated by such person. The definitions in the Business Licence Bylaw 4567 apply to this bylaw.	
Unless otherwise indicated the licence fee is for a twelve-month period - January 1 st to December 31 st .	
Group 1 Miscellaneous	
Aquaculture	Environmental Technologist
Advertising Agent	Funeral Parlour
Agent or Canvasser	Golf Driving Range/Golf Course
Auctioneer	Health Spa
Banquet Hall	Ice Rink
Bill Poster and Sign Company	Junk Yard
Book Agent	Publishing
Broker	Roller Rink
Crematorium	Ski/Chairlift/Tram

Dance Hall	Stevedoring
Employment Agency	Tennis/Racquet Clubs
Licence Fee:	
One or two persons engaged in the business	\$293.50
Three to five persons engaged in the business	\$431.50
Six to ten persons engaged in the business	\$583.30
Eleven to twenty persons engaged in the business	\$721.40
Each additional ten persons engaged in the business	\$226.00
Maximum	\$4,574.80
Group 2 Financing and Various	
Banks	Mail Order
Financing Agent	Money Lenders
Guarantee or Bonding Company	Pawn Brokers
Investment Company	
Licence Fee:	
One to twenty-five persons engaged in the business	\$1,433.60
Twenty-six to fifty persons engaged in the business	\$2,029.40
Fifty-one to one hundred persons engaged in the business	\$2,595.60
Each additional ten persons engaged in the business	\$293.50
Maximum	\$4,574.80
Group 3 Professional Services	
Accountant	Physiotherapist
Architect	Podiatrist
Barrister	Psychiatrist
Chiropractor	Psychologist
Dental Technician	Radiologist
Dentist/Dental Surgeon	Registered Massage Therapist
Engineer	Solicitor
Lawyer	Surgeon
Medical Practitioner or Specialist	Surveyor
Notary Public	Veterinary Services
Optometrist	Professional Services
Orthodontist	Unclassified
Physician	
Licence Fee:	
One or two persons engaged in the business	\$293.50
Three to five persons engaged in the business	\$818.40
Six to ten persons engaged in the business	\$1,598.00
Eleven to twenty persons engaged in the business	\$2,909.60

Each additional ten persons engaged in the business	\$1,391.50	
Maximum	\$4,574.80	
Group 4 Social Escort Services		
Licence Fee	\$4,574.80	
Group 5 Licenced Beverage Establishments		
Liquor Primary Establishment:		
For the first ten seats	\$804.80	
For each additional ten seats or any portion thereof	\$93.60	
To a maximum of	\$4,574.80	
Food Primary Establishment:		
For the first ten seats	\$400.70	
For each additional ten seats or any portion thereof	\$28.60	
To a maximum of	\$4,574.80	

Schedule of Licence Fees B		
Group 1 Areas		
Rental Properties:		
0 to 90 square metres	\$36.50	
Each additional 90 square metres or portion thereof	\$36.50	
Maximum	\$4,574.80	
Storage Areas:		
0 to 1,860 square metres of ground space	\$430.30	
1,861 to 4,650 square metres of ground space	\$1,010.20	
4,651 to 7,440 square metres of ground space	\$1,530.70	
7,441 to 10,230 square metres of ground space	\$2,043.20	
10,231 to 13,020 square metres of ground space	\$2,558.10	
13,021 to 15,810 square metres of ground space	\$3,093.30	
15,811 to 18,600 square metres of ground space	\$4,574.80	
Each additional 2,790 square metres of ground space or portion thereof	\$355.00	
Maximum	\$4,574.80	
Warehousing:		
0 to 930 square metres of floor space	\$635.80	
931 to 2,790 square metres of floor space	\$1,324.10	
2,791 to 4,650 square metres of floor space	\$2,029.40	
4,651 to 6,510 square metres of floor space	\$2,714.20	
6,511 to 8,370 square metres of floor space	\$3,402.60	
8,371 to 10,230 square metres of floor space	\$4,109.10	
10,231 to 12,090 square metres of floor space	\$4,565.70	
Each additional 1,860 square metres of floor space or portion thereof	\$567.30	

Maximum	\$4,574.80	
Group 2 Units		
Licence Fee:		
Apartment	\$26.30	each space
Automobile Parking Lot	\$5.80	each space
Bed and Breakfast	\$77.60	each room
Billiard/Pool Hall	\$57.00	each table
Boarding House	\$13.70	each room
Bowling Alley	\$57.00	each alley
Coin Operated Coat Hanger Stands	\$29.70	each stand
Coin Operated Laundromat/Dry-Clean	\$17.10	each machine
Curling Rink	\$57.00	each sheet
Dormitory	\$13.70	each room
Hotel/Rooming House	\$13.70	each room
Mobile Canteen	\$226.00	each unit
Motel	\$26.30	each unit
Marina:		
Up to 50 leased spaces	\$145.00	
51 to 100 leased spaces	\$224.90	
101 to 200 leased spaces	\$378.90	
201 to 300 leased spaces	\$512.60	
301 to 400 leased spaces	\$670.00	
401 to 500 leased spaces	\$808.10	
501 to 600 leased spaces	\$944.00	
601 to 700 leased spaces	\$1,100.30	
701 to 800 leased spaces	\$1,236.20	
801 to 900 leased spaces	\$1,390.20	
901 to 1,000 leased spaces	\$1,524.90	
Post Box Rental Agency	\$1.20	each post box
Theatre	\$1.20	each seat
Theatre - Drive-in	\$1.20	each stall
Vending Machine Fee:		
Group 1 - no coin to operate	\$67.40	for each machine
Group 2 - \$0.06 to \$0.25 to operate	\$36.50	for each machine
Group 3 - \$0.26 to \$0.99 to operate	\$73.10	for each machine
Group 4 - \$1.00 or more to operate	\$103.90	for each machine
Group 5 - music systems	\$103.90	for each machine

Group 6 - amusement machines	\$238.70	for each machine
Maximum	\$4,574.80	
Group 3 Itinerants		
Licence Fee:		
Carnival	\$130.20	for each day
Circus	\$130.20	for each day
Concert Hall	\$67.40	for each day
Dog or Cat Show	\$25.20	for each day
Exhibition	\$67.40	for each day
Horse or Pony Show	\$38.90	for each day
Musical Attraction	\$67.40	for each day
Promoter of Entertainment	\$130.20	for each day
Promoter of Sporting Event	\$261.40	for each day
Theatrical Show (when held in other than a duly licenced theatre)	\$14.90	for each day
Other form of itinerant show, entertainment, amusement or exhibition	\$67.40	for each day
Solicitation for Charity	\$5.80	for each day
Film Production (Non-Resident Business)	\$27.50	annually

Schedule of Licence Fees C

Group 1 Contractors

Acoustical	Intercommunications
Air Conditioning	Lawn Irrigation
Alarm Systems	Land Clearing
Arborite (Counter Tops)	Landscape/Gardening
Blacktopping	Land Surveyors
Blasting	Locksmith
Brickwork/Masonry	Logging
Building	Machine Shop
Bulldozing	Marble
Cabinets and Vanities	Millwork
Caulking	Overhead Doors
Ceramic Tile	Painting
Cement Finishing	Paving
Concrete	Plastering/Stucco
Crane Service	Power Sweeping
Cutting and Coring	Plumbing
Demolition	Refrigeration
Disposal Service	Road Marking
Ditching	Roofing

Door Sales/Installation	Sandblasting
Draft Sealing	Sanitary
Drainage	Sash and Door
Drilling	Siding
Drywall	Sign Painter
Electrical	Sprinkler
Electronics	Structural/Reinforcing Steel
Elevator/Skip Hoist	Tree Service
Excavating/Backfill	Upholstery
Fencing	Ventilation
Finish Carpentry	Waterproofing
Flooring	Weatherproofing
Framing	Welding
General Contractor	Window Sales/Installation
Glazing	Wrecking
Hauling	Wrought Iron
Insulation	
Licence Fee:	
One or two persons engaged in the business	\$143.80
Three to five persons engaged in the business	\$292.10
Six to ten persons engaged in the business	\$431.50
Eleven to twenty persons engaged in the business	\$721.40
Each additional ten persons engaged in the business	\$292.10
Maximum	\$4,574.80
Group 2 Services	
Accounting Services	Insurance Agency
Appraisal Services	Interior Decorator
Auditing Services	Junk Pick-Up Services
Audio/Video Production	Manufacturer's Agent
Auto Accessories Sales/Installations	Marine Service
Auto Marine Towing	Marine Service Station
Automobile Body Repair Shop	Marketing
Automobile Reconditioning/Polishing	Mobile Hairdressing
Automobile Service (Mobile)	Office Equipment Services
Automobile Services Garage	Pedlars/Hawkers/Hucksters
Automobile Service Station	Pest Control
Bookkeeper/Stenographer	Pet Services
Business Office	Photographer
Collection Agent	Property Management
Commercial Art	Real Estate Sales

Commercial/Industrial Sales	Recording Studio Representatives
Computer Services	Research Laboratory
Consulting Service	Restoration Services
Courier Service	Security Services
Disco Music Service	Swim School
Distributors	Tanning Studios
Dog-walking Business	Telephone Equipment Sales/Service
Drafting and Design Services	Tire Sales and Service
Driving School	Transfer/Express Company
Electro-plating/polishing	Vacuum Cleaner Sales/Services/Installation
Equipment rental	Vehicle Repair
Fuel Dealer	Vehicle Undercoating
Gold/Silversmiths	Vehicle/Boat Rental
Gym/Steam Baths	Weight Control Services
Importers/Exporters	Wheel Alignment
Instrument Sales/Service	Word Processing
Licence Fee:	
One or two persons engaged in the business	\$171.30
Three to five persons engaged in the business	\$309.40
Six to ten persons engaged in the business	\$462.40
Eleven to twenty persons engaged in the business	\$756.80
Each additional ten persons engaged in the business	\$309.40
Maximum	\$4,574.80
Group 3 General	
Appliance Repair	Music School
Boat Builders/Repairs	Nursing Home
Boat/Bus Charter	Oil Storage Depot
Boiler Sales/Service	Outboard Motors Sales/Service
Booming Ground	Piano Tuning/Repairs
Business College or Trades School	Plating
Carpet Cleaners	Pressure Cleaning
Carpet Sales/Installation	Private Hospital
Caterer	Printer
Child Care Facilities	Processor
Chimney Sweep	Pumps Sales/Service/Installation
Dancing Academy	Public Stenographer
Dental Mechanic	Recycling
Dressmaker	Riding Academy

Equipment Sales/Service/Installation	Salvage
Film Production	Shipyards
Fire Extinguishers Sales/Service	Spray Services
Fireplace Sales/Installation	Storage Facility
Furniture Stripping/Finishing	Taxi Services
Gas, Oil, Installations	Teacher
General Household Repairs	Tool Makers
Grain Storage	Telephone Answering Service
Heavy Duty Equipment, Sales/Service	Tour/Guide Services
Hobby Beer and Wine Making Establishment	T.V./Radio Repairs/Service
Home Crafts	Towel/Uniform Service
Janitorial Service	Underwater Services
Machinery Sales/Service Installation	Vacuum Cleaner Service
Masseur	Venetian Blinds Sales/Service
Mechanical Repairs	Watch Repair
Milk and Delivery Sales	Wholesaler
Manufacturer	Wood Stove Sales/Installation
Licence Fee:	
One or two persons engaged in the business	\$143.80
Three to five persons engaged in the business	\$292.10
Six to ten persons engaged in the business	\$431.50
Eleven to twenty persons engaged in the business	\$721.40
Each additional ten persons engaged in the business	\$292.10
Maximum	\$4,574.80
Notwithstanding the number of persons engaged in a child care business, the fee payable shall not exceed \$143.80.	
Registered Society	
Adult Care Facilities (includes facility in a Single Family Residential Unit)	
Child Care Facilities (includes facility in a Single Family Residential Unit)	
Day Care	
Hospitals	
Schools	
Places of Religious Worship	
Business Office	
The fee for operators in this section is \$0.	

Schedule of Licence Fees D		
Group 1 Shops and Stores		
Aesthetician	Restaurant	
Automobile Dealer	Retail Food Services	
Barber	Retail Trader	
Cleaner and Dryer	Recreation Vehicle Sales/Service	
Hair Salon	Second-Hand Dealer	
Laundry	Shoe Repair	
Mobile Home Sales/Service	Tailor	
Marine Sales and Chandlery	Travel Agent	
Nail Salon	Truck/Trailer Sales/Service	
Photographic Studio	Video Rentals/Sales	
Licence Fee:		
First 70 square metres of sales, service, display and storage space or any portion thereof contained within the building	\$171.30	
Each additional 90 square metres of sales, service, display and storage space or any portion thereof contained within the building, up to 900 square metres	\$105.00	
Each additional 90 square metres of sales, service, display and storage space or any portion thereof contained within the building, in excess of 900 square metres	\$43.40	
Each 90 square metres or portion thereof of outside ground storage area adjacent to the building	\$15.90	
Maximum	\$4,574.80	

Schedule of Licence Fees E		
Group 1 Unclassified		
Every person carrying on within the Municipality any business, trade, employment, occupation, or calling not hereinbefore enumerated, shall pay to the Municipality a fee as follows:		
One or two persons engaged in the business	\$143.80	
Three to five persons engaged in the business	\$292.10	
Six to ten persons engaged in the business	\$431.50	
Eleven to twenty persons engaged in the business	\$721.40	
Each additional ten persons engaged in the business	\$292.10	
Maximum	\$4,574.80	
Re-Inspection Fee	\$84.50	

Schedule of Licence Fees F

There is no Schedule of Licence Fees F

Schedule of Licence Fees G

The fee payable by any person for an Inter-Municipal Business Licence is the fee applicable to the specific category of business plus an administration fee of \$60.00

The categories of businesses which are eligible for an Inter-Municipal Business Licence are:

Acoustical	Janitorial Service
Air Conditioning	Land Clearing
Alarm Systems	Landscape/Gardening
Alterations and Repairs	Land Surveyors
Appliance Repair	Lathing
Arborite (Counter Tops)	Locksmith
Architects	Logging
Awnings	Marble
Blacktopping	Mechanical/Mechanical Equipment Installation
Blasting	Metal Worker
Brickwork/Masonry	Millwork
Building	Moving (Building)
Building Movers	Oil Worker
Bulldozing	Ornamental Ironwork
Cabinets	Painting/Decorating
Cable Installation	Paving
Carpenter	Pest Control
Carpet Cleaner	Pile Driving
Caulking	Pipe Bending and Fabricating
Cement Finishing	Pipeline
Chimney Service	Plastering/Stucco
Cladding	Plastic
Concrete	Plumbing
Concrete Pumping	Power Sweeping/Vacuum
Construction Manager	Pressure Washing
Crane Operator	Pump Maintenance/Installation
Cutting and Coring	Rails
Decking	Refrigeration
Demolition	Reinforcing Steel
Disposal Service	Restoration
Ditching	Road Builders
Diving	Roofing

Doors - Overhead, etc.	Sandblasting
Draft Sealing	Sanitary
Drainage	Saunas
Drilling	Scaffolding
Drywall/Plasterer	Security and Alarms
Electrical	Sewers
Electronics	Sheet Metal
Elevator/Skip Hoist	Shingler
Engineers	Shoring
Excavating/Backfill	Siding
Fabricating (Metal)	Signs - all
Fencing	Skylights
Fibreglassing	Sprinkler
Finish Carpentry	Steamfitters
Fireplaces (non-masonry)	Steel Erection
Fireproofing	Store Fixtures and Decorations
Flagging Services/Traffic Control	Swimming Pools
Flooring	Tanks
Framing	Terrazzo
Furnace Repair	Tile
Gas	Toilet Partitions/Shelving
General Household Repair/Handyman Service	Tree Service
Glazing	Upholstering
Gutters	Ventilation
Hauling	Waterproofing
Heating/Sheet Metal	Weatherproofing
Inspection Services	Welding
Insulation	Wood Preserving
Intercommunications	Wood Stove Installer
Iron Worker	Wrecking
Irrigation	Wrought Iron

Licence Transfer Fees

Where any licence or licences is or are transferred, a fee equal to 20% of the total fee for such a licence or licences shall be charged except that the minimum fee for a transfer is \$48.00.

