

AGENDA

REGULAR MEETING OF COUNCIL

Monday, January 20, 2020

7:00 p.m.

Council Chamber, Municipal Hall

355 West Queens Road,

North Vancouver, BC

Council Members:

Mayor Mike Little

Councillor Jordan Back

Councillor Mathew Bond

Councillor Megan Curren

Councillor Betty Forbes

Councillor Jim Hanson

Councillor Lisa Muri



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REGULAR MEETING OF COUNCIL

7:00 p.m.
Monday, January 20, 2020
Council Chamber, Municipal Hall,
355 West Queens Road, North Vancouver

AGENDA

BROADCAST OF MEETING

- Online at <http://app.dnv.org/councillive/>

CLOSED PUBLIC HEARING ITEMS NOT AVAILABLE FOR DISCUSSION

- Bylaw 8262 – OCP Amendment 1923 Purcell Way
- Bylaw 8263 – Rezoning 1923, 1935, 1947 and 1959 Purcell Way
- Bylaw 8360 – Rezoning Coach Houses
- Bylaw 8400 – Maximum House Size in the Single-Family Residential One Acre Zone

1. ADOPTION OF THE AGENDA

1.1. January 20, 2020 Regular Meeting Agenda

Recommendation:

THAT the agenda for the January 20, 2020 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. RECOGNITIONS

4. DELEGATIONS

5. ADOPTION OF MINUTES

5.1. November 18, 2019 Regular Council Meeting

p. 11-18

Recommendation:

THAT the minutes of the November 18, 2019 Regular Council Meeting are adopted.

5.2. November 25, 2019 Special Council Meeting

p. 19-26

Recommendation:

THAT the minutes of the November 25, 2019 Special Council Meeting are adopted.

5.3. November 26, 2019 Public Hearing **p. 27-32**

Recommendation:

THAT the minutes of the November 26, 2019 Public Hearing are received.

5.4. December 2, 2019 Regular Council Meeting **p. 33-41**

Recommendation:

THAT the minutes of the December 2, 2019 Regular Council Meeting are adopted.

6. RELEASE OF CLOSED MEETING DECISIONS

7. COUNCIL WORKSHOP REPORT

8. 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.

8.1. Bylaw 8360 and 8361: Updated Coach House Program **p. 45-94**
File No. 09.3900.20/000.000

Staff Report: Municipal Clerk, January 8, 2020

Attachment 1: Bylaw 8360

Attachment 2: Bylaw 8361

Attachment 3: Staff Report dated November 20, 2019

Recommendation

THAT "District of North Vancouver Rezoning Bylaw 1382 (Bylaw 8360)" is ADOPTED;

AND THAT "Bylaw Notice Enforcement Bylaw 7458, 2004, Amendment Bylaw 8361, 2019 (Amendment 41)" is ADOPTED.

8.2. Bylaw 8414: Taxicab Regulation Bylaw Repeal Bylaw **p. 95-101**
File No. 09.3900.20/000.000

Staff Report: Municipal Clerk, December 3, 2019

Attachment 1: Bylaw 8414

Attachment 2: Staff Report dated November 14, 2019

Recommendation

THAT "Taxicab Regulation Bylaw, No. 7613, Repeal Bylaw 8414, 2019" is ADOPTED.

8.3. Bylaw 8404: Commercial Vehicle Licensing Bylaw Repeal Bylaw p. 103-105
File No. 09.3900.20/000.000

Staff Report: Municipal Clerk, January 7, 2020
Attachment 1: Bylaw 8404

Recommendation

THAT "Commercial Vehicle Licensing Bylaw Repeal Bylaw 8404, 2020" is given FIRST, SECOND and THIRD Readings.

8.4. Recommended Museum Deaccessions #13 p. 107-112
File No. 17.9100.40/013.2019

Staff Report: Director, North Vancouver Museum and Archives
Attachment 1: Accessioned objects solely owned by the District and jointly owned by the District and City of North Vancouver

Recommendation

THAT the North Vancouver Museum and Archives (NVMA) Commission is authorized to deaccession and dispose of 6 artifacts owned solely by the District of North Vancouver, and 11 artifacts owned jointly by the District and the City of North Vancouver, as outlined in the December 18, 2019 report of the Director of the North Vancouver Museum and Archives entitled Recommended Museum Deaccessions #13;

AND THAT the NVMA Commission is authorized to dispose of 152 unaccessioned objects that have been found in the Museum Collection as outlined in the December 18, 2019 report of the Director of the North Vancouver Museum and Archives entitled Recommended Museum Deaccessions #13.

8.5. 2020 Social Service Grants – Core Funded Agencies p. 113-128
File No. 05.1930/Grants/Sponsorships 2020

Staff Report: Community Planner, January 8, 2020
Attachment A: Budget for Core Grants Report (including first and final instalments)
Attachment B: City and District of North Vancouver Municipal Youth Policy
Attachment C: Outreach Youth Services - Core Funding Policy
Attachment D: Municipal Community Service Grants Policy

Recommendation

THAT a total budget of \$1,106,772 in annual core funding in 2020 to the agencies included in Attachment A to the January 8, 2020 report of the Community Planner entitled 2020 Social Service Grants – Core Funded Agencies is approved.

8.6. Development Permit 85.18 – 1814 Naomi Place **p. 129-152**
File No. 08.3060.20/085.18

Staff Report: Development Planning Assistant, December 18, 2019
Attachment 1: Development Permit 85.18

Recommendation

THAT Development Permit 85.18 with variances, to allow for a garage with access elevator at 1814 Naomi Place, is ISSUED.

8.7. Bylaw 8400: Maximum House Size in the Single-Family One Acre Zone (RS1) Rezoning **p. 153-206**
File No. 09.3900.20/000.000

Staff Report: Municipal Clerk, November 27, 2019
Attachment 1: Bylaw 8400
Attachment 2: Public Hearing report – November 26, 2019
Attachment 3: Staff Report dated October 15, 2019

Recommendation

THAT “District of North Vancouver Rezoning Bylaw 1389 (Bylaw 8400)” is given SECOND and THIRD Readings.

8.8. 1920 & 1932 Glenaire Drive – Council Early Input for 15 Unit Townhouse **p. 207-238**
File No. 08.3060.20/099.17

Staff Report: Development Planner, January 3, 2020
Attachment A: Detailed Application Drawing Package

Recommendation

THAT Council provide direction to staff regarding the consideration of an Official Community Plan (OCP) amendment and rezoning application for a fifteen unit townhouse project in the Lions Gate Town Centre.

8.9. North Shore Sea Level Rise Risk Assessment and Adaptive Management Strategy: Update and Initial Engagement Launch **p. 239-247**
File No. 11.5225.01/023.000

Joint Report: Section Manager – Engineering Planning and Design and
Community Planner
Attachment 1: To be circulated via agenda addendum

Recommendation

THAT the January 7, 2020 joint report of the Section Manager – Engineering Planning and Design, and Community Planner entitled North Shore Sea Level Rise Risk Assessment and Adaptive Management Strategy: Update and Initial Engagement Launch is received for information.

9. REPORTS

9.1. Mayor

9.1.1 Mayor's Special Contingency Fund p. 251-254

9.2. Chief Administrative Officer

9.3. Councillors

9.4. Metro Vancouver Committee Appointees

9.4.1. Industrial Lands Strategy Task Force – Councillor Back

9.4.2. Housing Committee – Councillor Bond

9.4.3. Indigenous Relations Committee – Councillor Hanson

9.4.4. Board – Councillor Muri

9.4.5. Regional Parks Committee – Councillor Muri

9.4.6. Liquid Waste Committee – Mayor Little

9.4.7. Mayors Committee – Mayor Little

9.4.8. Mayors Council – TransLink – Mayor Little

9.4.9. Performance & Audit Committee – Mayor Little

9.4.10. Zero Waste Committee – Mayor Little

10. ADJOURNMENT

Recommendation:

THAT the January 20, 2020 Regular Meeting of Council for the District of North Vancouver is adjourned.

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MINUTES

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**DISTRICT OF NORTH VANCOUVER
REGULAR MEETING OF COUNCIL**

Minutes of the Regular Meeting of the Council for the District of North Vancouver held at 7:01 p.m. on Monday, November 18, 2019 in the Council Chambers of the District Hall, 355 West Queens Road, North Vancouver, British Columbia.

Present: Mayor M. Little
Councillor J. Back
Councillor M. Bond
Councillor M. Curren
Councillor B. Forbes
Councillor J. Hanson
Councillor L. Muri

Staff: Mr. D. Stuart, Chief Administrative Officer
Mr. D. Milburn, General Manager – Planning, Properties & Permits
Ms. T. Atva, Manager – Community Planning
Mr. J. Gordon, Manager – Administrative Services
Ms. A. Reiher, Confidential Council Clerk

1. ADOPTION OF THE AGENDA

1.1. November 18, 2019 Regular Meeting Agenda

MOVED by Councillor MURI

SECONDED by Councillor BACK

THAT the agenda for the November 18, 2019 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.

CARRIED

2. PUBLIC INPUT

2.1. Mr. Hazen Colbert, 1100 Block Whitely Court:

- Suggested that pigeons are pests and problematic;
- Read a correspondence of complaint from strata resident regarding pigeons; and,
- Thanked Council for their efforts to update the Pigeon Prohibition Bylaw.

2.2. Mr. Corrie Kost, 2800 Block Colwood Drive:

- Expressed support for the recently adopted Pigeon Prohibition Bylaw and commented about his personal experience with pigeons;
- Stated that the issue of pigeons was raised by a resident prior to their being elected as a member of Council; and,
- Suggested that the Councillor was correct to recuse herself from voting.

2.3. Mr. Peter Teevan, 1900 Block Indian River Crescent:

- Spoke about pigeons and their definition as per the Government of Canada website;
- Spoke about diseases that are associated with pigeons; and,
- Commented about news in the media regarding the Pigeon Prohibition Bylaw and suggested that members of Council behaved appropriately.

2.4. Mr. Kulwant Dulay and Mr. Pala Sing, 2300 Block Kirkstone Road:

- Commented about pigeons on their property and presented pictures of the pigeon coop reflecting overall improvements and cleanliness;
- Commented about the routine to care for the pigeons and history of complaints from an adjacent neighbour;
- Stated that the pigeons are being cared for as domestic pets and are comparable to other domestic pets; and,
- Requested that that Pigeon Prohibition Bylaw be repealed.

2.5. Mr. Guy Trotter, 1300 Block Doran Road:

- Read a quote by Councillor Forbes regarding transparency in public office and requested transparency from Councillor Forbes regarding the Pigeon Prohibition Bylaw;
- Expressed concern regarding communications between two members of Council on pigeons and complaints made to the District;
- Suggested a misuse of authority by a member of Council and damage to the reputation of the District; and,
- Queried about the guidance provided to Council by District staff and requested an independent review of the matter.

2.6. Mr. Vincent Santacroce, 600 Block Rosalyn Boulevard:

- Read a quote by Councillor Forbes stating her understanding of government protocols and systems;
- Commented about the Pigeon Prohibition Bylaw and communications between Councillors Forbes and Muri;
- Stated that the bylaw is incomplete and that the report on pigeons authored by Councillor Muri is misleading; and,
- Queried about staff involvement in this report and suggested that there be an investigation.

2.7. Ms. Gillian Konst and Ms. Suzanne Mazoret, Lynn Valley Residents:

- Spoke as members of the Lynn Valley Community Association and expressed thanks to Council for their support of the Lynn Valley Link trail;
- Commented about the work to create the pedestrian route, the volunteer hours and staff collaboration; and,
- Presented a map and logo for the Lynn Valley Link and provided an overview of the route.

2.8. Mr. Givo Hassko, 1300 Block 92nd Avenue:

- Commented about his work of breeding, showing and rescuing pigeons;
- Suggested there are consequences on how Council conducts business and that youth do not follow politics due to a perceived political corruption;

- Suggested that Council may have been misguided and requested that the Pigeon Prohibition Bylaw be opened for further debate; and,
- Stated that diseases associated with pigeons are transmitted under certain circumstances only.

2.9. Mr. Andy Hansen, 1100 Block Laity Street:

- Commented about his love of animals and ownership of pigeons and other birds;
- Commented about fancy pigeons that are presented at shows and stated that homing pigeons stay in their loft and are not considered feral;
- Commented about his participation at a recent pigeon show and suggested that it is a good recreation for youth; and,
- Requested that Council reconsider the Pigeon Prohibition Bylaw and seek counsel from breeders and experts.

2.10. Mr. John Harvey, 1900 Block Cedar Village Crescent:

- Commented about the North Shore Restorative Justice Society;
- Commented about pigeons and requested a reconsideration of the Pigeon Prohibition Bylaw;
- Stated that other neighbours adjacent to the property raising pigeons have not complained about the pigeons; and,
- Commented about pigeons that are prevalent in Trafalgar Square, London and other feral birds.

2.11. Ms. Krista Page-Cocon, 2300 Block Kirkstone Road:

- Spoke in support of the Dulay family and stated that their home and pigeon coop are kept clean and in good repair;
- Spoke about her belief in transparency and community and suggested there was a misuse of power;
- Requested that the Pigeon Prohibition Bylaw be reviewed; and,
- Stated that feral pigeons and domestic pigeons cannot be compared.

3. RECOGNITIONS

Nil

4. DELEGATIONS

4.1. Tina Parbhakar, North Shore Restorative Justice Society

Re: Restorative Justice in the Community

Ms. Tina Parbhakar, North Shore Restorative Justice Society, provided a summary of the organization and its programs that are provided by active volunteers. She reported that the restorative justice is recognized in the *Criminal Code of Canada* and *Youth Criminal Justice Act*. She discussed the service statistics for 2018, the quality of survey responses received from the public as well as their school initiatives.

MOVED by Councillor HANSON
SECONDED by Councillor BACK
THAT the delegation of North Shore Restorative Justice Society is received.

CARRIED

5. ADOPTION OF MINUTES

5.1. October 22, 2019 Public Hearing

MOVED by Councillor MURI
SECONDED by Councillor BACK
THAT the minutes of the October 22, 2019 Public Hearing are received.

CARRIED

5.2. October 28, 2019 Special Meeting

MOVED by Councillor MURI
SECONDED by Councillor BACK
THAT the minutes of the October 28, 2019 Special Meeting are adopted.

CARRIED

5.3. November 5, 2019 Public Hearing and Public Meeting

MOVED by Councillor MURI
SECONDED by Councillor BACK
THAT the minutes of the November 5, 2019 Public Hearing and Public Meeting are received.

CARRIED

6. RELEASE OF CLOSED MEETING DECISIONS

Nil

7. COUNCIL WORKSHOP REPORT

Nil

8. REPORTS FROM COUNCIL OR STAFF

**8.1. Bylaws 8397, 8398 and 8399: OCP Amendment, Rezoning and Development
Cost Charges Waiver for 600 West Queens Road**
File No. 09.3900.20/000.000

MOVED by Councillor MURI
SECONDED by Councillor HANSON

THAT "District of North Vancouver Official Community Plan Bylaw 7900, 2011, Amendment Bylaw 8397, 2019 (Amendment 38)" is ADOPTED;

AND THAT "District of North Vancouver Rezoning Bylaw 1388 (Bylaw 8398)" is ADOPTED;

AND THAT "600 West Queens Road Development Cost Charges Waiver Bylaw 8399, 2019" is ADOPTED.

CARRIED

8.2. Bylaw 8396: Rezoning for 909 Clements Avenue
File No. 08.3060.20/062.18

MOVED by Councillor BOND
SECONDED by Councillor CURREN

THAT "District of North Vancouver Rezoning Bylaw 1387 (Bylaw 8396)" is ADOPTED.

CARRIED

Opposed: Councillor MURI

8.3. 2020 Council Meeting Schedule/2020 Acting Mayor Schedule
File No. 01 .0115.30/002.000

MOVED by Councillor MURI
SECONDED by Councillor FORBES

THAT the 2020 Council Meeting Schedule and the 2020 Acting Mayor Schedule, as attached to the November 5, 2019 report of the Municipal Clerk entitled *2020 Council Meeting Schedule/2020 Acting Mayor Schedule*, are approved.

CARRIED

8.4. Bylaw 8340 and 8341: Non-medical Retail Cannabis (Rezoning)
File No. 13.6440.50/000.000

MOVED by Councillor HANSON
SECONDED by Councillor MURI

THAT "District of North Vancouver Rezoning Bylaw 1379 (Bylaw 8340)" is given Second and Third Readings;

AND THAT "Business Licence Bylaw 4567, 1974, Amendment Bylaw 8341, 2019 (Amendment 50)" is given SECOND and THIRD Readings.

CARRIED

9. REPORTS

9.1. Mayor

Mayor Little reported on his attendance at:

- Take Your Kids To Work Day on November 6, 2019;
- The Remembrance Day Ceremony at Victoria Park on November 11, 2019;
- The Rental, Social & Affordable Housing Task Force Meeting on November 6, 2019;
- The North Vancouver District Public Library Board meeting on November 13, 2019; and,
- The 22nd Annual Business Excellence Awards Gala 2019 held on November 7, 2019.

Mayor Little recognized the following long standing businesses in the District:

- CF Interiors for 40 years of continues service; and,
- Taylor Motive for 60 years of continues service.

9.2. Chief Administrative Officer

Nil

9.3. Councillors

9.3.1. Councillor Back reported on his attendance at:

- The 22nd Annual Business Excellence Awards Gala 2019 held on November 7, 2019; and,
- The Lynn Valley Remembrance Day Ceremony on November 11, 2019 and the recent passing of WWII Veteran Gordon Larson.

9.3.2. Councillor Bond reported on his attendance at:

- The 22nd Annual Business Excellence Awards Gala 2019 on November 7, 2019;
- The Lynn Valley Remembrance Day Ceremony on November 11, 2019; and,
- The Major Infrastructure Project Advisory Committee meeting held on November 13, 2019.

9.3.3. Councillor Curren reported on her attendance at:

- The Veterans Day Ceremony in the United States; and,
- The 2019 Climate Leaders Institute Workshop on November 7-8, 2019.

9.3.4. Councillor Forbes reported on her attendance at:

- The Remembrance Day Ceremony in Lynn Valley on November 11, 2019;
- The 22nd Annual Business Excellence Awards Gala 2019 on November 7, 2019;
- A UBCM meeting with Minister Selina Robinson on November 7, 2019.

Councillor Forbes commented about the Friends Society for the North Vancouver Museum and Archives.

Councillor Forbes then read the following statement:

“There has recently been both media and community interest with respect to any role I might have played with respect to the 1971 Bylaw banning the keeping of pigeons in the District. Tonight is the first opportunity I have had to make a public statement to both Council and the community. It has always been my intention to act with integrity and the best interest of the District both as a private citizen and most recently as a Councillor. I have followed the advice given to me by the staff and the independent legal advice in this matter. Out of an abundance of caution, I recused myself from the Council discussions on the bylaw. If I have erred in any way, I assure Council and the community that it was done inadvertently and in good faith with my understanding as a new Councillor of the Conflict of Interest rules. I hope with this public statement we can turn the page on this issue and focus on providing the citizens of the District with the good governance that they deserve. Let us all get back to doing what we were elected to do and I sincerely hope that we can move forward from this and work collaboratively and collegially to do the business that the people of the District need us to do.”

Councillor Forbes requested that further training be provided to Council regarding conflicts of interest and Freedom of Information.

Mr. David Stuart, Chief Administrative Officer, stated that the training is provided in an orientation session for Council candidates and once more when officials are elected. Further training will be provided in January 2020.

9.3.5. Councillor Hanson reported on his attendance at the meeting for the North Shore Standing Committee on Substance Abuse on November 13, 2019.

9.3.6. Councillor Muri reported on her attendance at the Remembrance Day Ceremony at Cates Park on November 11, 2019 which was well supported by members of the public.

Councillor Muri requested that staff look into work placement opportunities for students from School District 44 within the municipal hall.

9.4. Metro Vancouver Committee Appointees

9.4.1. Industrial Lands Strategy Task Force – Councillor Back

Nil

9.4.2. Housing Committee – Councillor Bond

Councillor Bond reported on his attendance at the Metro Vancouver Housing Committee meeting on November 6, 2019.

9.4.3. Indigenous Relations Committee – Councillor Hanson

Nil

9.4.4. Board – Councillor Muri

Nil

9.4.5. Regional Parks Committee – Councillor Muri

Nil

9.4.6. Liquid Waste Committee – Mayor Little

Mayor Little reported on his attendance at the Metro Vancouver Liquid Waste Committee on November 14, 2019.

9.4.7. Mayors Committee – Mayor Little

Nil

9.4.8. Mayors Council - TransLink – Mayor Little

Mayor Little reported on his attendance at the Mayors Council Finance and Governance Committee on November 8, 2019.

9.4.9. Performance & Audit Committee – Mayor Little

Nil

9.4.10. Zero Waste Committee – Mayor Little

Mayor Little reported on his attendance at the Metro Vancouver Zero Waste Committee on November 15, 2019.

10. ADJOURNMENT

MOVED by Councillor MURI

SECONDED by Mayor LITTLE

THAT the November 18, 2019 Regular Meeting of Council for the District of North Vancouver is adjourned.

CARRIED
(8:35 p.m.)

Mayor

Municipal Clerk

**DISTRICT OF NORTH VANCOUVER
SPECIAL MEETING OF COUNCIL**

Minutes of the Special Meeting of the Council for the District of North Vancouver held at 7:00 p.m. on Monday, November 25, 2019 in the Council Chambers of the District Hall, 355 West Queens Road, North Vancouver, British Columbia.

Present: Mayor M. Little
Councillor J. Back
Councillor M. Bond
Councillor M. Curren
Councillor B. Forbes
Councillor J. Hanson
Councillor L. Muri

Staff: Mr. D. Stuart, Chief Administrative Officer
Ms. C. Grant, General Manager – Corporate Services
Mr. D. Milburn, General Manager – Planning, Properties & Permits
Mr. A. Wardell, General Manager – Finance/CFO
Ms. T. Atva, Manager – Community Planning
Mr. R. Danyluk, Manager – Business Planning & Decision Support
Mr. J. Gordon, Manager – Administrative Services
Mr. S. Ono, Manager – Engineering Services
Ms. C. Grafton, Manager – Strategic Communications & Community Relations
Mr. E. Iorio, Manager – Financial Services
Ms. N. Letchford, Senior Planner
Ms. A. Reiher, Confidential Council Clerk

Also in

Attendance: Ms. Sarah Stevens, Consultant, Urban Systems

1. ADOPTION OF THE AGENDA

1.1. November 25, 2019 Special Meeting Agenda

MOVED by Councillor MURI

SECONDED by Councillor FORBES

THAT the agenda for the November 25, 2019 Special Meeting of Council for the District of North Vancouver is adopted as circulated.

CARRIED

2. PUBLIC INPUT

2.1. Ms. Kim Hughes, 3600 Block Robinson Road:

- Spoke about item 8.6, noting that climate emergency is a primary concern of residents;
- Commented about eco-assets and suggested that one-hundred year old cedar trees are considered eco-assets; and,

- Commented about staff and their ability to establish long-standing relationships within the community and suggested that democratic governance and staff performance should be highly regarded.

2.2. Mr. Andy Hansen, 1100 Block Laity Street:

- Commented about his previous request to Council to reconsider the Pigeon Prohibition Bylaw;
- Spoke about the sport of fancy pigeons and suggested that feral pigeons, not domestic pigeons, are the cause of nuisance complaints and stated that domestic pets can also cause nuisance, such as excessive barking and pet waste;
- Commented about a report by the National Pigeon Association Club of Canada regarding the hobby of pigeons, and common misconceptions about pigeons;
- Suggested that real estate value would not be affected by the presence of pigeons; and,
- Offered to share knowledge and expertise with the District as the Director of the Vancouver Poultry and Fancy Pigeons Association.

2.3. Mr. Leza Muir, 1100 Block Wellington Drive:

- Requested that Council reconsider the Pigeon Prohibition Bylaw;
- Stated that the raising of domestic pigeons assists with mental health and overall wellbeing and creates a positive impact on the community;
- Suggested that hobbies allow residents to support the local economy, to keep busy and engaged and referenced an article from the Government of Australia stating the benefits of hobbies; and,
- Suggested that the topic be further researched.

2.4. Mr. Vincent Santacroce, 600 Block Rosalyn Boulevard:

- Commented about his previous public input opportunities regarding the Pigeon Prohibition Bylaw;
- Spoke about an email authored by Councillor Forbes regarding pigeons that was released through an FOI request;
- Thanked Mayor Little for calling an independent inquiry into the matter;
- Commented about the *Community Charter* restrictions on Council participation in conflicts of interest; and,
- Quoted a statement by Councillor Forbes and stated his desire to see the results of the investigation.

2.5. Mr. Peter Teevan, 1900 Block Indian River Crescent:

- Commented about his previous public input opportunities regarding conflicts of interest and commented about other occasions where it could be observed during Council meetings;
- Welcomed an inquiry into the matter of conflicts of interest and expressed support for good governance; and,
- Commented about Metro Vancouver utility rate increases.

2.6. Mr. Givo Hassko, 1300 Block 92nd Avenue:

- Queried the manner in which bylaws are passed and questioned the transparency behind them;
- Expressed concern that certain members of Council remain in their role;

- Stated that pigeons do not empty their bowels when flying; and,
- Requested that the Pigeon Prohibition Bylaw be reconsidered and investigated on the grounds of prejudice, lack of honesty and facts.

2.7. Mr. Kulwunt Dulay, 2300 Block Kirkstone Road:

- Presented pictures of his domestic pigeons flying overtop his property;
- Presented pictures and email correspondence about different types of pigeon breeds, their activities and competitions; and,
- Expressed concern about the manner in which the complaints were raised and handled regarding his domestic pigeons.

2.8. Mr. Kamalbal Singh, 2000 Block Boulevard Crescent:

- Commented favourably about the keeping of domestic pigeons;
- Suggested that to be fair, a ban on pigeons should not be exclusive and include other breeds of birds;
- Stated that the pigeons do not cause harm to property or people, rather they create a positive emotional connection; and,
- Stated that Mr. Dulay is fond of his pigeons and would not willingly give them up.

2.9. Mr. Pala Singh, 2300 Block Kirkstone Road:

- Commented about research on diseases caused by pigeons and stated that homing pigeons do not spread these diseases;
- Stated that feral birds empty their bowels in vast areas; and,
- Spoke about the public interest in the matter and requested that the Pigeon Prohibition Bylaw be reconsidered.

2.10. Mr. Eric Andersen, 2500 Block Derbyshire Way:

- Suggested that there are more pigeon keepers in the District than portrayed in the media;
- Stated that Councillor Forbes properly recused herself from discussions on the Pigeon Prohibition Bylaw and suggested that other members of Council can follow her example with respect to conflicts of interest; and,
- Suggested that training on conflict of interest would be beneficial for all members of Council.

2.11. Mr. John Harvey, 1900 Block Cedar Village Crescent;

- Requested that Councillor Hanson provide a report about the North Vancouver Police Committee and suggested that the committee's terms of reference and meetings dates be updated on the District webpage;
- Requested a meeting with the Mayor to discuss a request for the return of a bus depot in North Vancouver;
- Presented a pamphlet of 2018 local government electoral candidates and stated that four members of Council that voted on the Pigeon Prohibition Bylaw have a conflict of interest.

Mr. David Stuart, Chief Administrative Officer, commented about a recent announcement by the Mayor stating an independent review will investigate the Pigeon Prohibition Bylaw matter. He advised that the results will be made available to the public prior to the bylaw coming into effect in spring 2020.

3. RECOGNITIONS

Nil

4. DELEGATIONS

Nil

5. ADOPTION OF MINUTES

5.1. November 4, 2019 Regular Council Meeting

MOVED by Councillor BACK

SECONDED by Councillor MURI

THAT the minutes of the November 4, 2019 Regular Council meeting are adopted.

CARRIED

6. RELEASE OF CLOSED MEETING DECISIONS

Nil

7. COUNCIL WORKSHOP REPORT

Nil

8. REPORTS FROM COUNCIL OR STAFF

8.1. 2020 Utility Rate Bylaws

File No. 05.1700/2019

- 8.1.1. Bylaw 8387: Waterworks Regulation Bylaw 8387 (Amendment 65) User Charges and Service Fees for 2020 and Right of Entry Clarification**
File No. 05.1700

MOVED by Councillor HANSON

SECONDED by Councillor MURI

THAT "Waterworks Regulation Bylaw 2279, 1958, Amendment Bylaw 8387, 2020 (Amendment 65)" is given FIRST, SECOND and THIRD Readings.

CARRIED

- 8.1.2. Bylaw 8388: Sewer Bylaw 8388 (Amendment 31) User Charges and Service Fees for 2020 and Right of Entry Clarification**
File No. 05.1700

MOVED by Councillor HANSON

SECONDED by Councillor MURI

THAT "Sewer Bylaw 6656, 1994, Amendment Bylaw 8388, 2019 (Amendment 31)" is given FIRST, SECOND and THIRD Readings.

CARRIED

- 8.1.3. Bylaw 8389: Solid Waste Collection and Recycling Service Fees - 2020, Bylaw 8389**
File No. 05.1700

MOVED by Councillor HANSON

SECONDED by Councillor MURI

THAT "Solid Waste Removal Bylaw 7631, 2007, Amendment Bylaw 8389, 2019 (Amendment 17)" is given FIRST, SECOND and THIRD Readings.

CARRIED

- 8.2. Annual Review of Fees and Charges – 2020**
File No. 05.1930

MOVED by Mayor LITTLE

SECONDED by Councillor MURI

THAT "Fees and Charges Bylaw 6481, 1992 Amendment Bylaw 8401 (Amendment 63)" is given FIRST, SECOND and THIRD Readings.

CARRIED

- 8.3. Bylaws 8409, 8410 and 8411: Prohibiting Smoking in District Parks and Trails**
File No. 09.4020.20/007.000

MOVED by Councillor MURI

SECONDED by Councillor CURREN

THAT "Smoking Regulation Bylaw 7792, 2010 Amendment Bylaw 8409, 2019 (Amendment 2)" is ADOPTED;

AND THAT "Park Regulation Bylaw No. 8310, 2018 Amendment Bylaw 8411, 2019 (Amendment 1)" is ADOPTED;

AND THAT "Bylaw Notice Enforcement Bylaw 7458, 2004 Amendment Bylaw 8410, 2019 (Amendment 49)" is ADOPTED.

CARRIED

8.4. Consent to Metro Vancouver Regional Parks Service Amendment Bylaw No. 1290

File No. 01.0470.30/000.000

MOVED by Councillor MURI

SECONDED by Councillor BACK

THAT the Council of the District of North Vancouver consents to the approval of the adoption of Metro Vancouver Regional District Regional Parks Service Amending Bylaw No. 1290, 2019 on behalf of the electors.

CARRIED

8.5. 2019-2023 Financial Plan Amendment #2

File No. 05.1780/Financial Plan 2019

MOVED by Councillor MURI

SECONDED by Councillor HANSON

THAT "2019 - 2023 Financial Plan Approval Bylaw 8373, 2018 Amendment Bylaw 8413, 2019 (Amendment 2)" is given FIRST, SECOND, and THIRD Readings.

CARRIED

8.6. Targeted Official Community Plan (OCP) Review: Status Update and Council Input

File No. 13.6480.35/001.000

MOVED by Mayor LITTLE

SECONDED by Councillor HANSON

THAT the November 7, 2019 report of the Senior Community Planner entitled Targeted Official Community Plan (OCP) Review: Status Update and Council Input is received for information;

AND THAT the preliminary white paper outline as attached to the November 7, 2019 report of the Senior Community Planner entitled Targeted Official Community Plan (OCP) Review: Status Update and Council Input is endorsed.

CARRIED

9. REPORTS

9.1. Mayor

Mayor Little reported on the following:

- A visit to the Inter River Park pump track;
- His attendance at the Community Services Advisory Committee Meeting on November 20, 2019;
- His attendance at the Board of Variance Meeting on November 21, 2019;
- An upcoming visit to the Community Heritage Advisory Committee;

- An upcoming mock Council meeting for a class of Capilano University students; and,
- Spoke about the ongoing transit strike.

9.2. Chief Administrative Officer

Nil

9.3. Councillors

- 9.3.1.** Councillor Hanson reported on his attendance as Acting Mayor at the Kiwanis North Shore Housing Society's new affordable senior's development called Lynn Wood located at Whiteley Court on November 22, 2019.

9.4. Metro Vancouver Committee Appointees

9.4.1. Industrial Lands Strategy Task Force – Councillor Back

Nil

9.4.2. Housing Committee – Councillor Bond

Nil

9.4.3. Indigenous Relations Committee – Councillor Hanson

Nil

9.4.4. Board – Councillor Muri

Nil

9.4.5. Regional Parks Committee – Councillor Muri

Nil

9.4.6. Liquid Waste Committee – Mayor Little

Nil

9.4.7. Mayors Committee – Mayor Little

Nil

9.4.8. Mayors Council - TransLink – Mayor Little

Mayor Little reported on his attendance at the TransLink Investment Plan Workshop on November 22, 2019.

Councillor MURI left the meeting at 9:01 p.m. and returned at 9:02 p.m.

9.4.9. Performance & Audit Committee – Mayor Little

Nil

9.4.10. Zero Waste Committee – Mayor Little

Nil

10. ADJOURNMENT

MOVED by Councillor MURI

SECONDED by Councillor FORBES

THAT the November 25, 2019 Special Meeting of Council for the District of North Vancouver is adjourned.

CARRIED
(9:05 p.m.)

Mayor

Municipal Clerk

**DISTRICT OF NORTH VANCOUVER
PUBLIC HEARING**

**Maximum House Size in the Single-Family Residential One Acre Zone (RS-1)
Zoning Bylaw Amendment**

REPORT of the Public Hearing and Public Meeting held in the Council Chambers of the Municipal Hall, 355 West Queens Road, North Vancouver, B.C. on Tuesday, November 26, 2019 commencing at 7:03 p.m.

Present: Mayor M. Little
Councillor J. Back
Councillor M. Bond
Councillor M. Curren
Councillor B. Forbes
Councillor J. Hanson
Councillor L. Muri

Staff: Ms. T. Atva, Manager – Community Planning
Mr. J. Gordon, Manager – Administrative Services
Ms. L. Simkin, Acting Deputy Municipal Clerk
Ms. S. Dale, Confidential Council Clerk
Mr. A. Wright, Community Planner

1. OPENING BY THE MAYOR

Mayor Little 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.

Mayor Little stated that:

- 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;
- Council will use the established speakers list. At the end of the speakers list, the Chair may call on speakers from the audience;
- Each speaker will have five minutes to address Council for a first time and should begin remarks to Council by stating their name;
- After everyone who wishes to speak has spoken once, speakers will then be allowed one additional five minute presentation;
- If a written submission has been submitted there is no need to read it as it will have already been seen by Council. It can be summarized, ensuring that the comments are pertaining to these bylaw under consideration at this hearing;
- All members of the audience are asked to be respectful of one another as diverse opinions are expressed. Council wishes to hear everyone's views in an open and impartial forum;
- Everyone at the Hearing will be provided an opportunity to speak. If necessary, the Hearing will continue on a second night;
- Any additional presentations will only be allowed at the discretion of the Chair;

- 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 the bylaw is available on the side table to be viewed; and,
- 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. Louise Simkin, Acting Deputy Municipal Clerk, introduced the proposed bylaw, stating that Bylaw 8400 proposes to amend the District's Zoning Bylaw to create a maximum principal building (house) size of 540 m² (5,813 sq. ft.) within the Single-Family Residential One Acre Zone (RS-1). This proposed maximum house size would not include floor space that is commonly exempted (e.g. basements, garages, balconies, small sheds), as long as it complies with existing zoning regulations. No changes are proposed to the floor space exemptions referenced above.

3. PRESENTATION BY STAFF

Mr. Adam Wright, Planner, provided an overview of the proposal elaborating on the introduction by the Acting Deputy Municipal Clerk. Mr. Wright advised that:

- The RS-1 Zone is one of the five standard single-family residential zones in the District and the maximum permitted house size in these zones varies based on lot size, up to a maximum limit;
- Council has expressed concern that the RS1 Zone is the only single-family residential zone that does not currently have a maximum house size in the Zoning Bylaw;
- Staff recommended establishing a maximum house size for the RS1 Zone that aligns with the maximum house size currently permitted in the RS2 Zone, as the RS1 and RS2 Zones generally contain the largest single-family residential lots in the District and have lots comparable in size;
- A maximum house size in the RS1 Zone seeks to support Council's interest in preserving residential neighbourhood character and retaining natural areas including greenspace and tree coverage in the community;
- District staff invited input from RS1 property owners on the proposed maximum house size;
- A total of two hundred and thirty letters were sent to property owners in the RS1 Zone and thirteen responses were received;
- Some respondents noted concerns about potential reductions in property value and restrictions on property rights and some owners also indicated that the proposed maximum house size was too small;
- Staff responded to all enquiries and additional letters were sent to notify property owners that this matter was referred to tonight's public hearing;
- The additional letters also clarified that the proposed maximum house size of 5,813 sq. ft. would not include floor area currently exempted, such as a basement, balcony, parking garage and other accessory structures;

- Staff reviewed properties in the RS1 Zone that could be impacted by the proposed bylaw;
- The proposed maximum house size would only impact lots larger than 15,608 sq. ft. as lots under this size are already limited to a house size less than the maximum being proposed tonight;
- Staff determined that there are approximately fifty-one privately-owned lots that could be impacted by the proposed bylaw;
- Under existing regulations, a 20,000 sq. ft. lot could permit a new house of approximately 7,350 sq. ft. plus currently exempted area, such as a basement; and,
- Under the proposed bylaw, the same 20,000 sq. ft. property could permit a new house of 5,813 sq. ft., plus currently exempted area.

4. REPRESENTATIONS FROM THE PUBLIC

4.1. Mr. Rino Aufiero and Kay Kreuchen, 400 Block Lonsdale Avenue:

- Spoke in opposition to the proposed maximum house size;
- Expressed concern about the possible reduction in property value;
- Commented that there should be a relationship between lot size and house size;
- Opined that large homes should be allowed on the outskirts of urban areas; and,
- Urged Council to reconsider the proposed bylaw.

4.2. Mr. Gordon Zamailo, 4200 Block St. Mary's Avenue:

- Stated that the proposed bylaw is too restrictive;
- Expressed concern that the property value of large lots may be effected; and,
- Commented that the proposed bylaw will limit the ability to tenant family members or caregivers.

4.3. Mr. George McKay, 2700 Block Dollarton Highway:

- Spoke in opposition to the proposed bylaw;
- Opined that more community engagement is needed;
- Suggested looking at other municipalities and how this has been enforced; and,
- Commented on the unique character of these homes.

4.4. Mr. Mitchel Baker, 600 Block Mt. Seymour Drive:

- Expressed concern that there are only fifty-one properties that may be effected by the proposed bylaw and questioned if this is necessary;
- Commented that larger homes allow families to live together and creates more affordable housing options;
- Spoke to the form and character of the current lots; and,
- Opined that subdividing these lots is not aesthetically pleasing.

4.5. Mr. Stephen Chæeseman, 4300 Block Prospect Road:

- Commented that the proposed bylaw is too restrictive when trying to build a home that is unique; and,
- Spoke to the District's Good Neighbour Program.

4.6. Mr. George McKay: SPEAKING A SECOND TIME

- Opined that multi-generational homes create diversity in neighborhoods; and,
- Spoke to the challenging topography in the District.

4.7. Mr. Rino Aufiero and Kay Kreuchen: SPEAKING A SECOND TIME

- Commented on the natural environmental constraints that limit what can be built on a lot.

4.8. Mr. Gordon Zamailo: SPEAKING A SECOND TIME

- Spoke to the opportunity for multi-generational housing;
- Commented that if the size of the home is restricted subdivision should be allowed;
- Expressed concern that the property value of large lots may be effected; and,
- Urged Council to reconsider the proposed bylaw.

4.9. Mr. Mitchel Baker: SPEAKING A SECOND TIME

- Opined that large homes should be allowed if the lot supports it; and,
- Expressed concern that the property value of large lots may be effected.

4.10. Mr. Stephen Cheeseman: SPEAKING A SECOND TIME

- Noted that only fifty-one lots are effected;
- Suggested that larger homes create unique character in neighbourhoods; and,
- Stated that the proposed bylaw is too restrictive and not necessary.

4.11. Mr. William Siu, Riverside Drive:

- Noted that there will be unusable space on large properties if the house size is minimized.

4.12. Mr. Corrie Kost, 2800 Block Colwood Drive:

- Spoke to the perception of fairness;
- Commented that subdivision could be challenging and needs to be addressed before restricting house sizes on large property lots; and,
- Noted that BC Assessment Authority determines property value.

In response to a question from Council, staff advised that there are fifty-one privately-owned lots that could be impacted or affected by the proposal as some properties do not have fire access or engineering services which are likely to prevent them from obtaining a building permit. It was noted that a notice was sent to all property owners within the Single-Family Residential One Acre Zone (RS1).

In response to a question from Council, staff advised that approximately ten properties would be eligible to subdivide.

In response to a question from Council, staff advised that maximum principal building size does not include exempted floor space permitted in the Zoning Bylaw such as basements less than 1.2m (4 ft.) exposed parking structures up to 37.16m² (400 sq. ft.) depending on lot size, balconies and verandas up to 10% of the floor area, accessory structures (e.g. sheds) up to 25m² (269 sq. ft.) and trellises, pergola and other open sided structures up to 18m² (194 sq. ft.).

4.13. 4.13. Mr. Gordon Zamailo: SPEAKING A THIRD TIME

- Commented that the proposed bylaw is too restrictive and that the property owners need to be treated fair.

4.14. Mr. Mitchel Baker: SPEAKING A THIRD TIME

- Commented that the proposed bylaw is unreasonable and the property owners are being penalized.

4.15. Mr. Kay Kreuchen: SPEAKING A THIRD TIME

- Urged Council to not over-restrict these properties.

4.16. Mr. Stephen Cheeseman: SPEAKING A THIRD TIME

- Spoke to the hardship of building on a slope and the challenging topography of the District.

4.17. Mr. George McKay: SPEAKING A THIRD TIME

- Encouraged staff to better engage the community;
- Suggested working with the effected property owners;
- Commented that basements are not good for peoples well-being or the environment; and,
- Noted that residents enjoy having amenities in their homes.

4.18. Mr. George Martins, 4300 Block St. Mary's Avenue:

- Commented that the design of the home has more of an impact on the environment then the size of the home;
- Commented that the proposed bylaw is too restrictive;
- Opined that rezoning and subdivision should be allowed if the house size is limited; and,
- Noted that larger homes provide the opportunity for multi-generation living.

4.19. Mr. William Siu, SPEAKING A SECOND TIME:

- Commented that his home was purchased as an investment and feels like he is being punished.

4.20. Mr. Norman Libel, Lynn Valley Resident:

- Commented that larger homes provides more diverse housing options; and,
- Noted that there are many ways to lessen environmental impacts.

In response to a question from Council, staff advised that information was collected on the number and size of properties and houses in the RS-1 Zone from approved building permits and District mapping information (GIS). Staff reviewed properties in the RS-1 and RS-2 Zones and found that the size of privately owned lots were comparable across the two zones. The average lot size for RS1 and RS2 Zones are estimated at between 25,000-30,000 sq. ft. for privately-owned (non-government owned) lots.

In response to a question from Council, staff advised that this proposal responds to various concerns from Council dating back to October 2015 which include:

- Reducing construction-related impacts to neighbouring residents;
- Preserving greenspace, tree-coverage and environmental features in the community;
- Preserving neighbourhood residential character; and,

- Bringing the RS-1 Zone into alignment with similar regulations for all other single-family residential zones.

In response to a question from Council, staff advised that owners are free to apply for development applications on their property and applications would be considered on a case-by-case basis. The application would consider the specific proposal and site against relevant District regulations.

5. COUNCIL RESOLUTION

MOVED by Councillor HANSON

SECONDED by Councillor MURI

THAT the November 26, 2019 Public Hearing is closed;

AND THAT "District of North Vancouver Rezoning Bylaw 1389 (Bylaw 8400)" be returned to Council for further consideration.

CARRIED

Opposed: Councillors BACK, BOND and FORBES
(8:48 pm)

CERTIFIED CORRECT:



Confidential Council Clerk

**DISTRICT OF NORTH VANCOUVER
REGULAR MEETING OF COUNCIL**

Minutes of the Regular Meeting of the Council for the District of North Vancouver held at 7:04 p.m. on Monday, December 2, 2019 in the Council Chambers of the District Hall, 355 West Queens Road, North Vancouver, British Columbia.

Present: Mayor M. Little
Councillor J. Back
Councillor M. Bond
Councillor M. Curren
Councillor B. Forbes
Councillor J. Hanson
Councillor L. Muri

Staff: Mr. A. Wardell, Acting Chief Administrative Officer
Mr. G. Joyce, General Manager – Engineering, Parks & Facilities
Mr. D. Milburn, General Manager – Planning, Properties & Permits
Ms. T. Atva, Manager – Community Planning
Mr. J. Gordon, Manager – Administrative Services
Ms. J. Paton, Manager – Development Planning & Engineering
Ms. M. Samuda, Energy Manager – Engineering Services
Ms. N. Letchford, Senior Planner
Ms. A. Reiher, Confidential Council Clerk

1. ADOPTION OF THE AGENDA

1.1. December 2, 2019 Regular Meeting Agenda

**MOVED by Councillor FORBES
SECONDED by Councillor BACK**

THAT the agenda for the December 2, 2019 Regular Meeting of Council for the District of North Vancouver is adopted as circulated.

CARRIED

2. PUBLIC INPUT

2.1. Ms. Kim Hughes, 3600 Block Robinson Road:

- Commented about item 8.7 and expressed concern about the loss of trees at Lynn Canyon Park;
- Expressed concern about the public consultation process and stated that other options were not explored for the conservation of the trees; and,
- Requested a moment of silence for the trees.

2.2. Mr. Roger Bayley, 300 Block Harbour Avenue:

- Spoke in support of item 8.7 and commented about the current status of building technology for zero-carbon energy systems;
- Commented about domestic hot water use and metering and stated that the provincial step-code does not limit carbon emissions; and,

- Commented about the need to balance energy conservation and housing affordability.
- 2.3. Ms. Charlotte Connor, 900 Block Witchurch Street:**
- Spoke in support of item 8.7 and commented about air to water source heat pump technology for buildings, stating that it is a cost effective option for consumers;
 - Suggested that the advocacy of low-carbon and zero-carbon emission for mechanical systems has impacted the policy of the District of North Vancouver and other municipalities; and,
 - Opined that the District has shown leadership in this technology with the installation of the heat pump at the Delbrook Community Centre and commented about other projects by developers using this technology.
- 2.4. Ms. Christy Gold, 1700 Block Scott Road and Ms. Leonora Moore, 1300 Block Canfield Crescent:**
- Spoke in support of item 8.5;
 - Suggested that the proposal meets the design guidelines of the Edgemont Village Plan and Design Guidelines and addresses input and concerns by Canfield residents; and,
 - Requested that Council support the project.
- 2.5. Mr. Phillipe Morris-Parent, 4400 Block Hoskins Road:**
- Expressed support for item 8.7 and requested that the recommendations be implemented.
- 2.6. Ms. Morag Keegan-Henry, 1300 Block Pendrell Street:**
- Spoke in favour of item 8.7 and as an organizer of Force of Nature;
 - Commented favourably about the recommendations in the staff report and suggested there be annual measuring and reporting; and,
 - Recommended there be sufficient funding and resources to implement the plan.
- 2.7. Mr. Charlie Campbell, 100 Block West Osbourne Road:**
- Spoke about item 8.7 and stated that it is important to do as much as possible for climate change.
- 2.8. Ms. Sandy Goldie, 2500 Block Masefield Road:**
- Spoke about item 8.7 and stated that it is important to act quickly to address climate change;
 - Stated that residents are willing to pay for livability; and,
 - Suggested that Council tax residents to enable sustainable living.
- 2.9. Mr. Michael Oord, 1700 Block Scott Road and Mr. Martin Rick, 2300 Block Canfield Crescent:**
- Spoke favourably about item 8.5;
 - Commented about the safety aspects of the design for Canfield Street;
 - Commented about the Official Community Plan (OCP) as it relates to townhomes and expressed support for the project.

2.10. Mr. Adrian Chaster, 3000 Block Crescentview Drive:

- Commented about item 8.5, the Edgemont Village Plan and Design Guidelines and subsequent development in the village;
- Commented about construction fatigue in the village and spoke regarding the support by Canfield Street residents of the proposal; and,
- Suggested that the proposal may provide younger generations an opportunity to relocate to the village.

2.11. Mr. Peter Teevan, 1900 Block Indian River Crescent:

- Commented about continuous improvement management and its philosophy and how it may be applied to municipal development; and,
- Requested that Council bring about incremental change.

2.12. Mr. Dave Currey, 700 Block Blueridge Avenue:

- Commented about the decision by the District to not participate in the North Shore Work Force Housing study and requested that Council reconsider their decision; and,
- Expressed concern about daily congestion on the North Shore and its impact on retaining a work force.

3. RECOGNITIONS

Nil

4. DELEGATIONS

4.1. Rental, Social and Affordable Housing Task Force

Re: Update from Rental, Social and Affordable Housing Task Force

Mr. Michael Sadler and Ms. Katherine Fagerlund, Rental and Affordable Housing Task Force, provided an overview of the task force structure, membership, communications and meetings. They discussed the framework and main goals of the task force and stated that a preliminary report should be presented to Council by spring 2020.

MOVED by Councillor HANSON

SECONDED by Councillor MURI

THAT the delegation of the Rental, Social and Affordable Housing Task Force is received for information.

CARRIED

5. ADOPTION OF MINUTES

5.1. November 19, 2019 Public Hearing

MOVED by Councillor BACK

SECONDED by Councillor BOND

THAT the minutes of the November 19, 2019 Public Hearing are received.

CARRIED

6. RELEASE OF CLOSED MEETING DECISIONS

Nil

7. COUNCIL WORKSHOP REPORT

Nil

8. REPORTS FROM COUNCIL OR STAFF

MOVED by Mayor LITTLE

SECONDED by Councillor FORBES

THAT items 8.2, 8.3, 8.4, 8.8 and 8.9 are included in the Consent Agenda and be approved without debate.

CARRIED

8.1. Bylaw 8360: Updated Coach House Program (Rezoning)

File No. 13.6480.30/003.000

MOVED by Councillor BACK

SECONDED by Councillor HANSON

THAT "District of North Vancouver Rezoning Bylaw 1382 (Bylaw 8360)" is given SECOND and THIRD Readings.

CARRIED

8.2. Bylaw 8413: 2019-2023 Financial Plan Approval Bylaw 8373, 2018

File No. 09.3900.20/000.000

MOVED by Mayor LITTLE

SECONDED by Councillor FORBES

THAT "2019-2023 Financial Plan Approval Bylaw 8373, 2018, Amendment Bylaw 8413, 2019 (Amendment 2)" is ADOPTED.

CARRIED

8.3. Bylaw 8387: Waterworks Regulation Bylaw 2279, 1958

Bylaw 8388: Sewer Bylaw 6656, 1994

Bylaw 8389: Solid Waste Removal Bylaw 7631, 2007

File No. 09.3900.20/000.000

MOVED by Mayor LITTLE
SECONDED by Councillor FORBES

THAT "Waterworks Regulation Bylaw 2279, 1958, Amendment Bylaw 8387, 2019 (Amendment 65)" is ADOPTED.

THAT "Sewer Bylaw 6656, 1994, Amendment Bylaw 8388, 2019 (Amendment 31)" is ADOPTED.

THAT "Solid Waste Removal Bylaw 7631, 2007, Amendment Bylaw 8389, 2019 (Amendment 17)" is ADOPTED.

CARRIED

8.4. Bylaw 8401: Fees and Charges Bylaw 6481, 1992
File No. 09.3900.20/000.000

MOVED by Mayor LITTLE
SECONDED by Councillor FORBES

THAT "Fees & Charges Bylaw 6481, 1992 Amendment Bylaw 8401 (Amendment 63)" is ADOPTED.

CARRIED

8.5. 3155 and 3175 Canfield Crescent – 8 Unit Townhouse Project – Detailed OCP Amendment and Rezoning Application
File No. 08.3060.20/051.18

Public Input:

Ms. Joelle Calof, 3100 Block Canfield Crescent:

- Spoke in favour of the item and commented about Canfield Crescent residents and the Edgemont Village Plan and Design Guidelines;
- Spoke regarding work for the proposal and its significance for the community; and,
- Requested that Council support the passive house proposal.

MOVED by Councillor HANSON
SECONDED by Councillor MURI

THAT Council's consideration of the OCP amendment and rezoning application be deferred until after the targeted review of the Official Community Plan.

CARRIED

Opposed: Councillors BACK, BOND and CURREN

Councillor BOND declared a potential conflict of interest in the following matter stating that he is a Board member of an organization that applied for a Community Heritage Grant. He also stated that as a member of the Community Heritage Advisory Committee, he also recused himself from discussion on the matter at the committee meeting.

Councillor BOND left the meeting at 8:53 p.m.

8.6. 2019 Community Heritage Grants Program

File No. 13.6800.01/010.000

MOVED by Councillor MURI

SECONDED by Councillor BACK

THAT the seven 2019 District of North Vancouver Community Heritage Grants detailed in the November 15, 2019 joint report of the Community Planner and Community Planning Assistant entitled 2019 Community Heritage Grants Program are APPROVED;

AND THAT \$2,479 is drawn from the Community Heritage Grants Fund held with the North Shore Community Foundation to be disbursed as outlined in the November 15, 2019 joint report of the Community Planner and Community Planning Assistant entitled 2019 Community Heritage Grants Program;

AND THAT \$1,000 is drawn from Council's contingency fund to be disbursed as outlined in the November 15, 2019 joint report of the Community Planner and Community Planning Assistant entitled 2019 Community Heritage Grants Program.

CARRIED

Absent for Vote: Councillor BOND

8.7. Final Draft IMPACT2050: Community Energy and Emissions Plan

File No. 13.6770/ENV Energy DNV/File

Public Input:

Mr. John Miller, 2300 Block Bellevue Avenue:

- Expressed support for the Community Energy and Emissions Plan and commented about the climate crisis and other health and social crisis in the community; and,

Councillor BOND returned to the meeting at 9:03 p.m.

- Spoke about the Council of Canadians movement for Green New Deal for action on climate change, to reduce inequality and strengthen democracy and encouraged Council to participate.

MOVED by Councillor CURREN
SECONDED by Councillor MURI

THAT the IMPACT2050: Community Energy and Emissions Plan (CEEP) is APPROVED;

AND THAT staff is directed to report back on the following aspects of, or potential additions to, the CEEP in or before Fall 2020:

1. Moving toward zero use of fossil fuels by January 2021 for projects involving rezoning and earlier than 2026 for buildings not requiring rezoning, where feasible and where legislation permits;
2. Further analysis of the energy reduction targets and how these may be influenced by the reduced use of fossil fuels; and,
3. The potential impacts and accounting of embodied energy and emissions and natural forms of carbon sequestration.

CARRIED

8.8. Bylaws 8340, 8341, 8343 and 8346: Non-Medical Retail Cannabis
File No. 09.3900.20/000.000

MOVED by Mayor LITTLE
SECONDED by Councillor FORBES

THAT "District of North Vancouver Rezoning Bylaw 1379 (Bylaw 8340)" is ADOPTED;

AND THAT "Business Licence Bylaw 4567, 1974, Amendment Bylaw 8341, 2019 (Amendment 50)" is ADOPTED;

AND THAT "Fees & Charges Bylaw 6481, 1992 Amendment Bylaw 8343, 2019 (Amendment 59)" is ADOPTED;

AND THAT "Bylaw Notice Enforcement Bylaw 7458, 2004 Amendment Bylaw 8346, 2019 (Amendment 40)" is ADOPTED.

CARRIED

8.9. Bylaw 8414: Taxicab Regulation Bylaw Repeal Bylaw
File No. 09.3900.20/000.000

MOVED by Mayor LITTLE
SECONDED by Councillor FORBES

THAT "Taxicab Regulation Bylaw, No. 7613, Repeal Bylaw 8414, 2019" is given FIRST, SECOND and THIRD Readings.

CARRIED

9. REPORTS

9.1. Mayor

Mayor Little reported on his attendance at the Parade of Trees Lighting Ceremony at the Lynn Valley Plaza on December 1, 2019.

9.2. Chief Administrative Officer

Nil

9.3. Councillors

- 9.3.1.** Councillor Back reported on his attendance at the:
- Parade of Trees Lighting Ceremony at the Lynn Valley Plaza on December 1, 2019; and,
 - CivX 2019 Conference on November 28, 2019.

- 9.3.2.** Councillor Muri wished residents a happy holiday on behalf of District Council.

9.4. Metro Vancouver Committee Appointees

9.4.1. Industrial Lands Strategy Task Force – Councillor Back

Nil

9.4.2. Housing Committee – Councillor Bond

Nil

9.4.3. Indigenous Relations Committee – Councillor Hanson

Nil

9.4.4. Board – Councillor Muri

Nil

9.4.5. Regional Parks Committee – Councillor Muri

Nil

9.4.6. Liquid Waste Committee – Mayor Little

Nil

9.4.7. Mayors Committee – Mayor Little

Nil

9.4.8. Mayors Council - TransLink – Mayor Little

Mayor Little reported on his attendance at the TransLink Mayor's Council meeting on November 28, 2019.

9.4.9. Performance & Audit Committee – Mayor Little

Nil

9.4.10. Zero Waste Committee – Mayor Little

Nil

10. ADJOURNMENT

MOVED by Councillor MURI

SECONDED by Councillor HANSON

THAT the December 2, 2019 Regular Meeting of Council for the District of North Vancouver is adjourned.

CARRIED
(9:45 p.m.)

Mayor

Municipal Clerk

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REPORTS

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AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>January 20, 2020</u>
<input type="checkbox"/> Other:	Date: _____

Dept. Manager	GM/ Director	CAO
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The District of North Vancouver REPORT TO COUNCIL

January 8, 2020

File: 09.3900.20/000.000

AUTHOR: James Gordon, Municipal Clerk

SUBJECT: Bylaw 8360 and 8361: Updated Coach House Program

RECOMMENDATION:

THAT "District of North Vancouver Rezoning Bylaw 1382 (Bylaw 8360)" is ADOPTED;

AND THAT "Bylaw Notice Enforcement Bylaw 7458, 2004, Amendment Bylaw 8361, 2019 (Amendment 41)" is ADOPTED.

BACKGROUND:

Bylaw 8360 received First Reading on October 28, 2019. A Public Hearing was held and closed on November 19, 2019. Bylaw 8360 subsequently received Second and Third Readings on December 2, 2019.

Bylaw 8361 received First, Second and Third Readings on October 28, 2019.

Pursuant to section 52(3)(a) of the *Transportation Act*, Bylaw 8360 received approval from the Ministry of Transportation and Infrastructure on January 8, 2020.

The bylaws are now ready to be considered for Adoption by Council.

OPTIONS:

1. Adopt the bylaws;
2. Give no further Readings to the bylaws and abandon the bylaws at Third Reading;
or,
3. Rescind Third Reading, debate possible amendments to the bylaws and return Bylaw 8360 to a new Public Hearing if required.

Respectfully submitted,



James Gordon
Municipal Clerk

Attachments:

- Bylaw 8360
- Bylaw 8361
- Staff Report dated November 20, 2019

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

The Corporation of the District of North Vancouver

Bylaw 8360

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

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

Citation

1. This bylaw may be cited as "District of North Vancouver Rezoning Bylaw 1382 (Bylaw 8360)".

Amendments

2. District of North Vancouver Zoning Bylaw 3210, 1965 is amended as follows:
 - a) In Part 2 Interpretation,
 - i. Adding the following definitions in alphabetical order among the existing definitions:

"coach house" means an accessory dwelling unit that is detached from a single-family residential building on a lot in a zone that permits a single-family residential building;
 - ii. Within the definition for "secondary suite" replacing "accessory dwelling unit" with "accessory dwelling unit that is attached to a single-family residential building".
 - iii. Within the definition for "veranda" replacing "single family residential building" with "single family residential building or coach house".
 - b) In Part 4 General Regulations, Section 410(1)(e) replacing the two occurrences of "accessory buildings containing secondary suites" with "coach houses".
 - c) In Part 5 Residential Zone Regulations:
 - i. Re-numbering Section 501.1(b)(ii) "home occupations" to Section 501.1(b)(i).
 - ii. Section 501.1(b)(iii), after subsection b) adding "c) a secondary suite is not permitted if there is a coach house on a single-family residential lot;", and renumbering the subsequent subsections.
 - iii. Section 501.1(b)(iv), after the semicolon removing "and,"

iv. Section 501.1(b)(v), removing the period and replacing it with “; and,”

v. Section 501.1(b) after subsection (v), adding the following:

(vi) coach houses subject to the following conditions:

- a) coach houses are not permitted outside the Urban Containment Boundary as per the District of North Vancouver’s Official Community Plan, as may be amended from time to time;
- b) coach houses are not permitted in any zone other than single-family residential zones;
- c) coach houses are subject to the size, shape and siting regulations in Section 502.5;
- d) only one coach house is permitted on a single-family residential lot;
- e) a coach house is not permitted if there is a secondary suite on a single-family residential lot;
- f) the owner of a single-family residential lot must be a resident of either the coach house or the principal residential dwelling unit; and
- g) a single-family residential building containing more than one boarder or lodger may not have a coach house on that lot.

d) In Part 5 Residential Zone Regulations, adding the following after 502.4:

502.5 Coach house regulations: regulations in Table 502.5 apply to any lot upon which a coach house is located. The combination regulations in relation to multiple accessory buildings do not apply to coach houses. In the event of a conflict between any regulation in Table 502.5 and any other regulation in this Bylaw, the regulation in Table 502.5 shall apply:

Element	Regulation
Coach House Lot width	15m (49.2 ft.) minimum
Coach House Lot depth for corner lots without open lane access	36.5m (120 ft.) minimum
Coach House Lot Vehicle Access	
a) where abutting an open lane	Vehicle access must be from a street classified as a lane where the lane is open to vehicle travel.
b) on a corner lot without open lane access	Vehicle access must be from a street classified as a local street.

Coach House Siting	Must be sited to the rear of a principal dwelling.
Coach House Setbacks <ul style="list-style-type: none"> a) rear <ul style="list-style-type: none"> - when parcel abuts an open lane - when parcel does not abut an open lane b) side c) flanking street d) separation between principal building and coach house, including attached structures more than 0.91m (3 ft.) above grade e) Ocean Natural Boundary Line 	1.2m (4 ft.) minimum 3.1m (10 ft.) minimum 1.2m (4 ft.) minimum 3.1m (10 ft.) minimum 6.1m (20 ft.) minimum 7.62m (25 ft.) minimum
Required Rear Yard Coverage	No maximum
Coach House Floor Space Ratio Exemptions <ul style="list-style-type: none"> a) Energy efficient construction <ul style="list-style-type: none"> - Step 4 of the Energy Step Code - Step 5 of the Energy Step Code b) Veranda c) Miscellaneous 	The following exemptions apply (exemptions for principal dwellings do not apply to coach houses): 2.8m ² (30 sq.ft.) maximum 8.4m ² (90 sq.ft.) maximum 4.6m ² (50 sq.ft.) maximum Floor area under sloped ceilings, not exceeding a floor to ceiling height of 1.2m (4 ft.).
Coach House Size	90m ² (968 sq.ft.) maximum excluding exemptions
Coach House Height	Measured from top of slab

<p>a) Roof slope of less than 3 in 12</p> <p>b) Roof slope of 3 in 12 or greater</p> <p>c) Energy Step Code</p> <ul style="list-style-type: none"> - Step 4 of the Energy Step Code - Step 5 of the Energy Step Code 	<p>3.7m (12 ft.) maximum</p> <p>4.5m (15 ft.) maximum</p> <p>Additional 0.15m (0.5 ft.) in height</p> <p>Additional 0.3m (1 ft.) in height</p> <p>Energy Step Code height bonus is not cumulative.</p>
Coach House Living Room Size	Except in the case of a coach house that is a studio, a coach house must have at least one living room, that is not a bedroom, that is at least 16.7m ² (180 sq.ft.), with either the room length or width at least 2.1m (7 ft.). This living room may contain a combined kitchen, living, and dining area.
Coach House Bedroom Size	If the coach house has at least one bedroom (not a studio unit), at least one bedroom must have a minimum area of 8.4m ² (90 sq.ft.), with either the room length or width at least 2.1m (7 ft.).
Pedestrian Access	<p>A minimum 0.9m (3 ft.) wide pedestrian walkway must be provided to the coach house entrance from either:</p> <ul style="list-style-type: none"> a) the side lot line on a flanking street of a corner lot, or b) the front lot line of a lot that is not a corner lot.
Coach House Private Outdoor Patio, Deck or Veranda Space	At least one patio, deck or veranda must have a minimum area of 4.5m ² (48 sq.ft.) with one dimension at least 1.8m (6 ft.).
Coach House Basement	Not permitted
Coach House Rooftop Deck	Not permitted

Parking	
a) Enclosed stall	Not more than 1 parking stall may be fully-enclosed within a coach house structure.
b) Location on corner lot	Where there is an adjacent flanking street, parking stalls must be located adjacent to the interior side lot line.