Amended by: 7365 7433 7632 7691 7740 7794 7814 7856 7871 7917 7960 8020 8035 8088 8143

Schedule F

TRANSPORTATION FEES

Permit		
Activities on Road Allowance due to adjacent Development and construction work relating to public or private utilities	\$117.00	+0.25/m ² /day
Storage of Waste Disposal Bins on Road Allowance	\$50.00	+\$15/week
Special Highway Use Permit fee:		
(i) First occurrence	\$1,500.00	per each 12 hours
(ii) Second occurrence	\$3,000.00	per each 12 hours
(iii) Third and any subsequent occurrences	\$5,000.00	per each 12 hours
Any other Construction on Road Allowance	\$65.00	per occurrence
Special Events, Filming and Community Signs	\$43.00	per occurrence
Highway Use Permit (block watch party)	\$0.00	
Highway Construction and Planting Permit	\$128.00	
Newspaper Box Permit	\$46.00	
Resident Parking Only Decal	\$27.62	

Signage		
Way-finding signage (design, manufacture and installation)	\$321.00	

Removal and Detention of Chattels and Obstructions		
The following fees, costs and expenses shall be paid by the owner of any chattel or obstruction removed, detained or impounded under this Bylaw:		
Removal of construction materials, furnishings, newspaper boxes, portable toilets, shopping carts, and other small items:		
Per person per hour	\$81.00	per hour
Per hour if excavating or lifting equipment required	\$140.00	
To Detain Per Day	\$11.00	per m ³
Removal of Industrial Waste Container, Construction Trailer, Portable Building and other large items:		
To Remove	\$1,182.00	
To Detain Per Day	\$81.00	

Amended by: 7794 7814 7856 7871 7917 7960 8020 8088 8099 8143

AGENDA INFORMATION	
<input type="checkbox"/> Council Workshop	Date: _____
<input type="checkbox"/> Finance & Audit	Date: _____
<input type="checkbox"/> Advisory Oversight	Date: _____
<input type="checkbox"/> Other:	Date: _____



The District of North Vancouver

REPORT TO FINANCE AND AUDIT STANDING COMMITTEE

October 3, 2016
File: 05.1930

AUTHOR: Elio Iorio, Manager Revenue and Taxation

SUBJECT: Annual Review of Fees and Charges - 2017

RECOMMENDATION:

THAT the Finance and Audit Standing Committee recommend to Council:

"THAT "Fees and Charges Bylaw 6481, 1992, Amendment Bylaw 8200, 2016 (Amendment 50)" is given FIRST, SECOND, and THIRD readings."

AND THAT the October 3, 2016 report of the Finance and Audit Standing Committee entitled Annual Review of Fees and Charges – 2017 is forwarded to a Regular Council meeting for consideration.

REASON FOR REPORT:

The annual review and establishment of fees and charges in accordance with financial plan objectives.

SUMMARY:

The proposed fee structure for 2017 includes a 2% cost of service adjustment (based on projected Core consumer price index) unless justifiable exceptions apply (schedule of exceptions attached). To maintain price stability, the Core CPI measure is utilized to better indicate the behaviour of price increases. This measure normalizes price trends by excluding expenditures subject to sensitive temporary fluctuations such as food and energy costs. Review of fees for equity and cost recovery takes place each year. Adjustments to existing fees in development planning and environmental or hazardous conditions are proposed to improve cost recovery.

REVENUE IMPACT:

Revenues are estimated to improve by \$187,000 due to the 2% inflation increase. Resulting from volume increases higher revenues of \$1.69M have been included in the 2017 revenue budget. These revenues are primarily from the construction permitting, filming and business licence areas. It is important to note that fees and charges for Golf, Library, Properties, Recreation and Utilities are not covered by this review. These fees are determined through

alternative approval processes in accordance with their governance structure or the adopted funding model.

EXCEPTIONS TO 2% INCREASE:

Uniformity of fees is paramount in the yearly review process. Comparability of certain fees to similar charges in other municipalities in the region ensures that our fees are not only competitive but reflect users' ability to pay.

Corporate & Finance

No increase to the current fee structure is proposed for tax and related information in the financial services area. A full review of these fees has been undertaken in prior years with corresponding increases that are consistent with other lower mainland municipalities and are continuing to recoup service costs at their current rates.

Protective Services & Licensing and Film

Similarly, no fee increases are proposed for RCMP informational reporting services as the fees remain competitive and harmonized with the City of North Vancouver to provide consistency in fees. Likewise, an in depth review of filming location and service fees was undertaken in the previous year and current fee levels continue to ensure cost recovery and competitiveness with other jurisdictions.

Transportation Fees

Individual department areas review fees yearly to ensure consistency with service objectives. Permit fees for special highway use are utilized infrequently with cost recovery not being the overall purpose in the use of this fee. The Transportation section is requesting the fee be returned to its original value and should not be subject to a continued inflation factor. The reduction of the fee (1.5%) will not substantially affect revenues.

Development & Permitting Fees

Development Services not only requires inflation adjustments to base fees but an additional 1.3% increase to fees calculated based upon developable unit or floor area. The increase in volume of development applications which require preliminary and detailing plan reviews requires a slight increase in fees to match the cost of service provided. Moreover, environmental protection and natural hazard fees charged for the purpose of the protection of the environment or monitoring construction in hazardous areas require an additional 2.5% above inflation increase to ensure collection of cost.

NEW FEES:

Development Applications – Utility Modelling

New fees are proposed to recover costs incurred to conduct utility system (water, sanitary and drainage) model analysis during the development application review process. The District has a requirement in the development application process that all new development applications be assessed to determine their impact on the utility infrastructure. Currently, the District has the ability to conduct hydraulic model analysis review in-house with the addition of a Project Engineer (Modeller) position within the Engineering department. The creation of this position adds value to the process as the ability to complete the analysis in-house allows for better coordination of the review of development applications with internal

departments where information sharing is critical to the time sensitive review of the development application.

Development Applications – Administration Fees for Development Servicing

New fees to recover administrative costs incurred in the process of creating and administering crane swing and underpinning agreement are proposed. Engineering technicians review construction drawings and supporting legislation to create servicing agreements with land developers. Moreover personnel administer the agreement for the duration of the project. The proposed fee ensures costs associated with this process are recovered.

BACKGROUND:

In accordance with the authority granted by the Community Charter, the District charges fees for service or regulatory requirements. These fees have typically been set on either a cost recovery and/or a user's ability to pay basis and are considered in the context of what comparable fees are charged by other municipalities in the region.

EXISTING POLICY:

The Community Charter enables Council, by bylaw, to impose a fee payable in respect of:

- (a) All or part of a service of the municipality,
- (b) The use of municipal property, or
- (c) The exercise of authority to regulate, prohibit or impose requirements.

Timing/Approval Process:

Fees require approval before year-end to take effect on January 1st, 2017. Timing of approval is critical so that notices can be delivered and systems can be updated. The final report is scheduled for adoption at the Regular Council meeting on November 28, 2016.

Respectfully submitted,



Elio Iorio
Manager Revenue and Taxation

Schedule of Exceptions to 2% Increase

Schedule & Fee Description	2016 Bylaw Fee	2017 Proposed Fee	Y:Y Fee Change	% Change
Schedule A - Corporate & Finance				
Financial Services				
Tax demand notice	20.00	20.00	0.00	0.0%
Certificate of tax status and related information - obtained through the web tax certificate system	40.00	40.00	0.00	0.0%
Certificate of tax status and related information - prepared manually	45.00	45.00	0.00	0.0%
Tax refund to non-property owner	30.00	30.00	0.00	0.0%
Tax levy data file (electronic)	0.02	0.02	0.00	0.0%
Researching historical property related information	45.00	45.00	0.00	0.0%
Returned cheques or payments	30.00	30.00	0.00	0.0%
Schedule B - Development & Permitting Fees				
Development Applications				
Rezoning (including text or map amendments), Heritage Revitalization Agreements, and creation of new Temporary Use Permit Area				
Multi-Family – base fee plus (per residential unit)	30.00	31.00	1.00	3.3%
Official Community Plan Amendment				
For change in land use or increased residential density - base fee plus (per 100m2 of floor area)	60.00	62.00	2.00	3.3%
Development Permit – Major (some applications may require more than one Development Permit application and fee)				
Form and Character				
Multi family where no rezoning – base fee plus (per residential unit)	30.00	31.00	1.00	3.3%
Environmental or Hazardous Conditions				
Single Family				
Protection of the Natural Environment DPA	110.00	115.00	5.00	4.5%
Streamside Protection DPA – Single Family	110.00	115.00	5.00	4.5%
Creek Hazards DPA	110.00	115.00	5.00	4.5%
Slope Hazards	110.00	115.00	5.00	4.5%
Schedule D - Protective Services				
North Vancouver RCMP Services				
Criminal Record Check	57.50	57.50	0.00	0.0%
Criminal Record Check – Volunteers – Local Residents	0.00	0.00	0.00	0.0%
Police Certificate (Including prints if required)	57.50	57.50	0.00	0.0%
Fingerprints Taken (up to 2 sets – additional sets @ \$5.25 each)	57.50	57.50	0.00	0.0%
Local Police Records Checks	57.50	57.50	0.00	0.0%
Name Change Applications	57.50	57.50	0.00	0.0%
Taxi Permit Application/Annual Review	57.50	57.50	0.00	0.0%
Taxi-Biennial (2yr) Permit	115.00	115.00	0.00	0.0%
Taxi Permit (lost/replacement fee)	28.75	28.75	0.00	0.0%
MV 6020 – Motor Vehicle Accident Report	57.50	57.50	0.00	0.0%
Preliminary Collision/Traffic Analyst Report	57.50	57.50	0.00	0.0%
Full Collision/Traffic Analyst Report	600.00	600.00	0.00	0.0%
Field Drawing Reproduction	40.00	40.00	0.00	0.0%
Measurements	207.00	207.00	0.00	0.0%
Crash Data Retrieval Report	155.00	155.00	0.00	0.0%
Mechanical Inspection Report	57.50	57.50	0.00	0.0%

Schedule of Exceptions to 2% Increase – continued

Schedule & Fee Description	2016 Bylaw Fee	2017 Proposed Fee	Y:Y Fee Change	% Change
Police Reports	57.50	57.50	0.00	0.0%
Passport Letters	57.50	57.50	0.00	0.0%
Insurance Claim Letter	57.50	57.50	0.00	0.0%
Court Ordered File Disclosure (in addition to copying charge)	57.50	57.50	0.00	0.0%
Photographs (each – 4 x 6)	2.75	2.75	0.00	0.0%
Video Reproduction				
First hour	52.00	52.00	0.00	0.0%
Per hour after first hour	26.00	26.00	0.00	0.0%
Cost of CD/DVD	16.00	16.00	0.00	0.0%
Audio Reproduction				
First hour	52.00	52.00	0.00	0.0%
Per hour after first hour	26.00	26.00	0.00	0.0%
Cost of CD/DVD	5.00	5.00	0.00	0.0%
Forensic Video Analysis – Cost per hour	105.00	105.00	0.00	0.0%
File Research – Cost per hour	50.00	50.00	0.00	0.0%
Visa Application	57.50	57.50	0.00	0.0%
Security Licencing	57.50	57.50	0.00	0.0%
Photocopying charge per page	0.75	0.75	0.00	0.0%
Shipping Charge	5.00	5.00	0.00	0.0%
CD of Photographs	20.00	20.00	0.00	0.0%
Schedule E - Licensing and Film				
Filming				
Park fee – per film day – Cates Park, Lynn Canyon Park, Murdo Frazer Park and Cabin	1,300.00	1,300.00	0.00	0.0%
Park fee – Half day rate maximum 12 Hrs– Cates Park, Lynn Canyon Park, Murdo Frazer Park and Cabin	950.00	950.00	0.00	0.0%
Park fee – prep/wrap per day – Cates Park, Lynn Canyon Park, Murdo Frazer Park and Cabin	650.00	650.00	0.00	0.0%
Large Park fee - per film day - all other large parks	850.00	850.00	0.00	0.0%
Large Park fee – Half day rate maximum 12 Hrs	650.00	650.00	0.00	0.0%
Large Park fee – prep/wrap per day	425.00	425.00	0.00	0.0%
Neighbourhood Park fee – per film day	430.00	430.00	0.00	0.0%
Neighbourhood Park fee – Half day rate maximum 12 Hrs	325.00	325.00	0.00	0.0%
Neighbourhood Park fee – Prep/wrap per day	215.00	215.00	0.00	0.0%
Commercial Media Usage Per Film Day - Still Photography, Reality TV, Corporate, Gaming, Lifestyle segments	260.00	260.00	0.00	0.0%
Park Liaison Fee per hour	68.00	68.00	0.00	0.0%
Fire Officer per hour	165.00	165.00	0.00	0.0%
Permit fee per location	240.00	240.00	0.00	0.0%
Street filming user fee	160.00	160.00	0.00	0.0%
On street parking per 100 ft. per day	60.00	60.00	0.00	0.0%
Signs (new and replacement) per sign	16.00	16.00	0.00	0.0%
Modification of existing signs (per sign)	5.50	5.50	0.00	0.0%
Fire Hydrant Usage per day	75.00	75.00	0.00	0.0%
Schedule F - Transportation Fees				
Permit				
Special Highway Use Permit fee:				
(i) First occurrence	1,523.00	1,500.00	-23.00	-1.5%
(ii) Second occurrence	3,045.00	3,000.00	-45.00	-1.5%
(iii) Third and any subsequent occurrences	5,075.00	5,000.00	-75.00	-1.5%

Schedule of New Fees

Schedule & Fee Description	2017 Proposed Fee
Schedule B - Development & Permitting Fees	
Development Applications	
Utility Modelling	
Where the District deems it necessary, hydraulic modelling fees will be charged at the Preliminary or subsequent stages of a development application for the District to assess the capacity of the District's water, sanitary and drainage infrastructure as follows:	
Water (includes a hydrant flow test)	4,000.00
Sanitary	3,000.00
Drainage	3,000.00
Administration Fees For Development Servicing	
An administration fee required in connection with all administrative costs incurred by the District in connection with a crane swing agreement.	1,000.00
An administration fee required in connection with all administrative costs incurred by the District in connection with an underpinning agreement.	1,000.00

AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>November 28, 2016</u>
<input type="checkbox"/> Other:	Date: _____



The District of North Vancouver REPORT TO COUNCIL

November 22, 2016
File: 09.3900.20/000.000

AUTHOR: Linda Brick, Deputy Municipal Clerk

SUBJECT: Bylaw 8201: 2016-2020 Consolidated Financial Plan Approval Bylaw 8176, 2016

RECOMMENDATION:

THAT "2016-2020 Consolidated Financial Plan Approval Bylaw 8176, 2016, Amendment Bylaw 8201, 2016 (Amendment 1)" is ADOPTED.