Table 502.5

- e) In Part 10 Off-Street Parking Space and Loading Space Regulations, Section 1001 Required Off-Street Parking Spaces,

- i. Removing the following row:

2. Single family residential building with suite	3 per building (Bylaw 6922)
--	-----------------------------

and replacing with the following row:

2. Single family residential lot with a secondary suite or a coach house	1 space in addition to the Base Rate.
--	---------------------------------------

- f) Part 12 Enforcement, Section 1207 Ticketing,

- i. Removing the following after "More than One Secondary Suite":

Secondary Suite Exceed Floor Area	501.1(a)(iii)(c)	\$200.00
Secondary Suite Not Owner Occupied	501.1(a)(iii)(c)	\$200.00
Un-permitted Secondary Suite	501.1(a)(iii)(d)	\$200.00
Un-permitted Boarder/Lodger	501.1(a)(iii)(d)	\$200.00

and replacing with the following:

Un-permitted Secondary Suite with Coach House	501.1(b)(iii)c)	\$200.00
Secondary Suite Not Owner Occupied	501.1(a)(iii)(d)	\$200.00
Un-permitted Boarder/Lodger	501.1(a)(iii)(e)	\$200.00
Un-permitted Secondary Suite	502.3	\$200.00
Secondary Suite Exceed Floor Area	502.4	\$200.00

- ii. Adding the following after "Secondary Suite Exceed Floor Area":

Coach House outside Urban Containment Boundary	501.1(b)(vi)a)	\$200.00
Coach House in Un-permitted Zone	501.1(b)(vi)b)	\$200.00
More than one Coach House	501.1(b)(vi)d)	\$200.00
Un-permitted Coach House with Secondary Suite	501.1(b)(vi)e)	\$200.00
Owner Not Residing in Coach House or Principal Residential Dwelling Unit	501.1(b)(vi)f)	\$200.00
Un-permitted Boarder/Lodger	501.1(b)(vi)g)	\$200.00
Un-permitted Coach House	502.5	\$200.00

READ a first time October 28th, 2019

PUBLIC HEARING held November 19th, 2019

READ a second time December 2nd, 2019

READ a third time December 2nd, 2019

Certified a true copy of "Bylaw 8360" as at Third Reading

Municipal Clerk

APPROVED by the Ministry of Transportation and Infrastructure on January 8th, 2020

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

The Corporation of the District of North Vancouver

Bylaw 8361

A bylaw to amend Bylaw Notice Enforcement Bylaw 7458, 2004

The Council for The Corporation of The District of North Vancouver enacts the following:

Citation

1. This bylaw may be cited as "Bylaw Notice Enforcement Bylaw 7458, 2004, Amendment Bylaw 8361, 2019 (Amendment 41)".

Amendments

2. Bylaw Notice Enforcement Bylaw 7458, 2014 is amended as follows:

a) Under the heading "Zoning Bylaw 3210, 1965",

- i. Between the rows "501.1(b)(iii)b) More than One Secondary Suite" and "501.1(b)(iii)c) Secondary Suite Not Owner Occupied" adding the following:

501.1(b)(iii)c)	Un-permitted Secondary Suite with Coach House	200	150	300	NO	N/A
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- ii. Renumbering the row "501.1(b)(iii)c) Secondary Suite Not Owner Occupied" to "501.1(b)(iii)d)";
- iii. Renumbering the row "501.1(b)(iii)d) Un-permitted Boarder/Lodger" to "501.1(b)(iii)e)";
- iv. Adding the following after the row "502.4 Secondary Suite Exceed Floor Area":

501.1(b)(vi)a)	Coach House outside Urban Containment Boundary	200	150	300	NO	N/A
501.1(b)(vi)b)	Coach House in Un-permitted Zone	200	150	300	NO	N/A
501.1(b)(vi)d)	More than one Coach House	200	150	300	NO	N/A
501.1(b)(vi)e)	Un-permitted Coach House with Secondary Suite	200	150	300	NO	N/A
501.1(b)(vi)f)	Owner Not Residing in Coach House or Principal Residential Dwelling Unit	200	150	300	NO	N/A
501.1(b)(vi)g)	Un-permitted Boarder/Lodger	200	150	300	NO	N/A

502.5	Un-permitted Coach House	200	150	300	NO	N/A
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READ a first time October 28th, 2019

READ a second time October 28th, 2019

READ a third time October 28th, 2019

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>December 2, 2019</u>
<input type="checkbox"/> Other:	Date: _____

 Dept. Manager	 GM/ Director	 CAO
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The District of North Vancouver REPORT TO COUNCIL

November 20, 2019
File: 13.6480.30/003.000.000

AUTHOR: James Gordon, Municipal Clerk

SUBJECT: Bylaw 8360: Updated Coach House Program (Rezoning)

RECOMMENDATION:

THAT "District of North Vancouver Rezoning Bylaw 1382 (Bylaw 8360)" is given SECOND and THIRD Readings.

BACKGROUND:


Bylaw 8360 received First Reading on October 28, 2019. A Public Hearing was held and closed on November 19, 2019.

The bylaw is ready to be considered for Second and Third Readings by Council.

OPTIONS:

1. Give the bylaw Second and Third Readings;
2. Give no further Readings to the bylaw and abandon the bylaw at First Reading; or,
3. Debate possible amendments to the bylaw at Second Reading and return Bylaw 8360 to a new Public Hearing if required.

Respectfully submitted,


James Gordon
Municipal Clerk

Attachments:

- Bylaw 8360
- Public Hearing Report – November 19, 2019
- Staff report dated October 11, 2019

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

The Corporation of the District of North Vancouver**Bylaw 8360**

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

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

Citation

1. This bylaw may be cited as "District of North Vancouver Rezoning Bylaw 1382 (Bylaw 8360)".

Amendments

2. District of North Vancouver Zoning Bylaw 3210, 1965 is amended as follows:
 - a) In Part 2 Interpretation,
 - i. Adding the following definitions in alphabetical order among the existing definitions:

"coach house" means an accessory dwelling unit that is detached from a single-family residential building on a lot in a zone that permits a single-family residential building;
 - ii. Within the definition for "secondary suite" replacing "accessory dwelling unit" with "accessory dwelling unit that is attached to a single-family residential building".
 - iii. Within the definition for "veranda" replacing "single family residential building" with "single family residential building or coach house".
 - b) In Part 4 General Regulations, Section 410(1)(e) replacing the two occurrences of "accessory buildings containing secondary suites" with "coach houses".
 - c) In Part 5 Residential Zone Regulations:
 - i. Re-numbering Section 501.1(b)(ii) "home occupations" to Section 501.1(b)(i).
 - ii. Section 501.1(b)(iii), after subsection b) adding "c) a secondary suite is not permitted if there is a coach house on a single-family residential lot;" and renumbering the subsequent subsections.
 - iii. Section 501.1(b)(iv), after the semicolon removing "and,"

iv. Section 501.1(b)(v), removing the period and replacing it with “; and,”

v. Section 501.1(b) after subsection (v), adding the following:

(vi) coach houses subject to the following conditions:

- a) coach houses are not permitted outside the Urban Containment Boundary as per the District of North Vancouver's Official Community Plan, as may be amended from time to time;
- b) coach houses are not permitted in any zone other than single-family residential zones;
- c) coach houses are subject to the size, shape and siting regulations in Section 502.5;
- d) only one coach house is permitted on a single-family residential lot;
- e) a coach house is not permitted if there is a secondary suite on a single-family residential lot;
- f) the owner of a single-family residential lot must be a resident of either the coach house or the principal residential dwelling unit; and
- g) a single-family residential building containing more than one boarder or lodger may not have a coach house on that lot.

d) In Part 5 Residential Zone Regulations, adding the following after 502.4:

502.5 Coach house regulations: regulations in Table 502.5 apply to any lot upon which a coach house is located. The combination regulations in relation to multiple accessory buildings do not apply to coach houses. In the event of a conflict between any regulation in Table 502.5 and any other regulation in this Bylaw, the regulation in Table 502.5 shall apply:

Element	Regulation
Coach House Lot width	15m (49.2 ft.) minimum
Coach House Lot depth for corner lots without open lane access	36.5m (120 ft.) minimum
Coach House Lot Vehicle Access	
a) where abutting an open lane	Vehicle access must be from a street classified as a lane where the lane is open to vehicle travel.
b) on a corner lot without open lane access	Vehicle access must be from a street classified as a local street.

Coach House Siting	Must be sited to the rear of a principal dwelling.
Coach House Setbacks <ul style="list-style-type: none"> a) rear <ul style="list-style-type: none"> - when parcel abuts an open lane - when parcel does not abut an open lane b) side c) flanking street d) separation between principal building and coach house, including attached structures more than 0.91m (3 ft.) above grade e) Ocean Natural Boundary Line 	1.2m (4 ft.) minimum 3.1m (10 ft.) minimum 1.2m (4 ft.) minimum 3.1m (10 ft.) minimum 6.1m (20 ft.) minimum 7.62m (25 ft.) minimum
Required Rear Yard Coverage	No maximum
Coach House Floor Space Ratio Exemptions <ul style="list-style-type: none"> a) Energy efficient construction <ul style="list-style-type: none"> - Step 4 of the Energy Step Code - Step 5 of the Energy Step Code b) Veranda c) Miscellaneous 	The following exemptions apply (exemptions for principal dwellings do not apply to coach houses): 2.8m ² (30 sq.ft.) maximum 8.4m ² (90 sq.ft.) maximum 4.6m ² (50 sq.ft.) maximum Floor area under sloped ceilings, not exceeding a floor to ceiling height of 1.2m (4 ft.).
Coach House Size	90m ² (968 sq.ft.) maximum excluding exemptions
Coach House Height	Measured from top of slab

<p>a) Roof slope of less than 3 in 12</p> <p>b) Roof slope of 3 in 12 or greater</p> <p>c) Energy Step Code</p> <ul style="list-style-type: none"> - Step 4 of the Energy Step Code - Step 5 of the Energy Step Code 	<p>3.7m (12 ft.) maximum</p> <p>4.5m (15 ft.) maximum</p> <p>Additional 0.15m (0.5 ft.) in height</p> <p>Additional 0.3m (1 ft.) in height</p> <p>Energy Step Code height bonus is not cumulative.</p>
Coach House Living Room Size	Except in the case of a coach house that is a studio, a coach house must have at least one living room, that is not a bedroom, that is at least 16.7m ² (180 sq.ft.), with either the room length or width at least 2.1m (7 ft.). This living room may contain a combined kitchen, living, and dining area.
Coach House Bedroom Size	If the coach house has at least one bedroom (not a studio unit), at least one bedroom must have a minimum area of 8.4m ² (90 sq.ft.), with either the room length or width at least 2.1m (7 ft.).
Pedestrian Access	<p>A minimum 0.9m (3 ft.) wide pedestrian walkway must be provided to the coach house entrance from either:</p> <ul style="list-style-type: none"> a) the side lot line on a flanking street of a corner lot, or b) the front lot line of a lot that is not a corner lot.
Coach House Private Outdoor Patio, Deck or Veranda Space	At least one patio, deck or veranda must have a minimum area of 4.5m ² (48 sq.ft.) with one dimension at least 1.8m (6 ft.).
Coach House Basement	Not permitted
Coach House Rooftop Deck	Not permitted

Parking	
a) Enclosed stall	Not more than 1 parking stall may be fully-enclosed within a coach house structure.
b) Location on corner lot	Where there is an adjacent flanking street, parking stalls must be located adjacent to the interior side lot line.

Table 502.5

- e) In Part 10 Off-Street Parking Space and Loading Space Regulations, Section 1001 Required Off-Street Parking Spaces,

- i. Removing the following row:

2. Single family residential building with suite	3 per building (Bylaw 6922)
--	-----------------------------

and replacing with the following row:

2. Single family residential lot with a secondary suite or a coach house	1 space in addition to the Base Rate.
--	---------------------------------------

- f) Part 12 Enforcement, Section 1207 Ticketing,

- i. Removing the following after “More than One Secondary Suite”:

Secondary Suite Exceed Floor Area	501.1(a)(iii)(c)	\$200.00
Secondary Suite Not Owner Occupied	501.1(a)(iii)(c)	\$200.00
Un-permitted Secondary Suite	501.1(a)(iii)(d)	\$200.00
Un-permitted Boarder/Lodger	501.1(a)(iii)(d)	\$200.00

and replacing with the following:

Un-permitted Secondary Suite with Coach House	501.1(b)(iii)c)	\$200.00
Secondary Suite Not Owner Occupied	501.1(a)(iii)(d)	\$200.00
Un-permitted Boarder/Lodger	501.1(a)(iii)(e)	\$200.00
Un-permitted Secondary Suite	502.3	\$200.00
Secondary Suite Exceed Floor Area	502.4	\$200.00

- ii. Adding the following after “Secondary Suite Exceed Floor Area”:

Coach House outside Urban Containment Boundary	501.1(b)(vi)a)	\$200.00
Coach House in Un-permitted Zone	501.1(b)(vi)b)	\$200.00
More than one Coach House	501.1(b)(vi)d)	\$200.00
Un-permitted Coach House with Secondary Suite	501.1(b)(vi)e)	\$200.00
Owner Not Residing in Coach House or Principal Residential Dwelling Unit	501.1(b)(vi)f)	\$200.00
Un-permitted Boarder/Lodger	501.1(b)(vi)g)	\$200.00
Un-permitted Coach House	502.5	\$200.00

READ a first time October 28th, 2019

PUBLIC HEARING held November 19th, 2019

READ a second time

READ a third time

Certified a true copy of "Bylaw 8360" 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

**DISTRICT OF NORTH VANCOUVER
PUBLIC HEARING**

**Updated Coach House Program
Zoning Bylaw Amendment**

REPORT of the Public Hearing and Public Meeting held in the Council Chambers of the Municipal Hall, 355 West Queens Road, North Vancouver, B.C. on Tuesday, November 19, 2019 commencing at 7:04 p.m.

Present: Mayor M. Little
Councillor J. Back
Councillor M. Bond (7:07 pm)
Councillor M. Curren
Councillor B. Forbes (7:05 pm)
Councillor J. Hanson

Absent: Councillor L. Muri

Staff: Ms. T. Atva, Manager – Community Planning
Mr. J. Gordon, Manager – Administrative Services
Ms. L. Simkin, Administration & Information and Privacy Coordinator
Ms. S. Dale, Confidential Council Clerk
Mr. N. Foth, Planner

1. OPENING BY THE MAYOR

Mayor Little 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.

Mayor Little stated that:

- 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;
- Council will use the established speakers list. At the end of the speakers list, the Chair may call on speakers from the audience;
- Each speaker will have five minutes to address Council for a first time and should begin remarks to Council by stating their name;
- After everyone who wishes to speak has spoken once, speakers will then be allowed one additional five minute presentation;
- If a written submission has been submitted there is no need to read it as it will have already been seen by Council. It can be summarized, ensuring that the comments are pertaining to these bylaw under consideration at this hearing;
- All members of the audience are asked to be respectful of one another as diverse opinions are expressed. Council wishes to hear everyone's views in an open and impartial forum;
- Everyone at the Hearing will be provided an opportunity to speak. If necessary, the Hearing will continue on a second night;
- Any additional presentations will only be allowed at the discretion of the Chair;

- 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 the bylaw is available on the side table to be viewed; and,
- The Public Hearing is being streamed live over the internet and recorded in accordance with the *Freedom of Information and Protection of Privacy Act*.

Councillor FORBES arrived at this point in the proceedings.

2. INTRODUCTION OF BYLAW BY CLERK

Mr. James Gordon, Manager – Administrative Services, introduced the proposed bylaw, stating that Bylaw 8360 proposes to amend the District's Zoning Bylaw to enable a simplified, building permit-only approval process for one-storey coach houses on lots at least 15 metres (49.2 feet) wide, and that either have open lane access or are corner lots on local streets.

Councillor BOND arrived at this point in the proceedings.

3. PRESENTATION BY STAFF

Ms. Nicole Foth, Planner, provided an overview of the proposal elaborating on the introduction by the Manager – Administrative Services. Ms. Foth advised that:

- The District's Official Community Plan (OCP) identifies the opportunity for a greater diversity of housing choices in existing residential neighbourhoods through sensitive residential infill, such as coach houses;
- Council recently adopted their Council Directions 2019-2022 which identifies housing diversity including more rental housing as a key issue;
- Coach houses provide detached rental housing within neighbourhoods and may suit seniors looking to downsize while staying in their neighbourhood, inter-generational and extended families or young couples looking for a small detached rental home;
- In the fall of 2018 staff held public engagement events and an online survey about considering simplifying the process to build coach houses and in general the input showed support for simplifying the coach house process;
- The coach house program has been in place since 2014 with a case-by-case consideration by Council through the Development Variance Permit process;
- The proposed program includes a simplified, building permit-only process for one-storey coach houses on open lanes or corner lots;
- The updated Coach House Program proposes the following key elements:
 1. A simplified, building permit-only approval process for one-storey coach houses on lots at least 15m (49.2 ft.) wide, and that meet one of the following criteria:
 - Open lane access; or,
 - Corner lots on local streets; and,
 2. The continued use of the Development Variance Permit (DVP) process so that Council may consider on a case-by-case basis two-storey coach houses, and coach houses on:
 - Lots greater than 929 m² (10,000 sq. ft.) with no lane access;

- Double-fronting lots at least 15 m wide; or,
- Corner lots on collector or arterial streets;
- Bylaw 8360 would amend the District's Zoning Bylaw to enable a simplified, building permit-only approval process. This process is proposed for one-storey coach houses on lots at least 15 metres (49.2 feet) wide, and that either have open lane access or are corner lots on local streets;
- Bylaw 8360 proposes that coach houses would be:
 - In single-family residential zones;
 - One coach house per property;
 - No secondary suites;
 - Sited at the rear;
 - Maximum size of 90m² (968 sq. ft.);
 - Energy efficiency incentives [for floor space and height]; and,
 - An additional parking space; and,
- The intent of Bylaw 8360 is to introduce regulations to enable a simplified building permit-only process for coach houses meeting the lot criteria.

4. REPRESENTATIONS FROM THE PUBLIC

4.1. Mr. Mohammad Alimadad, 4300 Block Mountain Highway:

- Expressed support for the simplification of the coach house development process;
- Noted that the current bylaw does not consider the properties that are less than 10,000 sq. ft. without open lane access;
- Proposed that the lots with a minimum width of 15m (49.2 ft.) without open lane access be considered for coach house development as long as vehicle and pedestrian access to the coach house at the rear of the principal dwelling can be provided through the property; and,
- Commented that the proposal will increase the number of eligible properties for coach house development in the District well providing unrestricted and suitable access to the coach house.

4.2. Ms. Zo Anne Morten, 1800 Block Beaulynne Place:

- Expressed concern with the size of coach houses; and,
- Expressed concern with the loss of greenspace.

4.3. District Resident:

- Spoke in support of the proposed bylaw;
- Expressed concern with the amount of eligible properties; and,
- Recommended including lots that are not accessible to laneways.

4.4. Mr. Alex Nasooti, 3800 Block St. Mary's Avenue:

- Spoke in support of the proposed bylaw; and,
- Questioned if the proposed Zoning Bylaw amendments are intended for all District-zoned properties.

4.5. Mr. Glen Dickson, District Resident:

- Spoke to the restriction of the size of lots and questioned if there are proposed changes.

4.6. Mr. Eric Hung, Premier Street:

- Spoke in support of the proposed bylaw;
- Commented that coach houses allow for multi-generational families to stay and live together on the North Shore; and,
- Suggested that both a secondary suite and a coach house on lots zoned for single family development be allowed on the same property.

4.7. Mr. Corrie Kost, 2800 Block Colwood Drive:

- Commented that fire access to both units should be required;
- Spoke in support of allowing corner lots in the updated Coach House Program; and,
- Opined that front-yard coach houses should not be allowed.

In response to a question from Council, staff advised that the use of the Development Variance Permit process will be continued so that Council may consider on a case-by-case basis two-storey coach houses, and coach houses on:

- Lots greater than 929m² (10,000 sq. ft.) with no lane access;
- Double-fronting lots at least 15m wide; or,
- Corner lots on collector or arterial streets.

5. COUNCIL RESOLUTION

MOVED by Councillor HANSON

SECONDED by Councillor CURREN

THAT the November 19, 2019 Public Hearing is closed;

AND THAT "District of North Vancouver Rezoning Bylaw 1382 (Bylaw 8360)" be returned to Council for further consideration.

CARRIED
(7:33 pm)

CERTIFIED CORRECT:



Confidential Council Clerk

AGENDA INFORMATION

☒ Regular Meeting

Date: October 28, 2019

☐ Other:

Date: _____

Dept.
ManagerGM/
Director

CAO

The District of North Vancouver REPORT TO COUNCIL

October 11, 2019

File: 13.6480.30/003.000.000

AUTHOR: Nicole Foth, Community Planner**SUBJECT:** Introduction of Revised Bylaw Amendments for an Updated Coach House Program**RECOMMENDATION**

THAT "District of North Vancouver Rezoning Bylaw 1382 (Bylaw 8360)" is given FIRST Reading;

AND THAT "Bylaw Notice Enforcement Bylaw 7458, 2004 Amendment Bylaw 8361, 2019 (Amendment 41)" is given FIRST, SECOND and THIRD Reading;

AND THAT Bylaw 8360 is referred to a Public Hearing.

REASON FOR REPORT

At the October 7th, 2019, Regular Meeting of Council, Council referred proposed changes to the District's Coach House Program back to staff. This report introduces amendments to the Zoning Bylaw and the Bylaw Notice Enforcement Bylaw that reflect Council's support for a simplified, building permit-only process for one-storey coach houses on lots with open lanes and corner lots.

SUMMARY

The updated Coach House Program proposes the following key elements:

1. A simplified, building permit-only approval process for coach houses with less potential impact on neighbours (e.g. one-storey), and
2. The continued use of the Development Variance Permit (DVP) process for other coach house forms (e.g. two-storey).

BACKGROUND

At the October 7th, 2019, Regular Meeting of Council, Council referred the revised Coach House Program back to staff. Council members indicated support for one-storey coach houses on open lanes or on corner lots to proceed via a simplified, building permit-only process. For two-storey coach houses, the majority of Council members stated a desire to continue to follow

SUBJECT: Introduction of Revised Zoning Bylaw Amendment for an Updated Coach House Program

October 11, 2019

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the Development Variance Permit process, rather than implementing a form and character Development Permit Area, as previously recommended by staff.

Other ideas raised at the October 7th Council Meeting included expanding the coach house program further, and exploring sensitive neighbourhood infill and housing choice options. This report responds to the key coach house directions provided by Council. Other ideas and options will be considered through discussions on single-family regulations, the Official Community Plan Targeted Review, and on-going monitoring of the Coach House Program.

The District's Coach House Program began in November 2014. To date, 17 coach houses have been approved by Council. Further background on the current coach house program, existing policy, and summary of public engagement is available in the staff report dated September 27, 2019 and entitled "Introduction of Bylaw Amendments for a Revised Coach House Program" (**Attachment 1**).

ANALYSIS

The updated Coach House Program proposes the following key elements:

1. A simplified, building permit-only approval process for one-storey coach houses on lots at least 15m (49.2 ft.) wide, and that meet one of the following criteria:
 - Open lane access, or
 - Corner lots on local streets; and
2. The continued use of the Development Variance Permit (DVP) process so that Council may consider on a case-by-case basis two-storey coach houses, and coach houses on:
 - Lots greater than 929m² (10,000 sq. ft.) with no lane access;
 - Double-fronting lots at least 15m wide; or
 - Corner lots on collector or arterial streets.

Corner lots have now been included in the proposed Zoning Bylaw amendments. Potential challenges with coach houses on corner lots may include proximity to neighbours at the rear (instead of being separated by a lane), and vehicle access. To address this, proposed regulations include a minimum rear setback of 3.1m (10 ft.) for corner lots, and only permitting coach houses on corner lots on local streets through the building permit process. Busier streets, such as collectors or arterials, may require on-site turn-around for vehicle access to coach houses, and are proposed to be considered by Council through the DVP process.

Council indicated their desire to maintain the DVP process for two-storey coach houses instead of a Development Permit for two-storey coach houses; this means the amendments initially proposed to the Official Community Plan, the Fees and Charges Bylaw, and the Non-Statutory Public Consultation For Development Applications Policy to no longer be required, and those draft bylaw amendments are therefore not included in this report.

To implement the simplified coach house process, amendments to the Zoning Bylaw include the introduction of definitions, conditions of use, regulations for the location and size of coach houses, and floor space and height incentives for energy efficient construction.

SUBJECT: Introduction of Revised Zoning Bylaw Amendment for an Updated Coach House Program

October 11, 2019

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Proposed Bylaw Amendments

To implement the updated Coach House Program, amendments to the Zoning Bylaw and the Bylaw Notice Enforcement Bylaw are required.

Zoning Bylaw 3210, Rezoning Bylaw 1382 (Attachment 2 and red-line version in Attachment 3)

The following Zoning Bylaw changes are proposed to reflect Council's feedback:

1. Added corner lots on local streets as lots eligible for coach houses via the building permit process;
2. Added regulations for corner lots including lot depth and rear setbacks to minimize impacts on neighbours and promote liveability;
3. Removed regulations for two-storey coach houses (height and second storey floor area), as they would be eligible for case-by-case consideration through the Development Variance Permit (DVP) process.

If the proposed Zoning Bylaw amendments are adopted by Council, an applicant would be able to apply directly for a building permit to build a one-storey coach house that complies with the regulations on a lot at least 15m wide with either open lane access or a corner lot on local streets. Land owners may apply for variances to allow other proposals including two-storey coach houses, and coach houses on lots without lane access. This provides Council with the ability to consider each application on a case-by-case basis through the DVP process.

Bylaw Notice Enforcement Bylaw 7458 (Attachment 4)

The Bylaw Notice Enforcement Bylaw amendment is required to complement the Zoning Bylaw amendments. It allows for fines for unauthorized coach house uses, and the proposed fines mirror the existing secondary suite violation fine rates as both are accessory dwelling units. The proposed amendments also include housekeeping amendments to re-number sections.

Timing/Approval Process

If the proposed amendments to the Zoning Bylaw receive First Reading and are referred to a Public Hearing, a Public Hearing will be scheduled. Should the amendments be approved by Council, the *Coach House How-To Guide* would be updated to reflect program changes.

Concurrence

The proposed changes have been reviewed by Building, Bylaws, Development Planning, Legal, and Transportation. The District of North Vancouver Rezoning Bylaw 8360 affects land lying within 800m of a controlled access intersection and therefore approval by the Provincial Ministry of Transportation and Infrastructure will be required after third reading of the bylaw and prior to bylaw adoption.

Financial Impacts

Application fees from Development Variance Permits, and tax revenues as a result of coach house development, will help offset the administrative costs associated with application review.

SUBJECT: Introduction of Revised Zoning Bylaw Amendment for an Updated Coach House Program

October 11, 2019

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Social Policy Implications

Coach houses provide opportunities for greater housing diversity, enable residents to age-in-place on their property or in their neighbourhood, or provide housing for family members. Coach houses have the potential to enable young families or young adults to live in single-family neighbourhoods in a detached dwelling that might otherwise be unaffordable. Coach houses provide a housing option that is different than apartments, townhouses, and larger single-family homes.

Environmental Impact

Coach houses can enable the efficient use of existing developed land and infrastructure in existing neighbourhoods throughout the District. Coach house development must adhere to environmental Development Permit Area regulations.

Conclusion

The District has had a gradual entry program for coach houses and has approved an average of four per year since the program began in 2014. The updated program would simplify the application and approvals process to allow one-storey coach houses on lots with open lanes or corner lots on local streets to proceed with a building permit only. Two-storey coach houses, and coach houses on other lots, would continue to require Council's approval through the Development Variance Permit process.

Options

1. That Council give first reading to Bylaw 8360, and three readings to Bylaw 8361 (staff recommendation).

Or

2. That Council take no further action on Bylaw 8360 and Bylaw 8361.

Respectfully submitted,



Nicole Foth, MCIP, RPP
Community Planner

Attachment 1: Staff report dated September 27, 2019 and entitled "Introduction of Bylaw Amendments for a Revised Coach House Program"

Attachment 2: District of North Vancouver Rezoning Bylaw 1382 (Bylaw 8360)

Attachment 3: Red-line version of Zoning Bylaw amendments (Rezoning Bylaw 1382)

Attachment 4: District of North Vancouver Bylaw Notice Enforcement Bylaw 7458, 2004 Amendment Bylaw 8361

SUBJECT: Introduction of Revised Zoning Bylaw Amendment for an Updated Coach House Program

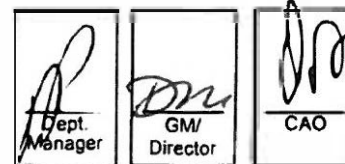
October 11, 2019

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AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: October 7, 2019
<input type="checkbox"/> Other:	Date: _____



The District of North Vancouver REPORT TO COUNCIL

September 27, 2019
File: 13.6480.30/003.000.000

AUTHOR: Nicole Foth, Community Planner

SUBJECT: Introduction of Bylaw Amendments for a Revised Coach House Program

RECOMMENDATION

THAT "District of North Vancouver Official Community Plan Bylaw 7900, 2011, Amendment Bylaw 8359, 2019 (Amendment 37)" is given FIRST Reading;

AND THAT "District of North Vancouver Rezoning Bylaw 1382 (Bylaw 8360)" is given FIRST Reading;

AND THAT "Fees & Charges Bylaw 6481, 1992 Amendment Bylaw 8362, 2019 (Amendment 61)" is given FIRST, SECOND and THIRD Reading;

AND THAT "Bylaw Notice Enforcement Bylaw 7458, 2004 Amendment Bylaw 8361, 2019 (Amendment 41)" is given FIRST, SECOND and THIRD Reading;

AND THAT in accordance with Section 477 of the *Local Government Act*, Council has considered Bylaw 8359 in conjunction with its Financial Plan and applicable Waste Management Plans;

AND THAT, in relation to Bylaw 8397, additional consultation pursuant to Section 475 and Section 476 of the *Local Government Act*, is not required beyond that already undertaken;

AND THAT the revised Non-Statutory Public Consultation Policy for Development Applications as attached to the September 27, 2019 report of the Community Planner entitled Introduction of Bylaw Amendments for a Revised Coach House Program is approved subject to bylaw adoption;

AND THAT Bylaw 8359 and Bylaw 8360 are referred to a Public Hearing.

REASON FOR REPORT

At the July 9th, 2018, Regular Meeting of Council, Council directed staff to proceed with public engagement on a revised approach to coach houses in the District. Council further

directed that, following public engagement, staff bring bylaw amendments regarding coach houses to Council for introduction and First Reading.

This report introduces a revised Coach House Program and amending bylaws for Council's consideration. The revised program proposes a simplified coach house applications and approvals process. Implementation of the program would require amendments to 4 bylaws:

- Official Community Plan Bylaw 7900 (Amending Bylaw 8359);
- Zoning Bylaw 3210 (Amending Bylaw 8360);
- Fees and Charges Bylaw 6481 (Amending Bylaw 8362); and
- Bylaw Notice Enforcement Bylaw 7458 (Amending Bylaw 8361).

SUMMARY

The revised Coach House Program proposes the following key elements:

1. A simplified approval process for lots with open lane access and a minimum width of 15m (49.2 ft.) that entails:
 - A building permit only for one-storey coach houses; and
 - A Development Permit (DP), with authority delegated to staff, for two-storey coach houses;
 - The continued use of the Development Variance Permit (DVP) process so that Council may consider other lots for coach houses on a case-by-case basis.
2. The introduction of a new Accessory Coach House Form and Character Development Permit Area in the Official Community Plan (OCP) to promote neighbourly design of two-storey coach houses; and
3. The introduction of Zoning Bylaw definitions, conditions of use, and related regulations for the location and size of coach houses, as well as to allow for reasonable incentives for energy efficient construction.

BACKGROUND

To date, Council has approved 17 coach houses through the Development Variance Permit process. This is an average of approximately four per year since Council endorsed the gradual entry coach house program in November 2014. Coach houses are market rental units that form a part of the District's Housing Continuum (**Attachment 1**). Coach houses may suit diverse demographics and potentially meet the housing demands of various ages, incomes, and housing preferences. This may include seniors looking to downsize, inter-generational and extended families, or young couples looking for ground-oriented homes.

At the July 9th, 2018, Regular Meeting of Council, Council directed staff to engage the public on the proposed approach to simplifying the coach house application and approvals process, and then to bring bylaw amendments for Council's consideration.

EXISTING POLICY

Official Community Plan

The District's Official Community Plan contains the following objectives:

- increase housing choices across the full continuum of housing needs;
- provide more options to suit different residents' ages, needs and incomes; and
- provide more alternatives to home ownership (i.e. rental).

The OCP also identifies the opportunity for a greater diversity of housing choices in existing residential neighbourhoods through sensitive residential infill such as coach houses. The *Detached Residential* OCP land use designation includes provision for secondary rental units such as coach houses or secondary suites.

Coach House Program

The District currently regulates coach house development through the issuance of Development Variance Permits (DVP) that vary the location of a secondary suite. The *Coach House How-To Guide*, available on DNV.org, contains development guidelines and outlines the application and approval process. Final approval of a DVP rests with Council.

The DVP approach was selected as it would provide Council with the opportunity to review all applications for coach houses, a new housing option in the municipality. This approach has facilitated the intended oversight and gradual entry of coach houses in the District, although at a lower rate than the rate of 5 to 25 applications per year that was initially anticipated.

PUBLIC INPUT

In fall 2018, staff held engagement events for the public, and local builders and designers, to seek input on the proposed simplified approach to the coach house program. Approximately 135 people attended three pop-up events that were held across the District (Seymour, Lynn Valley, and Edgemont) in October 2018. There were 142 online survey respondents. See **Attachment 2** for a complete summary of the public engagement process.

Overall, the majority of survey respondents indicated:

- Support for the simplified application process (i.e. the ability to apply directly for a building permit for a one-storey coach house on a lot with open lane access and a width of 15m);
- Support for a Coach House Development Permit to allow for second storey design review;
- Support for adjacent neighbour notification and input; and
- Support for enabling coach house development through:
 - additional floor space for energy efficient construction;
 - additional floor space on lots where coach houses are built;
 - allowing full basements that could be used for living space; and
 - reducing parking requirements from 3 to 2 spaces where the lot is close to the Frequent Transit Network (FTN).

Many respondents also indicated that:

- Coach houses should also be allowed on lots without open lane access through the simplified approach (i.e. apply directly for building permit);
- Neighbour input on a coach house application should be limited; and
- Other forms of housing should be considered in single-family neighbourhoods such as a house with both a suite and a coach house, duplexes, triplexes, and fourplexes.

At the builders' and designers' stakeholder meeting, participants supported a broader coach house program that would expand lot eligibility, and reduce requirements.

ANALYSIS

Current Program

The current, gradual entry coach house program is generally structured as follows:

- All coach house applications require a Development Variance Permit;
- A coach house is eligible on a single family lot that:
 - has a minimum width of 15m (50 ft.) and either has an open lane or is a corner lot; or
 - is greater than 929m² (10,000 sq. ft.) in size (does not require an open lane).

Proposed Approach

The aim of the revised Coach House Program is to increase the uptake of coach houses while continuing to effectively integrate new coach house development with the surrounding neighbourhood. The revised program also seeks to expand the diversity of housing options and the number of rental units in the District, as envisioned in the OCP.

Based on a review of coach house applications submitted since 2014, the following observations can be made:

- One-storey coach houses, and lots with open lane access, generally tended to be more supportable from neighbours' perspectives; and
- Council expressed support for two-storey coach houses, but also expressed some concern about privacy and overlook.

To respond to these concerns, and to reflect public feedback, the revised Coach House Program proposes to:

- Allow one-storey coach houses on lots with an open lane and a minimum width of 15 m (49.2 ft.) to be considered through building permit only;
- Require two-storey coach houses on lots with an open lane and a minimum width of 15 m (49.2 ft.) to go through a new Development Permit (staff-delegated) process that incorporates:
 - a guideline-based design review on second storey aspects such as massing location and window orientation; and
 - notification to abutting neighbours;
- Continue to use the *Coach House How-To Guide's* lot eligibility criteria, through Council's consideration of a DVP, for coach houses on lots without lane access that are:
 - greater than 929m² (10,000 sq. ft.);
 - corner lots with a minimum width of 15m; and to include
 - double-fronting lots with a minimum width of 15m;
- Introduce Zoning Bylaw definitions, conditions of use and related regulations to ensure coach houses are appropriately located and sized, and to allow for modest incentives to energy efficient construction.

Proposed Bylaw Amendments

To implement the revised Coach House Program, amendments to four bylaws would be required, along with a change to the Non-Statutory Public Consultation For Development Applications Policy.

Official Community Plan Bylaw 7900 Amendment (Attachment 3 and red-line version in Attachment 4)

The *Local Government Act*, subsection 488.1(e), permits an Official Community Plan to designate Development Permit Areas (DPAs) for a number of stated purposes, including the “establishment of objectives for the form and character of intensive residential development”. This provides statutory authority to establish a Development Permit Area for coach houses, and the ability to define them as a form of intensive residential development. This section of the Act was created to assist local governments to manage sensitive infill opportunities.

The proposed OCP Bylaw amendment contains a new Accessory Coach House Form and Character Development Permit Area (“Coach House DPA”) in Schedule B of the OCP. The Coach House DPA guidelines would apply to two-storey coach houses to review aspects such as window orientation and massing in order to minimize overlook and impact on neighbouring lots. It is proposed that the Coach House DP be a staff-delegated permit to allow for a more streamlined application process. The application of the Coach House DP is an administrative process to ensure neighbour notification for two-storey coach houses, and the application of Council's approved guidelines.

Zoning Bylaw 3210, Rezoning Bylaw 1382 (Attachment 5 and red-line version in Attachment 6)

The proposed Zoning Bylaw amendments introduce a new definition of coach house as an accessory use to single-family residential uses. A number of conditions of use are proposed in the Zoning Bylaw that include:

- Coach house must be located within the Urban Containment Boundary and within single-family residential zones;
- Only one coach house permitted per lot;
- Coach house not permitted where there is a secondary suite on the same property; and
- Owner of the single-family lot must reside in either the coach house or the principal dwelling unit.

The proposed Zoning Bylaw amendments also establish the size, shape, and siting regulations for new coach house development. The regulations are generally based on the District's existing *Coach House How-To Guide*, and reflect input from public engagement. Some key regulations include:

- Located on a lot with open lane access;
- Lot width of at least 15m (49.2 ft.);
- Maximum size of 90m² (968 sq. ft.);
- 6.1 m (20 ft.) separation between coach house and principal house;
- Coach house must be sited to the rear of the principal house;
- Second storey area limited to 50-60% of the first floor (depending on roof slope); and
- Modest accommodations for energy efficiency.

The proposed zoning regulations include incentivizing coach house applications that meet Step 4 or Step 5 of the Energy Step Code. To account for thicker walls and thicker roof

construction associated with energy efficient buildings, the incentives for Step 4 and Step 5 are:

- Minor floor space exemptions of 2.8m² to 8.4m² (30 to 90 sq. ft.); and
- Minor height increases of 0.15m to 0.3m (0.5 to 1 ft.).

Several aspects of the revised Coach House Program were surveyed as part of the public engagement, and supported broadly by respondents. However, the following aspects are not being recommended at this time:

- Additional 0.05 floor space ratio up to 37m² (400 sq. ft.) for a lot that builds a coach house: Council is currently having discussions about single-family residential standards and regulations, and additional floor space may be considered as part of those discussions;
- Basements in coach houses: the District is currently studying the location and impacts of groundwater and infiltration. The results of this study may inform the potential for basements in coach houses;
- Parking reductions (i.e. from three to two spaces) for lots with coach houses near the Frequent Transit Network. Staff have heard concerns around the potential impact of parking that could occur on neighbourhood streets, and parking reductions are not supported at this time. This may be considered in the future, such as when FTN service expands, and as part of a site specific proposal through a DVP.

The proposed Zoning Bylaw amendments also include corresponding ticketing regulations and housekeeping amendments to re-number sections.

In summary, if the proposed Zoning Bylaw amendments are adopted by Council, an applicant would be able to apply directly for a building permit to build a one-storey coach house that complies with the regulations on a minimum 15m lot. Applications for two-storey coach houses would require an Accessory Coach House Form and Character Development Permit (in addition to a building permit). Requests for variances to allow coach houses on lots without lane access may still be submitted, providing Council will the ability to consider each application on a case-by-case basis through the DVP process.

Fees and Charges Bylaw 6481 (Attachment 7)

The Fees and Charges Bylaw establishes fees for development applications. The proposed amendment adds fees for an Accessory Coach House Form and Character Development Permit. The recommended fee of \$670.00 and a \$36.00 profiling fee is equivalent to the Development Variance Permit fees (for 3 variances or fewer) that are levied for coach houses in the existing coach house program. All coach house applications would be charged the same fees whether applying through the Development Permit or the Development Variance Permit process.

Bylaw Notice Enforcement Bylaw 7458 (Attachment 8)

The Bylaw Notice Enforcement Bylaw contains fines for unauthorized land uses. The amendment adds coach house fines, which mirror the existing secondary suite violation fine rates as both are accessory dwelling units. The proposed amendments also include housekeeping amendments to re-number sections.

Draft Revised Non-Statutory Public Consultation For Development Applications Policy (Attachment 9)

Should Council approve the bylaw amendments, a change to the Non-Statutory Public Consultation For Development Applications Policy would be required to include notification for coach house applications for an Accessory Coach House Form and Character Development Permit. The draft revised policy is included as an attachment for Council's review at this time.

The draft policy proposes to include notification to abutting neighbours when an Accessory Coach House Form and Character DP application is received. Neighbours would be able to provide comment to staff on the application. Approval of the DP would rest solely on the fulfilment of the DP design guidelines and zoning regulations.

Timing/Approval Process

If the proposed bylaw amendments to the Zoning Bylaw and OCP receive First Reading, a Public Hearing would be scheduled. Should the amendments be approved by Council, the *Coach House How-To Guide* would be updated to reflect any program changes.

Concurrence

The recommendations of this report have been reviewed by Building, Bylaws, Development Planning, Legal, and Transportation. The District of North Vancouver Rezoning Bylaw 8360 affects land lying within 800m of a controlled access intersection and therefore approval by the Provincial Ministry of Transportation and Infrastructure will be required after third reading of the bylaw and prior to bylaw adoption.

Financial Impacts

Application fees from a new Accessory Coach House Form and Character Development Permit, and tax revenues as a result of coach house development, will help offset costs associated with the administration of application review.

Social Policy Implications

Coach houses provide opportunities for greater housing diversity, enable residents to age-in-place on their property or in their neighbourhood, or provide housing for family members. Coach houses have the potential to enable young families or young adults to live in single-family neighbourhoods in a detached dwelling that might otherwise be unaffordable. Coach houses provide a unique housing option that is different than apartments, townhouses, and larger single-family homes.

Environmental Impact

Coach houses can enable the efficient use of existing developed land and infrastructure in existing neighbourhoods throughout the District. Coach house development must adhere to environmental Development Permit Area regulations.

Conclusion

The proposed revised Coach House Program aims to increase the diversity of housing choices in the District to fit the needs of a diverse population, including a mix of ages and incomes. The District has had a gradual entry program for coach houses and has approved

an average of four per year since the program began in 2014. The revised program outlined in this report aims to simplify the application and approvals process with the focus on lots with open lanes. It also seeks to ensure that coach houses, which provide at-grade, detached housing, fit within the character of established single-family neighbourhoods.

Options

1. That Council give first reading to bylaws 8359 and 8360, and three readings to bylaws 8362 and 8361 (staff recommendation).

Or

2. That Council take no further action on coach house bylaws.

Respectfully submitted,



Nicole Foth, MCIP, RPP
Community Planner

Attachment 1: District's Housing Continuum

Attachment 2: Coach House Public Engagement Summary

Attachment 3: District of North Vancouver Official Community Plan Bylaw 7900, 2011, Amendment Bylaw 8359

Attachment 4: Red-line version of OCP Amendment Bylaw 8359

Attachment 5: District of North Vancouver Rezoning Bylaw 1382 (Bylaw 8360)

Attachment 6: Red-line version of Zoning Bylaw amendments (Rezoning Bylaw 1382)

Attachment 7: District of North Vancouver Fees & Charges Bylaw 6481, 1992 Amendment Bylaw 8362

Attachment 8: District of North Vancouver Bylaw Notice Enforcement Bylaw 7458, 2004 Amendment Bylaw 8361

Attachment 9: Proposed amendments to District of North Vancouver Non-Statutory Public Consultation For Development Applications Policy

The Corporation of the District of North Vancouver**Bylaw 8360**

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

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

Citation

1. This bylaw may be cited as "District of North Vancouver Rezoning Bylaw 1382 (Bylaw 8360)".

Amendments

2. District of North Vancouver Zoning Bylaw 3210, 1965 is amended as follows:
 - a) In Part 2 Interpretation,
 - i. Adding the following definitions in alphabetical order among the existing definitions:

"coach house" means an accessory dwelling unit that is detached from a single-family residential building on a lot in a zone that permits a single-family residential building;
 - ii. Within the definition for "secondary suite" replacing "accessory dwelling unit" with "accessory dwelling unit that is attached to a single-family residential building".
 - iii. Within the definition for "veranda" replacing "single family residential building" with "single family residential building or coach house".
 - b) In Part 4 General Regulations, Section 410(1)(e) replacing the two occurrences of "accessory buildings containing secondary suites" with "coach houses".
 - c) In Part 5 Residential Zone Regulations:
 - i. Re-numbering Section 501.1(b)(ii) "home occupations" to Section 501.1(b)(i).
 - ii. Section 501.1(b)(iii), after subsection b) adding "c) a secondary suite is not permitted if there is a coach house on a single-family residential lot;" and renumbering the subsequent subsections.
 - iii. Section 501.1(b)(iv), after the semicolon removing "and,"

- iv. Section 501.1(b)(v), removing the period and replacing it with "; and,"
- v. Section 501.1(b) after subsection (v), adding the following:
 - (vi) coach houses subject to the following conditions:
 - a) coach houses are not permitted outside the Urban Containment Boundary as per the District of North Vancouver's Official Community Plan, as may be amended from time to time;
 - b) coach houses are not permitted in any zone other than single-family residential zones;
 - c) coach houses are subject to the size, shape and siting regulations in Section 502.5;
 - d) only one coach house is permitted on a single-family residential lot;
 - e) a coach house is not permitted if there is a secondary suite on a single-family residential lot;
 - f) the owner of a single-family residential lot must be a resident of either the coach house or the principal residential dwelling unit; and
 - g) a single-family residential building containing more than one boarder or lodger may not have a coach house on that lot.

- d) In Part 5 Residential Zone Regulations, adding the following after 502.4:

502.5 Coach house regulations: regulations in Table 502.5 apply to any lot upon which a coach house is located. The combination regulations in relation to multiple accessory buildings do not apply to coach houses. In the event of a conflict between any regulation in Table 502.5 and any other regulation in this Bylaw, the regulation in Table 502.5 shall apply:

Element	Regulation
Coach House Lot width	15m (49.2 ft.) minimum
Coach House Lot depth for corner lots without open lane access	36.5m (120 ft.) minimum
Coach House Lot Vehicle Access	
a) where abutting an open lane	Vehicle access must be from a street classified as a lane where the lane is open to vehicle travel.
b) on a corner lot without open lane access	Vehicle access must be from a street classified as a local street.

Coach House Siting	Must be sited to the rear of a principal dwelling.
Coach House Setbacks <ul style="list-style-type: none"> a) rear <ul style="list-style-type: none"> - when parcel abuts an open lane - when parcel does not abut an open lane b) side c) flanking street d) separation between principal building and coach house, including attached structures more than 0.91m (3 ft.) above grade e) Ocean Natural Boundary Line 	1.2m (4 ft.) minimum 3.1m (10 ft.) minimum 1.2m (4 ft.) minimum 3.1m (10 ft.) minimum 6.1m (20 ft.) minimum 7.62m (25 ft.) minimum
Required Rear Yard Coverage	No maximum
Coach House Floor Space Ratio Exemptions <ul style="list-style-type: none"> a) Energy efficient construction <ul style="list-style-type: none"> - Step 4 of the Energy Step Code - Step 5 of the Energy Step Code b) Veranda c) Miscellaneous 	The following exemptions apply (exemptions for principal dwellings do not apply to coach houses): 2.8m ² (30 sq.ft.) maximum 8.4m ² (90 sq.ft.) maximum 4.6m ² (50 sq.ft.) maximum Floor area under sloped ceilings, not exceeding a floor to ceiling height of 1.2m (4 ft.).
Coach House Size	90m ² (968 sq.ft.) maximum excluding exemptions
Coach House Height	Measured from top of slab

<p>a) Roof slope of less than 3 in 12</p> <p>b) Roof slope of 3 in 12 or greater</p> <p>c) Energy Step Code</p> <ul style="list-style-type: none"> - Step 4 of the Energy Step Code - Step 5 of the Energy Step Code 	<p>3.7m (12 ft.) maximum</p> <p>4.5m (15 ft.) maximum</p> <p>Additional 0.15m (0.5 ft.) in height</p> <p>Additional 0.3m (1 ft.) in height</p> <p>Energy Step Code height bonus is not cumulative.</p>
Coach House Living Room Size	Except in the case of a coach house that is a studio, a coach house must have at least one living room, that is not a bedroom, that is at least 16.7m ² (180 sq. ft.), with either the room length or width at least 2.1m (7 ft.). This living room may contain a combined kitchen, living, and dining area.
Coach House Bedroom Size	If the coach house has at least one bedroom (not a studio unit), at least one bedroom must have a minimum area of 8.4m ² (90 sq. ft.), with either the room length or width at least 2.1m (7 ft.).
Pedestrian Access	<p>A minimum 0.9m (3 ft.) wide pedestrian walkway must be provided to the coach house entrance from either:</p> <ul style="list-style-type: none"> a) the side lot line on a flanking street of a corner lot, or b) the front lot line of a lot that is not a corner lot.
Coach House Private Outdoor Patio, Deck or Veranda Space	At least one patio, deck or veranda must have a minimum area of 4.5m ² (48 sq. ft.) with one dimension at least 1.8m (6 ft.).
Coach House Basement	Not permitted
Coach House Rooftop Deck	Not permitted

Parking	
a) Enclosed stall	Not more than 1 parking stall may be fully-enclosed within a coach house structure.
b) Location on corner lot	Where there is an adjacent flanking street, parking stalls must be located adjacent to the interior side lot line.

Table 502.5

e) In Part 10 Off-Street Parking Space and Loading Space Regulations, Section 1001 Required Off-Street Parking Spaces,

i. Removing the following row:

2. Single family residential building with suite	3 per building (Bylaw 6922)
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and replacing with the following row:

2. Single family residential lot with a secondary suite or a coach house	1 space in addition to the Base Rate.
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f) Part 12 Enforcement, Section 1207 Ticketing,

i. Removing the following after "More than One Secondary Suite":

Secondary Suite Exceed Floor Area	501.1(a)(iii)(c)	\$200.00
Secondary Suite Not Owner Occupied	501.1(a)(iii)(c)	\$200.00
Un-permitted Secondary Suite	501.1(a)(iii)(d)	\$200.00
Un-permitted Boarder/Lodger	501.1(a)(iii)(d)	\$200.00

and replacing with the following:

Un-permitted Secondary Suite with Coach House	501.1(b)(iii)c)	\$200.00
Secondary Suite Not Owner Occupied	501.1(a)(iii)(d)	\$200.00
Un-permitted Boarder/Lodger	501.1(a)(iii)(e)	\$200.00
Un-permitted Secondary Suite	502.3	\$200.00
Secondary Suite Exceed Floor Area	502.4	\$200.00

ii. Adding the following after "Secondary Suite Exceed Floor Area":

Coach House outside Urban Containment Boundary	501.1(b)(vi)a)	\$200.00
Coach House in Un-permitted Zone	501.1(b)(vi)b)	\$200.00
More than one Coach House	501.1(b)(vi)d)	\$200.00
Un-permitted Coach House with Secondary Suite	501.1(b)(vi)e)	\$200.00
Owner Not Residing in Coach House or Principal Residential Dwelling Unit	501.1(b)(vi)f)	\$200.00
Un-permitted Boarder/Lodger	501.1(b)(vi)g)	\$200.00
Un-permitted Coach House	502.5	\$200.00

READ a first time

PUBLIC HEARING held

READ a second time

READ a third time

Certified a true copy of "Bylaw 8360" 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

REZONING BYLAW 1382 (BYLAW 8360) RED-LINE VERSION

PART 2 INTERPRETATION

"coach house" means an accessory dwelling unit that is detached from a single-family residential building on a lot in a zone that permits a single-family residential building;

"secondary suite" means an accessory dwelling unit that is attached to a single-family residential building on a lot in a zone that permits a single-family residential building;

"veranda" for a single family residential building or coach house means a one storey high roofed portico, gallery or porch adjoining an exterior wall or walls of a building and open at all other sides with the exception of necessary structural support columns and a guard or rail not exceeding a height of 1.1m (3.5 ft.) and with a floor not higher than the lowest above-grade building floor on the side of the building to which it is attached;

PART 4 GENERAL REGULATIONS

410 Floor Space Ratio Exemptions

The following are excluded from floor space ratio calculations:

(1) For single family residential buildings, exclude:

(e) except in the RSK and RSE zones, accessory buildings, other than parking structures and ~~coach houses accessory buildings containing secondary suites~~, not exceeding 25m² (269 sq.ft.). In the RSE zone, accessory buildings, other than parking structures and ~~coach houses accessory buildings containing secondary suites~~, not exceeding 19.5m² (210 sq.ft.); and

(Bylaws 7006, 7042, 7190, 8036)

PART 5 RESIDENTIAL ZONE REGULATIONS

501 Uses in Single-Family Residential Zones (RS)

All uses of land, buildings and structures in RS Zones are prohibited except

501.1 (a) Principal Use:

(i) One single-family residential building

501.1 (b) Accessory Uses:

~~(ii)~~(i) home occupations;

- (ii) accommodation of not more than two boarders or lodgers in a single-family residential building;
- (iii) secondary suites subject to the following regulations:
 - a) secondary suites are permitted only in single-family residential zones;
 - b) only one secondary suite is permitted on a single-family residential lot;
 - c) a secondary suite is not permitted if there is a coach house on a single-family residential lot;
 - d) the owner of a single-family residential building containing a secondary suite shall be a resident of either the secondary suite or the principal residential dwelling unit; and
 - e) a single-family residential building containing more than one boarder or lodger may not have a secondary suite;
- (iv) bed and breakfast business subject to the regulations contained in Section 405A; ~~and~~;
- (v) buildings and structures accessory to Subsection 501.1(a); ~~and~~,
- (vi) coach houses subject to the following conditions:
 - a) coach houses are not permitted outside the Urban Containment Boundary as per the District of North Vancouver's Official Community Plan, as may be amended from time to time;
 - b) coach houses are not permitted in any zone other than single-family residential zones;
 - c) coach houses are subject to the size, shape and siting regulations in Section 502.5;
 - d) only one coach house is permitted on a single-family residential lot;
 - e) a coach house is not permitted if there is a secondary suite on a single-family residential lot;
 - f) the owner of a single-family residential lot must be a resident of either the coach house or the principal residential dwelling unit; and
 - g) a single-family residential building containing more than one boarder or lodger may not have a coach house on that lot.

502 Size, Shape and Siting of Residential Buildings and Accessory Buildings and Structures in Single-Family Residential Zones (RS)

502.1 Notwithstanding the height provisions in subsection 502.2.a, single-family residential buildings located within a neighbourhood listed and delineated in Schedule "A" attached hereto, shall only be added onto, altered or replaced if the addition, alteration or replacement building does not exceed the maximum building height or maximum eave height of the single-family residential building lawfully existing immediately prior to the date of application for any permit authorizing that addition, alteration or demolition and reconstruction.

502.3 Location of Secondary Suites: secondary suites must be located within the single-family residential building.

502.4 Size of secondary suite: a secondary suite shall not exceed in total area the lesser of 90m² (968 sq.ft.) or 40% of the residential floor space of the principal single-family residential building.

502.5 Coach house regulations: regulations in Table 502.5 apply to any lot upon which a coach house is located. The combination regulations in relation to multiple accessory buildings do not apply to coach houses. In the event of a conflict between any regulation in Table 502.5 and any other regulation in this Bylaw, the regulation in Table 502.5 shall apply:

Element	Regulation
Coach House Lot width	15m (49.2 ft.) minimum
Coach House Lot depth for corner lots without open lane access	36.5m (120 ft.) minimum
Coach House Lot Vehicle Access	
a) where abutting an open lane	Vehicle access must be from a street classified as a lane where the lane is open to vehicle travel.
b) on a corner lot without open lane access	Vehicle access must be from a street classified as a local street.
Coach House Siting	Must be sited to the rear of a principal dwelling.
Coach House Setbacks	
a) rear	
- when parcel abuts an open lane	1.2m (4 ft.) minimum
- when parcel does not abut an open lane	3.1m (10 ft.) minimum

b) side	1.2m (4 ft.) minimum
c) flanking street	3.1 m (10 ft.) minimum
d) separation between principal building and coach house, including attached structures more than 0.91m (3 ft.) above grade	6.1m (20 ft.) minimum
e) Ocean Natural Boundary Line	7.62m (25 ft.) minimum
Required Rear Yard Coverage	No maximum
Coach House Floor Space Ratio Exemptions	The following exemptions apply (exemptions for principal dwellings do not apply to coach houses):
a) Energy efficient construction	
- Step 4 of the Energy Step Code	2.8m ² (30 sq.ft.) maximum
- Step 5 of the Energy Step Code	8.4m ² (90 sq.ft.) maximum
b) Veranda	4.6m ² (50 sq.ft.) maximum
c) Miscellaneous	Floor area under sloped ceilings, not exceeding a floor to ceiling height of 1.2m (4 ft.).
Coach House Size	90m ² (968 sq.ft.) maximum excluding exemptions
Coach House Height	Measured from top of slab
a) Roof slope of less than 3 in 12	3.7m (12 ft.) maximum
b) Roof slope of 3 in 12 or greater	4.5m (15 ft.) maximum
c) Energy Step Code	
- Step 4 of the Energy Step Code	Additional 0.15m (0.5 ft.) in height

- Step 5 of the Energy Step Code	Additional 0.3m (1 ft.) in height Energy Step Code height bonus is not cumulative.
Coach House Living Room Size	Except in the case of a coach house that is a studio, a coach house must have at least one living room, that is not a bedroom, that is at least 16.7m ² (180 sq.ft.), with either the room length or width at least 2.1m (7 ft.). This living room may contain a combined kitchen, living, and dining area.
Coach House Bedroom Size	If the coach house has at least one bedroom (not a studio unit), at least one bedroom must have a minimum area of 8.4m ² (90 sq.ft.), with either the room length or width at least 2.1m (7 ft.).
Pedestrian Access	A minimum 0.9m (3 ft.) wide pedestrian walkway must be provided to the coach house entrance from either: a) the side lot line on a flanking street of a corner lot, or b) the front lot line of a lot that is not a corner lot.
Coach House Private Outdoor Patio, Deck or Veranda Space	At least one patio, deck or veranda must have a minimum area of 4.5m ² (48 sq.ft.) with one dimension at least 1.8m (6 ft.).
Coach House Basement	Not permitted
Coach House Rooftop Deck	Not permitted
Parking a) Enclosed stall b) Location on corner lot	Not more than 1 parking stall may be fully-enclosed within a coach house structure. Where there is an adjacent flanking street, parking stalls must be located adjacent to the interior side lot line.

Table 502.5

PART 10 OFF-STREET PARKING SPACE AND LOADING SPACE REGULATIONS**1001 Required Off-Street Parking Spaces**

The base rate noted for each use category in the table below shall apply to all uses in that category unless they are specifically identified with a different parking rate.

USE	PARKING REQUIREMENTS
Residential (5)	
1. Base Rate	2 per dwelling unit
2. Single family residential building with suite— 2. Single family residential lot with a secondary suite or a coach house	3 per building (Bylaw 6022) 1 space in addition to the Base Rate.

PART 12 ENFORCEMENT**1207 Ticketing**

Designated Expressions	Section	Fine
Un-permitted Secondary Suite with Coach House	501.1(b)(iii)c)	\$200.00
Secondary Suite Not Owner Occupied	501.1(a)(iii)(e) 501.1(a)(iii)(d)	\$200.00
Un-permitted Boarder/Lodger	501.1(a)(iii)(d) 501.1(a)(iii)(e)	\$200.00
Un-permitted Secondary Suite	501.1(a)(iii)(d) 502.3	\$200.00
Secondary Suite Exceed Floor Area	501.1(a)(iii)(e) 502.4	\$200.00
Coach House outside Urban Containment Boundary	501.1(b)(vi)a)	\$200.00
Coach House in Un-permitted Zone	501.1(b)(vi)b)	\$200.00
More than one Coach House	501.1(b)(vi)d)	\$200.00
Un-permitted Coach House with Secondary Suite	501.1(b)(vi)e)	\$200.00
Owner Not Residing in Coach House or Principal Residential Dwelling Unit	501.1(b)(vi)f)	\$200.00
Un-permitted Boarder/Lodger	501.1(b)(vi)g)	\$200.00
Un-permitted Coach House	502.5	\$200.00

The Corporation of the District of North Vancouver

Bylaw 8361

A bylaw to amend Bylaw Notice Enforcement Bylaw 7458, 2004

The Council for The Corporation of The District of North Vancouver enacts the following:

Citation

1. This bylaw may be cited as "Bylaw Notice Enforcement Bylaw 7458, 2004, Amendment Bylaw 8361, 2018 (Amendment 41)".

Amendments

2. Bylaw Notice Enforcement Bylaw 7458, 2014 is amended as follows:

a) Under the heading "Zoning Bylaw 3210, 1965",

- i. Between the rows "501.1(b)(iii)b) More than One Secondary Suite" and "501.1(b)(iii)c) Secondary Suite Not Owner Occupied" adding the following:

501.1(b)(iii)c)	Un-permitted Secondary Suite with Coach House	200	150	300	NO	N/A
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- ii. Renumbering the row "501.1(b)(iii)c) Secondary Suite Not Owner Occupied" to "501.1(b)(iii)d)";

- iii. Renumbering the row "501.1(b)(iii)d) Un-permitted Boarder/Lodger" to "501.1(b)(iii)e)";

- iv. Adding the following after the row "502.4 Secondary Suite Exceed Floor Area":

501.1(b)(vi)a)	Coach House outside Urban Containment Boundary	200	150	300	NO	N/A
501.1(b)(vi)b)	Coach House in Un-permitted Zone	200	150	300	NO	N/A
501.1(b)(vi)d)	More than one Coach House	200	150	300	NO	N/A
501.1(b)(vi)e)	Un-permitted Coach House with Secondary Suite	200	150	300	NO	N/A
501.1(b)(vi)f)	Owner Not Residing in Coach House or Principal Residential Dwelling Unit	200	150	300	NO	N/A
501.1(b)(vi)g)	Un-permitted Boarder/Lodger	200	150	300	NO	N/A

502.5	Un-permitted Coach House	200	150	300	NO	N/A
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READ a first time

READ a second time

READ a third time

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>January 20, 2020</u>
<input type="checkbox"/> Other:	Date: _____

 Dept. Manager	 GM/ Director	 CAO
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The District of North Vancouver REPORT TO COUNCIL

December 3, 2019
File: 09.3900.20/000.000

AUTHOR: James Gordon, Municipal Clerk

SUBJECT: Bylaw 8414: Taxicab Regulation Bylaw Repeal

RECOMMENDATION:

THAT "Taxicab Regulation Bylaw, No. 7613, Repeal Bylaw 8414, 2019" is ADOPTED.

BACKGROUND:

Bylaw 8414 received First, Second and Third Readings on December 2, 2019.

The bylaw is now ready to be considered for Adoption by Council.

OPTIONS:

1. Adopt the bylaw;
2. Give no further Readings to the bylaw and abandon the bylaw at Third Reading; or,
3. Rescind Third Reading and debate possible amendments to the bylaw.

Respectfully submitted,



James Gordon
Municipal Clerk

Attachments:

- Bylaw 8414
- Staff report dated November 14, 2019

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

The Corporation of the District of North Vancouver

Bylaw 8414

A bylaw to repeal Taxicab Regulation Bylaw, No. 7613

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

Citation

1. This bylaw may be cited as "Taxicab Regulation Bylaw, No. 7613, Repeal Bylaw 8414, 2019".

Repeal

2. Taxicab Regulation Bylaw, No. 7613 is hereby repealed.

READ a first time December 2nd, 2019

READ a second time December 2nd, 2019

READ a third time December 2nd, 2019

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

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AGENDA INFORMATION

☒ Regular Meeting
☐ Other:

Date: December 2, 2019
 Date: _____

 Dept.
 Manager

llf
 GM/
 Director

[Signature]
 CAO

The District of North Vancouver REPORT TO COUNCIL

November 14, 2019
 File: 09.3900.20/000.000

AUTHOR: James Gordon, Municipal Clerk

SUBJECT: Bylaw 8414: Taxicab Regulation Bylaw Repeal Bylaw

RECOMMENDATION:

THAT "Taxicab Regulation Bylaw, No. 7613, Repeal Bylaw 8414, 2019" is given FIRST, SECOND and THIRD Readings.

BACKGROUND

The *Passenger Transportation Amendment Act* came into force on September 16, 2019. This is the Provincial Government's much anticipated enabling of ride hailing services in BC. It provides the framework for regulating ride hailing services and expands the authority of the Passenger Transportation Board over such services. In doing so it considerably reduces the role and authority of local government in regulating vehicles for hire and chauffeurs (Council will be provided more details on regulating ride hailing services at the December 9 workshop).

As a result of this legislation the District's Taxicab Regulation Bylaw, No. 7613 is no longer enforceable and must be repealed. The attached Bylaw 8414 repeals Bylaw 7613.

OPTIONS:

1. Give the bylaw First, Second and Third Readings (staff recommendation);
2. Give no Readings to the bylaw; or,
3. Debate possible amendments to the bylaw.

Respectfully submitted,

James Gordon
 James Gordon
 Municipal Clerk

Attachment: Bylaw 8414

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

The Corporation of the District of North Vancouver

Bylaw 8414

A bylaw to repeal Taxicab Regulation Bylaw, No. 7613

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

Citation

1. This bylaw may be cited as "Taxicab Regulation Bylaw, No. 7613, Repeal Bylaw 8414, 2019".

Repeal

2. Taxicab Regulation Bylaw, No. 7613 is hereby repealed.

READ a first time

READ a second time

READ a third time

ADOPTED

Mayor

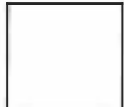


Municipal Clerk

Certified a true copy

Municipal Clerk

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AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>January 20, 2020</u>
<input type="checkbox"/> Other:	Date: _____

 Dept. Manager	 GM/ Director	 CAO
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The District of North Vancouver

REPORT TO COUNCIL

January 7, 2020

File: 09.3900.20/000.000

AUTHOR: James Gordon, Municipal Clerk

SUBJECT: Bylaw 8404: Commercial Vehicle Licensing Bylaw Repeal Bylaw

RECOMMENDATION:

THAT "Commercial Vehicle Licensing Bylaw Repeal Bylaw 8404, 2020" is given FIRST, SECOND and THIRD Readings.

BACKGROUND

The Commercial Vehicle Licensing (CVL) program ended on December 31, 2019. This program was established by the provincial government in 1906 to provide a source of revenue for municipalities to offset the costs related to the use of local roads by commercial vehicles.

The Union of British Columbia Municipalities (UBCM) has administered this program since 1987 through an agreement with the province. In 2018 UBCM conducted a review of the CVL that considered a range of topics, including the distribution of licensing revenue, licensing requirements, and feedback provided by the six largest municipalities contributing to the program. Member feedback identified the following:

- the revenue generated was insufficient to meet program intent when disbursed among the participants;
- the program required significant resources to administer;
- the program was not enforced in many jurisdictions; and,
- the program design distributed funds in disproportion to the actual commercial vehicle licensing that is occurring in communities.

The review concluded that the program had ceased to fulfil its original intent. UBCM engaged the province in a round of discussions concerning potential amendments to legislation. In the end, the province agreed to remove UBCM as the administrator of program. At the present, there is no plan to develop a replacement program.