BACKGROUND:

Bylaw 8201 received FIRST, SECOND, and THIRD Readings on November 21, 2016 and is now ready to be considered for adoption by Council.

Options:

1. Adopt the bylaw;
2. Abandon the bylaw at Third Reading; or,
3. Rescind Third Reading and debate possible amendments to the bylaw.

Respectfully submitted,

A handwritten signature in blue ink, which appears to read "Linda Brick".

Linda Brick
Deputy Municipal Clerk

Attachments:

- 2016-2020 Consolidated Financial Plan Approval Bylaw 8176, 2016, Amendment Bylaw 8201, 2016 (Amendment 1)
- Staff Report dated November 9, 2016

REVIEWED WITH:		
<input type="checkbox"/> Sustainable Community Dev. _____	<input type="checkbox"/> Clerk's Office _____	External Agencies:
<input type="checkbox"/> Development Services _____	<input type="checkbox"/> Communications _____	<input type="checkbox"/> Library Board _____
<input type="checkbox"/> Utilities _____	<input checked="" type="checkbox"/> Finance <i>JD</i> _____	<input type="checkbox"/> NS Health _____
<input type="checkbox"/> Engineering Operations _____	<input type="checkbox"/> Fire Services _____	<input type="checkbox"/> RCMP _____
<input type="checkbox"/> Parks _____	<input type="checkbox"/> ITS _____	<input type="checkbox"/> NVRC _____
<input type="checkbox"/> Environment _____	<input type="checkbox"/> Solicitor _____	<input type="checkbox"/> Museum & Arch. _____
<input type="checkbox"/> Facilities _____	<input type="checkbox"/> GIS _____	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Human Resources _____	<input type="checkbox"/> Real Estate _____	

The Corporation of the District of North Vancouver

Bylaw 8201

A bylaw to amend the 2016-2020 Consolidated Financial Plan Approval Bylaw 8176, 2016

The Council for The Corporation of the District of North Vancouver enacts as follows:

1. Citation

This bylaw may be cited as “2016-2020 Consolidated Financial Plan Approval Bylaw 8176, 2016, Amendment Bylaw 8201, 2016 (Amendment 1)”.

2. Amendments

2.1 2016-2020 Consolidated Financial Approval Bylaw 8176, 2016 is amended as follows:

- a. Schedule A to 2016-2020 Consolidated Financial Plan Approval Bylaw 8176, 2016 *District of North Vancouver 2016-2020 Consolidated Financial Plan*, is deleted in its entirety and is replaced with the new Schedule A *District of North Vancouver 2016-2020 Consolidated Financial Plan* as shown in Schedule 1 of this bylaw.
- b. Schedule C to 2016-2020 Consolidated Financial Plan Approval Bylaw 8176, 2016 *Reserve Fund – Appropriations for Capital Expenditures*, is deleted in its entirety and is replaced with the new Schedule C *Reserve Fund – Appropriations for Capital Expenditures* as shown in Schedule 2 of this bylaw.

READ a first time November 21st, 2016

READ a second time November 21st, 2016

READ a third time November 21st, 2016

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

Schedule 1 to Bylaw 8201

Schedule A to Bylaw 8176

DISTRICT OF NORTH VANCOUVER 2016-2020 Consolidated Financial Plan (000s)					
	2016	2017	2018	2019	2020
REVENUES					
Taxation	\$ 94,706	\$ 97,973	\$ 101,338	\$ 104,804	\$ 108,374
Sales, Fees, and User Charges	83,547	82,517	84,072	85,657	87,484
Contributions from Developers	6,541	13,466	19,826	23,406	16,314
Grants and Other Contributions	4,043	2,533	1,984	2,004	2,025
Investment Income	3,670	3,834	4,304	5,083	6,086
Penalties and Interest on Taxes	705	719	733	748	763
	193,212	201,042	212,257	221,702	221,046
PROCEEDS FROM DEBT	-	-	-	-	-
TRANSFERS FROM					
Operating Reserves & Surplus	6,901	1,616	1,355	1,022	1,005
Capital Committed Funds	19,512	-	-	-	-
Reserves	26,872	9,733	7,162	5,346	7,062
	53,285	11,349	8,517	6,368	8,067
SOURCE OF FUNDS	\$ 246,497	\$ 212,391	\$ 220,774	\$ 228,070	\$ 229,113
EXPENDITURES					
Capital Expenditures	72,244	35,540	35,014	34,666	37,323
Development Services	10,109	9,838	10,034	10,235	10,440
General Government	13,595	11,556	11,786	12,025	12,262
Health, Social and Housing	2,470	2,470	2,520	2,570	2,622
Parks, Recreation and Culture	34,631	35,571	36,291	37,029	37,780
Protective Services	39,839	38,861	40,060	41,012	41,828
Sewer Services	13,737	14,302	14,867	15,456	16,073
Solid Waste and Recycling Services	7,504	7,757	7,916	8,079	8,247
Transportation and Transit	6,593	6,593	6,745	6,902	7,065
Water Services	18,933	19,269	19,637	20,012	20,396
	219,655	181,757	184,870	187,986	194,036
DEBT SERVICE					
Principal	3,277	2,016	2,016	1,653	1,653
Interest	1,990	2,190	2,190	1,497	1,497
Principal & Interest	5,267	4,206	4,206	3,150	3,150
TRANSFERS TO					
Operating Reserves	185	189	193	196	200
Reserve Funds	21,390	26,239	31,505	36,738	31,727
	21,575	26,428	31,698	36,934	31,927
USE OF FUNDS	\$ 246,497	\$ 212,391	\$ 220,774	\$ 228,070	\$ 229,113
BALANCED BUDGET	\$ -	\$ -	\$ -	\$ -	\$ -

Schedule 2 to Bylaw 8201

Schedule C to Bylaw 8176 Reserve Fund – Appropriations for Capital Expenditures

	LAND	RENEWAL		UPGRADE / EXPAND		UTILITIES			Total
	Land Opportunity	Infrastructure	Equipment Replacement	New Capital & Innovation & Other	Development (DCC's, CAC's) ⁽¹⁾	Recycling & Solid Waste	Water	Sewer & Drainage	
2016 Opening Balance	\$ 7,929,814	\$ 23,333,673	\$ 8,807,153	\$ 8,108,317	\$ 15,192,959	\$ 3,568,815	\$ 5,638,982	\$ 8,214,804	\$ 80,794,518
Appropriations:									
Old Delbrook Community Centre Decommission	600,000								600,000
2308 Old Dollarton Road Property	1,187,000								1,187,000
267 & 271 Orwell Road Properties	3,200,000								3,200,000
Karen Magnussen Energy Retrofit				500,000					500,000
Other Energy and Conservation Initiatives				221,000					221,000
Capilano Fibre Optic Network				200,000					200,000
Upper Capilano Improvements				185,000					185,000
Technology Equipment				20,395					20,395
Local Improvement Reserve				57,200					57,200
Montroyal Bridge		6,914,000							6,914,000
Keith Road Bridge		1,800,000							1,800,000
Permits and Licensing System (Energov)		447,000							447,000
Inter River Field #1 Design		91,750							91,750
Early Debt Payout		2,183,738							2,183,738
New Delbrook Funding Reallocation		(700,000)							(700,000)
General Equipment Reserve			1,310,780						1,310,780
Fire Equipment Reserve			229,300						229,300
Golf Facilities Equipment Reserve			73,000						73,000
Recreation Equipment Reserve			311,500						311,500
DCC's - Parks					228,450				228,450
DCC's - Water					931,353				931,353
DCC's - Sewer					458,557				458,557
DCC's - Drainage					446,958				446,958
DCC's - Roads					923,000				923,000
CAC's					20,000				20,000
Public Art Reserve					50,000				50,000
Residential Carts						4,982,000			4,982,000
Subtotal - Appropriations from Reserves	4,987,000	10,736,488	1,924,580	1,183,595	3,058,318	4,982,000	0	0	26,871,981
Contributions including interest	151,460	3,685,134	2,301,349	1,676,922	6,940,703	2,135,933	1,444,956	3,053,309	21,389,767
2016 Closing Balance	\$ 3,094,274	\$ 16,282,319	\$ 9,183,922	\$ 8,601,645	\$ 19,075,344	\$ 722,748	\$ 7,083,938	\$ 11,268,113	\$ 75,312,302

Note: The Keith Road Bridge Upgrade Project has been funded on an interim basis from the Infrastructure Reserve. The DCC Road Reserve will repay its proportionate share of ~\$3.11 million when funds are available (projected 2018)

THIS PAGE LEFT BLANK INTENTIONALLY

AGENDA INFORMATION	
<input type="checkbox"/> Regular Meeting	Date: _____
<input type="checkbox"/> Other:	Date: _____



The District of North Vancouver REPORT TO COUNCIL

November 9, 2016

File: 05.1780/Financial Plan Process 2016

AUTHOR: Rozy Jivraj, Section Manager, Financial Planning

SUBJECT: 2016-2020 Consolidated Financial Plan Amendment #1

RECOMMENDATION:

THAT the Finance & Audit Standing Committee recommends to Council:

THAT Council provide FIRST, SECOND, and THIRD reading of the "2016 – 2020 Consolidated Financial Plan Approval Bylaw 8176, 2016, Amendment Bylaw 8201, 2016 (Amendment 1)".

REASON FOR REPORT:

To meet the requirements of the Community Charter any changes that have occurred since the adoption of the 2016 - 2020 Financial Plan on May 2, 2016 must be formally adopted in an amended financial plan. These changes have been discussed by the Finance and Audit Standing Committee on November 15, 2016 and are recommended for adoption by Council.

SUMMARY:

During the year, Council and/or partner agencies supported capital expenditure changes totalling \$9.6 million and operating cost changes totalling \$430k through resolution and direction to amend the Financial Plan. A number of housekeeping items are included in this amendment.

EXISTING POLICY:

Section 173 (2) of the Community Charter states that "a municipality may make an expenditure that is included in that year of its financial plan, so long as the expenditure is not expressly prohibited by or under this or another act". Section 173 (3) of the Community Charter adds "A municipality may make an expenditure for an emergency that was not contemplated for that year in its financial plan, so long as the expenditure is not expressly prohibited by or under this or another Act", and under 173 (4b) "If an expenditure is made under that subsection, as soon as practicable, the council must amend the financial plan to include the expenditure and the funding source for the expenditure".

ANALYSIS:

This amendment bylaw includes the acquisition of property, the replacement of a bridge, safety upgrades, and funding adjustments for a number of current projects and initiatives.

Consistent with prior years, housekeeping items (i.e. reallocations, reclassifications between funds, privately funded infrastructure, and use of surplus and reserves for authorized adjustments) have been summarized and included as part of the financial plan amendment process.

A summary of the Capital and Operating Plan changes, including housekeeping items are described below:

Capital Plan:

During the year, Council supported changes to Capital Expenditures through resolution and direction to amend the Financial Plan. Changes are summarized in Table A. Key highlights include:

1. Mont Royal Bridge Replacement

Replacement of this bridge is critical to ensuring ongoing public safety and as such \$4.6 million was included in the 2016 Budget. Upon completion of the design phase, the revised project cost is \$8.4 million. The increase is due to several factors. A construction cost increase of over \$2 million is primarily due to the approach road widening and retaining wall scope changes. Design and project management, third party utility related costs, and contingencies have also increased from the original estimate. Funding is from the Infrastructure Reserve pending successful grant funding of up to \$4.4 million from the new Building Canada Small Communities Fund.

2. Acquisition of Property to Consolidate With Adjacent DNV Property

The purchase and subsequent demolition of the property at 2308 Old Dollarton Road for \$1.2 million was funded from the Land Opportunity Fund. This acquisition adds significant value to the adjacent District lands and allows for more robust and adaptable designs for future development of the new amalgamated fire hall and training centre.

3. Acquisition of 267 & 271 Orwell St.

Council approved the purchase of two single family homes for \$3.2 million for the purpose of expanding the proposed affordable housing project and disposition of the lane allowance which will ultimately result in the closure of the public road. The acquisition will provide for greater opportunity to develop family-oriented affordable housing next to public transit, while the closed portion of the lane is proposed to be a shared access for the abutting District owned and privately owned lands.

4. Lynn Valley Bike Lanes

Safety upgrades and lane widening along Lynn Valley Road to accommodate cyclists allowing for a safe cycling link across Highway 1 for \$1.55 million. External funding from Translink of \$0.3 million, Bike BC of \$0.3 million, and \$15k from ICBC is confirmed with the balance of \$0.9 million from Streets Development Cost Charges.

5. Inter River Retaining Wall

A retaining wall is required at the Inter River Park along the Lynn Creek dyke road to maximize the fill storage volume as excavation spoils from in-house utilities projects continue to be directed to this fill deposition site. The wall also addresses slope stability issues and public safety concerns and facilitates the future creation of additional sport field facilities. This project is funded 50% from the water utility and 50% from the sewer utility. The design component totals \$150K and the construction component is estimated at \$750k. Additional funding for the construction portion will come from the Water DCC's (\$72k) and from the Water Operating Surplus (\$253k).

6. MacKay Dyke Flood Protection

Create flood protection dykes along both banks of MacKay Creek between Marine Drive and 1st Street in North Vancouver to protect adjacent commercial and light-industrial lands as well as public transportation corridors from overland flooding. This is a \$2.5 million multi-year joint project with the City of North Vancouver where the federal and provincial governments will fund two thirds through a grant from Emergency Management British Columbia. The District's share of the balance is 56% and the City of North Vancouver's share is 44%. This change adds \$830k for the District's share of costs for the 2017 year of the Financial Plan.

7. Housekeeping

Capital expenditures are also amended for housekeeping changes including reallocations, equipment purchases, reclassifications between funds and privately funded infrastructure totalling \$205k.