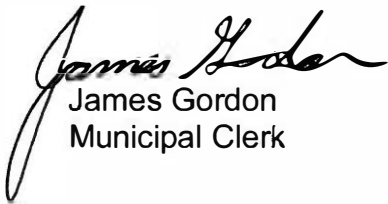
As a result, the District's Commercial Vehicle Licensing Bylaw (Bylaw 5682) is no longer enforceable and must be repealed. The attached Bylaw 8404 repeals Bylaw 5682.

OPTIONS:

The options available to Council with respect to Bylaw 8404 are:

1. Give the bylaw First, Second and Third Readings (staff recommendation);
2. Give no Readings to the bylaw; or,
3. Debate possible alternative to repealing the Commercial Vehicle Licensing Bylaw.

Respectfully submitted,



James Gordon
Municipal Clerk

Attachment: Bylaw 8404

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

The Corporation of the District of North Vancouver

Bylaw 8404

A bylaw to repeal Commercial Vehicle Licensing Bylaw (Bylaw 5682)

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

Citation

1. This bylaw may be cited as "Commercial Vehicle Licensing Bylaw Repeal Bylaw 8404, 2020".

Repeal

2. Commercial Vehicle Licensing Bylaw (Bylaw 5682) is hereby repealed.

READ a first time

READ a second time

READ a third time

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

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

	8.4	
Dept. Manager	GM/ Director	CAO

The District of North Vancouver REPORT TO COUNCIL

December 18, 2019
File: 17.9100.40/013.2019

AUTHOR: Wesley Wenhardt, Director, North Vancouver Museum and Archives

SUBJECT: RECOMMENDED MUSEUM DEACCESSIONS #13

RECOMMENDATION:

Pursuant to the report of the Director of the North Vancouver Museum and Archives, dated December 18, 2019, entitled "Recommended Museum Deaccessions #13":

THAT the North Vancouver Museum and Archives (NVMA) Commission is authorized to deaccession and dispose of 6 artifacts owned solely by the District of North Vancouver, and 11 artifacts owned jointly by the District and the City of North Vancouver, as outlined in the December 18, 2019 report of the Director of the North Vancouver Museum and Archives entitled Recommended Museum Deaccessions #13;

AND THAT the NVMA Commission is authorized to dispose of 152 unaccessioned objects that have been found in the Museum Collection as outlined in the December 18, 2019 report of the Director of the North Vancouver Museum and Archives entitled Recommended Museum Deaccessions #13.

REASON FOR REPORT:

This report seeks Council's permission for the NVMA Commission to deaccession and to dispose of 17 museum artifacts in the care of the North Vancouver Museum and Archives. Notice of the disposal of unaccessioned (found in collection) objects is included for information only.

ATTACHMENT:

1. List of 6 Museum artifacts recommended for deaccessioning and disposal, owned solely by the District of North Vancouver and 11 artifacts owned jointly by the District and the City of North Vancouver, and recommended for deaccessioning and disposal.

BACKGROUND:

This is the thirteenth in an ongoing series of Museum Deaccession Reports submitted to Council since 2012 when NVMA began downsizing the collection to prepare for the move to a new museum and a new collection storage facility. It concerns artifacts considered for deaccessioning by the NVMA staff Collections Committee in September and November 2019 during which 1,939 objects were reviewed and of them 1,032 were recommended to be deaccessioned. The focus of deaccessioning work in recent months has been textiles which are difficult to store, conserve and exhibit, and signs which are in poor condition, too large to store, and redundant.

This report seeks Council's permission to deaccession and dispose of all 17 objects on the attached lists according to the provisions of the Commission's Collection Policy. Per the Collection Policy (6.8.2.5), lists of unaccessioned ("found in inventory") items approved for disposal by the Commission do not have to be forwarded to their municipal owners. In the opinion of the NVMA Director, no item has a fair market value in excess of \$1,000.

Items on the attached list were reviewed and approved for deaccessioning by the NVMA Commission at meetings in September and November 2019.

On September 18, 2019:

Moved by Jonathan Ehling and seconded by Derek Hamill

THAT the North Vancouver Museum & Archives Commission approves the deaccessioning and disposal of all 792 accessioned objects and 64 unaccessioned (found in inventory) objects on the attached lists,

AND THAT the Commission recommends to the municipal owner of each accessioned object (City and/or District of North Vancouver as appropriate) that all of these items be deaccessioned and disposed of, according to the provisions of the Commission's Collection Policy.

On November 20, 2019:

Moved by Don Bell and seconded by Jonathan Ehling

THAT the North Vancouver Museum & Archives Commission approves the deaccessioning and disposal of all 88 accessioned objects and 88 unaccessioned (found in inventory) objects on the attached lists,

AND THAT the Commission recommends to the municipal owner of each accessioned object (City and/or District of North Vancouver as appropriate) that all of these items be deaccessioned and disposed of, according to the provisions of the Commission's Collection Policy.

NOTE: Of the 1,032 objects (both accessioned and unaccessioned) recommended for deaccessioning at the above-noted meetings, 17 are solely or jointly owned by the District of North Vancouver and 863 are solely owned by the City of North Vancouver.

EXISTING POLICY:

The NVMA Commission is the sole custodian of the cultural, archival and museum collections owned by the Corporations of the City of North Vancouver and the District of North Vancouver. The Commission's Collection Policy sets out the methodology for deaccessioning (ie. documenting and removing) materials from the accessioned collection (section B.6.8) and for documenting and disposing of other categories of objects (section B.6.9).

According to section D.15 of the Commission's establishing Bylaws (City of North Vancouver Bylaw No. 6019) and District of North Vancouver Bylaw No. 6789), all items recommended by the NVMA Commission for deaccession will be referred to the owner (City and/or District of North Vancouver) for final approval.

DISCUSSION:

NVMA's Curator has access to a City-owned collection storage warehouse refurbished in 2017 under the direction of staff from the City's Facilities and Real Estate department. Museum-grade compact mobile shelving has been installed. Retained artifacts in the museum collection are being moved to the new warehouse. Over 2,000 objects have already been moved into the City-owned collection storage warehouse.

In recent months, many deaccessioned objects have been transferred to other non-profit collecting institutions, including the Port Coquitlam Museum, Yale Historical Site, and Salmon Arm Museum.

Objects that are not transferred to other collecting organizations, or sold at auction, are disposed of in ways that are environmentally friendly:

- Paper items and electronics are recycled at the North Shore Transfer Station;
- Quality metal objects are recycled through a commercial metal recycler in North Vancouver;
- Fragmentary objects in other materials (wood, rusted metal, etc.) are collected by a commercial disposal company which sorts them before disposal.

Timing/Approval Process:

The Commission has met the target of reducing the collection so it can be stored in the new, smaller City-owned collection warehouse and in the new museum. To date, NVMA has received permission from the City and the District to deaccession and dispose of 11,505 objects, and has significantly exceeded the deaccessioning target in the 2017 Museum Deaccessioning Plan.

The Commission now seeks District Council's timely approval to deaccession and dispose of the 17 items on the attached lists so work on the collection move and storage consolidation project can continue.

Conclusion:

Companion reports have been submitted to the Mayor and Council of the City of North Vancouver containing lists of objects owned solely by the City and recommended for deaccessioning and objects owned jointly by the City and the District that are recommended for deaccessioning and disposal .

A list of all items formally deaccessioned will be provided by the Commission to the Purchasing Department of the City of North Vancouver so the items can be deleted from their Master list and the necessary adjustments, if any, can be made to insurance coverage for the collections.

Respectfully submitted,



Wesley Wenhardt

Director, North Vancouver Museum & Archives

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 _____	




Attachment #1 - Accessioned objects solely owned by the District and jointly owned by the District and City of North Vancouver

Quantity	Number	Object	Description	Ownership
1	1998.7.13	Bags	A variety of damaged or broken purses, bags, pouches, etc.	DNV
2	2009.9.1 2009.9.2	Hats	Caps, hard hats, hat boxes hats, etc	DNV
1	1996.28.5	Shirts	Shirts and Sweatshirts	DNV
2	1996.17.4 2004.34.16	Accessories	Variety of hankerchiefs, feathers, bows, ribbons, sashes, bibs, chemisettes, scarfs, fragments, belts, binders, fans, towels, etc	DNV
6	Total Objects			

Attachment #1 - Accessioned objects solely owned by the District and jointly owned by the District and City of North Vancouver

Quantity	Number	Object	Description	Ownership
2	1997.1.11a-b 2004.27.133a-c	Hats	Caps, hard hats, hat boxes hats, etc	CNV & DNV
2	1997.4.2 1997.40.1	Shirts	Shirts and Sweatshirts	CNV & DNV
4	1997.40.3 1997.41.1 1997.41.3 1997.41.5	Undergarments	Undergarments, nightgowns, socks, slips, stockings, housecoats, knickers, corset covers, PJs. etc	CNV & DNV
2	1997.7.37a-e 2004.35.3	Accessories	Variety of hankerchiefs, feathers, bows, ribbons, sashes, bibs, chemisettes, scarfs, fragments, belts, binders, fans, towels etc	CNV & DNV
1	2012.18.6	sign	sign composed of metal letters from Lynnwood Inn	CNV & DNV
11	Total Objects			

AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>January 20, 2020</u>
<input type="checkbox"/> Other:	Date: _____

8.5		
 TA Dept. Manager	 GM/ Director	 CAO

The District of North Vancouver REPORT TO COUNCIL

January 8, 2020
File: 05-1930-Grants/Sponsorships 2020

AUTHOR: Cristina Rucci, Community Planner

SUBJECT: 2020 Social Service Grants - Core Funded Agencies

RECOMMENDATION:

THAT Council approve a total budget of \$1,106,772 in annual core funding in 2020 to the agencies included in this report in accordance with **Attachment A**.

REASON FOR REPORT:

To outline the disbursement of annual core funded operating grants to Youth Services and Community Services.

SUMMARY:

In accordance with the City and District of North Vancouver Municipal Youth Policy (Attachment B), Outreach Youth Services – Core Funding Policy (Attachment C), and the Municipal Community Service Grants Policy (Attachment D), the District approves core operating grants as part of the annual budget. The 2020 core grants budget has been inflation-adjusted from 2019.

BACKGROUND:

The City and District of North Vancouver Municipal operating grant policies were developed in the early 1990s as a way to recognize the role that non-profit organizations play in contributing to the social well-being of the citizens of the municipality and the improvement of their quality of life. This goal is reiterated in the OCP: “the District’s objective is to provide, facilitate and support a range of community programs and services that meet the needs of the community. Most citizens need community support and social services at some point in their lives. A strong network of community programs and services for children, youth, adults, families, seniors, at risk populations, and those with a range of abilities and means, supports individuals and a healthy community” (Section 6.3 of the OCP).

A description of each of the core funded agencies is included in the analysis section below.

In addition to the \$1.1 million supporting core funded agencies, non-profit organizations can apply for additional community grants through the Community Services Advisory Committee (\$303,944) and Child Care Services sub-committee (\$55,954). These bring the total 2020 budget for community grants to \$1.46 million.

EXISTING POLICY:

- City and District of North Vancouver Youth Funding Policy 10-5120-2 (Attachment B);
- Outreach Youth Services - Core Funding Policy 10-5120-3 (Attachment C);
- District of North Vancouver Municipal Community Service Grants Policy 5-1850-2 (Attachment D);
- OCP Bylaw 7900, Section 6 “Community Services, Programs and Facilities”, supports the District’s commitment in providing assistance to social service agencies.

ANALYSIS:

The 2020 budget for the core grants is outlined in Attachment A and includes an inflation adjustment of 2% from 2019. The section below provides a brief description of the organizations receiving core grants. It is the District’s practice to provide grants in either one or two instalments, in January and/or July of each year.

Youth Services (2020 Core Grant Budget = \$526,454)

Youth Outreach

Agencies serve to create relationships and opportunities that enable the development of youth to become meaningfully involved in their municipality and to be healthy and valued members of the community. The Youth Agencies allocate their funding into five service areas including: one-to-one and/or group work with at-risk youth, drop-in centre based work, improved coordination and multi-service planning, inclusion and diversity, youth engagement, and community development.

The Youth Outreach Agencies include Norvan Boys and Girls Club, Capilano Community Services Society, North Shore Neighbourhood House (in Lynn Valley), and Parkgate Community Services Society. They receive approximately 50% of their funding in January and the balance is allocated in July.

Staff received a request for an additional \$20k to support Parkgate Community Services Society’s work with the Foundry, a “one stop shop” for youth health and wellness services on the North Shore which opened its doors in the Lower Lonsdale area a couple of years ago. Staff are recommending further discussions between the North Shore municipalities before committing any new funding for this work.

Hollyburn Family Services Society - Youth Safe House

Hollyburn Family Services Society, which operates the North Shore Youth Safe House, provides emergency residential services to homeless and at-risk youth. They support between 100 and 150 youth annually. The North Shore Youth Safe House is an example of a partnership model of service delivery for some of the District’s most marginalized residents: homeless youth between the ages of 13-18 years. In addition to the annual core grant (\$11,525) provided by the District, funding is also provided by the District of West Vancouver, through a Core Funding grant; BC Housing; private foundations; corporations; and individuals. These partner agencies/groups and individuals collectively provide approximately \$540,000

per year in operational funding needed to staff the safe house and provide support to the youth staying there. The District also provides the house to the Society through a community lease for \$1/year. The North Shore Youth Safe House is currently the only safe house in the Lower Mainland accessible to youth under 16 years of age without a social worker referral.

The youth service grants are recommended as follows:

Youth Service Grants			
Agency	2020 Budget	First Instalment (January)	Final Instalment (July)
Norvan Boys and Girls Club	\$30,531	\$15,266	\$15,265
Capilano Community Services Society	\$130,497	\$65,249	\$65,248
North Shore Neighbourhood House	\$126,453	\$63,227	\$63,226
Parkgate Community Services Society	\$227,448	\$113,724	\$113,724
Hollyburn Family Services Society - Youth Safe House	\$11,525		\$11,525
Total	\$526,454	\$257,466	\$268,988

Community Services (2020 Core Grant Budget = \$580,318)

Child Services - North Shore Child Care Resource and Referral

The mission of the North Shore Child Care Resource and Referral Program is to promote programs and projects that enhance child care services and the quality of life for children and their families and provide a strong voice on behalf of child care on the North Shore. The operating grant from the District of North Vancouver is used to support an Early Childhood conference, information sessions, library, diversity services, child care data and analysis, community development, and a range of other programs and services (e.g. parent referrals, professional development and training opportunities, and equipment loans). A grant is recommended as follows:

Agency	2020 Budget	First Instalment (January)	Final Instalment (July)
Children - NS Childcare Resource and Referral	\$40,634		\$40,634

Family Services - Family Services of the North Shore

Family Services of the North Shore has been providing services, including counselling, support, education, and volunteer opportunities for families and children for over 60 years. Services are available to all citizens regardless of race, gender, religion, culture, socio-economic status, sexual orientation, gender identity or physical ability. The operating grants and monies received through community grants, also provided by the District, are used for their Family Counselling program to ensure access to their services through a sliding fee scale, thereby eliminating cost as a barrier to service.

Family Services of the North Shore has reached out to the three North Shore Municipalities for \$73,000 in additional support this year due to changes in their funding structure. As the District represents only 1% of their total budget, staff are recommending further discussions to

determine their financial position before making any changes to their grant amount. A grant is recommended as follows:

Agency	2020 Budget	First Instalment (January)	Final Instalment (July)
Family – Family Services of the North Shore	\$38,808		\$38,808

Senior Services - Silver Harbour Seniors' Centre Society

The mission of Silver Harbour Seniors' Centre Society is to inspire and enhance the physical and mental well-being of adults aged 55+ by providing social, creative, educational, and physical activities, focussing on volunteer participation. In 2019, Silver Harbour received 80,000 visits from over 1,500 District residents. Silver Harbour helps seniors improve their physical and mental health, make connections to important services, and build personal resilience and supportive social networks. The Society is part of the North Shore Services to Seniors Coalition. Funding provided to Silver Harbour is applied towards general operations of the organization including maintenance, salaries, and outreach. A grant is recommended as follows:

Agency	2020 Budget	First Instalment (January)	Final Instalment (July)
Seniors – Silver Harbour Centre Society	\$123,461	\$61,731	\$61,730

Community Services Operating Funding - Lynn Valley Services Society

The Lynn Valley Services Society operates Mollie Nye House as a welcoming, active place where Lynn Valley residents feel a sense of belonging and pride; where community volunteers help coordinate programs and services for seniors and others; and where preservation and use of the House and garden recognizes its historic place in the community and the contributions of the Nye family. The specific purpose of the House is to support, promote, and develop educational, social, and community services and programs at the House for all residents of Lynn Valley now and in the future and to create a place and opportunities for dialogue regarding issues of community interest in Lynn Valley. A grant is recommended as follows:

Agency	2020 Budget	First Instalment (January)	Final Instalment (July)
Community – Lynn Valley Services Society – Mollie Nye House	\$50,652	\$25,326	\$25,326

Community Services Operating Funding - Capilano Community Services Society

Capilano Community Services Society provides low and no cost social and community services to youth and seniors in Lower and Upper Capilano. The new Lions Gate Community Recreation Centre is expected to be open in 2020 and the Society will be moving to the new facility at that time. The Society is collaborating with District staff and the North Vancouver Recreation and Culture Commission (NVRCC) to develop enhanced services and programs to address the needs of this emerging community, including expanding their mandate to serve families. The

Society will require increased staffing capacity in the new facility and is working with District staff to develop a detailed business plan for operational funding which will come forward in late 2020. Impacts from this plan will be included in a financial plan amendment. A grant, excluding new operational funding for Lions Gate, is recommended as follows:

Agency	2020 Budget	First Instalment (January)	Final Instalment (July)
Community – Capilano Community Services Society	\$32,855		\$32,855

Community Services Operating Funding – Parkgate Community Services Society

In 2019 the Partnership Agreement between North Vancouver Recreation and Culture Commission (NVRCC) and Parkgate Community Services Society (PCSS) was dissolved and was replaced by a core funding model between the District and PCSS. As part of this new arrangement a work plan was prepared by PCSS which will be updated annually and reviewed by staff. The work plan reflects the key service areas that the Society will focus on throughout the year: operating/society costs, family resources, seniors' services, volunteering and finance and administration. The programs and services that are delivered by the Society are consistent with what they have offered in the past and are in line with the purpose, vision and mission of the Society. These are to make a positive difference in the life of every person in the community, to create a thriving, connected community where members feel supported and engaged and to create opportunities for people to connect and flourish so they can live life better.

Staff received a request from PCSS for \$20,000 in additional funding to support the "recruitment and retention of childcare staff", covering half the expected cost increase for these services. As staff will be bringing forward a Child Care Strategy and Plan in spring 2020, it is recommended that this issue be addressed through that process. A grant, excluding the new request, is recommended as follows:

Agency	2020 Budget	First Instalment (January)	Final Instalment (July)
Community – Parkgate Community Services Society	\$234,600		\$234,600

Restorative Justice Services - North Shore Restorative Justice Society

The North Shore Restorative Justice Society was established in 1997 to promote and support restorative justice principles. Restorative Justice involves a balanced approach that addresses the needs of victims, communities, and offenders. The mission of the Society is to develop, promote, and provide restorative approaches to prevent and heal the harm caused by conflict and crime. The Society connects with affected individuals, families, and organizations to strengthen the North Shore's diverse community. The Society provides four programs: the Restorative Response, Restorative Awareness Dialogue, Restorative Responses to Adult Abuse and Neglect, and Restorative Approaches in Schools. The Program has been core funded jointly by the City and District of North Vancouver since 1998 and the District of West Vancouver also provides funds. The funding supports the ongoing operations of the Society, including program development, training, and other activities.

Staff received a request to increase this core grant by an additional \$3,000 due to increased requests and referrals, which would otherwise require additional DNV and RCMP resources. A grant including this increase is recommended as follows:

Agency	2020 Budget	First Instalment (January)	Final Instalment (July)
Restorative Justice – NS Restorative Justice Society	\$36,000		\$36,000

Lookout Housing and Health Society - Homeless Outreach Services Program

The primary objective of the Homeless Outreach Services Program is to provide homeless outreach services targeted to people living and sleeping in District parks and streets and to help them find adequate shelter and housing. Highlights of the Homeless Outreach Services Program include: (1) Developing a relationship and working with individuals who are homeless on the street, in the parks, in cars, etc. located in the District; (2) Liaising with other social service providers such as Hollyburn Family Services and Canadian Mental Health Association, to help ensure a continuum of services are utilized to meet the needs of homeless individuals; and (3) Liaising with District staff in helping to address municipal concerns and helping relocate homeless individuals into more appropriate accommodation or rehabilitation programs. At the end of this year, this core grant will be reviewed and the effectiveness and successes of this program will be evaluated by staff. If it is determined that a need for the grant continues to exist, a business case will be prepared for the 2021 budget process. A grant is recommended as follows:

Agency	2020 Budget	First Instalment (January)	Final Instalment (July)
Lookout Housing & Health Society – Homeless Outreach Services Program	\$20,808	\$10,404	\$10,404

Harvest Project

The Harvest Project helps people who are experiencing challenging life circumstances by providing them with free food, clothing, counselling and connection to other resources. As part of its food program, the Harvest Project collects food from food retailers and distributes it to its clients. A grant is recommended as follows:

Agency	2020 Budget	First Instalment (January)	Final Instalment (July)
Harvest Project	\$2,500		\$2,500

Accountability:

In support of their 2020 grant applications, agencies have provided their unaudited financial statements, proposed 2020 budgets, annual reports, goals and objectives for 2020, and accomplishments from 2019. Staff has reviewed these supporting materials and is satisfied that these agencies meet the District's accountability requirements.

Financial Impacts:

Core funded operating grants for youth and community service agencies included in the 2020 budget total \$1,106,772. This amount has been inflation adjusted from 2019. Payments will be disbursed to the agencies in either one or two installments as noted in Attachment A.

Social Policy Implications:

Providing support to non-profit organizations that create and provide services prioritizing the overall health and vitality of District residents, achieves the policy goals as set out in the 'Social Well Being' section of the Official Community Plan. Of particular importance is the work these agencies do to assist and support the District's most vulnerable and marginalized populations. Financial assistance further facilitates the ability for organizations to leverage other sources of funding from senior levels of government and other funding sources (e.g. through Foundations).

Conclusion:

Staff has reviewed the reports and financial statements of the organizations receiving direct grants from the District of North Vancouver, and confirmed these agencies meet the accountability requirements of the District's budget process. Staff is confident the work being done as a result of the District's social service grants is critical to supporting people living in the District of North Vancouver and serves to leverage additional funding from senior levels of government, as well as the private sector.

Respectfully submitted,



Cristina Rucci
Community Planner, RPP, MCIP

Attachment A: Budget for Core Grants

Attachment B: City and District of North Vancouver Municipal Youth Policy

Attachment C: Outreach Youth Services – Core Funding

Attachment D: Municipal Community Service Grants

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

Attachment A: 2020 Budget for Core Grants Report (including first and final instalments)

Agency	2020 Budget	First Instalment	Final Instalment
Norvan Boys and Girls Club	\$30,531	\$15,266	\$15,265
Capilano Community Services Society	\$130,497	\$65,249	\$65,248
North Shore Neighbourhood House	\$126,453	\$63,227	\$63,226
Parkgate Community Services Society	\$227,448	\$113,724	\$113,724
Hollyburn Family Services Society - Youth Safe House	\$11,525		\$11,525
Total Youth Services	\$526,454	\$257,466	\$268,988
Children - NS Childcare Resource and Referral	\$ 40,634		\$40,634
Family - Family Services of the North Shore	\$38,808		\$38,808
Seniors - Silver Harbour Centre Society	\$123,461	\$61,731	\$61,730
Community - Lynn Valley Services Society - Mollie Nye House	\$50,652	\$25,326	\$25,326
Community - Capilano Community Services Society	\$32,855		\$32,855
Community – Parkgate Community Services Society	\$234,600		\$234,600
Restorative Justice - NS Restorative Justice Society	\$36,000		\$36,000
Lookout Housing and Health Society - Homeless Outreach Services Program	\$20,808	\$10,404	\$10,404
Harvest Project	\$2,500		\$2,500
Total Community Services	\$580,318	\$97,461	\$482,857
Grand Total	\$1,106,772	\$354,927	\$751,845



The Corporation of the District of North Vancouver

CORPORATE POLICY MANUAL

Section:	Social and Community Services Planning	10
Sub-Section:	Youth Services	5120
Title:	CITY AND DISTRICT OF NORTH VANCOUVER MUNICIPAL YOUTH POLICY	1

MUNICIPAL YOUTH SERVICES POLICY VISION STATEMENT

“To create relationships and opportunities that enable the development of youth to become meaningfully involved in the life of the municipality and to be healthy, engaged and valued members of the community.”

POLICY

1. The City and District of North Vancouver endorse the concept of inter-agency co-ordination of services for youth.
2. The City and District of North Vancouver hold that youth should have the right to full and due consideration and should be provided with opportunities to develop emotionally, mentally, morally, spiritually, physically and socially, and in conditions of responsibility. Towards this end, the Municipalities are committed to ensuring, as a paramount consideration, that the provision of opportunities and services meets the best interests of youth.
3. To continue to provide assistance with coordination and planning in municipally based youth services in partnership with service providers, community agencies, residents and other levels of government.

REASON FOR POLICY

The increasing involvement with community-based youth services has produced a need for the North Vancouver municipal governments to set policy which clarifies the role of local government. Such policy should aim to support the continuance of preventative youth services through identifying and endorsing specific elements of the youth services delivery system. Given the importance of such services preventing the escalation of youth problems, a municipal policy on youth should be supportive of the philosophy and objectives of existing community-based youth services. Furthermore, a municipal policy on youth is needed to ensure and enhance the effective use of finite resources by providing a focus for the future development of youth services and local government participation.

AUTHORITY TO ACT

Retained by Council

PROCEDURE

1. GOALS

- 1.1. To develop a system that facilitates the provision of community-based youth services focussing on youth engagement and involvement.
- 1.2. To encourage youth participation and advocacy;
- 1.3. To develop a comprehensive directory of youth services

2. In order to achieve the Goals and Objectives of the Municipal Youth Policy, the City and District of Vancouver will undertake the following:

- 2.1. Provide for core funding to designated non profit organizations to plan and facilitate community-based youth services as per their Service Agreements (and related Annual Civic Youth Services Work Plan);
- 2.2. To assign staff oversight of the youth services program to a Social Planning designate.
- 2.3. Any other actions deemed appropriate by Staff and/or Council.

Approval Date:	November 18, 1992	Approved by:	City of North Vancouver
Approval Date	October 28, 1991	Approved by:	DNV Policy & Planning Committee
2. Amendment Date:	December 11, 1995	Approved by:	Regular Council
3. Amendment Date:	November 3, 2008	Approved by:	Regular Council



The Corporation of the District of North Vancouver

CORPORATE POLICY MANUAL

Section:	Social and Community Services Planning	10
Sub-Section:	Youth Services	5120
Title:	OUTREACH YOUTH SERVICES - CORE FUNDING	3

MUNICIPAL YOUTH SERVICES POLICY VISION STATEMENT

"To create relationships and opportunities that enable the development of youth to become meaningfully involved in the life of the municipality and to be healthy, engaged and valued members of the community."

POLICY

The District may provide core funding to community based services providers for services that meet the needs of youth at risk or potentially "at risk".

REASON FOR POLICY

To provide a shortened application and review process and assurances of continued core funding to youth services which meet the criteria outlined in this policy.

AUTHORITY TO ACT

Retained by Council

PROCEDURE

1. CRITERIA

The organization must meet the eligibility criteria contained in section 6.1 of the City and District of North Vancouver Youth Policy: Outreach and centre-Based Youth Work.

- 1.1. Core funding is only for core staff funding (see definition of Core below)
- 1.2. The minimum amount is \$5,000.
- 1.3. The organization must have received at least 3 continuous years of District or City community grants prior to applying for core funding

2. DEFINITION OF CORE FUNDING

Core funding includes the costs necessary to maintain employee positions: salary and benefits, and an additional percentage of those costs for program expenses and administrative support.

3. APPLICATION PROCESS

- 3.1. The organization will submit its funding request for the following year to the appropriate Social Planning staff designate in the fall of each year. Included in the budget package is the following:
 - 3.1.1. financial statement from the previous year
 - 3.1.2. budget - using the District's and City's budget format
 - 3.1.3. annual report

- 3.1.4. statistical report summarizing the past year of service provision (numbers of clients, services, new trends etc) and proposed programs and services for the projected year.
- 3.2. Staff will review funding requests with respect to the following:
 - 3.2.1. the reasonableness of the budget figures;
 - 3.2.2. involvement of local community and volunteer contributions;
 - 3.2.3. linkages with existing service providers;
 - 3.2.4. youth demographics for that area and the demand for youth services.
- 3.3. The organization will be advised of the amount of the District's and City's funding by Social Planning staff in May after the budget receives final approval from Council.

4. FUNDING DISBURSEMENTS

Agencies whose applications are approved will receive funding for outreach youth programs in semi-annual installments as per the following:

- 4.1. the District and City will provide half of the previous year's funding allocation in January; and
- 4.2. the balance of the amount to meet the current year's funding request following approval by Council of the annual budget

5. OPTING OUT OF CORE FUNDING

The District may cease core funding to an organization due to any significant changes in staff, client numbers or composition, funding from other sources, or in the organization itself, or any major concerns or complaints from Social Planning staff or the community which have been validated.

The organization may opt out of core funding at any time for any reason.

6. ACCOUNTABILITY

The District and City shall ensure accountability and quality of service through the following means:

- 6.1. Staff shall review each organization's budget package (as outlined in section 3 above);
- 6.2. Social/Community Planning staff shall monitor services through the Service Agreements, corresponding Annual Civic Youth Services Work Plan; and related statistical reporting procedures. Additionally staff are in contact with the organizations on a regular basis;
- 6.3. Each agency shall hold an annual youth forum (or other form of input as approved by the municipality) on youth needs and issues in conjunction with other interested stakeholders if appropriate.
- 6.4. Social / Community Planning staff shall monitor that statistical information provided by agency's annually.

Approval Date:	November 18, 1992	Approved by:	City of North Vancouver
Approval Date	October 28, 1991	Approved by:	DNV Policy & Planning Committee
2. Amendment Date:	December 19, 1994	Approved by:	Executive Committee
3. Amendment Date:	December 11, 1995	Approved by:	Regular Council
4. Amendment Date:	November 3, 2008	Approved by:	Regular Council

**CORPORATE POLICY MANUAL**

Section:	Finance	5
Sub-Section:	Grants	1850
Title:	MUNICIPAL COMMUNITY SERVICE GRANTS	2

POLICY

The *Local Government Act* authorizes the Council to grant monies "to any organization deemed by Council to be contributing to the general interest and advantage of the municipality" (section 176 1(c)).

REASON FOR POLICY

The Council recognizes that community non-profit organizations contribute to the well being of the citizens of the Municipality and to the improvement of their quality of life, and that financial support by Council may effectively promote additional funding from other sources.

AUTHORITY TO ACT

Retained by Council

PROCEDURE**1.0 Criteria for Grant Applications**

Groups applying for grants must

- 1.1 meet the guidelines of section 176.1 (c) of the *Local Government Act*;
- 1.2 offer services to the citizens of the District of North Vancouver and justify the need for that service;
- 1.3 show evidence of on going, active volunteer involvement;
- 1.4 present proof of financial responsibility and accountability; and
- 1.5 be seen to be seeking monies from other funding sources, or contributing their own funds to the project.

It should be noted that program supplies are eligible for funding, but capital equipment and building costs are not eligible for community grants.

2. Applications

- 2.1. Application Form - The application form supplied by the Municipal Clerk must be utilized by all applicants for grants.
- 2.2. Completeness of Information Supplied - Unless all required information is supplied or a suitable explanation offered as to why this information cannot be supplied, the grant application will not be considered.
- 2.3. Deadline - The deadline of January 31 for applications in any year shall be strictly adhered to. Applications received after that date at any time throughout the year will only be considered if they meet the criteria under Section 2.4

2.4. Funding Requests throughout the Year - Funding requests received after the January 31 deadline will be considered if they meet the following conditions:

2.4.1. the application meets the community grants criteria as outlined in Section 1.0 of this policy;

2.4.2. the requirement for funding was not reasonably foreseeable at the date of the deadline for community grants for the current period;

2.4.3. adequate justification is provided for not meeting the deadline for community grants for the current period.

2.4.4. the requirement is not for sport and/or recreation travel grants; and

2.4.5. a community grant application form is completed.

Staff will review applications and provide recommendations to Council.

2.5 Material to Council - will receive the recommendations of the Community Services Advisory Committee; additional material, including completed applications, will be forwarded if Council specifically requests it.

3.0 Publication of District Grant Process and Criteria

3.1 The District Grant Process and Criteria will be publicized by posting a notice and placing an advertisement in the press each November advising the Community of the Grant process and criteria and any grant priorities consistent with Council policies.

3.2 Grants disbursed on a yearly basis will be publicized at the conclusion of the grant process.

4.0 Acknowledgement of District Grants

4.1 All recipients of grants from the District of North Vancouver are required to publicly acknowledge such donations.

4.2 This information is to be communicated to all beneficiaries, either in a local North Shore newspaper or through a letter, as well as, if applicable, in a prominent location in their publication.

5.0 Return of Unspent Funds

5.1 In the event that the funds are not used for the project or programs as described in the application, or if there are misrepresentations in the application, the full amount of the financial assistance may be payable forthwith to the District of North Vancouver.

5.2 If there are any changes in the funding of the project from that contemplated in the application, the District will be notified of such changes through the Community Planning Department.

5.3 Any unspent funds must be returned to the District at the end of the year or within 60 days of the completion of the project or event.

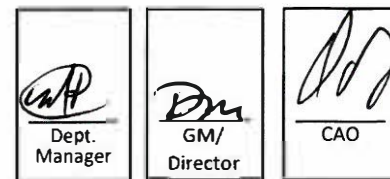
5.4 Where multiple sources of funding are received, any unspent funds will be returned pro rata to those contributing organizations that require refunds of grants.

6.0 Accountability

- 6.1 Accountability forms describing how the grant was spent must be signed by two officers of the society, and submitted to the District by December 31st of each year or within 30 days of completion of the project or event, except where the society is applying for a grant for the current year, in which case they will complete the accountability section of the application form and submit no later than January 31st of the grant year for which they are applying.
- 6.2 When applying for a municipal grant, or upon request, the applicant will supply an audited financial statement for the most recent fiscal year, or where audited financial statements are not available, the applicant will supply financial statements that have been verified as correct by two signing officers from the organization.
- 6.3 When applying for a municipal grant, the signing officers of the organization will provide written acceptance of the conditions as outlined in Sections 3.0 through 6.3 of the Municipal Grants Policy 5-1850-2.

Approval Date:	March 1, 1982	Approved by:	Policy & Planning Committee
1. Amendment Date:	April 15, 1991	Approved by:	Policy & Planning Committee
2. Amendment Date:	July 22, 1991	Approved by:	Policy & Planning Committee
3. Amendment Date:	March 9, 1992	Approved by:	Policy & Planning Committee
4. Amendment Date:	January 9, 1995	Approved by:	Special Executive Committee
5. Amendment Date:	August 14, 1995	Approved by:	Executive Committee
6. Amendment Date:	December 11, 1995	Approved by:	Regular Council
7. Amendment Date:	June 21, 1999	Approved by:	Regular Council
8. Amendment Date:		Approved by:	

AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>JAN. 20 2020</u>
<input type="checkbox"/> Other:	Date: _____



The District of North Vancouver

REPORT TO COUNCIL

December 18, 2019
File: 08.3060.20/085.18

AUTHOR: Taylor Jenks, Development Planning Assistant
SUBJECT: DEVELOPMENT PERMIT 85.18 - 1814 Naomi Place

RECOMMENDATION:

It is recommended that Council issue Development Permit 85.18 with variances (Attachment A) to allow for a garage with access elevator at 1814 Naomi Place.

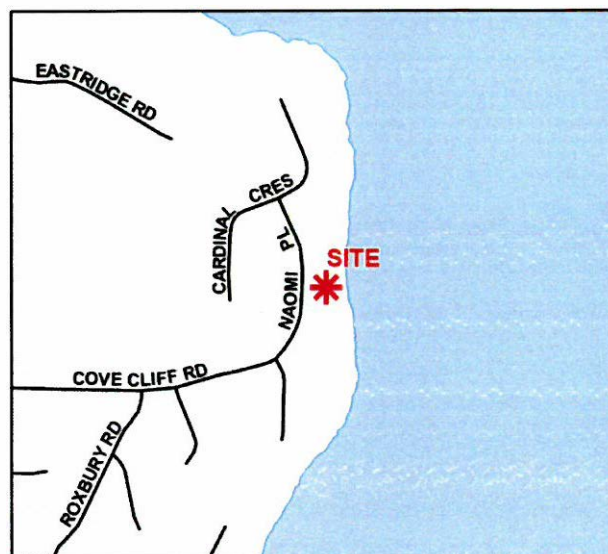
REASON FOR REPORT:

The proposed construction requires a development permit including variances to the Zoning Bylaw, which requires Council's approval.

SUMMARY:

The applicant is requesting a development permit with four variances to permit the renovation of a garage with an additional 25 m² (269 sq. ft.) of floor space and installation of an elevator. The site is included in the Slope Hazard Development Permit area which contributes to difficulties with siting the garage. The variances required to build the garage and elevator as proposed include:

1. Maximum garage building height for a flat roof;
2. Minimum garage front setback;
3. Minimum setback for roof overhang on the front of a building;
4. Location of accessory building (storage) in the front yard;



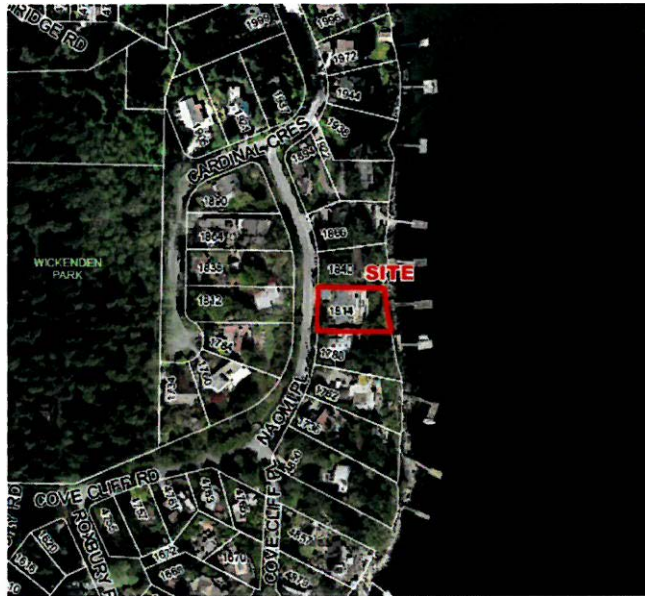
The proposal is supportable as the associated variances are due to the challenging topography of the area and the proposed construction will result in improved accessibility to the dwelling on the site.

BACKGROUND:

The subject property located at 1814 Naomi Place is approximately 1138 m² (12,249 sq. ft.) in area, and currently contains a single family home and detached garage. The District's Board of Variance approved the siting of the existing garage 1.52m (5 ft.) from the front property line, where it was built in 1995. There is a

right of way adjacent to the northern property line that allows for municipal water and storm system infrastructure which has been respected in the design of the renovated garage. The subject property and surrounding lots are zoned Single Family Residential 7200 (RS3) as shown in the image below. The property is located in the development permit areas for Slope Hazard and Wildfire Hazard.

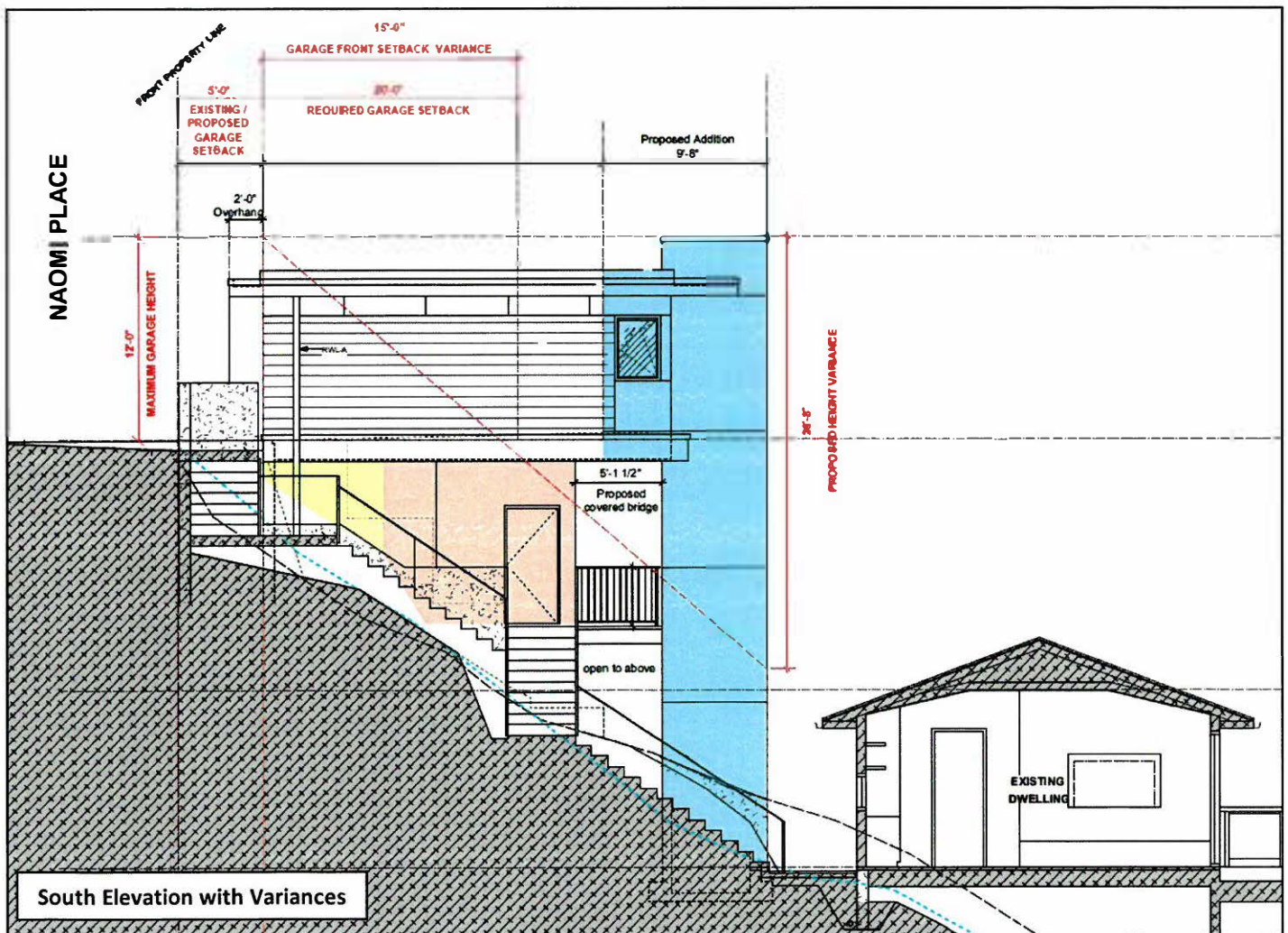
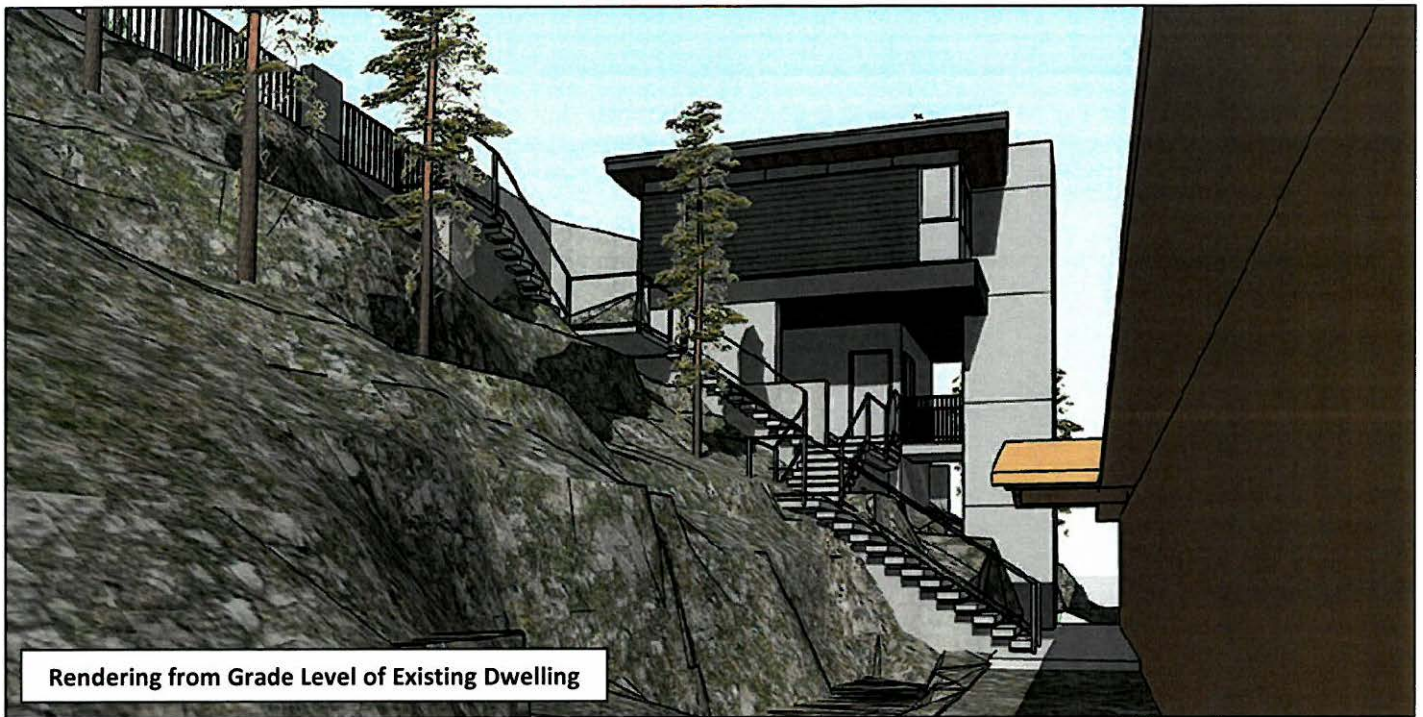
The property slopes steeply from Naomi Place eastward to the waterfront decreasing in elevation by approximately 7.5m (25.7 ft) over a 12.18m (39.97 ft) distance to the front of the home, and a further 23.25 m (76.3 ft) over the remaining distance to sea level.

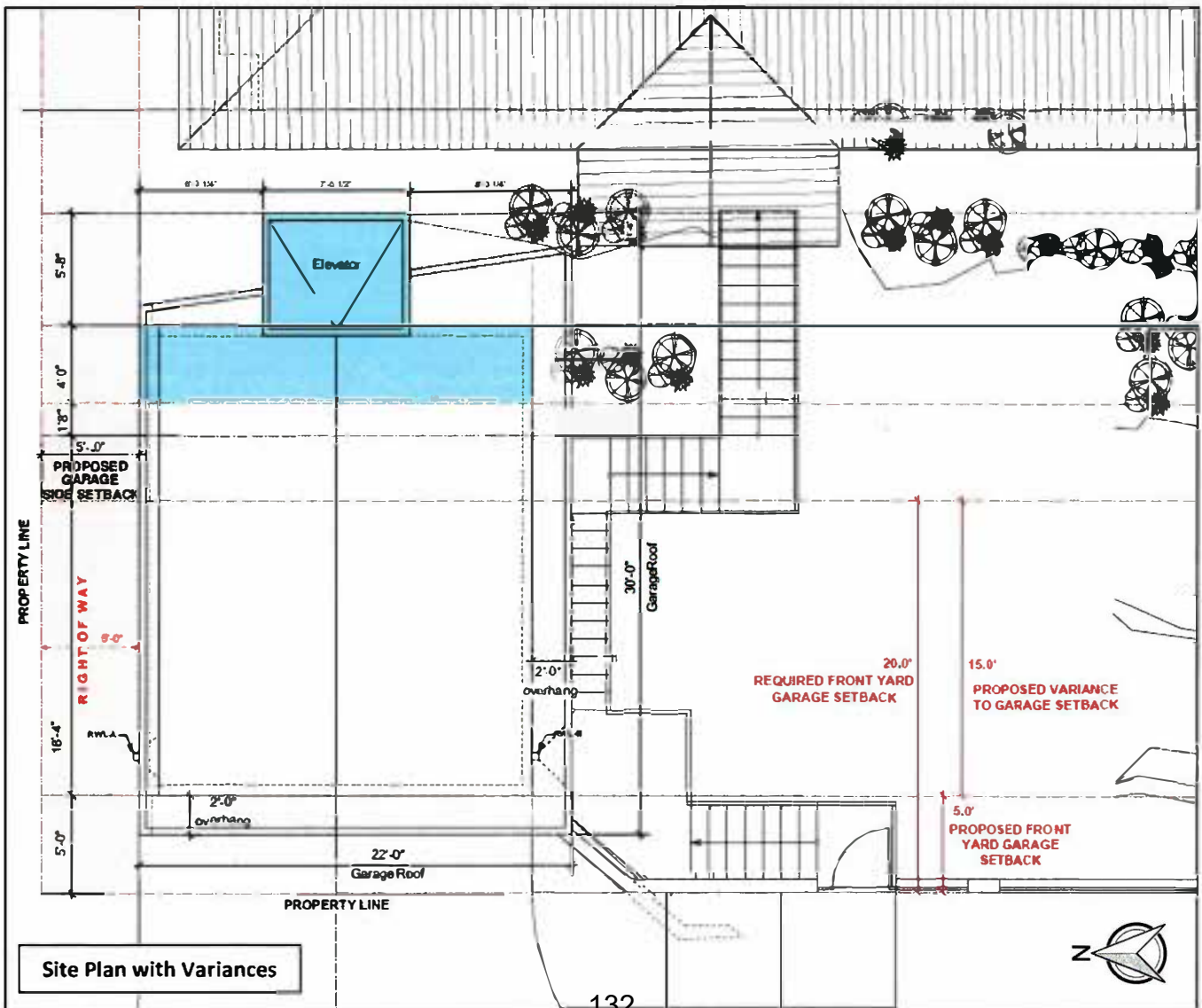
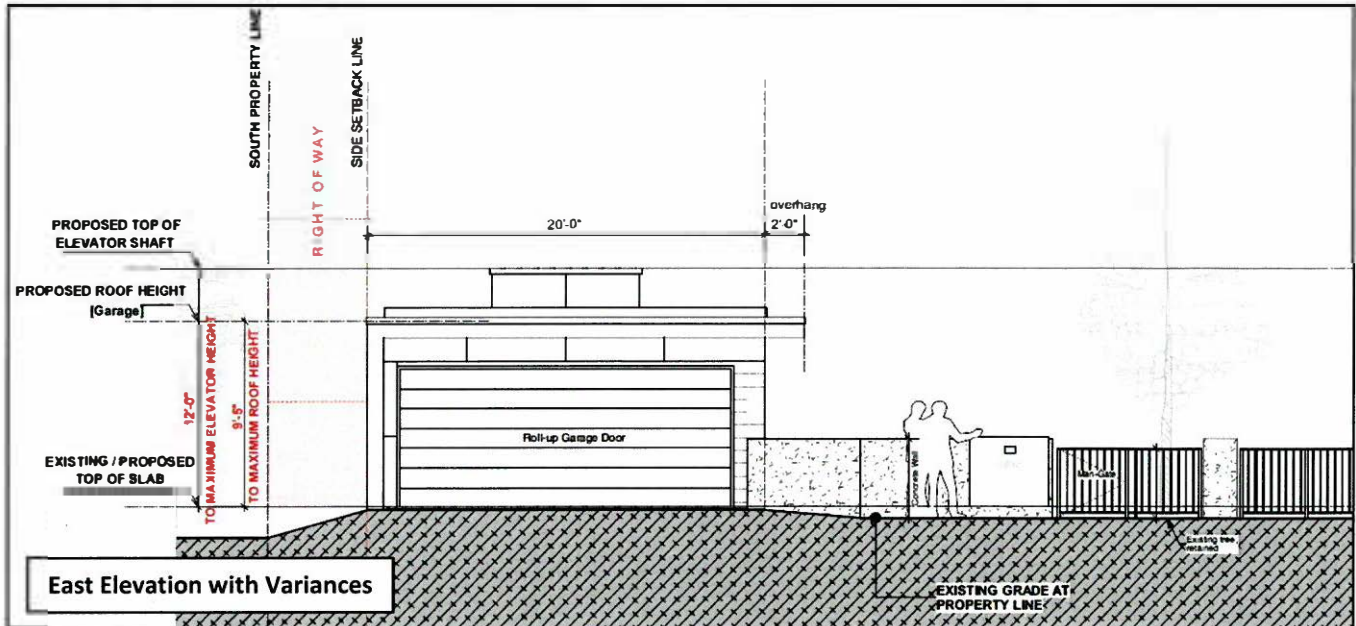
**Air Photo****Context Map****PROPOSAL:**

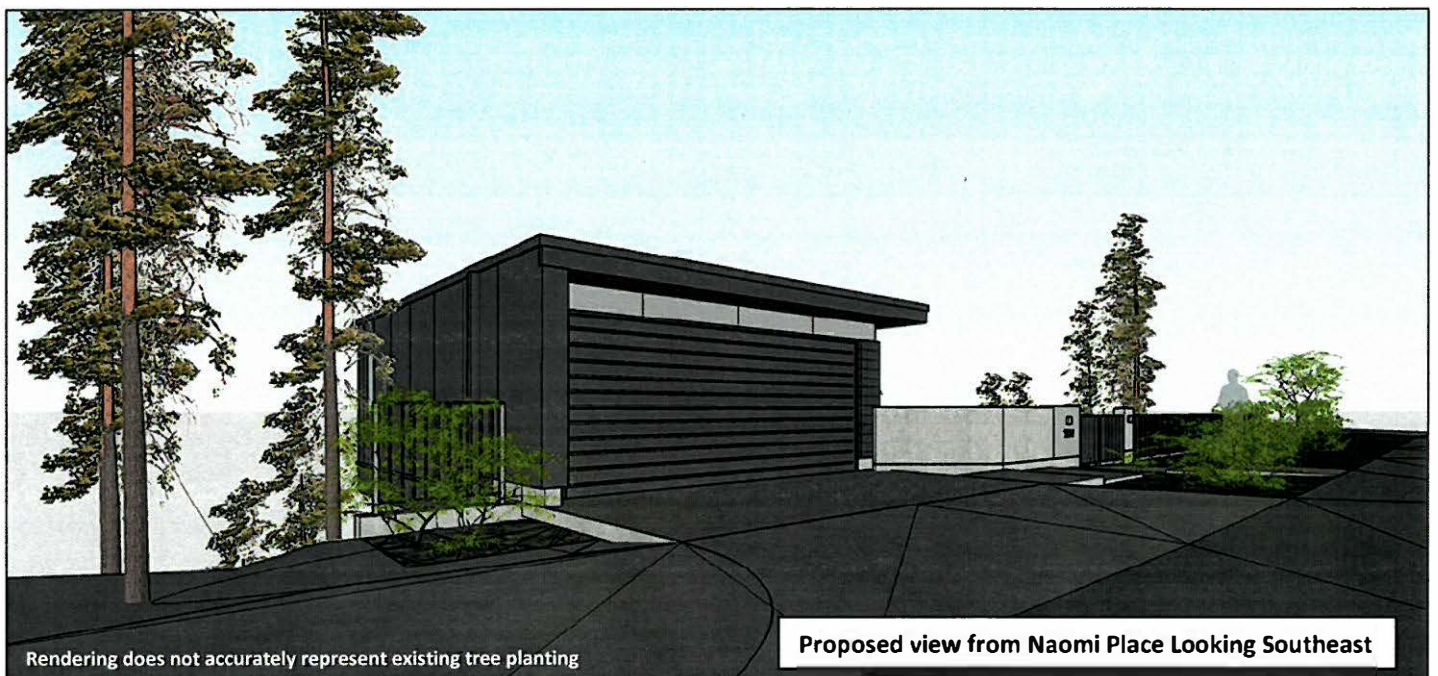
The applicant proposes renovations to an existing garage in the front yard of the property. The garage is to be entered at the upper floor (street level), with access via a proposed elevator to grade level at the rear of the garage where the main dwelling is situated. The renovation will generally retain the footprint and siting of the garage, with the addition of 11.33 m² (122 sq. ft.) of garage space, and an elevator shaft in the rear. This additional space does not require a variance as it located outside of the front yard setback. In addition, 13.66 m² (147 sq. ft.) of floor area with no plumbing or cooking facilities is proposed as an accessory storage space beneath the parking level in the garage, and is indicated in pink on the "South Elevation" drawing below.

The proposed floor area is in compliance with the total allowable FSR for a parking structure at 37.1 m² (400 sq. ft.) and other accessory buildings at 25 m² (269 sq. ft.)

The municipal right of way parallel to the northern property line has been respected in the design of the proposed garage, with no overhang on the northern side of the building. This eliminates the eave encroachment of the existing garage into the right of way.







ANALYSIS:Zoning Bylaw Compliance:

The table below outlines the variances requested as part of this application:

Regulation	Required/ Permitted	New Work	Variance
Maximum Garage Building Height - Flat Roof	3.66 m (12 ft.)	11.81 m (38.75 ft.)	8.15 m (26.75 ft.)
Minimum Garage Front Setback	6.1 m (20 ft.)	1.52 m (5 ft.)	4.57 m (15 ft.)
Minimum Setback for Roof Overhang on the Front of a Building	4.88 m (16 ft.)	0.91 m (3 ft.)	3.96 m (13 ft.)
Location of Accessory Building (storage space)	Rear Yard	Front Yard	Location in front yard

Maximum Garage Building Height – Flat roof

Maximum permitted height for a flat-roofed garage is 3.66m (12 ft.) and is measured as the vertical distance from the floor level to the highest point of the building or structure. The roof of the garage portion of the parking structure as proposed complies with the maximum permitted height. The variance for maximum garage building height is requested for the elevator as it is 11.81 metres (38.75 ft.) from its floor level to the roof and is attached to the garage. This variance is supportable as the height of the garage as seen along Naomi Place is not more than the maximum allowable height. The revised garage as proposed does not further impede views of surrounding neighbours and the height variance is created by the steep slope of the lot. Staff are supportive of the variance for height of the flat-roofed garage.

Minimum Garage Front Setback and Minimum Setback for Roof Overhang

The Zoning Bylaw requires a 6.1m (20 ft.) setback from the front property line to a parking structure with straight-in access, such as the one proposed, and allows a maximum encroachment for garage roofs into this setback of 1.22 m (4 ft). The slope of the properties in the area means that the required garage setback and consequential maximum encroachment for garage roof are difficult to meet, as has been exhibited by construction on neighbouring properties. Staff are supportive of the variances proposed for garage front setback and minimum setback for roof overhang.

Location of Accessory Building

The Zoning Bylaw requires accessory buildings and structures (other than garages) to be located in a rear or side yard. Due to the steep slope of the lot, vehicle and parking access is most practically provided from Naomi Place in what is considered the front yard. In addition, the area beneath the parking component of the garage building is a suitable location for storage. Staff are supportive of the requested variance for location of the accessory building, to accommodate the enclosed storage area beneath the parking level of the garage.

Neighbourhood Context:

The variances requested are generally consistent with variances approved for a similar adjacent property and reflect neighbourhood character in terms of the design responses to construction on these steeply-sloped lots.

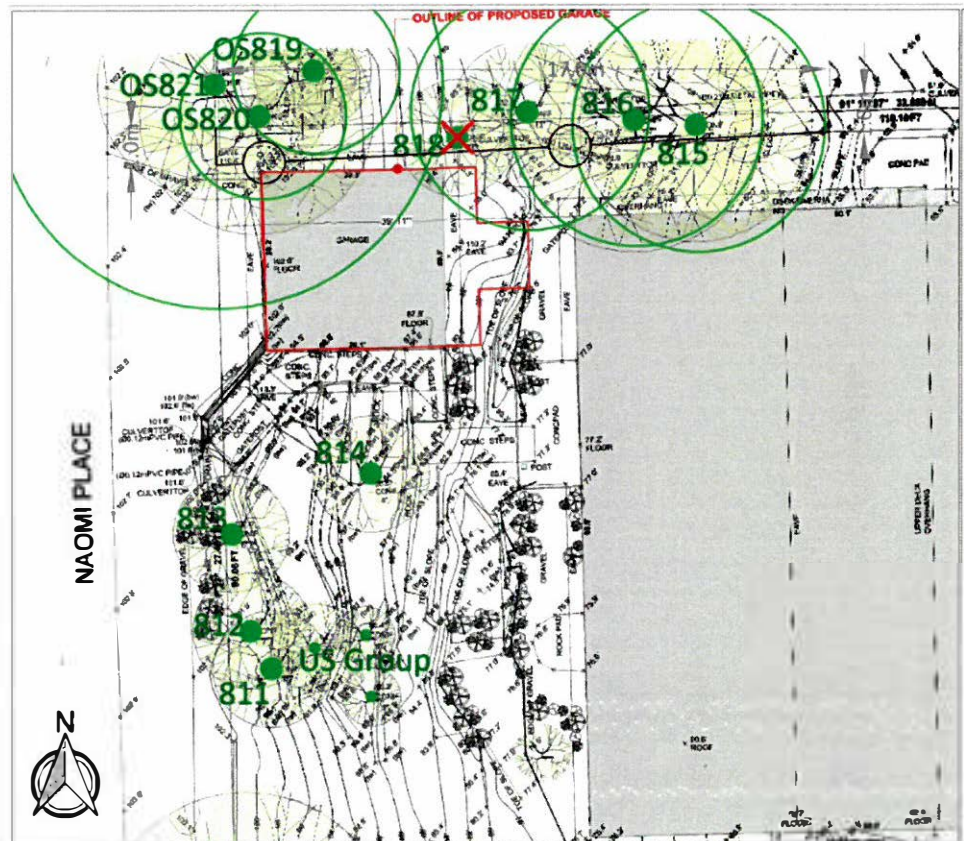
DEVELOPMENT PERMIT AREAS

Development Permit Area for Slope Hazard

A Geotechnical Report was prepared by Global Earth Solutions, dated September 18, 2018 with addenda dated August 28th and September 5th, 2019 all of which have been reviewed and accepted by the Environment Department. The report confirms that in coordination with the required Arborist Report the site meets the District of North Vancouver's Risk Tolerance criteria and the construction as proposed will leave the site safe for the intended use. As conditions of development, Development Permit 85.18 references compliance with the Geotechnical Report and Arborist Report.

Development Permit Area for Wildfire Hazard

An Arborist Report was prepared by Diamond Head Consulting, dated July 25, 2019 and submitted to the District for review. One tree (Tag 818 near the north property line as shown in the adjacent tree survey) is slated for removal, as it conflicts with the proposed development. This tree is bylaw-protected as it is located on a steep slope (30% or more) and will require a permit for removal. The construction works and proposed landscaping will require project arborist supervision to ensure compliance which will be secured under the associated Tree Permit. The District Arborist has accepted the recommendations of the Arborist report as submitted.



The District Arborist has accepted the recommendations of the Arborist report as submitted. The proposal is exempt from the Wildfire Development Permit Area as per exemption provisions in the Official Community Plan which state "all development is exempt from the requirement to obtain a wildfire Hazards Development Permit other than the construction and installation of a new building or structure..." A new building or structure by definition of the Official Community Plan excludes an accessory building or a building without habitable space. While not a requirement, it has been recommended that the applicant utilize fire resistant construction materials and landscaping where possible, as the wildfire risk is still present. In addition, to ensure that use of this space is restricted to the storage of goods, a restrictive covenant to this effect is included as a requirement of DP 85.18.

PUBLIC INPUT:

The applicant provided neighbours with a letter and preliminary drawings at the outset of the application and staff received an early response from one neighbour expressing their support for the proposal. Following

submission of the application, staff sent a notification letter to adjacent neighbours in September, 2019 to officially inform them of the application. No responses were received at that time.

Notification will be provided in accordance with the *Local Government Act*, advising that Council will be considering whether to issue Development Permit 85.18 with variances. Any responses to the notification will be provided to Council prior to consideration of this application.

CONCLUSION:

Staff are supportive of the Development Permit with variances as it attempts to manage the challenging steep slope and other site constraints of the property without further impacting the views of neighbouring properties. The construction will also eliminate the current encroachment into the District right of way, and does not intensify any setback variances that currently exist on site.

OPTIONS:

The following options are available for Council's consideration:

1. Issue Development Permit 85.18 (Attachment A) to allow for a garage renovation and addition of an access elevator at 1814 Naomi Pl (staff recommendation); or
2. Deny Development Permit 85.18.

Respectfully Submitted,



Taylor Jenks
Development Planning Assistant

Attachment

1. Development Permit 85.18

REVIEWED WITH:

☐ Sustainable Community Dev.

☐ Development Services

☐ Utilities

☐ Engineering Operations

☐ Parks

☐ Environment

☐ Facilities

☐ Human Resources

☐ Clerk's Office

☐ Communications

☐ Finance

☐ Fire Services

☐ ITS

☐ Solicitor

☐ GIS

☐ Real Estate

External Agencies:

☐ Library Board

☐ NS Health

☐ RCMP

☐ NVRC

☐ Museum & Arch.

☐ Other:

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THE CORPORATION OF THE DISTRICT OF NORTH VANCOUVER

DEVELOPMENT PERMIT 85.18

This Development Permit 85.18 is hereby issued by the Council for The Corporation of the District of North Vancouver to the registered owner(s) to accommodate a garage renovation with access elevator on the property located at 1814 Naomi Place, legally described as Lot E Block 5 District Lot 575 Plan 21626, (PID: 010-080-601) subject to the following terms and conditions:

A. The following Zoning Bylaw regulations are varied under Part 14, Division 9, Subsection 490 (1) of the Local Government Act:

1. The maximum garage building height for a flat roof is increased to 11.81 metres (38.75 feet);
2. The minimum garage front setback is decreased to 1.52 metres (5 feet);
3. The minimum setback for a roof overhang on the front of a building is decreased to 0.91 metres (3 feet);
4. The location of the accessory building (storage) is permitted in the front yard.

The relaxations above apply only to the proposed garage with storage area and elevator as illustrated in the attached drawings.