TABLE A

(in \$000s)

	Major Capital Projects	Total Project Cost	Funding Already Approved	2016 Amendment	2017 Amendment
	<u><i>With Council Resolution</i></u>				
1	Montroyal Bridge	8,418	4,633	3,785	
2	2308 Old Dollarton Property	1,187	-	1,187	
3	267/271 Orwell Properties	3,200	-	3,200	
4	Lynn Valley Widening (Ped/Bike) Project	1,550	717	833	
5	Inter River Retaining Wall	900	575	325	
	<u><i>Resolution through Financial Plan</i></u>				
7	Mackay Dyke Flood Protection	1,400	570	-	830
8	Housekeeping Items	205	-	205	
	Capital Expenditures	16,860	6,495	9,535	830

Operating Plan:

During the year, Council supported changes to the Operating Plan through resolution and direction to amend the Financial Plan. Changes are summarized in Table B. Key highlights include:

1. District's 125th Anniversary Celebration

Community events including the final "Party in the Park" were held to mark the District's 125th anniversary. Council authorized an additional \$25k in support of these activities funded from general operating surplus.

2. Lynn Canyon Communications Strategy

To address the growing popularity and negative consequences of cliff jumping in Lynn Canyon Park, Council directed staff to develop a multi-platform strategy aimed at locals and visitors. The project cost is \$73,500 funded from the Protective Services Stabilization Reserve.

3. Murdo Fraser Creek Restoration

\$25k from Community Amenity Contributions was used to connect a small unnamed watercourse to Mackay Creek allowing fish (salmon) brand new access to the small watercourse and upstream habitat.

4. Housekeeping

Housekeeping changes include reallocations and reclassifications between funds and use of partner surplus for a net impact of \$306k.

Table B

Use of Funds (\$000's)	2016		
	Change	Original	Revised
<u>Expenditures</u>			
Capital			
Major Projects	9,330	-	9,330
Housekeeping ⁽¹⁾	205	62,709	62,914
	9,535	62,709	72,244
Operating			
Parks, Recreation & Culture	74		74
Development Services	25		25
General Government	25	50	75
Housekeeping ⁽¹⁾	306	146,931	147,237
	430	146,981	147,411
Total Expenditures	9,965	209,690	219,655
Debt Service	-	5,267	5,267
<u>Transfers To</u>			
Accumulated Surplus - Other	130	3,109	3,239
New Capital Reserve	452	1,225	1,677
Other Reserves	(212)	16,871	16,659
	370	21,205	21,575
Total	10,335	236,162	246,497

NOTE 1: Housekeeping changes include reallocations, reclassifications between funds, privately funded infrastructure, and use of surplus and reserves for authorized adjustments

Timing/Approval Process:

The Financial Plan must be amended for spending authority to be in place for related expenditures prior to year-end.

Financial Impacts:

See revised Schedule A, Amendment1, Bylaw 8201

Respectfully submitted,



Rozy Jivraj, CPA, CA
Section Manager, Financial Planning

REVIEWED WITH:		
<input type="checkbox"/> Sustainable Community Dev. _____	<input type="checkbox"/> Clerk's Office _____	External Agencies:
<input type="checkbox"/> Development Services _____	<input type="checkbox"/> Communications _____	<input type="checkbox"/> Library Board _____
<input type="checkbox"/> Utilities _____	<input type="checkbox"/> Finance _____	<input type="checkbox"/> NS Health _____
<input type="checkbox"/> Engineering Operations _____	<input type="checkbox"/> Fire Services _____	<input type="checkbox"/> RCMP _____
<input type="checkbox"/> Parks _____	<input type="checkbox"/> ITS _____	<input type="checkbox"/> NVRC _____
<input type="checkbox"/> Environment _____	<input type="checkbox"/> Solicitor _____	<input type="checkbox"/> Museum & Arch. _____
<input type="checkbox"/> Facilities _____	<input type="checkbox"/> GIS _____	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Human Resources _____	<input type="checkbox"/> Real Estate _____	

The Corporation of the District of North Vancouver

Bylaw 8201

A bylaw to amend the 2016-2020 Consolidated Financial Plan Approval Bylaw 8176, 2016

The Council for The Corporation of the District of North Vancouver enacts as follows:

1. Citation

This bylaw may be cited as "2016-2020 Consolidated Financial Plan Approval Bylaw 8176, 2016, Amendment Bylaw 8201, 2016 (Amendment 1)".

2. Amendments

2.1 2016-2020 Consolidated Financial Approval Bylaw 8176, 2016 is amended as follows:

- a. Schedule A to 2016-2020 Consolidated Financial Plan Approval Bylaw 8176, 2016 *District of North Vancouver 2016-2020 Consolidated Financial Plan*, is deleted in its entirety and is replaced with the new Schedule A *District of North Vancouver 2016-2020 Consolidated Financial Plan* as shown in Schedule 1 of this bylaw.
- b. Schedule C to 2016-2020 Consolidated Financial Plan Approval Bylaw 8176, 2016 *Reserve Fund – Appropriations for Capital Expenditures*, is deleted in its entirety and is replaced with the new Schedule C *Reserve Fund – Appropriations for Capital Expenditures* as shown in Schedule 2 of this bylaw.

READ a first time

READ a second time

READ a third time

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

Schedule 1 to Bylaw 8201

Schedule A to Bylaw 8176

DISTRICT OF NORTH VANCOUVER 2016-2020 Consolidated Financial Plan (000s)

	2016	2017	2018	2019	2020
REVENUES					
Taxation	\$ 94,706	\$ 97,973	\$ 101,338	\$ 104,804	\$ 108,374
Sales, Fees, and User Charges	83,547	82,517	84,072	85,657	87,484
Contributions from Developers	6,541	13,466	19,826	23,406	16,314
Grants and Other Contributions	4,043	2,533	1,984	2,004	2,025
Investment Income	3,670	3,834	4,304	5,083	6,086
Penalties and Interest on Taxes	705	719	733	748	763
	193,212	201,042	212,257	221,702	221,046
PROCEEDS FROM DEBT	-	-	-	-	-
TRANSFERS FROM					
Operating Reserves & Surplus	6,901	1,616	1,355	1,022	1,005
Capital Committed Funds	19,512	-	-	-	-
Reserves	26,872	9,733	7,162	5,346	7,062
	53,285	11,349	8,517	6,368	8,067
SOURCE OF FUNDS	\$ 246,497	\$ 212,391	\$ 220,774	\$ 228,070	\$ 229,113
EXPENDITURES					
Capital Expenditures	72,244	35,540	35,014	34,666	37,323
Development Services	10,109	9,838	10,034	10,235	10,440
General Government	13,595	11,556	11,786	12,025	12,262
Health, Social and Housing	2,470	2,470	2,520	2,570	2,622
Parks, Recreation and Culture	34,631	35,571	36,291	37,029	37,780
Protective Services	39,839	38,861	40,060	41,012	41,828
Sewer Services	13,737	14,302	14,867	15,456	16,073
Solid Waste and Recycling Services	7,504	7,757	7,916	8,079	8,247
Transportation and Transit	6,593	6,593	6,745	6,902	7,065
Water Services	18,933	19,269	19,637	20,012	20,396
	219,655	181,757	184,870	187,986	194,036
DEBT SERVICE					
Principal	3,277	2,016	2,016	1,653	1,653
Interest	1,990	2,190	2,190	1,497	1,497
Principal & Interest	5,267	4,206	4,206	3,150	3,150
TRANSFERS TO					
Operating Reserves	185	189	193	196	200
Reserve Funds	21,390	26,239	31,505	36,738	31,727
	21,575	26,428	31,698	36,934	31,927
USE OF FUNDS	\$ 246,497	\$ 212,391	\$ 220,774	\$ 228,070	\$ 229,113
BALANCED BUDGET	\$ -	\$ -	\$ -	\$ -	\$ -

Schedule 2 to Bylaw 8201



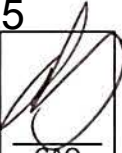
Schedule C to Bylaw 8176 Reserve Fund – Appropriations for Capital Expenditures

	LAND	RENEWAL		UPGRADE / EXPAND		UTILITIES			Total
	Land Opportunity	Infrastructure	Equipment Replacement	New Capital & Innovation & Other	Development (DCC's, CAC's) ⁽¹⁾	Recycling & Solid Waste	Water	Sewer & Drainage	
2016 Opening Balance	\$ 7,929,814	\$ 23,333,673	\$ 8,807,153	\$ 8,108,317	\$ 15,192,959	\$ 3,568,815	\$ 5,638,982	\$ 8,214,804	\$ 80,794,518
Appropriations:									
Old Delbrook Community Centre Decommission	600,000								600,000
2308 Old Dollarton Road Property	1,187,000								1,187,000
267 & 271 Orwell Road Properties	3,200,000								3,200,000
Karen Magnussen Energy Retrofit				500,000					500,000
Other Energy and Conservation Initiatives				221,000					221,000
Capilano Fibre Optic Network				200,000					200,000
Upper Capilano Improvements				185,000					185,000
Technology Equipment				20,395					20,395
Local Improvement Reserve				57,200					57,200
Montroyal Bridge		6,914,000							6,914,000
Keith Road Bridge		1,800,000							1,800,000
Permits and Licensing System (Energov)		447,000							447,000
Inter River Field #1 Design		91,750							91,750
Early Debt Payout		2,183,738							2,183,738
New Delbrook Funding Reallocation		(700,000)							(700,000)
General Equipment Reserve			1,310,780						1,310,780
Fire Equipment Reserve			229,300						229,300
Golf Facilities Equipment Reserve			73,000						73,000
Recreation Equipment Reserve			311,500						311,500
DCC's - Parks					228,450				228,450
DCC's - Water					931,353				931,353
DCC's - Sewer					458,557				458,557
DCC's - Drainage					446,958				446,958
DCC's - Roads					923,000				923,000
CAC's					20,000				20,000
Public Art Reserve					50,000				50,000
Residential Carts						4,982,000			4,982,000
Subtotal - Appropriations from Reserves	4,987,000	10,736,488	1,924,580	1,183,595	3,058,318	4,982,000	0	0	26,871,981
Contributions including interest	151,460	3,685,134	2,301,349	1,676,922	6,940,703	2,135,933	1,444,956	3,053,309	21,389,767
2016 Closing Balance	\$ 3,094,274	\$ 16,282,319	\$ 9,183,922	\$ 8,601,645	\$ 19,075,344	\$ 722,748	\$ 7,083,938	\$ 11,268,113	\$ 75,312,302

Note: The Keith Road Bridge Upgrade Project has been funded on an interim basis from the Infrastructure Reserve. The DCC Road Reserve will repay its proportionate share of ~\$3.11 million when funds are available (projected 2018)

THIS PAGE LEFT BLANK INTENTIONALLY

AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>November 28, 2016</u>
<input type="checkbox"/> Other:	Date: _____

 Dept. Manager	 GM/ Director	 CAO
---	--	---

The District of North Vancouver REPORT TO COUNCIL

November 22, 2016
File: 09.3900.20/000.000

AUTHOR: Linda Brick, Deputy Municipal Clerk

SUBJECT: Bylaw 8205: Development Cost Charges Bylaw 7135, 2000

RECOMMENDATION:

THAT "Development Cost Charges Bylaw 7135, 2000, Amendment Bylaw 8205, 2016 (Amendment 6)" is ADOPTED.

BACKGROUND:

Bylaw 8205 received FIRST, SECOND, and THIRD Readings on November 21, 2016 and is now ready to be considered for adoption by Council.

Options:

1. Adopt the bylaw;
2. Abandon the bylaw at Third Reading; or,
3. Rescind Third Reading and debate possible amendments to the bylaw.

Respectfully submitted,



Linda Brick
Deputy Municipal Clerk

Attachments:

- Development Cost Charges Bylaw 7135, 2000, Amendment Bylaw 8205, 2016 (Amendment 6)
- Staff Report dated November 4, 2016

REVIEWED WITH:		
<input type="checkbox"/> Sustainable Community Dev. _____	<input type="checkbox"/> Clerk's Office _____	External Agencies:
<input type="checkbox"/> Development Services _____	<input type="checkbox"/> Communications _____	<input type="checkbox"/> Library Board _____
<input type="checkbox"/> Utilities _____	<input type="checkbox"/> Finance _____	<input type="checkbox"/> NS Health _____
<input type="checkbox"/> Engineering Operations _____	<input type="checkbox"/> Fire Services _____	<input type="checkbox"/> RCMP _____
<input type="checkbox"/> Parks _____	<input type="checkbox"/> ITS _____	<input type="checkbox"/> NVRC _____
<input type="checkbox"/> Environment _____	<input type="checkbox"/> Solicitor _____	<input type="checkbox"/> Museum & Arch. _____
<input type="checkbox"/> Facilities _____	<input type="checkbox"/> GIS _____	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Human Resources _____	<input type="checkbox"/> Real Estate _____	

The Corporation of the District of North Vancouver

Bylaw 8205

A bylaw to amend Development Cost Charges Bylaw 7135

The Council for The Corporation of the District of North Vancouver enacts as follows:

1. Citation

This bylaw may be cited as "Development Cost Charges Bylaw 7135, 2000, Amendment Bylaw 8205, 2016 (Amendment 6)".

2. Amendments

2.1 Development Cost Charges Bylaw 7135, 2000 is amended as follows:

- a) Schedule A, Development Cost Charges Applicable to The District of North Vancouver, is deleted in its entirety and replaced with a new Schedule A, Development Cost Charges Applicable to The District of North Vancouver, as set out in Schedule 1 to this Bylaw.

3. Effective Date

The effective date of this bylaw is January 1, 2017.

READ a first time November 21st, 2016

READ a second time November 21st, 2016

READ a third time November 21st, 2016

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

Schedule 1 to Bylaw 8205

Schedule A

Development Cost Charges Applicable to The District of North Vancouver

CLASS OF LAND USE	ROADS	SANITARY SEWERS	WATER WORKS	DRAINAGE	PARKS	TOTAL DCCs RECOVERABLE
SINGLE FAMILY RESIDENTIAL USE per dwelling unit	\$4,685.63	\$2,131.38	\$2,512.11	\$4,307.87	\$2,260.33	\$15,897.32
RESIDENTIAL MULTI-FAMILY USE, GROUND ORIENTED per square metre of gross floor area	\$26.11	\$16.52	\$19.47	\$14.61	\$17.52	\$94.23
RESIDENTIAL MULTI-FAMILY USE, APARTMENT per square metre of gross floor area	\$30.89	\$17.20	\$20.28	\$13.18	\$18.24	\$99.79
COMMERCIAL USE per square metre of gross floor area	\$36.76	\$6.40	\$7.54	\$7.83	\$1.01	\$59.54
INDUSTRIAL USE per square metre of gross floor area	\$22.97	\$5.68	\$6.69	\$7.83	\$0.53	\$43.70
INSTITUTIONAL USE per square metre of gross floor area	\$18.37	\$4.26	\$5.02	\$8.95	\$0.57	\$37.17

AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>Nov. 21, 2016</u>
<input type="checkbox"/> Other:	Date: _____

 Dept. Manager	 GM/ Director	 CAO
---	--	--

The District of North Vancouver

REPORT TO COUNCIL

November 4, 2016
File: 05.1930

AUTHOR: Elio Iorio, Manager Revenue and Taxation

SUBJECT: Development Cost Charge Rate CPI Adjustment - Bylaw Amendment 6

RECOMMENDATION:

"THAT Development Cost Charges Bylaw 7135, 2000, Amendment Bylaw 8205, 2016 (Amendment 6)" is given FIRST, SECOND, and THIRD reading;

AND THAT the Municipal Clerk be directed to file a copy of Bylaw 8205 with the Inspector of Municipalities following adoption.