B. The following requirements are imposed under Subsection 491 (2) of the Local Government Act:

1. No work shall take place except to the limited extent shown on the attached plans (DP 85.18-1 through DP 85.18-12) and in accordance with the following:
 - i. The Geotechnical Report prepared by Global Earth Solutions, dated September 18, 2017 and Addendum reports dated August 28, 2019 and September 5, 2019
 - ii. The Arborist Report and Tree Retention Plan prepared by Diamond Head Consulting, dated July 25, 2019
2. Prior to issuance of a Building Permit:
 - i. A qualified Professional Engineer shall confirm that the building permit drawings meet the recommendations of the Geotechnical report referenced above, or meet an equivalent or higher degree of protection;
 - ii. A Section 219 Restrictive Covenant must be registered on title prohibiting the use of the accessory storage space in the garage building for anything other than the storage of goods.

C. The following requirement is imposed under Subsection 504 of the Local Government Act:

1. Substantial construction as determined by the Assistant General Manager of Regulatory Review and Compliance shall commence within two years of the date of this permit or the permit shall lapse.

Mayor

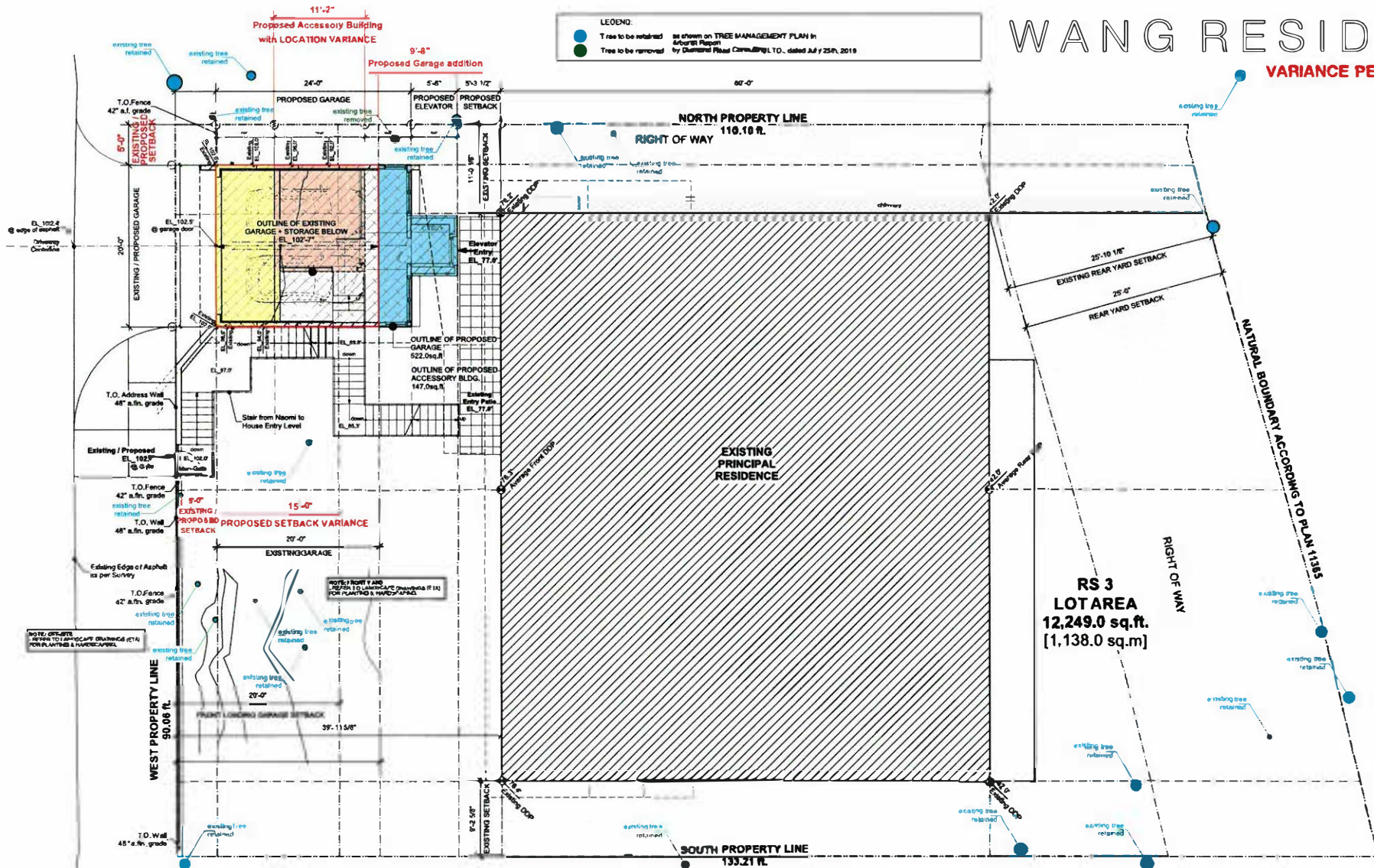
Municipal Clerk

Dated this _____ day of _____, _____

WANG RESIDENCE

VARIANCE PERMIT APPLICATION

LEGEND:
 ● Tree to be retained as shown on TREE MANAGEMENT PLAN in Short Report by Diamond Head Consulting LTD., dated Jul 25th, 2018
 ● Tree to be removed



ZONING SUMMARY

RS3 Zoning Bylaw	Allowable	Proposed
Building Coverage*	398.3 sq.m (max.) (4287 sq. ft.)	
FSR**	405.0 sq.m (max.) (4359 sq. ft.)	
Floor Area	405.0 sq.m (max.) (4359 sq. ft.)	
Principal Building Height	7.92m (max.) (26'0")	
Eave Height	6.71m (min.) (22'0")	
Front Yard Setback	7.62m (min.) (25'0")	
Rear Yard Setback	7.62m (min.) (25'0")	
Side Yard Setback	1.83m (min.) (6'0")	
Building Depth	19.8m (min.) (65'0")	
Garage:		
Front Loaded Setback	6.1 sq.m (min.) (20'0")	1.52m (min.) (5'0")
Height	3.1 m (max.) (12'0")	3.1 m (max.) (12'0")

* 35% max. of lot area incl. parking and accessory structures
 FSR for lots > 464 sqm (5000 sq.ft.) = 0.35 x 32.5 sqm (354 sq.ft.)
 = 1138.0 x 0.35 = 398.3 = 4310 sqm (4637.1 sq.ft.)
 RS3 = 4,359 sq.ft. max.

FLOOR AREA

RS3 Zoning Bylaw	Building Area (sq.ft.)	Prop. Area (sq.ft.)
Garage	400.0	522.0
Accessory Building	400.0	147.0
Total Proposed	800.0	669.0

REQUIRED VARIANCES

RS3 Zoning Bylaw	Required Permitted	Proposed	Existing	Variance
Maximum Garage Height	2.66 m (12.0 ft)	11.43 m (37.5 ft)	11.43 m (37.5 ft)	7.77 m (25.5 ft)
Min. Garage Front Setback	6.09 m (20.0 ft)	1.52 m (5.0 ft)	1.52m (5.0 ft)	4.57m (15.0 ft)
Accessory Building Location	Rear Yard Side Yard	Front Yard	Front Yard	Front Yard

Frits de Vries Architect Ltd.

Frits.ca
 1834 West 1st Avenue
 Vancouver BC
 604.736.7820
 info@frits.ca

SEAL:

GENERAL NOTES:
 ● Proposed non-conforming Gar age addition
 ● Proposed non-conforming Accessory Building

ISSUED by/mm/dd:
 18/10/31 - Variance Permit Application
 19/12/09 - Variance Permit Application
 00/00/00 -
 00/00/00 -
 00/00/00 -
 00/00/00 -
 00/00/00 -

Wang Residence
 1814 Naomi Place,
 District of North
 Vancouver, B.C.

Legal Description:
 Lot E, Block 5, DL 575, Plan 21625
 N.W.M.D.

Scale: 1/8" = 1'-0"

Date: 09 December 2019

Revision # 1

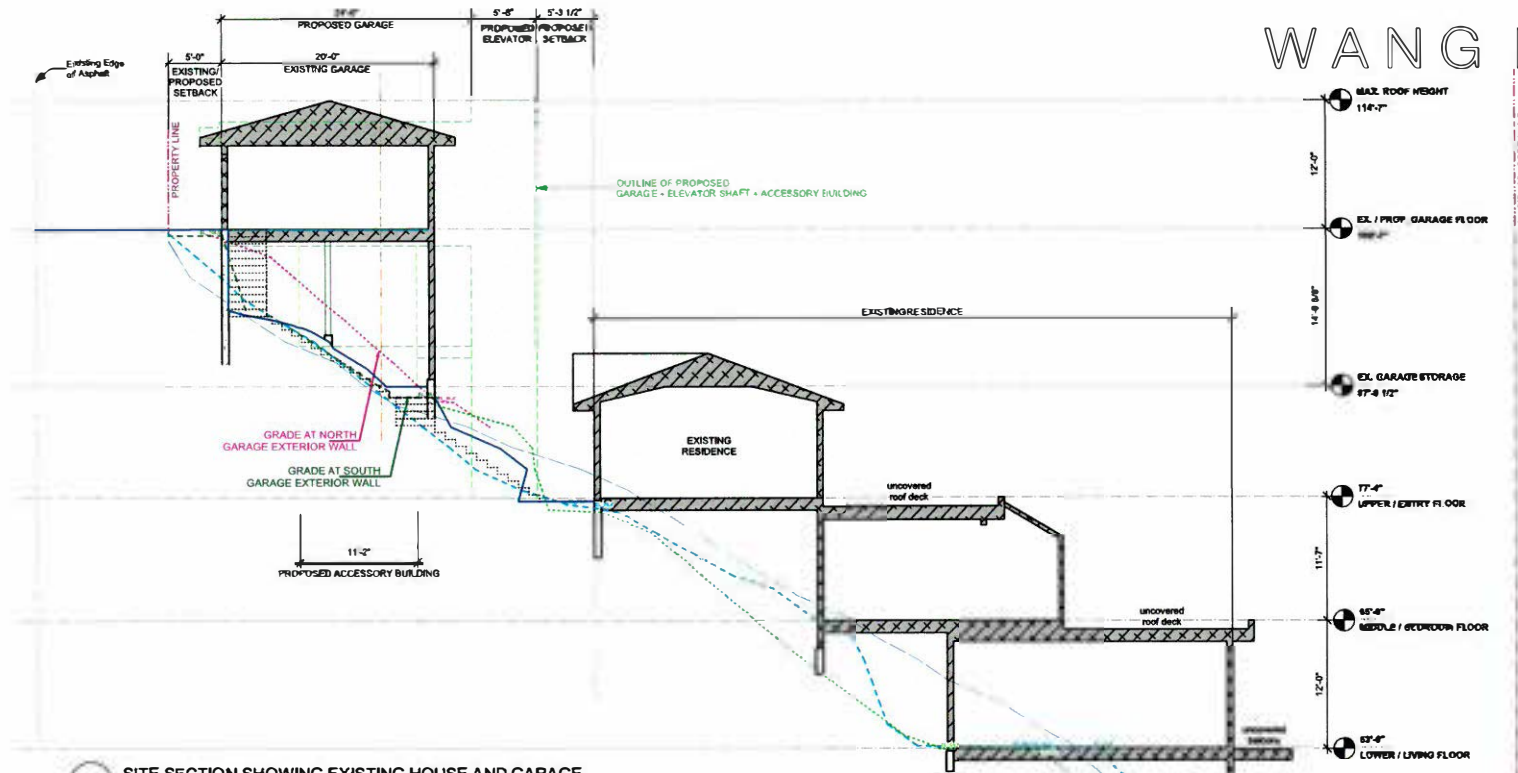
Drawing #: A 0.3

DP 85.18 - 1

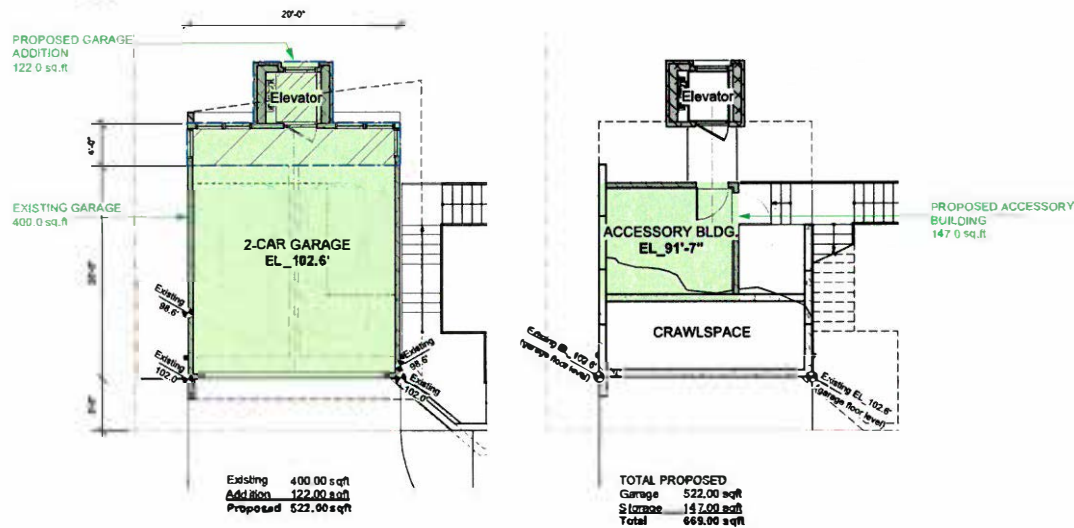
SITE PLAN - ZONING ANALYSIS

WANG RESIDENCE

VARIANCE PERMIT APPLICATION



1 SITE SECTION SHOWING EXISTING HOUSE AND GARAGE

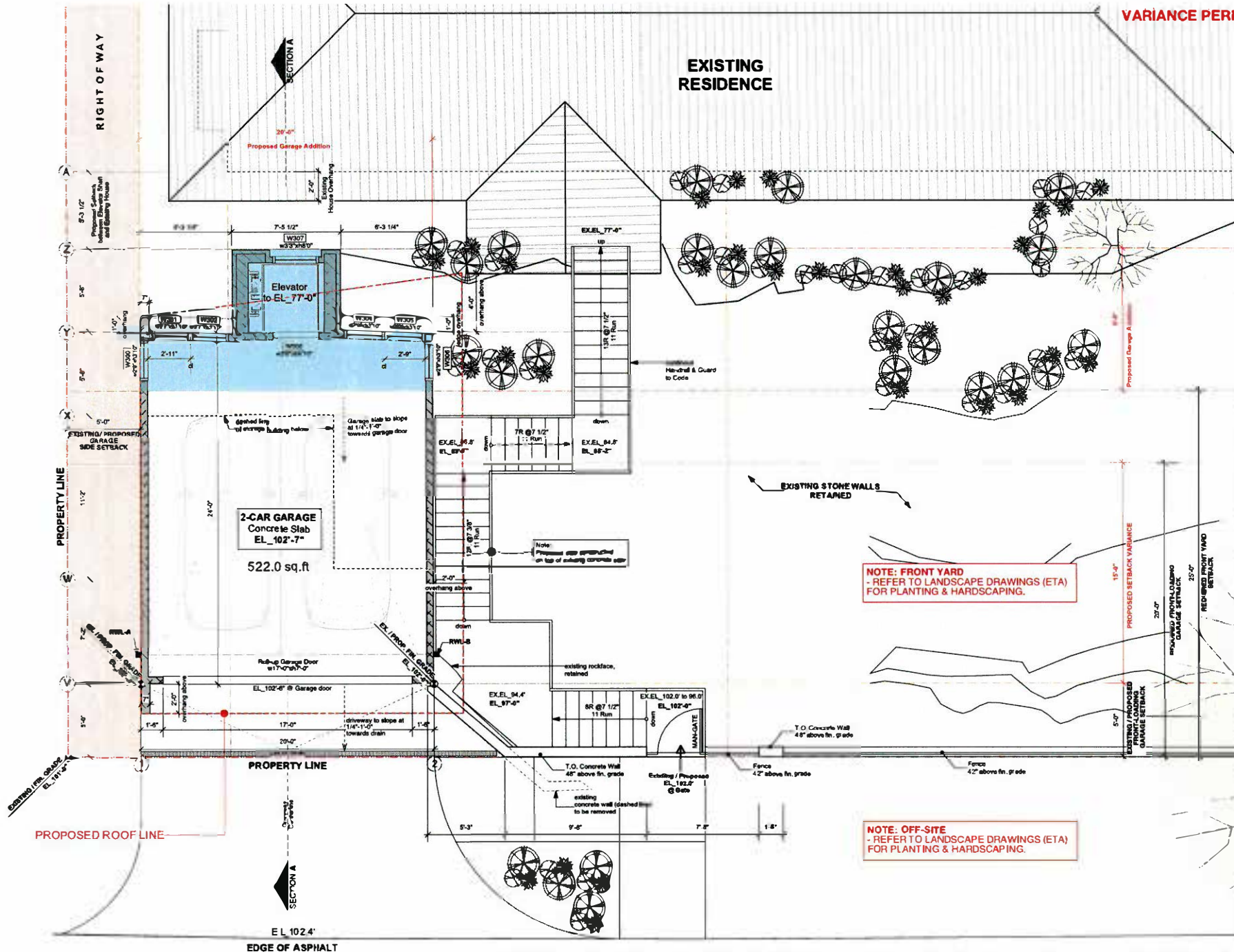


2 FLOOR SPACE RATIO EXEMPTION CALCULATION
AS PER D.O.N.V. 410 (1) (a)

Frits de Vries Architect Ltd.	
Frits.ca 1804 West 1st Avenue Vancouver BC 604.736.7820 info@frits.ca	
SEAL	
GENERAL NOTES:	
(Scaled: by/mm/ft) 18/10/31 - Variance Permit Application 19/12/09 - Variance Permit Application 000000 - 000000 - 000000 - 000000 - 000000 - 000000 - 000000 - 000000 - Wang Residence 1814 Naomi Place, District of North Vancouver, B.C. Legal Description: Lot E, Block 5, DL 575, Plan 21625 N.W.M.D. Scale: 1/8" = 1'-0" Date: 09 December 2019 Revision #: 1 Drawing #: A 0.4	

DP 85.18 - 2

VARIANCE PERMIT APPLICATION



Frits.ca
1834 West 1st Avenue
Vancouver BC
604.736.7820
frits@frits.ca

GENERAL NOTES

Proposed non-conforming
Garage addition

ISSUED: 09/mmm/98

19/10/91 - Variance Permit Application

19/12/98 - Variance Permit Application

09/01/00 -

09/03/00 -

09/06/00 -

09/07/00 -

09/08/00 -

09/10/00 -

Wang Residence

1814 Naamii Place,
District of North
Vancouver, B.C.

Legal Description:

Lot E, Block 5, DL 575, Plan 21625
N.W.M.D.

Scale:	1/4" = 1'-0"
Date:	09 December 2019
Revision #:	1
Drawing #:	A 2 1

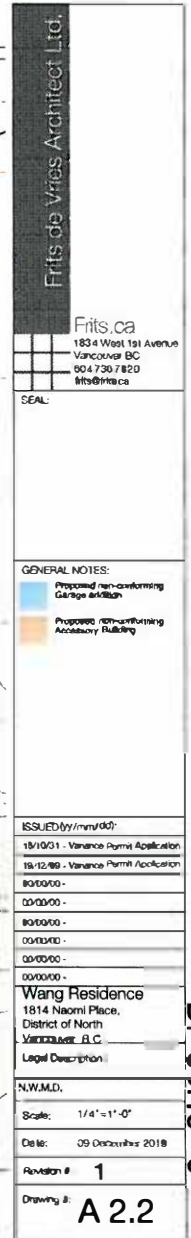
GARAGE PLAN & STAIR- NAOMI PLACE - STREET LEVEL - PROPOSED

144

DP 85.18 - 4

A 2.1

VARIANCE PERMIT APPLICATION



145

VARIANCE PERMIT APPLICATION

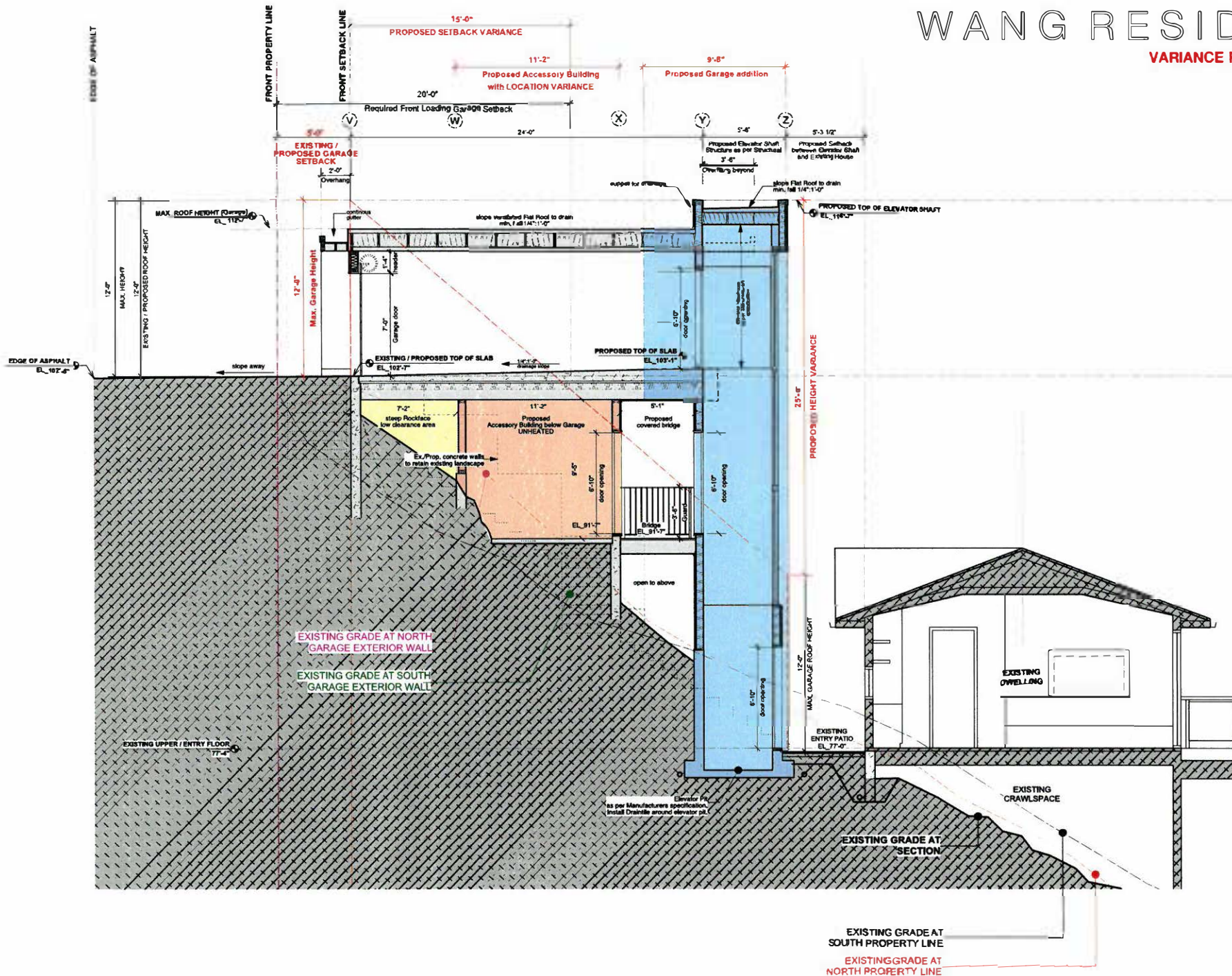


A 2.3

DP 85.18 - 6

WANG RESIDENCE

VARIANCE PERMIT APPLICATION



Frits de Vries Architect Ltd.

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1834 West 1st Avenue
Vancouver BC
004.738.7828
frts@frts.ca

SEAL

GENERAL NOTES:

- Proposed non-conforming Garage addition
- Proposed non-conforming existing Accessory Building

ISSUED (yy/mm/dd):

- 15/10/31 - Variance Permit Application
- 15/12/09 - Variance Permit Application
- 03/03/08 -
- 03/03/08 -
- 03/03/08 -
- 03/03/08 -
- 03/03/08 -

Wang Residence
1814 Naomi Place,
District of North
Vancouver, B.C.

Legal Description:
Lot E, Block 5, DL 575, Plan 21625
N.W.M.D.

Scale: 1/4" = 1'-0"

Date: 09 December 2019

Revision #: 1

Drawing #: A 3.0

DP 85.18 - 7

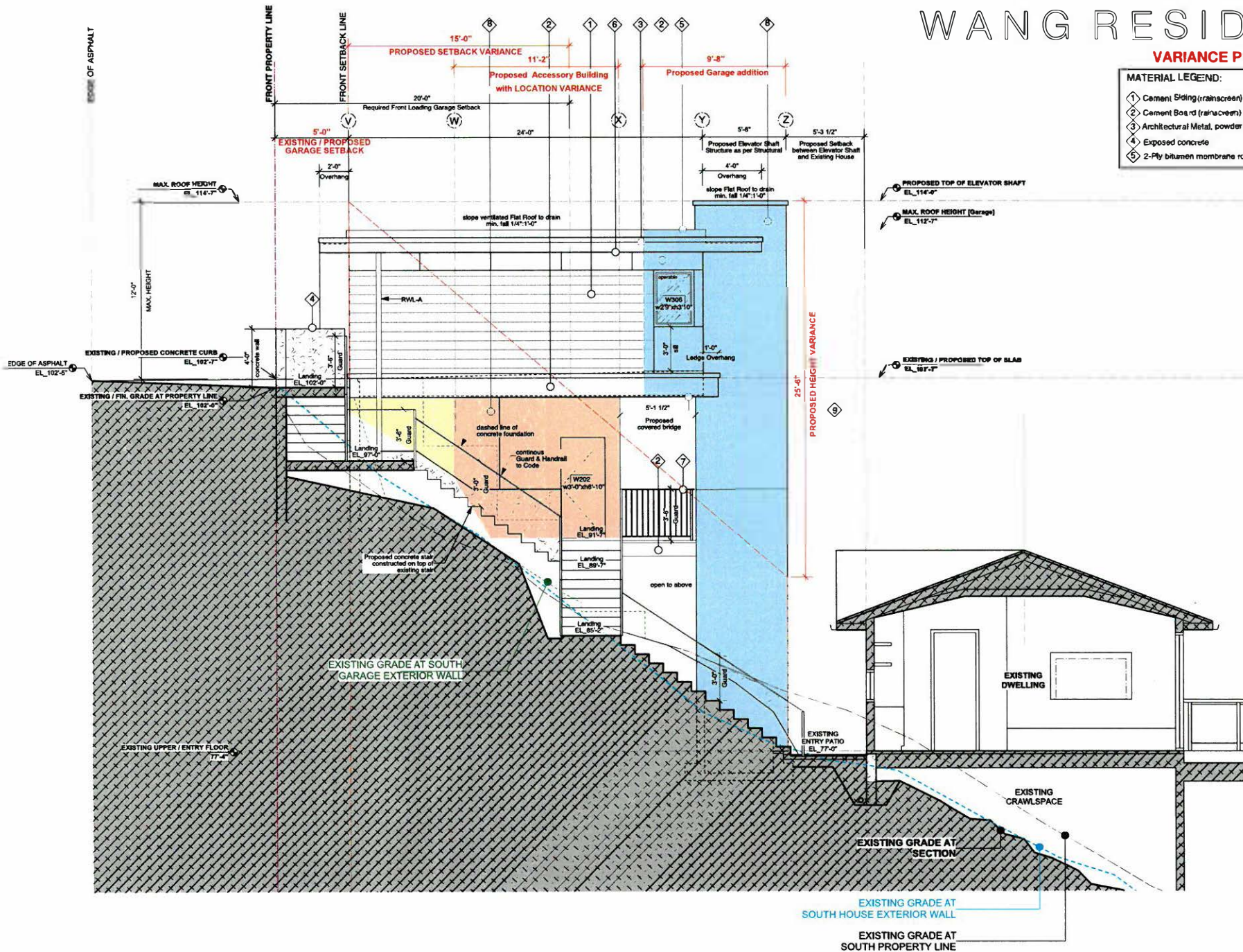
GARAGE SECTION A-A - PROPOSED

WANG RESIDENCE

VARIANCE PERMIT APPLICATION

MATERIAL LEGEND:

- | | |
|--------------------------------------|-----------------------------|
| ① Cement Siding (rainscreen) | ⑥ Stained Wood soffit |
| ② Cement Board (rainscreen) | ⑦ Aluminum Railings |
| ③ Architectural Metal, powder coated | ⑧ Cement Board (rainscreen) |
| ④ Exposed concrete | ⑨ Cement Board soffit |
| ⑤ 2-Ply bitumen membrane roof | |



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SEAL:

GENERAL NOTES

ISSUED (yy/mm/dd):
18/10/31 - Variance Permit Application
19/12/09 - Variance Permit Application
00/00/00 -
00/00/00 -
00/00/00 -
00/00/00 -
00/00/00 -
00/00/00 -

Wang Residence
1814 Naomi Place,
District of North
Vancouver, B.C.
Legal Description:
Lot E, Block 5, DL 575, Plan 21625
N.W.M.D.

Scale: 1/4" = 1'-0"
Date: 09 December 2019
Revision #: 1

Drawing #: A 4.0

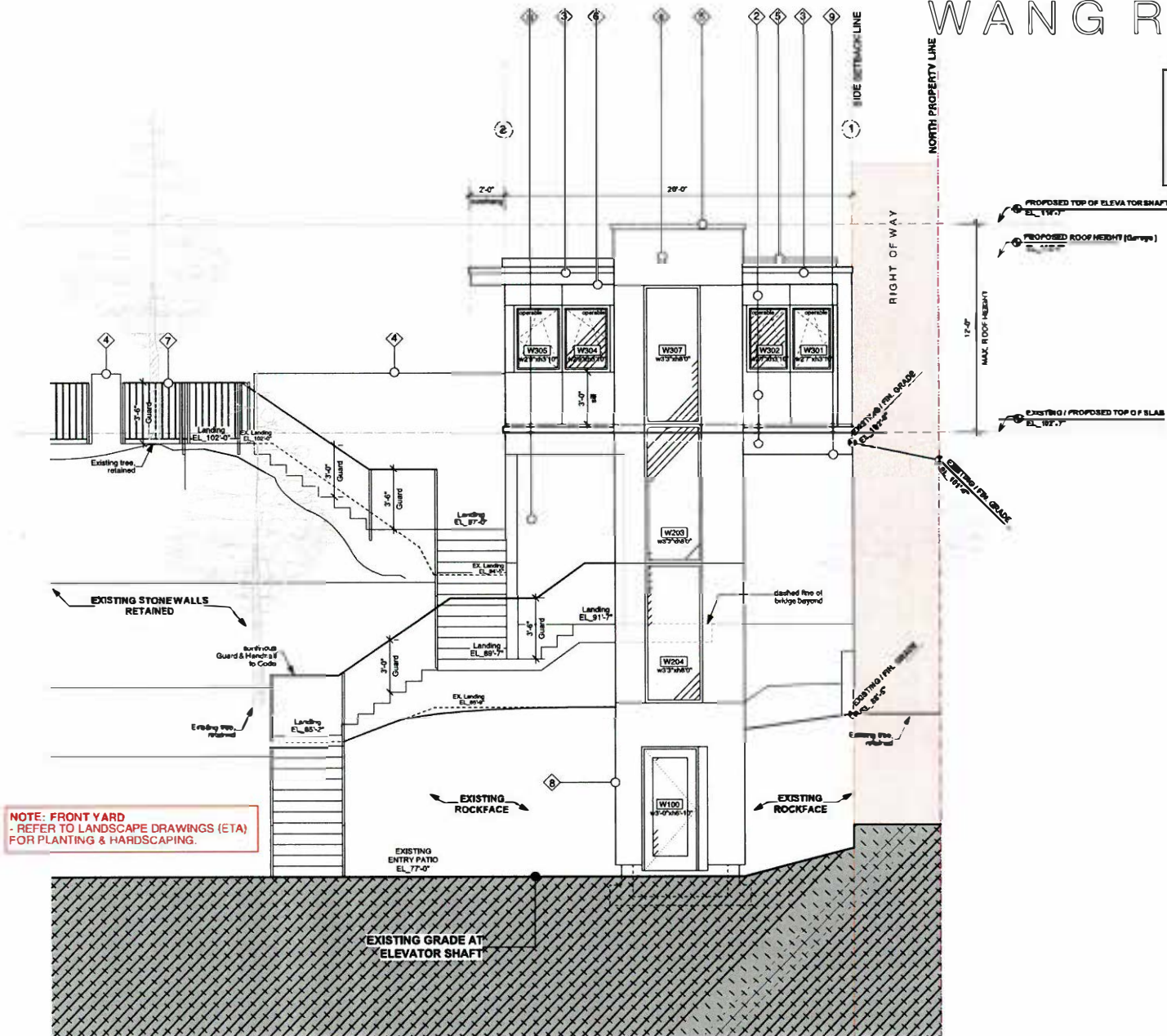
GARAGE SOUTH ELEVATION - PROPOSED

WANG RESIDENCE

VARIANCE PERMIT APPLICATION

MATERIAL LEGEND:

- | | |
|--------------------------------------|-----------------------------|
| ① Cement Siding (rainscreen) | ⑥ Stained Wood soffit |
| ② Cement Board (rainscreen) | ⑦ Aluminum Railings |
| ③ Architectural Metal, powder coated | ⑧ Cement Board (rainscreen) |
| ④ Exposed concrete | ⑨ Cement Board soffit |
| ⑤ 2-Ply bitumen membrane roof | |



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SEAL:

GENERAL NOTES:

ISSUED BY: mm/dd/yy
18/10/01 - Variance Permit Application
19/12/09 - Variance Permit Application
00/00/00 -
00/00/00 -
00/00/00 -
00/00/00 -
00/00/00 -
00/00/00 -

Wang Residence
1814 Naomi Place,
District of North
Vancouver, B.C.