REASON FOR REPORT:

The annual review process of fees and charges incorporates the yearly addition of the Vancouver consumer price index increase to development cost levies as specified through legislation. Following best practices the development cost charge (DCC) program incorporates a yearly adjustment to development levies to ensure the program is protected from a general rise in inflation costs.

BACKGROUND:

Increases to DCC rates can be necessary if major rate reviews are not undertaken regularly. A comprehensive review of the rates requires a detailed evaluation of long range development plans in accordance with the OCP and corresponding infrastructure and parks capital programs. To mitigate one time substantial rate increases that will impact the development community annual consumer price index (CPI) increases can be applied. Utilizing CPI adjustments ensures the DCC program will be protected from factors related to general inflation while also safeguarding the integrity of the development program.

ANALYSIS:

In prior review with the Finance and Audit Standing Committee direction was provided for yearly CPI rate increases to the DCC rates. A full process review of each of the variables utilized to generate the applicable levies is resource intensive and complex to complete yearly. To ease the burden of completing this undertaking, B.C. Reg. 130/2010 (attached) allows Council to approve an amendment to rates once each year for up to four years after adoption of the initial rate bylaw. An amendment of this accord does not require approval of the Inspector of Municipalities as long as the amended increase does not exceed the

Vancouver consumer price index as published by Statistics Canada. An annual amendment remains at the discretion of Council and can be considered yearly based upon current circumstances and conditions present.

Timing/Approval Process:

Pursuant to the provisions of the Regulation 130/2010 amendments to the bylaw to include CPI increases can be implemented once each year for up to 4 years preceding the next comprehensive review of the DCC program. The current recommended rate increases are within the time periods as set by regulation. Updated rates require approval prior to year-end for an effective date of January 1, 2017. The final report is scheduled for adoption at the Regular Council meeting on November 28, 2016. For information purposes copy of the Bylaw amendment must be filed with the Inspector of Municipalities upon adoption.

Financial Impacts:

The financial impacts depend on the level of general inflation experienced in the Vancouver area and the level of development activity occurring in the District. Based upon the Vancouver consumer price index of 1.2% for 2015 and the average yearly DCC collections since 2013, the initial year of adoption of the DCC rates bylaw, the CPI impact is estimated at \$33,000 per year. It is recommended that development levies be adjusted annually as part of our yearly fees and charges review to offset the cost of inflation and provide certainty to developers constructing within the District.

Respectfully submitted,



Elio Iorio
Manager, Revenue and Taxation

REVIEWED WITH:		
<input type="checkbox"/> Sustainable Community Dev. _____	<input type="checkbox"/> Clerk's Office _____	External Agencies:
<input type="checkbox"/> Development Services _____	<input type="checkbox"/> Communications _____	<input type="checkbox"/> Library Board _____
<input type="checkbox"/> Utilities _____	<input type="checkbox"/> Finance _____	<input type="checkbox"/> NS Health _____
<input type="checkbox"/> Engineering Operations _____	<input type="checkbox"/> Fire Services _____	<input type="checkbox"/> RCMP _____
<input type="checkbox"/> Parks _____	<input type="checkbox"/> ITS _____	<input type="checkbox"/> NVRC _____
<input type="checkbox"/> Environment _____	<input type="checkbox"/> Solicitor _____	<input type="checkbox"/> Museum & Arch. _____
<input type="checkbox"/> Facilities _____	<input type="checkbox"/> GIS _____	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Human Resources _____	<input type="checkbox"/> Real Estate _____	

The Corporation of the District of North Vancouver

Bylaw 8205

A bylaw to amend Development Cost Charges Bylaw 7135

The Council for The Corporation of the District of North Vancouver enacts as follows:

1. Citation

This bylaw may be cited as "Development Cost Charges Bylaw 7135, 2000, Amendment Bylaw 8205, 2016 (Amendment 6)".

2. Amendments

2.1 Development Cost Charges Bylaw 7135, 2000 is amended as follows:

- a) Schedule A, Development Cost Charges Applicable to The District of North Vancouver, is deleted in its entirety and replaced with a new Schedule A, Development Cost Charges Applicable to The District of North Vancouver, as set out in Schedule 1 to this Bylaw.

3. Effective Date

The effective date of this bylaw is January 1, 2017.

READ a first time

READ a second time

READ a third time

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

Schedule 1 to Bylaw 8205

Schedule A

Development Cost Charges Applicable to The District of North Vancouver

CLASS OF LAND USE	ROADS	SANITARY SEWERS	WATER WORKS	DRAINAGE	PARKS	TOTAL DCCs RECOVERABLE
SINGLE FAMILY RESIDENTIAL USE per dwelling unit	\$4,685.63	\$2,131.38	\$2,512.11	\$4,307.87	\$2,260.33	\$15,897.32
RESIDENTIAL MULTI-FAMILY USE, GROUND ORIENTED per square metre of gross floor area	\$26.11	\$16.52	\$19.47	\$14.61	\$17.52	\$94.23
RESIDENTIAL MULTI-FAMILY USE, APARTMENT per square metre of gross floor area	\$30.89	\$17.20	\$20.28	\$13.18	\$18.24	\$99.79
COMMERCIAL USE per square metre of gross floor area	\$36.76	\$6.40	\$7.54	\$7.83	\$1.01	\$59.54
INDUSTRIAL USE per square metre of gross floor area	\$22.97	\$5.68	\$6.69	\$7.83	\$0.53	\$43.70
INSTITUTIONAL USE per square metre of gross floor area	\$18.37	\$4.26	\$5.02	\$8.95	\$0.57	\$37.17

**DEVELOPMENT COST CHARGE AMENDMENT
BYLAW APPROVAL EXEMPTION REGULATION
130/2010**

B.C. Reg. 130/2010

[deposited June 4, 2010]

Contents

1. Definitions
2. Exemption – approval of development cost charge bylaws

[Provisions of the *Community Charter*, SBC 2003, c. 26, relevant to the enactment of this regulation: section 280 (2) and (3)]

Definitions

1. In this regulation:

"British Columbia consumer price index" means the annual average All-items Consumer Price Index for British Columbia, as published by Statistics Canada under the authority of the *Statistics Act* (Canada) for the previous calendar year;

"development cost charge amendment bylaw" means a bylaw that changes the amount of a development cost charge specified in a development cost charge bylaw;

"Vancouver consumer price index" means the annual average Consumer Price Index for Vancouver, as published by Statistics Canada under the authority of the *Statistics Act* (Canada) for the previous calendar year;

"Victoria consumer price index" means the annual average Consumer Price Index for Victoria, as published by Statistics Canada under the authority of the *Statistics Act* (Canada) for the previous calendar year.

Exemption – approval of development cost charge bylaws

2. (1) Subject to subsections (2) and (3), a development cost charge amendment bylaw is exempt from the approval requirement in section 937 [adoption procedures for development cost charge bylaw] of the *Local Government Act* if
 - (a) the bylaw changes the amount of one or more development cost charges once in a 12 month period after the date of the adoption of the bylaw, and
 - (b) the change in the amount of the development cost charge does not exceed
 - (i)

- in respect of a municipality in the Greater Vancouver Regional District or Fraser Valley Regional District, the percentage change in the Vancouver consumer price index.
 - (ii) in respect of a municipality in the Capital Regional District, the percentage change in the Victoria consumer price index, or
 - (iii) in respect of a municipality located anywhere else in British Columbia, the percentage change in the British Columbia consumer price index.
- (2) A local government may make use of an exemption under subsection (1) once each year for up to 4 years from
- (a) the date of the adoption of a development cost charge bylaw approved by the inspector, or
 - (b) the date of the adoption of a bylaw approved by the inspector that amends a development cost charge bylaw.
- (3) A copy of a development cost charge amendment bylaw under subsection (1) must be filed as soon as is reasonable with the inspector after the bylaw has been adopted.

[Provisions of the *Community Charter*, SBC 2003, c. 26, relevant to the enactment of this regulation: section 280 (2) and (3)]

AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>NOVEMBER 28/2016</u>
<input type="checkbox"/> Other:	Date: _____

JDs
For
Dept.
Manager

DM
GM/
Director

CAO
CAO

The District of North Vancouver REPORT TO COUNCIL

November 21, 2016

File: 13.6480.03/003.000

AUTHOR: Sarah Dal Santo, Section Manager Policy Planning

SUBJECT: Rental and Affordable Housing Strategy for Council consideration

RECOMMENDATION:

THAT the Rental and Affordable Housing Strategy be endorsed.

REASON FOR REPORT:

At Council Workshops on July 11, July 26 and November 15, 2016, Council advised staff on their level of support for and feedback on the key goals and policies in the Draft Rental and Affordable Housing Strategy (RAHS). The RAHS attached to this report (see Attachment 1) has been revised to reflect Council input, and staff is now presenting the strategy for Council's endorsement.

BACKGROUND:

The Rental and Affordable Housing Strategy has been developed over a 16 month period, commencing with a Council resolution on June 15, 2015 directing staff to prepare an Affordable Housing Green Paper. On February 15, 2016 Council considered a draft Rental and Affordable Housing Policy Framework and directed staff to consult with the community and stakeholders on affordable housing in the District. Council received the results of the stakeholder feedback on May 3, 2016, and the results of the public consultation on July 5th, 2016.

EXISTING POLICY:

The District's Official Community Plan (Bylaw 7900, 2011) includes a number of key housing objectives and policy directions to:

- increase housing choice/diversity and affordability across the full continuum of housing;
- enable people to remain in the community and to meet changing community needs;
- attract young families with affordable and appropriately sized family housing;
- locate housing closer to jobs, services and transit;
- encourage the retention of existing, and the development of new rental housing units; and
- work with community partners and senior levels of government to provide non-market housing.

ANALYSIS:

This Rental and Affordable Housing Strategy affirms Council direction to focus on addressing the housing needs of low to moderate income households in the District, with particular emphasis on families.

Key goals presented in the RAHS provide a framework for affordable housing policies. The six goals are as follows:

- Goal 1: Expand the supply and diversity of housing
- Goal 2: Expand the supply of new rental and affordable housing
- Goal 3: Encourage the maintenance and retention of existing affordable rental
- Goal 4: Enable the replacement of existing rental housing with conditions
- Goal 5: Minimize impacts to tenants
- Goal 6: Partner with other agencies to help deliver affordable housing

The RAHS sets a 10 year (2016 – 2026) estimated demand for affordable rental units in the District at 600 -1,000 units. These affordable rental units are intended to form part of, and not in addition to, the anticipated capacity of 10,000 net new units within the OCP. Affordable rental rates will be guided by the established, and annually updated, Canada Mortgage and Housing (CMHC) Affordability Criteria.

The RAHS recognizes that existing, older purpose built rental housing makes an important contribution to the affordable rental inventory in the District, and provide a key source of more affordable housing for low to moderate income families and other households. Progressive maintenance of purpose built rental to extend the service life of these buildings is encouraged. The RAHS also advocates a flexible, negotiated approach to working with developers at rezoning to help achieve rental and affordable housing in the District.

The implementation section of the RAHS calls for a framework to guide regular monitoring and reporting on important housing metrics. This analysis will be used to measure progress towards achieving the affordable housing demand estimates and to ensure alignment with applicable goals and policies, and changing community needs. Sample metrics to be monitored include the number of units and bedrooms, and level of affordability of existing and new affordable units, by project and by area.

Timing/Approval Process:

If endorsed by Council, this policy will be used to inform the review of development applications, and to guide the establishment of partnerships to expand the supply of affordable housing in the District.

Concurrence:

The Rental and Affordable Housing Strategy has been reviewed by Development Planning.

Financial Implications:

The flexible approach in the RAHS includes consideration, on a case-by-case basis and as directed by Council, of tools such as use of District lands, density bonus incentives, reallocation of community amenity funds for rental replacement and new affordable housing, that may have financial implications for the District. The potential financial implications of any such tools will be

reported to Council during the development application review process. Direction from Council will also be included for consideration within the scope of future Long Term Funding Strategy discussions.

Social Policy Implications:

Rental and affordable housing, and housing diversity are important for community health and social well-being. Households that are struggling to meet their housing needs may also have challenges in meeting other basic needs, and may be at risk of homelessness.

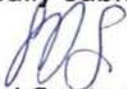
Public Input:

Residents (689 in total) provided input to affordable housing in the District through statistically valid telephone and onsite surveys, both conducted by NRG Research the spring of 2016. An additional 83 respondents completed the online survey posted on the District's webpage. Relevant housing stakeholders, including 45 participants representing 32 organizations, provided feedback through a series of stakeholder workshops and discussions with District staff.

Conclusion:

The Rental and Affordable Housing Strategy (RAHS) has been developed over a 16 month process including a series of opportunities for review and input. The revised RAHS reflects the input of Council, District residents and community stakeholders. Staff recommends that Council endorse the RAHS so that it may be used to guide the review of development applications, and working with partners to help meet the rental and affordable housing needs of low to moderate income earning households in the District.

Respectfully submitted,



Sarah Dal Santo (MCIP, RPP)
Section Manager Policy Planning

Attachment 1: Revised Rental and Affordable Housing Strategy

REVIEWED WITH:		
<input type="checkbox"/> Sustainable Community Dev. _____	<input type="checkbox"/> Clerk's Office _____	External Agencies:
<input type="checkbox"/> Development Services _____	<input type="checkbox"/> Communications _____	<input type="checkbox"/> Library Board _____
<input type="checkbox"/> Utilities _____	<input type="checkbox"/> Finance _____	<input type="checkbox"/> NS Health _____
<input type="checkbox"/> Engineering Operations _____	<input type="checkbox"/> Fire Services _____	<input type="checkbox"/> RCMP _____
<input type="checkbox"/> Parks _____	<input type="checkbox"/> ITS _____	<input type="checkbox"/> NVRC _____
<input type="checkbox"/> Environment _____	<input type="checkbox"/> Solicitor _____	<input type="checkbox"/> Museum & Arch. _____
<input type="checkbox"/> Facilities _____	<input type="checkbox"/> GIS _____	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Human Resources _____	<input type="checkbox"/> Real Estate _____	

THIS PAGE LEFT BLANK INTENTIONALLY



Rental and Affordable Housing Strategy



355 West Queens Rd
North Vancouver, BC V7N 4N5
604-990-2311
www.dnv.org

Updated November 2016

Table of Contents

1 INTRODUCTION.....	3
Intent of this strategy	3
Public and stakeholder consultation	4
2 FOCUS FOR THIS RENTAL AND AFFORDABLE HOUSING STRATEGY	5
Low and moderate income households	5
Target resident households	6
3 ESTIMATED RENTAL DEMAND	8
4 LEVEL OF AFFORDABILITY	9
5 KEY RENTAL AND AFFORDABLE HOUSING GOALS	10
GOAL 1: Expand the supply and diversity of housing.....	10
GOAL 2: Expand the supply of new rental and affordable housing.....	11
GOAL 3: Encourage the maintenance and retention of existing affordable rental.....	12
GOAL 4: Enable the replacement of existing rental housing with conditions	12
GOAL 5: Minimize Impacts to Tenants.....	13
GOAL 6: Partner with other agencies to help deliver affordable housing.....	14
6 IMPLEMENTATION OF THIS STRATEGY.....	15

1 | INTRODUCTION

As guided by the North Vancouver District's Official Community Plan (OCP), increasing housing choices to meet the diverse needs of residents of all ages and incomes is a key objective for this community.

While important strides have been made to increase the type and tenure of housing through revitalization and mixed use redevelopment of designated town and village centres, a more focused strategy is needed to address the needs of low and moderate income households in their efforts to find affordable housing choices.

Intent of this Strategy

The District has an opportunity to promote retention of existing rental, and the expansion of the affordable rental housing inventory through the implementation of the OCP and other relevant bylaws and policies, and the administration of the land development application and review process. Realization of affordable housing objectives will require collaboration and partnerships with senior government agencies, non-profit housing providers, and other community stakeholders.

This Rental and Affordable Housing Strategy has been developed with the input of District residents, non-profit housing providers, housing agencies, and development industry representatives. Goals, policies and implementation measures in this strategy are intended to guide the community, developers, Council and staff towards the provision of housing choices for low to moderate income households in the District.

This strategy also supplements and provides additional detail to inform existing housing policies in the Official Community Plan (OCP), centres implementation plans, and other relevant Council policies.



Public and Stakeholder Engagement

This Rental and Affordable Housing Strategy has been shaped by housing research, data from OCP-related forums on housing, a series of workshops with Council, online and in-person public surveys, and stakeholder feedback. This process is illustrated in Figure 1.

In February - March 2016, the District hosted a number of workshops with non-profit organizations, housing providers/agencies, and development industry representatives to gather feedback on the draft strategy. Approximately 45 participants, representing 32 organizations, attended these workshops.

In May 2016, the District retained NRG Research Group to conduct statically valid telephone and onsite interviews with home owners and renters in the District. A total of 689 residents provided input through these surveys. An additional 83 residents submitted responses through an online survey posted on the District's website.

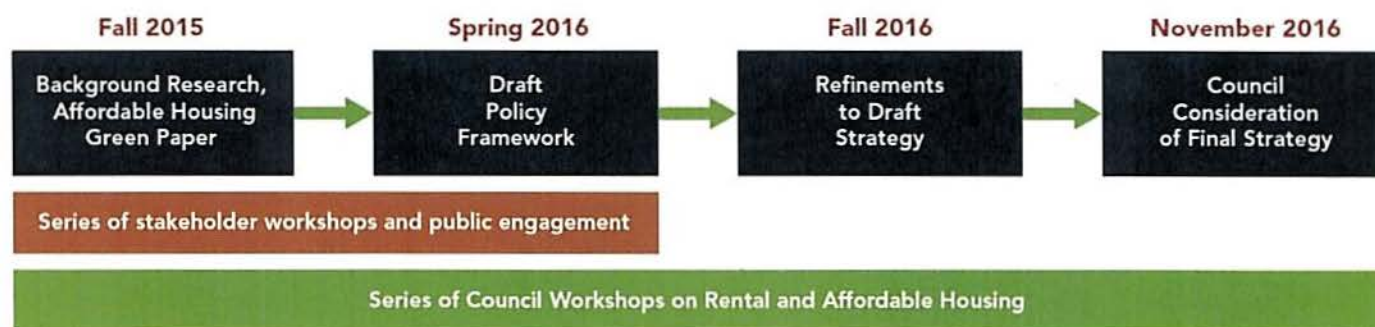


Figure 1. Planning and engagement process to develop the strategy

2 | FOCUS FOR THIS STRATEGY

Low and moderate income households

A healthy community has a diverse spectrum of housing types to accommodate the housing needs of residents of all ages, incomes, abilities and household sizes. Figure 2 illustrates the continuum of housing in the District from non-market housing for vulnerable and low income populations to market housing for higher income households.

- 1. Focus on the needs of low and low to moderate income earning households that are most likely to face challenges in finding appropriate and affordable housing.**

These households are largely renters earning an estimated 30 - 50% and 50 - 80%, respectively, of the District's median rental household income. This area of focus roughly coincides with the social housing, low end market rental and market rental housing segments of the District's housing continuum.

Non-Market Housing			Market Housing			
Emergency Shelters & Transitional Housing	Supportive Housing	Social and Co-op Housing	Low End Market Rental	Market Rental Housing	Entry Level Market Ownership	Market Home Ownership

Figure 2. Housing continuum in the District

The above focus aligns with OCP direction to develop a rental and affordable housing strategy to address the housing needs of low to moderate income earning households. It is also consistent with and helps support key goals in the Regional Affordable Housing Strategy.

Target resident households

Ensuring an intergenerational mix of residents of all ages, incomes and abilities is important to the ongoing health and vibrancy of our community.

2. Consider the housing needs of lower income families as a key area of focus.

3. Seek to address the housing needs of lower income seniors, students, persons with disabilities and vulnerable populations at risk of being homeless, as well.

There is an on-going need for more affordable and rental housing choices for the following types of residents.

Families



Housing is needed for families that cannot afford home ownership and need additional space for children and/or extended family members. In 2011, an estimated 1,520 District households were living in core need and spending at least half of their income on housing, and approximately 860 (56%) of these were family households. In the absence of more affordable housing choices, many of these families may be forced to leave the District.

Young Adults and Students



Demographic trends for the District show a declining number of young adults aged 20 - 40 years, and identified as the 'missing generation' in the OCP. At the same time, local business operators report challenges in attracting and retaining qualified employees given the high land values on the North Shore. Affordable housing choices are needed to ensure that young adults receiving education, entering the work force and starting to raise families can continue to live and thrive in the District.

Seniors



Seniors are projected to comprise the largest proportion of the District's population in the coming decades. While the majority of seniors over 55 years own their current home and expect to be owning a home for the next 10 years, some lower income seniors are looking for low maintenance and affordable rental housing choices close to transit and other community amenities and services.

Persons with Disabilities



Persons living with cognitive and/or mobility disabilities are faced with tough challenges in finding affordable, barrier free housing. Some older purpose built rental units present limited options for persons with disabilities and an increased supply of affordable accessible designed units is needed.

Vulnerable persons at risk of homelessness



While the numbers of homeless people have, in recent years, remained relatively constant; social service providers across the North Shore report a growing number of vulnerable populations at risk of homelessness and waitlists for social and non-market housing continue to grow.

3 | ESTIMATED RENTAL DEMAND

The OCP (2011) anticipates capacity for approximately 10,000 net new units in the District by 2030.

As guided by the Metro Vancouver housing demand estimates in the Regional Growth Strategy (Metro 2040) and the Regional Affordable Housing Strategy, the District has established an estimated 10 year demand for affordable housing.

4. The 10 year (2016 – 2026) estimated demand for affordable rental units in the District is 600 -1,000 units.

These affordable rental units are intended to form part of, and not in addition to, the anticipated 10,000 net new units.



4 | LEVEL OF AFFORDABILITY

Canada Mortgage and Housing Corporation (CMHC) generally considers housing to be “affordable” when a household spends no more than 30% of their gross household income on shelter costs (rent, mortgage payments, property taxes, strata fees, and heating costs). CMHC has also established a set of recognized and regularly updated affordability levels that are derived from the CMHC annual rental market survey.

5. Establish rental thresholds for new affordable rental units at the time of rezoning and through a signed Housing Agreement.

6. Use the established CMHC Affordability Criteria, as updated on an annual basis, to guide the determination of affordability levels.

7. Include provisions in the Housing Agreement to the effect that existing and potential renters are income tested to ensure that affordable units are provided to low and low-moderate income earners.



Calculations of actual rents must refer to annually updated CMHC Market Rental reports.

Stats Canada census provides median household income (MHI) data every 5 years. MHI calculations may be adjusted by the annual rate of inflation to reflect incremental changes to income in the interim years.

5 | KEY RENTAL AND AFFORDABLE HOUSING GOALS

This section establishes key goals and corresponding policies to guide the rental and affordable housing in the District.

GOAL 1: Expand the supply and diversity of housing

As we move towards 2030, the majority (75 – 90%) of new housing is anticipated to be added in key growth centres, while preserving the neighbourhood character and lower density of established neighbourhoods. Increased supply of housing in centres will add diverse multi-family housing choices (type, tenure, unit sizes etc.) for District residents, and encourage competitive pricing for homes.

8. Continue to encourage diversity and increase the supply of housing in town and village centres in accordance with OCP and centre implementation plan policies.



GOAL 2: Expand the supply of new rental and affordable housing

Following a 30 - 40 year period of little change in the inventory of rental housing, some renewed interest in developing new purpose built market rental is emerging. Low interest rates, higher rental returns, municipal incentives and other factors have contributed to making the market rental housing more attractive to some developers. Municipal policy, partnerships and negotiated approaches at rezoning are needed to increase the supply of affordable rental housing that the market will not ordinarily provide. Locating affordable rental in centres that are within walking distance to frequent transit provides alternate transportation choices and helps ease the transportation costs and financial burden for renters.

9. Expand the supply of rental and affordable housing in a manner that is consistent with the OCP, and enables low and moderate income households to access transit and community services, retail and employment within walking distance from their homes.

10. Encourage development applicants to demonstrate how the proposed project will support rental and affordable housing in the District, where feasible.

11. Ensure that new rental includes a range of units, (i.e. number of bedrooms) to suit the needs of families and other households.

12. Negotiate for rental and affordable units, land (typically for larger projects), a cash-in-lieu contribution (typically for smaller projects) towards affordable housing, or some combination thereof, at the time of rezoning, and on a case-by-case.

13. Consider opportunities for density/height bonus zoning, on a case-by-case basis, to facilitate provision of affordable housing.

14. Consider opportunities, on a case-by-case basis, to incentivise rental and affordable housing with parking reductions in key centres and along the frequent transit network, and in consideration of applicable centres plans and transportation policies.

15. Continue to apply the strata rental protection policy recognizing that strata rental provides an important source of market rental housing.



Key Goals - continued

GOAL 3: Encourage the maintenance and retention of existing affordable rental

Existing, older purpose built rental housing makes an important contribution to the affordable rental inventory in the District, and provides a key source of more affordable housing for low to moderate income families and other households. Progressive maintenance and restoration of these buildings is necessary to extend their service life and to ensure their functionality and liveability for residents.

16. Encourage the maintenance of purpose built rental to the end of its economic life, and ensure the appropriate enforcement of the Standards of Maintenance Bylaw in consideration of other applicable policies.

17. Prioritize the maintenance, restoration and retention of purpose built rental subject to an objective assessment of the building condition, and in consideration of applicable centres plans objectives and policies.

GOAL 4: Enable the replacement of existing rental housing with conditions

It is recognized that even with ongoing and regular maintenance, by 40 - 50 years of age, several major mechanical components of residential buildings may need to be replaced outright. Higher maintenance costs associated with this work may be reflected in higher rents and/or sub-standard living conditions if maintenance is deferred. On a case-by-case basis, the condition of an existing rental building may warrant redevelopment.

18. Consider the replacement of existing rental, on a case-by-case basis, and subject to negotiation of the replacement rental units reflecting the number of bedrooms and affordability of original units, or some combination thereof, to meet the affordable housing needs of families and other households.



GOAL 5: Minimizing Impacts to Tenants

Potential demolition of older multi-family rental buildings has raised concerns for displaced renters who may face significant challenges in finding suitable affordable housing in a low vacancy rate climate.

A Residential Tenant Relocation Assistance Policy outlines procedures to assist current tenants in finding alternative and affordable accommodation. Such procedures may include providing advanced notice to tenants, assistance with relocation, moving cost allowance, right of first refusal in the new building, long term tenant bonus, and/ or other measures.

19. Work with land owners and developers to explore a phased approach to development to minimize impacts to existing tenants, where feasible.

20. Apply a Residential Tenant Relocation Assistance Policy to encourage development proponents to offer assistance to tenants in their search for new housing.



Key Goals - continued

GOAL 6: Partner with other agencies to help deliver affordable housing

Addressing the affordable housing needs of lower and low to moderate income households will require partnership and collaboration with diverse community partners. Efficiencies can be realized when affordable housing is constructed as part of a market housing or mixed use development project. The day-to-day operation of affordable housing units and provision of services to tenants, as needed, is often managed by non-profit housing providers. Capital grants or other financing from Provincial and Federal governments can strengthen the economic feasibility of an affordable housing project. Strategic use of District owned lands, which may involve a long-term lease, can help leverage senior government funding.

21. Seek opportunities to partner with community stakeholders and senior government towards achieving affordable housing goals.
22. Explore opportunities to utilize District owned land subject to consideration of, but not limited to: proximity to frequent transit network; access to community services and employment; availability of external funding and partnerships; alignment with OCP, centres implementation plans and other applicable municipal policies.
23. Derive value from individual District owned lots for affordable housing in a manner that is consistent with Council policies.



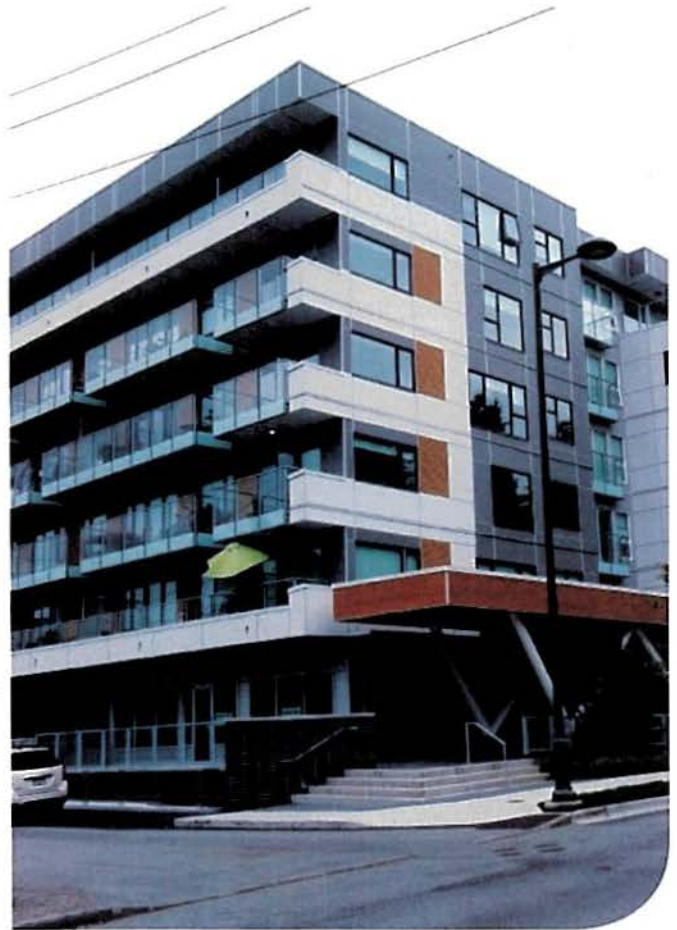
6 | IMPLEMENTATION OF THIS STRATEGY

Successful implementation of rental and affordable housing in the District will require regular data collection and monitoring to ensure alignment with changing community needs. A reporting framework will provide a consistent and comprehensive means of tracking important housing metrics, and may be used to inform future adjustments, as may be needed, for Council's consideration. Implications to the existing funding levels will be considered with the long-term funding strategy.

26. Establish a reporting framework to routinely monitor appropriate affordable housing metrics, not limited to the number of units and bedrooms, and level of affordability of existing and new affordable units, by project and by area.

27. Report on these metrics for each applicable residential development application and on a consolidated, annual basis and compare to projected demand estimates.

28. Consider the allocation of Community Amenity Contribution funds for affordable housing, on a case-by-case basis, and subject to consideration of the District's long-term funding strategy.





AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: November 28, 2016
<input type="checkbox"/> Other:	Date: _____

PDS
FOX
Dept.
Manager

DM
GM/
Director

CAO
CAO

The District of North Vancouver REPORT TO COUNCIL

November 17, 2016
File: 13.6480.30/003

AUTHOR: Annie Mauboules, Senior Social Planner

SUBJECT: Residential Tenant Relocation Assistance Policy

RECOMMENDATION:

THAT the Residential Tenant Relocation Assistance Policy be approved.

REASON FOR REPORT:

This report responds to Council's questions about residential tenant assistance measures and seeks Council approval of a Residential Tenant Relocation Assistance Policy for the District of North Vancouver.

BACKGROUND:

At two Council Workshops on March 7, 2016 and May 3, 2016, Council reviewed information on other local government approaches to tenant assistance programs and provided input to staff on sample programs. Council also requested clarification on certain key points as follows: role for a tenant assistance coordinator, the relative affordability of the 'Right of First Refusal' units, and the appropriate mechanism for implementing the policy. The staff report from the May 3, 2016 is included as Attachment 1.

As informed by Council discussion, community and stakeholder input, and similar programs being implemented in other jurisdictions, staff has developed a Residential Tenant Relocation Assistance Policy (see Attachment 2) for Council's consideration of approval. This policy complements the direction and key goals in the Draft Rental and Affordable Housing Strategy.

ANALYSIS:

Tenant Relocation

Council requested clarity regarding the role for a tenant assistance coordinator in helping tenants, potentially impacted from development, in finding comparable housing in the community. For residential applications involving rezoning, the municipality may require the developer to hire a Tenant Relocation Coordinator to work with displaced tenants to find

alternate housing. The proposed Residential Tenant Relocation Assistance Policy suggests that the coordinator work with each tenant to find alternate housing that suits their needs, acknowledging that not everyone has the same relocation criteria. For example, some will want to live in the immediate neighbourhood while others may be agreeable to finding housing across the North Shore and beyond.

The proposed Residential Tenant Relocation Assistance Policy recommends a suite of tools, forming a tenant assistance package that the applicant may use to provide additional financial and other assistance to tenants to ease their transition to a new home. Such tools include: extension of the notice period to tenants, additional months of free rent, assistance with moving expenses, bonus for long-time residents, rental discount for returning tenants or other assistance.

Right of First Refusal

Council commented on the relative affordability of the 'Right of First Refusal' units in the new development that may be offered to displaced tenants. The proposed Residential Tenant Relocation Assistance Policy requests that developers offer existing tenants the right-of-first refusal to rent the new units in the proposed new residential buildings. Given that new units are typically rented at higher rates than older, pre-existing units, it is however recognized that the new units may not be affordable to all tenants. Affordable housing measures considered with each application are also to be explored for existing tenants consistent with the draft Rental and Affordable Housing Strategy and tenant eligibility. The suite of tools under Tenant Assistance Package in the proposed Residential Tenant Relocation Assistance Policy is intended to help bridge this affordability gap.

Policy Implementation

Council asked about the appropriate mechanism for staff in implementing such a policy. The proposed Residential Tenant Assistance Policy provides a voluntary, negotiated solution to the challenges faced by tenants being evicted out of buildings that are being redeveloped.

It should be noted that the District cannot impose mandatory free-standing tenant relocation requirements on developers. That is a Provincial jurisdiction that has not been delegated to municipalities. The District can however negotiate tenant relocation requirements which would be voluntarily agreed to by developers on a case-by-case basis as a condition of adoption of zoning amendments requested by a developer. The purpose of the policy, subject to Council approval, will be to assist and provide guidance for individual negotiations.

Financial Impacts:

Any costs associated with tenant relocation assistance will be the responsibility of the developer and will not impact the District directly. However, tenant assistance program impact overall project costs which may impact some Community Amenity Contributions. Based on examples from recent redevelopment projects, and acknowledging that each tenant does not require the same level of assistance, the financial impact is estimated to be \$5000 and \$10,000 per unit. In accordance with the draft Rental and Affordable Housing Strategy, the financial implications will be considered on a case by case basis and communicated to Council at the time of rezoning.

Social Policy Implications:

The Residential Tenant Assistance Policy provides District residents facing eviction due to redevelopment with options on how to remain living in and connected to their communities. A socially connected community is a place where everyone feels like they belong. It's a place where people know their neighbours and feel motivated to get involved, build relationships, and contribute to the creation of strong social networks, which is an important social policy rationale to support renters to continue to call the District home.

Public and Stakeholder Input:

The Residential Tenant Relocation Assistance Policy has been informed by best practices in other jurisdictions, Provincial legislation regarding local government authority on this subject, previous experience and negotiations with developers, inquiries and conversations with renters, and discussions with various stakeholder groups.

Conclusion:

As the District faces increasing pressure from redevelopment of older rental buildings, a new policy to address the needs of displaced tenants is needed. The proposed Residential Tenant Assistance Policy is a way for the District to provide clarity to the development community on how to address the concerns of tenants needing to relocate from these buildings. The proposed policy is a negotiated solution to a complex problem and must be flexible while at the same time ensuring an appropriate municipal strategy to protect impacted tenants.

Respectfully submitted,


Annie Mauboules
Senior Social Planner

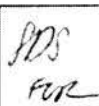
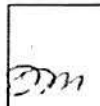

Attachment 1: Staff Report to Committee March 7th, 2016

Attachment 2: Draft Residential Tenant Relocation Assistance Policy

REVIEWED WITH:		
<input type="checkbox"/> Sustainable Community Dev. _____	<input type="checkbox"/> Clerk's Office _____	External Agencies:
<input type="checkbox"/> Development Services _____	<input type="checkbox"/> Communications _____	<input type="checkbox"/> Library Board _____
<input type="checkbox"/> Utilities _____	<input type="checkbox"/> Finance _____	<input type="checkbox"/> NS Health _____
<input type="checkbox"/> Engineering Operations _____	<input type="checkbox"/> Fire Services _____	<input type="checkbox"/> RCMP _____
<input type="checkbox"/> Parks _____	<input type="checkbox"/> ITS _____	<input type="checkbox"/> NVRC _____
<input type="checkbox"/> Environment _____	<input type="checkbox"/> Solicitor _____	<input type="checkbox"/> Museum & Arch. _____
<input type="checkbox"/> Facilities _____	<input type="checkbox"/> GIS _____	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Human Resources _____	<input type="checkbox"/> Real Estate _____	

THIS PAGE LEFT BLANK INTENTIONALLY

AGENDA INFORMATION	
<input checked="" type="checkbox"/> Council Workshop	Date: <u>March 2/2016</u>
<input type="checkbox"/> Finance & Audit	Date: _____
<input type="checkbox"/> Advisory Oversight	Date: _____
<input type="checkbox"/> Other:	Date: _____

 Dept. Manager	 GM/ Director	 CAO
---	--	--

The District of North Vancouver REPORT TO COMMITTEE

February 25, 2016
File: 13.6480.30/003

AUTHOR: Phil Chapman, Social Planner

SUBJECT: Residential Tenant Assistance Policy

RECOMMENDATION:

THAT the Committee of Council provide direction to staff regarding development of measures to assist residential tenants displaced by new development applications.

REASON FOR REPORT:

At the Council Workshop on Affordable Housing held February 15th, 2016 and at previous Council workshops on this topic members expressed their concern about the need to support tenants who may be displaced through redevelopment.

SUMMARY:

Recognizing there are few affordable alternatives for tenants about to be displaced due to redevelopment, several municipalities have encouraged or required developers to provide compensation and supports beyond the required provisions of the *Residential Tenancy Act* (RTA). This report identifies the approaches taken by other municipalities and the key components included in those policies. Based on this analysis and past experience the report also proposes a number of components that could form the basis for a District of North Vancouver Tenant Assistance Policy for Council's consideration in the future.

BACKGROUND:

A recent rezoning application in Lynn Valley brought to Council's attention the challenges faced by tenants being displaced by redevelopment. Council recognition of this situation and of the lack of affordable housing in the District has lead Council to hold a number of workshops and to develop a Rental and Affordable Housing Policy Framework that includes goals and policy statements to minimize impacts to existing tenants. Staff are in the process of engaging stakeholders on the application of this policy framework.

EXISTING POLICY:

District of North Vancouver

A policy to support tenant relocation would be supported by the District's Official Community Plan through the following goals:

- *Encourage and enable a diverse mix of housing type, tenure and affordability to accommodate the lifestyles and needs of people at all stages of life, and*
- *Foster a safe, socially inclusive and supportive community that enhances the health and well-being of all residents.*

Council's concern for potential demolition of multi-family rental housing dates back to 2003 where, in an effort to ensure tenants had more time to search for replacement housing, the Multi-Family Rental Housing Demolition Notice Bylaw No. 7406 was adopted. This Bylaw required a landlord or developer seeking to demolish rental housing to give the tenants six months' notice to vacate. This Bylaw no longer has any force or effect due to changes to the *Residential Tenancy Act* in 2006; however the intent continues to be applied as part of the rezoning process negotiations.

Current Planning Department practice is to seek from the developer voluntary provisions and compensation for displaced tenants. As more applications to redevelop older rental properties are expected in the future there is a need to establish a policy framework to and consistent approach for developers in providing assistance to tenants being displaced due to demolition or renovation.

Province of British Columbia

Provincial regulations govern tenant-landlord relations and residential tenancy procedures. The *Residential Tenancy Act* (RTA) establishes the following minimum standards:

- requires the landlord to serve a tenant with two months' notice to vacate a unit when major construction (or demolition) is contemplated;
- requires the landlord to give a tenant the equivalent of one month's rent if the tenancy is to end;
- requires the landlord to have all required permits and approvals prior to issuing notice to the tenant(s); and
- permits the tenants to provide the landlord with 10 days' notice if they wish to leave within the 2 month notice period

Changes to the RTA in 2006 mean that Council does not have the authority to extend these conditions. However, additional notice and assistance provisions for displaced tenants may be requested for development applications requiring Council approval for a zoning change.

ANALYSIS:

Review of Municipal Tenant Assistance Programs

Tenant displacement has become a common feature of redevelopment in many local municipalities over the past few years. This trend is likely to continue as the older rental stock is renewed or replaced with new development.

In response to this recurring situation a number of municipalities have implemented a variety of tenant assistance policies and procedures. Staff have reviewed the policies of the Cities of Vancouver, North Vancouver, New Westminster, Coquitlam and Burnaby and have provided a high level summary of the each of these policies main points on Table 1. The key

components of a draft policy for the District of North Vancouver have also been included at the end of this table to facilitate comparisons with other municipality's approaches.

Table 1: Existing Municipal Tenant Assistance Policies and Proposed Approach for the District of North Vancouver.

Municipality	Length of Notice Provided	Free Rent	Moving Expenses	Relocation Assistance	Right of First Refusal/ Right to Purchase	Current Occupancy Assessment
City of Vancouver (Rate of Change Guidelines)	2 months per RTA	1 per RTA and 1 additional month (3 months total if reside in building 10+ years)	Reimbursed with receipts	Tenant Relocation Coordinator to find 3 comparable units with rents no more than 10% above current rent unless agreed to by tenant	Displaced tenant has right of first refusal for new unit rented at 20% below market value	Name of each tenant, number of units , rent paid
City of North Vancouver	2 months per RTA, after issue of Demolition Permit. Tenant Communication Plan to be in place at time of application	1 per RTA and 2 additional months regard-less of type of tenancy	-----	Tenant Relocation Coordinator to find 3 comparable units with rents no more than 10% above CMHC average rents. If existing rent paid by tenant exceeds the CMHC rent level the TRC will find alternate units with rents no more that 10% above the current rent.	Yes. If new units are rented below market rates then displaced tenants should have priority	Number of occupied /vacant units, type of tenancy, start/end of tenancy, rent paid, units size, #bedrooms, accessibility provisions

Municipality	Length of Notice Provided	Free Rent	Moving Expenses	Relocation Assistance	Right of First Refusal/ Right to Purchase	Current Occupancy Assessment
New Westminster (Secured Market Rental Housing Policy)	Must exceed RTA	Must exceed RTA	-----	-----	-----	-----
Coquitlam (Transit Oriented Development Strategy- Burquitlam)	Minimum RTA	Minimum RTA	-----	Applicant to propose options for relocating tenants and financial assistance	-----	Number of units bedroom mix, tenancy characteristics
Burnaby	3 months plus Communications Plan including commitment to exceed min. RTA requirement	1 month (RTA) plus 2 additional	-----	Tenant Assistance Plan Tenant Relocation Co-ordinator	Offer to purchase	Number /size of units, rental rates, vacancies
PROPOSED Components for new DNV POLICY	2 months plus advance notice from Tenant Communication Plan to be in place at time of rezoning application	1 month (RTA) plus minimum 2 additional months	To be Considered in Tenant Relocation Package	Tenant Assistance Package- may include: additional free months (3+ months), moving expenses, residency bonus (depending on length of tenure) Tenant Relocation Coordinator to find 3 comparable units with rents no more than 10% above CMHC average rents for DNV.	Yes –(may include discount for returning tenant) Offer to purchase (may include discount for returning tenant)	Number of occupied/ vacant units, type of tenancy, rent, unit size/ bedrooms, accessibility

Based on a review of these and other approaches staff find that the provisions of the RTA (2 months' notice and 1 month rent) do not provide optimal outcomes for tenants forced to seek new affordable rental alternatives in the current market where vacancy rates hover at less than 1 percent and there is a declining number of affordable units available not only in the District but across the entire North Shore.

Overall Municipal Approaches-

A number of municipalities have tried with varying degrees of success to use voluntary approaches to encourage developers to provide additional supports for existing tenants. More recently a number of municipalities have begun to establish individual policies with required components. As illustrated above, three distinct approaches have developed:

- **Voluntary Approach by Applicant-** where the expectation is the RTA provisions will be exceeded and certain additional provisions may be included. Currently Richmond is an example of this approach.
- **Adopted Council Policy-** where the expectation is the applicant provides assistance beyond the minimum provisions of the RTA. New Westminster and Coquitlam are examples of this approach.
- **Adopted Council Policy with Specific Requirements -** where minimum provisions are specified in some detail and in areas of assistance not contemplated in the RTA. The City of Vancouver is an example of this approach.

New Components-

Municipal tenant assistance policies are becoming more comprehensive and more common in the region and are accepted as good business practice by the development community. In their basic form these strategies typically include a notice period tied to the development process which extends the notice period by several months and financial compensation tied to the rent. Applicants often also provide for moving costs or provided moving equipment and vehicles to assist in their tenant's relocation.

A number of municipalities have also encouraged or required applicants to work directly with tenants to assist in the search for new accommodation. This task has usually been led by a Tenant Relocation Coordinator retained by the developer applicant. Two municipalities now direct this person to search for alternative rental units that have rents within 10% of the rent of the existing units to be vacated or demolished while others require alternate units have rents no higher than 10% above CMHC average rents. Some municipalities are also requesting a communications plan at the time of application so that tenants are kept fully informed about the proposed redevelopment.

Questions to Consider for New Policy-

Municipalities have also treated the various components of their tenant assistance strategies differently. There are some basic questions to be considered which include:

- Should the program be mandatory or voluntary?
- Should a tenant in one project be treated exactly the same as a tenant in another regardless of the developers ability to pay?

- What should be used as the maximum rent ceiling target for the Tenant Relocation Coordinator to consider for the replacement unit?
- How long should the Notice to Vacate period be?
- Should long term tenants receive additional benefits?
- Who and when should any compensation be paid and should all tenants receive compensation?

Answers to these questions and identification of the key components of a new District policy are provided in the next section of the report.

Potential Procedures and Key Components for a District of North Vancouver Policy

A new Council policy should provide clear direction to staff, developers and tenants about what a Tenants' Assistance policy is and what is necessary to include as fair compensation for the disruption that relocation causes when redevelopment occurs.

Establishing the Basic Procedures-

Mandatory or Voluntary? Staff believe that in order to apply any new Tenant Assistance Policy with consistency it should become a mandatory provision of any rezoning application involving redevelopment of purpose built rental sites. However, staff also recognize the need to retain some flexibility in the application of the components of any tenant assistance package offered by the developer. Some projects may not be able to offer the same level of assistance as others for example.

Affordability: Rental ceiling limits can be established by using either an arbitrary limit above the existing monthly rental fee for the existing unit to be demolished (e.g. up to 10% above the current rent paid) or by using the average rental rate by unit size as provided annually by CMHC. Staff suggest that due to the historically low vacancy rates and the dwindling supply of affordable units in the municipality that the CMHC rate be used to more accurately reflect true market rates (e.g. up to 10% above the current CMHC rate). This will increase the likelihood of successful relocation of the tenant.

Notice to Vacate: Some municipalities suggest or require applicants to provide tenants with a Notice to Vacate period that exceeds the 2 month requirement of the RTA. Staff believe it is important to include tenants early in the development process and regularly advise applicants to include tenants of their redevelopment plans even before making a preliminary application. Staff believe tenants should be given at least 2 and up to 6 months' notice of pending redevelopment (current policy is 6 months') as there may be limited opportunity to find suitable affordable alternative accommodations. Further, staff advise that tenants who vacate during this notice period should still be able to qualify for any compensation provided by the developer and that the developer should be able to re-rent the vacated unit on a short term month-to-month contract that would not entitle any new tenant to the compensation package being offered the existing tenants present on-site when the preliminary development application is made. In cases where a phased redevelopment of a site can be accommodated, tenants who choose to change units within the site would not expect to receive any compensation until such time as the next phase of development occurs and they are required to leave the site entirely.

Monetary Compensation: Each municipality reviewed has a different approach to the direct monetary compensation provided to the tenant by the applicant. Some only require a 1 month payment for rent as specified in the RTA. Others recommend one or two additional months' payment be provided while some may offer compensation based on length of time the tenant has actually resided in the building. Staff believe it is appropriate for the developer to provide both a minimum 3 month rent free period and also to offer additional payments to tenants based on their length of tenancy in the building. This assistance reflects both the higher rents charged in this municipality and the low turnover of tenants which is also typical here. During this review staff also became aware that there are provisions in the RTA that allow the landlord to treat compensation for tenants differently according to whether their rental agreement is either periodic or by fixed term. Staff do not believe this distinction should be included in any future local policy and that for this purpose all tenants should be treated the same, except tenants renting for less than 1 month periods.

Key Components to Include: Staff recommend that any new Tenant Assistance Policy created should apply to all properties seeking Council approval to rezone that contain more than four purpose built (4) rental units and include the following key components:

- a Communication Plan, filed at the time of initial development application, to provide early notification and information to tenants;
- a Current Occupancy Summary with the initial development application;
- extended period of formal notice prior to the demolition (in addition to the RTA provision);
- Statements to demonstrate how the Tenant Assistance measures to be provided are commensurate with the scale of the development proposal;
- Statements demonstrating efforts to provide suitable relocation units that meet or do not exceed by 10% the average rent rates for Purpose Built Rental Apartments located in the District of North Vancouver as identified in the CMHC's annual Rental Market Report;
- Provision of at least 2 additional months of rent (plus the one month from the RTA);
- Commitments to eliminate any requirement for the tenant to stay until the last month of tenancy and to treat all types of tenancy equally in order to receive any compensation from the landlord, except tenants renting for less than 1 month periods;
- Provision for the tenant to negotiate starting rent in new building if they choose to relocate within the new building; and
- Provision for tenant to purchase new unit at a discount from the developer.

A Tenant Assistance Plan would be required to be submitted at the Detailed Development Application stage to ensure this information is available to tenants and the public prior to the public hearing. Completion of the plan would become a standard prerequisite condition for final approval of the zoning amendment bylaw.

It should be noted that the application of the Residential Tenant Assistance Policy would continue to be applied as a voluntary measure for any development application of a purpose-built rental property under the existing zoning.

OPTIONS:

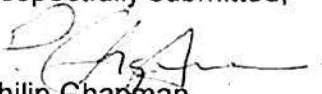
Council may wish to direct staff:

- to develop a Residential Tenant Assistance Policy based on the approach outlined in this report, or
- revise the proposed policy direction to include or exclude certain key components based on Council feedback, or
- not to pursue development of a Tenant Assistance Policy at this time.

Conclusion:

Following direction from Council Committee's recent workshop on rental and affordable housing staff have investigated what other municipalities have done to provide assistance to renters being displaced through redevelopment. Based on this research staff have identified a procedure and key components for inclusion in a new Residential Tenant Assistance Policy should Council want to direct staff to develop this policy.

Respectfully submitted,


Philip Chapman
Social Planner.

REVIEWED WITH:		
<input type="checkbox"/> Sustainable Community Dev. _____	<input type="checkbox"/> Clerk's Office _____	External Agencies:
<input type="checkbox"/> Development Services _____	<input type="checkbox"/> Communications _____	<input type="checkbox"/> Library Board _____
<input type="checkbox"/> Utilities _____	<input type="checkbox"/> Finance _____	<input type="checkbox"/> NS Health _____
<input type="checkbox"/> Engineering Operations _____	<input type="checkbox"/> Fire Services _____	<input type="checkbox"/> RCMP _____
<input type="checkbox"/> Parks _____	<input type="checkbox"/> ITS _____	<input type="checkbox"/> NVRC _____
<input type="checkbox"/> Environment _____	<input type="checkbox"/> Solicitor _____	<input type="checkbox"/> Museum & Arch. _____
<input type="checkbox"/> Facilities _____	<input type="checkbox"/> GIS _____	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Human Resources _____	<input type="checkbox"/> Real Estate _____	



The Corporation of the District of North Vancouver

CORPORATE POLICY

Title	Residential Tenant Relocation Assistance Policy
Section	Development and Social Planning

POLICY

It is the policy of Council that, where an existing purpose built rental building is to be demolished or redeveloped, development applicants are to ensure that current tenants are provided with enhanced notice and assistance to enable them to find suitable alternative accommodation.

This policy is supported by the District's Official Community Plan through the following goals:

- Encourage and enable a diverse mix of housing type, tenure and affordability to accommodate the lifestyles and needs of people at all stages of life, and
- Foster a safe, socially inclusive and supportive community that enhances the health and well-being of all residents.

Council recognizes that existing purpose built rental buildings form an important source of affordable rental housing for many District residents. Ongoing low rental vacancy rates create challenges for tenants being displaced by redevelopment to find alternate affordable accommodations in a timely manner.

Policy approved on:

Policy amended on:

PROCEDURE

The following procedure used to implement this policy does not form part of the policy. This procedure may be amended from time to time at the discretion of the Chief Administrative Officer. Adherence to this policy does not guarantee development approval from Council.

Applicability:

This policy is applicable to all rezoning applications that require the demolition of more than four rental units in an existing purpose built residential rental development or in a mixed use building containing more than four purpose built residential rental units. This policy and the measures outlined represent a voluntary commitment by the developer

applicant to provide additional measures to support renters' efforts to find suitable alternative accommodations.

Exemptions:

This policy does not apply to redevelopment that is permitted as an outright use under existing zoning and/or to private strata rental units.

Provisions:

Consideration of the following provisions are requested of development applicants as a voluntary commitment to implement the Residential Tenant Relocation Assistance policy:

A. Provisions at the Development Application Stage

The applicant should submit the following documents at the time of Development Application:

1. Current Occupancy Summary: With the following information:
 - a. Number of occupied and vacant units;
 - b. Type of tenancy for each tenant (e.g. periodic or fixed term);
 - c. Start and end of tenancy for each tenant;
 - d. Rent for each unit;
 - e. Number of bedrooms of each unit;
 - f. Mobility or accessibility features and/or other housing supports required by the tenant.
2. Tenants Assistance Package: An outline of the proposed assistance the applicant intends to offer tenants. In consideration of the scale of the redevelopment project this package may contain any or all of the following considerations:
 - a. Extension of the notice period;
 - b. Additional months of free rent;
 - c. Assistance with moving expenses;
 - d. Residency bonus for long time tenants;
 - e. First right to rent in new building;
 - f. Any rental discount for returning tenants; and
 - g. Any purchase discount for returning tenants wishing to become owners.
3. Tenant Communications Plan: An outline of how tenants will be involved and notified of input opportunities throughout the rezoning and development process. Information on tenant resources such as that available from the Tenant Resource and Advisory Centre should be made available to tenants and notifications posted in conspicuous places within the building(s). The applicant is responsible for providing copies of all written correspondence and notifications to tenants and to municipal planning staff. This material will be included in the staff report for Council review and consideration.

4. Tenant Relocation Co-ordinator: The applicant should designate a Tenant Relocation Co-ordinator to aid tenants in finding up to three comparable rental units in the municipality, or on the North Shore. The Tenant Relocation Co-ordinator should have regular hours during which they are available to the tenants and those hours should be convenient to the tenants. These hours should be posted in conspicuous places on-site.

The recommended maximum rent for the new units found by the Tenant Relocation Coordinator should be no more than 10% above current rent unless agreed to by tenant.

The Tenant Relocation Coordinator is responsible for tracking the units found for each tenant and submitting a status report to Planning staff prior to the issuance of a Demolition Permit. Tenants may opt out of this service by providing the Co-ordinator written notice.

Prior to the issuance of an Occupancy Permit the District must be presented with documentation on the status of all tenants including those who wish to relocate to the new building.

B. Provisions After Development Approval

If the rezoning is approved by Council, the following provisions are applicable:

1. After a Demolition Permit is issued by the municipality the applicant will provide all tenants with a minimum of two months' notice as required by the *Residential Tenancy Act*,
2. The applicant will provide all tenants with the compensations agreed to in the Tenants Assistance Package. The applicant should compensate all tenants, whether on periodic (month to month) or fixed term (lease) tenures, with three months' rent to assist in finding alternative accommodation. The applicant should also allow tenants who elect to vacate their units up to three months prior to the end of the "Notice to End Tenancy" period to leave without paying the outstanding rent and to qualify for any other provisions included in the Tenants Assistance Package,
3. The applicant is required to provide to Planning staff proof of delivery of the approved Tenant Assistance Package prior to the issuance of any Occupancy Permit.

Authority to Act:

Administration of this policy is delegated to the Sustainable Community Planning Department.

THIS PAGE LEFT BLANK INTENTIONALLY

MAYOR REPORTS

THIS PAGE LEFT BLANK INTENTIONALLY

AGENDA INFORMATION

☒ Regular Meeting Date: November 28, 2016
☐ Workshop (open to public) Date: _____

Dept. Manager	GM/ Director	CAO
------------------	-----------------	-----

The District of North Vancouver

REPORT TO COUNCIL

November 17, 2016

AUTHOR: Mayor Richard Walton

SUBJECT: North Shore Operation Red Nose Sponsorship

RECOMMENDATION:

That the report from the Mayor on the North Shore Operation Red Nose Sponsorship dated November 17, 2016 be received for information.

BACKGROUND:

The North Shore Rotary Clubs are currently looking for additional sponsors to support the 16th year of Operation Red Nose. Operation Red Nose is a unique designated-driver program dedicated to help fight against impaired driving on the weekends during the holiday season.

REASON FOR REPORT:

In 2015 the District of North Vancouver supported Operation Red Nose with a grant of \$1,000. This year the District would like to match that amount with another \$1,000 grant.

Conclusion:

If Council concurs, a cheque for \$1,000 will be issued to the North Shore Operation Red Nose immediately. The money will come from the Miscellaneous Funding Requests to Council account which has a current balance of \$8,227.88.

Respectfully submitted,



Richard Walton
Mayor

REVIEWED WITH:		
<input type="checkbox"/> Sustainable Community Dev. _____	<input type="checkbox"/> Clerk's Office _____	External Agencies:
<input type="checkbox"/> Development Services _____	<input type="checkbox"/> Communications _____	<input type="checkbox"/> Library Board _____
<input type="checkbox"/> Utilities _____	<input type="checkbox"/> Finance _____	<input type="checkbox"/> NS Health _____
<input type="checkbox"/> Engineering Operations _____	<input type="checkbox"/> Fire Services _____	<input type="checkbox"/> RCMP _____
<input type="checkbox"/> Parks & Environment _____	<input type="checkbox"/> ITS _____	<input type="checkbox"/> Recreation Com. _____
<input type="checkbox"/> Facilities _____	<input type="checkbox"/> Solicitor _____	<input type="checkbox"/> Museum & Arch. _____
<input type="checkbox"/> Human resources _____	<input type="checkbox"/> GIS _____	<input type="checkbox"/> Other: _____