Legal Description:
Lot E, Block 5, DL 575, Plan 21625
N.W.M.D.

Scale: 1/4" = 1'-0"

Date: 09 December 2019

Revision #: 1

Drawing #: A 4.1

DP 85.18 - 9

GARAGE EAST ELEVATION - PROPOSED

VARIANCE PERMIT APPLICATION

1 Cement Siding (rainscreen)	6 Stained Woodsoffit
2 Cement Board (rainscreen)	7 Aluminum Railings
3 Architectural Metal, powder coated	8 Cement Board (rainscreen)
4 Exposed concrete	9 Cement Board soffit
5 2-Ply bitumen membrane roof	



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Vancouver BC
604.7367820
frits@frits.ca

EA:

GENERAL NOTES

ISSUED by/mm/dd):

8/10/31 - Variance Permit Application
9/12/99 - Variance Permit Application
0:00:00 -
0:00:00 -
0:00:00 -
0:00:00 -
0:00:00 -
0:00:00 -

Wang Residence
814 Naomi Place,
District of North
Vancouver, B.C.
Legal Description:
Lot E, Block 5, DL 575, Plan 21625
W.M.D.

Scale: $1/4" = 1'-0"$

Date: 09 December 2019

Version 1

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100	101	102	103	104	105	106	107	108	109	110	111	112	113	114	115	116	117	118	119	120	121	122	123	124	125	126	127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142	143	144	145	146	147	148	149	150	151	152	153	154	155	156	157	158	159	160	161	162	163	164	165	166	167	168	169	170	171	172	173	174	175	176	177	178	179	180	181	182	183	184	185	186	187	188	189	190	191	192	193	194	195	196	197	198	199	200	201	202	203	204	205	206	207	208	209	210	211	212	213	214	215	216	217	218	219	220	221	222	223	224	225	226	227	228	229	230	231	232	233	234	235	236	237	238	239	240	241	242	243	244	245	246	247	248	249	250	251	252	253	254	255	256	257	258	259	260	261	262	263	264	265	266	267	268	269	270	271	272	273	274	275	276	277	278	279	280	281	282	283	284	285	286	287	288	289	290	291	292	293	294	295	296	297	298	299	300	301	302	303	304	305	306	307	308	309	310	311	312	313	314	315	316	317	318	319	320	321	322	323	324	325	326	327	328	329	330	331	332	333	334	335	336	337	338	339	340	341	342	343	344	345	346	347	348	349	350	351	352	353	354	355	356	357	358	359	360	361	362	363	364	365	366	367	368	369	370	371	372	373	374	375	376	377	378	379	380	381	382	383	384	385	386	387	388	389	390	391	392	393	394	395	396	397	398	399	400	401	402	403	404	405	406	407	408	409	410	411	412	413	414	415	416	417	418	419	420	421	422	423	424	425	426	427	428	429	430	431	432	433	434	435	436	437	438	439	440	441	442	443	444	445	446	447	448	449	450	451	452	453	454	455	456	457	458	459	460	461	462	463	464	465	466
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Drawing # **A 4 2**

DP 85.18 - 10

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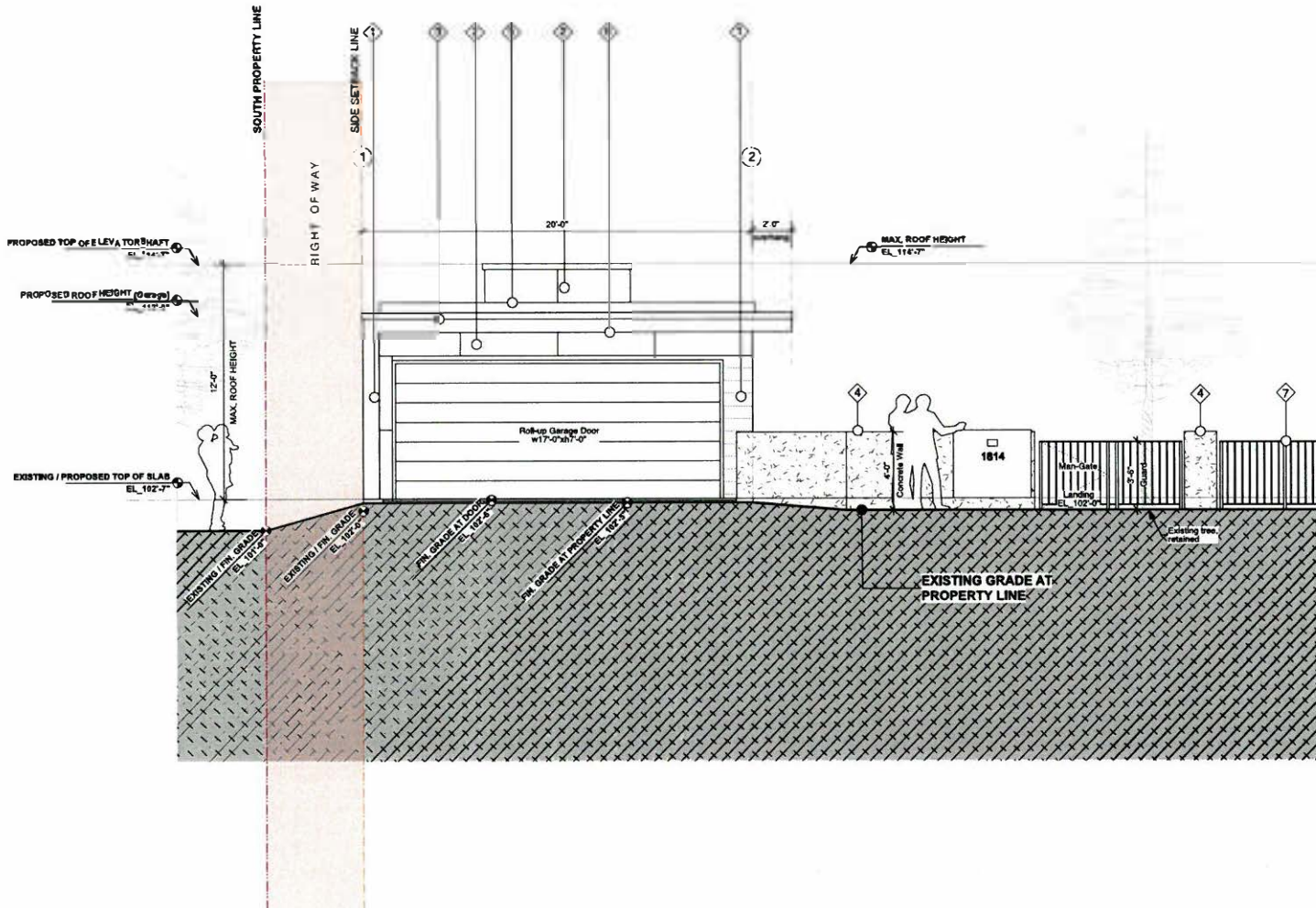
A 4.2

WANG RESIDENCE

VARIANCE PERMIT APPLICATION

MATERIAL LEGEND:

- | | |
|--------------------------------------|-----------------------------|
| ① Cement Siding (rainscreen) | ⑥ Stained Wood soffit |
| ② Cement Board (rainscreen) | ⑦ Aluminum Railings |
| ③ Architectural Metal, powder coated | ⑧ Cement Board (rainscreen) |
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| ⑤ 2-Ply bitumen membrane roof | |



Frits de Vries Architect Ltd.

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frits@frits.ca

SEAL:

GENERAL NOTES

ISSUED (by mmv.d):
18/10/21 - Variance Permit Application
19/12/20 - Variance Permit Application
00/00/00 -
00/00/00 -
00/00/00 -
00/00/00 -
00/00/00 -
00/00/00 -

Wang Residence
1814 Naomi Place,
District of North
Vancouver, B.C.

Legal Description:
Lot E, Block S, DL 575, Plan 21825
N.W.M.D.

Scale: 1/4" = 1'-0"

Date: 09 December 2019

Revision # 1

Drawing #: A 4.3

GARAGE WEST ELEVATION - PROPOSED

WANG RESIDENCE

VARIANCE PERMIT APPLICATION

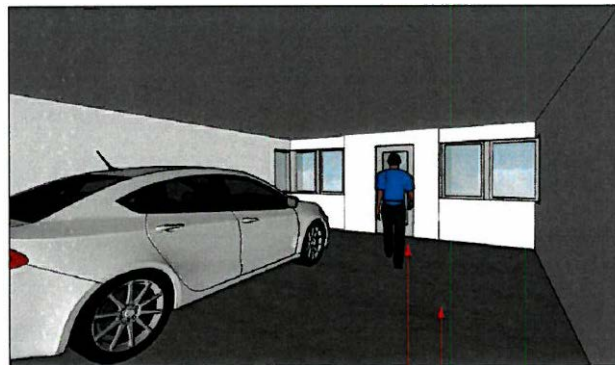


View from Naomi Place to the South



View from Naomi Place to the North

Man-Gate to House Entry level



View from Garage Entry to the Elevator

2nd Parking stall



Elevator door to the house and accessory building below

Frits de Vries Architect Ltd.	
Frits.ca 1834 West 1st Avenue Vancouver BC V6J 1S6 604.736.7828 info@frits.ca	
SEAL	
GENERAL NOTES	
ISSUE# (yyyy/mm/dd) 18/10/31 - Variance Permit Application 19/12/09 - Variance Permit Application 03/02/00 - 03/03/00 - 03/03/08 - 06/03/10 - 06/03/10 - 03/03/08 -	
Wang Residence 1814 Naomi Place District of North Vancouver, B.C. Legal Description: Lot E, Block 5, DL 575, Plan 21625 N.W.M.D.	
Scale:	1/4" = 1'-0"
Date:	09 September 2019
Revision #:	1
Drawing #:	A 5.0

DP 85.18 - 12

GARAGE RENDERINGS - PROPOSED

AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>January 30, 2020</u>
<input type="checkbox"/> Other:	Date: _____

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

The District of North Vancouver REPORT TO COUNCIL

November 27, 2019
File: 09.3900.20/000.000

AUTHOR: James Gordon, Municipal Clerk

SUBJECT: Bylaw 8400: Maximum House Size in the Single-Family Residential One Acre Zone (RS1) Rezoning

RECOMMENDATION:

THAT "District of North Vancouver Rezoning Bylaw 1389 (Bylaw 8400)" is given Second and Third Readings.

BACKGROUND:

Bylaw 8400 received First Reading on October 28, 2019. A Public Hearing for Bylaw 8400 was held and closed on November 26, 2019.

The bylaw is now ready to be considered for Second and Third Readings by Council.

OPTIONS:

1. Give the bylaw Second and Third Readings;
2. Give no further Readings to the bylaw and abandon the bylaw at First Reading; or,
3. Debate possible amendments to the bylaw at Second Reading and return Bylaw 8400 to a new Public Hearing if required.

Respectfully submitted,


James Gordon
Municipal Clerk

SUBJECT: Bylaw 8400: Maximum House Size in the Single-Family Residential One Acre Zone (RS1) Rezoning

November 27, 2019

Page 2

Attachments:

- Bylaw 8400
- Public Hearing report – November 26, 2019
- Staff report dated October 15, 2019, 2019

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

The Corporation of the District of North Vancouver**Bylaw 8400**

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

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

Citation

1. This bylaw may be cited as "District of North Vancouver Rezoning Bylaw 1389 (Bylaw 8400)".

Amendments

2. District of North Vancouver Zoning Bylaw 3210, 1965 is amended by:
 - a) inserting into Table 502.2: Maximum Principal Building Size:
"a) RS1 540m² (5,813 sq.ft.)"
and renumbering the remaining items in the table accordingly.

READ a first time October 28th, 2019

PUBLIC HEARING held November 26th, 2019

READ a second time

READ a third time

Certified a true copy of "Bylaw 8400" 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

**DISTRICT OF NORTH VANCOUVER
PUBLIC HEARING**

**Maximum House Size in the Single-Family Residential One Acre Zone (RS-1)
Zoning Bylaw Amendment**

REPORT of the Public Hearing and Public Meeting held in the Council Chambers of the Municipal Hall, 355 West Queens Road, North Vancouver, B.C. on Tuesday, November 26, 2019 commencing at 7:03 p.m.

Present: Mayor M. Little
Councillor J. Back
Councillor M. Bond
Councillor M. Curren
Councillor B. Forbes
Councillor J. Hanson
Councillor L. Muri

Staff: Ms. T. Atva, Manager – Community Planning
Mr. J. Gordon, Manager – Administrative Services
Ms. L. Simkin, Acting Deputy Municipal Clerk
Ms. S. Dale, Confidential Council Clerk
Mr. A. Wright, Community Planner

1. OPENING BY THE MAYOR

Mayor Little 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.

Mayor Little stated that:

- 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;
- Council will use the established speakers list. At the end of the speakers list, the Chair may call on speakers from the audience;
- Each speaker will have five minutes to address Council for a first time and should begin remarks to Council by stating their name;
- After everyone who wishes to speak has spoken once, speakers will then be allowed one additional five minute presentation;
- If a written submission has been submitted there is no need to read it as it will have already been seen by Council. It can be summarized, ensuring that the comments are pertaining to these bylaw under consideration at this hearing;
- All members of the audience are asked to be respectful of one another as diverse opinions are expressed. Council wishes to hear everyone's views in an open and impartial forum;
- Everyone at the Hearing will be provided an opportunity to speak. If necessary, the Hearing will continue on a second night;
- Any additional presentations will only be allowed at the discretion of the Chair;

- 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 the bylaw is available on the side table to be viewed; and,
- 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. Louise Simkin, Acting Deputy Municipal Clerk, introduced the proposed bylaw, stating that Bylaw 8400 proposes to amend the District's Zoning Bylaw to create a maximum principal building (house) size of 540 m² (5,813 sq. ft.) within the Single-Family Residential One Acre Zone (RS-1). This proposed maximum house size would not include floor space that is commonly exempted (e.g. basements, garages, balconies, small sheds), as long as it complies with existing zoning regulations. No changes are proposed to the floor space exemptions referenced above.

3. PRESENTATION BY STAFF

Mr. Adam Wright, Planner, provided an overview of the proposal elaborating on the introduction by the Acting Deputy Municipal Clerk. Mr. Wright advised that:

- The RS-1 Zone is one of the five standard single-family residential zones in the District and the maximum permitted house size in these zones varies based on lot size, up to a maximum limit;
- Council has expressed concern that the RS1 Zone is the only single-family residential zone that does not currently have a maximum house size in the Zoning Bylaw;
- Staff recommended establishing a maximum house size for the RS1 Zone that aligns with the maximum house size currently permitted in the RS2 Zone, as the RS1 and RS2 Zones generally contain the largest single-family residential lots in the District and have lots comparable in size;
- A maximum house size in the RS1 Zone seeks to support Council's interest in preserving residential neighbourhood character and retaining natural areas including greenspace and tree coverage in the community;
- District staff invited input from RS1 property owners on the proposed maximum house size;
- A total of two hundred and thirty letters were sent to property owners in the RS1 Zone and thirteen responses were received;
- Some respondents noted concerns about potential reductions in property value and restrictions on property rights and some owners also indicated that the proposed maximum house size was too small;
- Staff responded to all enquiries and additional letters were sent to notify property owners that this matter was referred to tonight's public hearing;
- The additional letters also clarified that the proposed maximum house size of 5,813 sq. ft. would not include floor area currently exempted, such as a basement, balcony, parking garage and other accessory structures;

- Staff reviewed properties in the RS1 Zone that could be impacted by the proposed bylaw;
- The proposed maximum house size would only impact lots larger than 15,608 sq. ft. as lots under this size are already limited to a house size less than the maximum being proposed tonight;
- Staff determined that there are approximately fifty-one privately-owned lots that could be impacted by the proposed bylaw;
- Under existing regulations, a 20,000 sq. ft. lot could permit a new house of approximately 7,350 sq. ft. plus currently exempted area, such as a basement; and,
- Under the proposed bylaw, the same 20,000 sq. ft. property could permit a new house of 5,813 sq. ft., plus currently exempted area.

4. REPRESENTATIONS FROM THE PUBLIC

4.1. Mr. Rino Aufiero and Kay Kreuchen, 400 Block Lonsdale Avenue:

- Spoke in opposition to the proposed maximum house size;
- Expressed concern about the possible reduction in property value;
- Commented that there should be a relationship between lot size and house size;
- Opined that large homes should be allowed on the outskirts of urban areas; and,
- Urged Council to reconsider the proposed bylaw.

4.2. Mr. Gordon Zamailo, 4200 Block St. Mary's Avenue:

- Stated that the proposed bylaw is too restrictive;
- Expressed concern that the property value of large lots may be effected; and,
- Commented that the proposed bylaw will limit the ability to tenant family members or caregivers.

4.3. Mr. George McKay, 2700 Block Dollarton Highway:

- Spoke in opposition to the proposed bylaw;
- Opined that more community engagement is needed;
- Suggested looking at other municipalities and how this has been enforced; and,
- Commented on the unique character of these homes.

4.4. Mr. Mitchel Baker, 600 Block Mt. Seymour Drive:

- Expressed concern that there are only fifty-one properties that may be effected by the proposed bylaw and questioned if this is necessary;
- Commented that larger homes allow families to live together and creates more affordable housing options;
- Spoke to the form and character of the current lots; and,
- Opined that subdividing these lots is not aesthetically pleasing.

4.5. Mr. Stephen Cheeseman, 4300 Block Prospect Road:

- Commented that the proposed bylaw is too restrictive when trying to build a home that is unique; and,
- Spoke to the District's Good Neighbour Program.

4.6. Mr. George McKay: SPEAKING A SECOND TIME

- Opined that multi-generational homes create diversity in neighborhoods; and,
- Spoke to the challenging topography in the District.

4.7. Mr. Rino Aufiero and Kay Kreuchen: SPEAKING A SECOND TIME

- Commented on the natural environmental constraints that limit what can be built on a lot.

4.8. Mr. Gordon Zamailo: SPEAKING A SECOND TIME

- Spoke to the opportunity for multi-generational housing;
- Commented that if the size of the home is restricted subdivision should be allowed;
- Expressed concern that the property value of large lots may be effected; and,
- Urged Council to reconsider the proposed bylaw.

4.9. Mr. Mitchel Baker: SPEAKING A SECOND TIME

- Opined that large homes should be allowed if the lot supports it; and,
- Expressed concern that the property value of large lots may be effected.

4.10. Mr. Stephen Cheeseman: SPEAKING A SECOND TIME

- Noted that only fifty-one lots are effected;
- Suggested that larger homes create unique character in neighbourhoods; and,
- Stated that the proposed bylaw is too restrictive and not necessary.

4.11. Mr. William Siu, Riverside Drive:

- Noted that there will be unusable space on large properties if the house size is minimized.

4.12. Mr. Corrie Kost, 2800 Block Colwood Drive:

- Spoke to the perception of fairness;
- Commented that subdivision could be challenging and needs to be addressed before restricting house sizes on large property lots; and,
- Noted that BC Assessment Authority determines property value.

In response to a question from Council, staff advised that there are fifty-one privately-owned lots that could be impacted or affected by the proposal as some properties do not have fire access or engineering services which are likely to prevent them from obtaining a building permit. It was noted that a notice was sent to all property owners within the Single-Family Residential One Acre Zone (RS1).

In response to a question from Council, staff advised that approximately ten properties would be eligible to subdivide.

In response to a question from Council, staff advised that maximum principal building size does not include exempted floor space permitted in the Zoning Bylaw such as basements less than 1.2m (4 ft.) exposed parking structures up to 37.16m² (400 sq. ft.) depending on lot size, balconies and verandas up to 10% of the floor area, accessory structures (e.g. sheds) up to 25m² (269 sq. ft.) and trellises, pergola and other open sided structures up to 18m² (194 sq. ft.).

4.13. 4.13. Mr. Gordon Zamailo: SPEAKING A THIRD TIME

- Commented that the proposed bylaw is too restrictive and that the property owners need to be treated fair.

4.14. Mr. Mitchel Baker: SPEAKING A THIRD TIME

- Commented that the proposed bylaw is unreasonable and the property owners are being penalized.

4.15. Mr. Kay Kreuchen: SPEAKING A THIRD TIME

- Urged Council to not over-restrict these properties.

4.16. Mr. Stephen Cheeseman: SPEAKING A THIRD TIME

- Spoke to the hardship of building on a slope and the challenging topography of the District.

4.17. Mr. George McKay: SPEAKING A THIRD TIME

- Encouraged staff to better engage the community;
- Suggested working with the effected property owners;
- Commented that basements are not good for peoples well-being or the environment; and,
- Noted that residents enjoy having amenities in their homes.

4.18. Mr. George Martins, 4300 Block St. Mary's Avenue:

- Commented that the design of the home has more of an impact on the environment then the size of the home;
- Commented that the proposed bylaw is too restrictive;
- Opined that rezoning and subdivision should be allowed if the house size is limited; and,
- Noted that larger homes provide the opportunity for multi-generation living.

4.19. Mr. William Siu, SPEAKING A SECOND TIME:

- Commented that his home was purchased as an investment and feels like he is being punished.

4.20. Mr. Norman Libel, Lynn Valley Resident:

- Commented that larger homes provides more diverse housing options; and,
- Noted that there are many ways to lessen environmental impacts.

In response to a question from Council, staff advised that information was collected on the number and size of properties and houses in the RS-1 Zone from approved building permits and District mapping information (GIS). Staff reviewed properties in the RS-1 and RS-2 Zones and found that the size of privately owned lots were comparable across the two zones. The average lot size for RS1 and RS2 Zones are estimated at between 25,000-30,000 sq. ft. for privately-owned (non-government owned) lots.

In response to a question from Council, staff advised that this proposal responds to various concerns from Council dating back to October 2015 which include:

- Reducing construction-related impacts to neighbouring residents;
- Preserving greenspace, tree-coverage and environmental features in the community;
- Preserving neighbourhood residential character; and,

- Bringing the RS-1 Zone into alignment with similar regulations for all other single-family residential zones.

In response to a question from Council, staff advised that owners are free to apply for development applications on their property and applications would be considered on a case-by-case basis. The application would consider the specific proposal and site against relevant District regulations.

5. COUNCIL RESOLUTION

MOVED by Councillor HANSON

SECONDED by Councillor MURI

THAT the November 26, 2019 Public Hearing is closed;

AND THAT "District of North Vancouver Rezoning Bylaw 1389 (Bylaw 8400)" be returned to Council for further consideration.

CARRIED

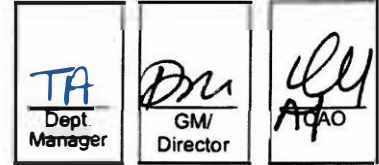
Opposed: Councillors BACK, BOND and FORBES
(8:48 pm)

CERTIFIED CORRECT:



Confidential Council Clerk

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



The District of North Vancouver REPORT TO COUNCIL

October 15, 2019
File: 13.6700.00/000.000

AUTHOR: Adam Wright, Community Planner

SUBJECT: Proposed Maximum House Size in the Single-Family Residential One Acre Zone (RS1)

RECOMMENDATION:

THAT "District of North Vancouver Rezoning Bylaw 1389 (Bylaw 8400)" is given FIRST Reading;

AND THAT "District of North Vancouver Rezoning Bylaw 1389 (Bylaw 8400)" is referred to a Public Hearing.

REASON FOR REPORT:

Council has directed staff to prepare a bylaw for Council's consideration that creates a maximum principal building (house) size within the Single-Family Residential One Acre Zone (RS1). This report has been prepared in response to that direction.

SUMMARY:

The RS1 zone is the only single family zone in the District that does not currently have a maximum house size in the Zoning Bylaw. Bylaw 1389 (Bylaw 8400) proposes to amend the Zoning Bylaw to include a maximum house size of 540m² (5,813 sq. ft.) for the RS1 zone (**Attachment 1**, with redline version in **Attachment 2**).

BACKGROUND:

Council has expressed concerns regarding house size in previous workshops on standards and regulations in single family zones. On October 7, 2019 Council passed the following resolutions:

THAT staff be directed to prepare a bylaw to amend the District's Zoning Bylaw 1965 No. 3210 to include a maximum house size in the RS1 Zone of 5,813 square feet;

AND THAT staff submit to Council, any building permit application received after October 14, 2019 for any development on any lot that is zoned RS1 that staff consider is in conflict with the bylaw under preparation, for consideration of a resolution that the

SUBJECT: Proposed Maximum House Size in the Single-Family Residential One Acre Zone (RS1)

15 October 2019

Page 2

building permit be withheld for 30 days under Section 463 of the *Local Government Act*.

Council's additional directions related to single family standards and regulations will be brought forward separately by staff. (**Attachment 3**).

EXISTING POLICY:

Official Community Plan (OCP)

The OCP contains policies to respect residential neighbourhood character and limit growth in these areas. A maximum house size in the RS1 zone would support this objective.

Zoning Bylaw

The District's five general (RS1 to RS5) and 14 neighbourhood single family zones were created over many years through robust community engagement. These zones respond to the unique character of each area by establishing maximum size, density, setbacks, siting, and height limits for houses.

Council Directions 2019-2022

Council has committed to integrating environmental considerations into all of the District's decisions and practices. A maximum house size in the RS1 zone is aligned with Council's interest in balancing environmental and housing needs by preserving green space within the community.

ANALYSIS:

House size in the general single family zones (RS1 to RS5) is calculated based on a maximum permitted floor space ratio that varies with lot size. Each of these zones, except for the RS1 zone, also establishes a maximum principal building (house) size. The table below identifies the current Maximum Principal Building Size regulation from the District's Zoning Bylaw for the RS2 to RS5 zones.

Maximum Principal Building Size	
a) RS2	a) RS2 540m ² (5,813 sq. ft.)
b) RS3	b) RS3 405m ² (4,359 sq. ft.)
c) RS4	c) RS4 280m ² (3,013 sq. ft.)
d) RS5	d) RS5 190m ² (2,045 sq. ft.)

Table 502.2
(Bylaws 7152 & 7618)

Each of the 14 unique neighbourhood single family zones also has a maximum house size. It ranges from 278.7m² (3,000 sq. ft.) in the Single-Family Residential Norgate (RSN) zone to 551.8m² (5,940 sq. ft.) for the Residential Single-Family Queensdale (RSQ) Zone.

SUBJECT: Proposed Maximum House Size in the Single-Family Residential One Acre Zone (RS1)

15 October 2019

Page 3

The RS1 zone is the only single family residential zone that does not currently have a maximum house size. The Zoning Bylaw permits various elements to be excluded from overall floor area in all single family residential buildings.

Proposed Maximum House Size for the RS1 Zone

Bylaw 1389 (Bylaw 8400) proposes to amend the Zoning Bylaw to include a maximum house size of 540m² (5,813 sq. ft.) for the RS1 zone. This size aligns with the maximum house size currently in the RS2 zone.

Other provisions in the Zoning Bylaw that regulate overall building size in the RS1 zone, such as building height, tapered top floor regulations, setbacks, and site coverage, are not proposed to be amended. No change to these permitted exemptions are proposed at this time

Potential Impacts on Properties in the RS1 Zone

Of the 167 privately owned properties in the RS1 zone (e.g. not owned by the District), 51 lots are larger than 1,450m² (15,608 sq. ft.). Lots of this size currently could be permitted homes larger than 540m² (5,813 sq. ft.) according to existing density regulations. Lots below 1,450m² (15,608 sq. ft.) are already limited to smaller house sizes (e.g. smaller than 540m² (5,813 sq. ft.) under other existing regulations.

The proposed maximum house size in the RS1 zone would essentially impact only those properties larger than 1,450m² (15,608 sq. ft.). Some of these properties, however, may not be eligible to obtain a building permit because they lack adequate access for firefighting purposes or engineering services.

The average size of existing houses in the RS1 zone is estimated at 294m² (3,160 sq. ft.). The largest houses in the RS1 zone are estimated to be within the range of 900m² (9,688 sq. ft.) to 950m² (10,226 sq. ft.). Only seven houses are estimated to exceed the proposed maximum house size of 540m² (5,813 sq. ft.). These houses may become legally non-conforming and may be maintained or altered in accordance with section 529 of the *Local Government Act*.

Approximately 90-95% of existing houses in the RS1 zone are estimated to be within the proposed maximum house size of 540m² (5,813 sq. ft.).

INPUT FROM PROPERTY OWNERS

Owners of properties currently zoned RS1 were invited to provide comments on the proposed changes. Letters were sent to the 230 owners of the 167 RS1 zoned properties (not including lots owned by the District). See **Attachment 4**. Input from RS1 property owners was received between September 12, 2019 and October 3, 2019. Thirteen responses were received.

The 13 respondents were largely opposed to the proposed maximum house size noting concerns about a potential reduction in property value and restrictions on property rights.

SUBJECT: Proposed Maximum House Size in the Single-Family Residential One Acre Zone (RS1)

15 October 2019

Page 4

Some owners indicated that the proposed maximum house size was too small and that subdivision could be challenging or costly. Please see attached letters (**Attachment 5**).

TIMING/APPROVAL PROCESS

If the proposed bylaw amendment to the Zoning Bylaw receives First Reading, a Public Hearing would be scheduled. This would provide another opportunity for public input. If the proposed bylaw amendment is adopted, construction, alteration or additions in the RS1 zone would have to comply with the proposed maximum house size of 540m² (5,813 sq. ft.).

CONCURRENCE:

The recommendation in this report has been reviewed with the Development Planning, Building, and Legal departments.

The District of North Vancouver Rezoning Bylaw 1389 (Bylaw 8400) affects land within 800m of a controlled access intersection and therefore approval by the Provincial Ministry of Transportation and Infrastructure will be required to approve the bylaw.

CONCLUSION:

Bylaw 1389 (Bylaw 8400) would establish a maximum house size of 540m² (5,813 sq. ft.) in the RS1 zone. The proposed maximum house size regulation for the RS1 zone would respond to concerns regarding house size and would bring the RS1 zone into alignment with existing regulations in the District's other single family zones.

OPTIONS:

1. THAT "District of North Vancouver Rezoning Bylaw 1389 (Bylaw 8400)" is given FIRST Reading and referred to Public Hearing (Staff recommendation);

OR

2. THAT Council provide staff with alternative direction on establishing a maximum principal building size for properties within the Single-Family Residential One Acre Zone (RS1);

OR

3. THAT Council take no further action on a new maximum principal building size for properties within the Single-Family Residential One Acre Zone (RS1).

Respectfully submitted,


 Adam Wright
Community Planner

- Attachment 1:** District of North Vancouver Rezoning Bylaw 1389 (Bylaw 8400)
- Attachment 2:** Redline Version of District of North Vancouver Rezoning Bylaw 1389 (Bylaw 8400)
- Attachment 3:** October 7, 2019, Report to Council – Maximum Permitted House Size RS1
- Attachment 4:** Letter to Property Owners dated September 12, 2019
- Attachment 5:** Responses (redacted)

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

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The Corporation of the District of North Vancouver

Bylaw 8400

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

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

Citation

1. This bylaw may be cited as "District of North Vancouver Rezoning Bylaw 1389 (Bylaw 8400)".

Amendments

2. District of North Vancouver Zoning Bylaw 3210, 1965 is amended by:

- a) inserting into Table 502.2: Maximum Principal Building Size:

- "a) RS1 540m² (5,813 sq.ft.)"

- and renumbering the remaining items in the table accordingly.

READ a first time

PUBLIC HEARING held

READ a second time

READ a third time

Certified a true copy of "Bylaw 8400" 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

Redline Version of Bylaw Amendment to District of North Vancouver Zoning Bylaw 3210, 1965

PART 5 RESIDENTIAL ZONE REGULATIONS

Table 502.2

Element	Regulation
Maximum Building Depth	A centre line through the dwelling shall be established using the datum determination points at the front and rear of the house. The exterior walls on either side of this centre line may not exceed a total of 19.8m (65 ft).
Upper Storey Floor Area	Not to exceed either 75% of the total floor area of the largest storey below, excluding attached parking structures, or 92.9m ² (1000 sq ft) whichever is greater, except that this regulation will not apply to single-family dwellings for which a building permit was issued prior to June 19, 2000.
Floor Space Ratio	
a) for lots < or = to 464m ² (5000ft ²)	0.45
b) for lots > 464m ² (5000ft ²)	0.35 + 32.5m ² (350 sq.ft.)
c) in the case of rooms having ceilings greater than 3.66m (12ft) above the level of the floor below	that area above 3.66m (12 ft.) shall be counted as if it were an additional floor level for the purpose of determining the total floor area of a building to be included in the calculation of floor space ratio
Maximum Principal Building Size	
a) RS1	540m ² (5,813 sq. ft.)
b) a) RS2	540m ² (5,813 sq.ft.)
c) b) RS3	405m ² (4,359 sq.ft.)
d) e) RS4	280m ² (3,013 sq.ft.)
e) d) RS5	190m ² (2,045 sq.ft.)

(Bylaws 7152, ~~7618~~ & 8400)

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AGENDA INFORMATION	
<input type="checkbox"/> Regular Meeting	Date: _____
<input checked="" type="checkbox"/> Agenda Addendum	Date: <u>OCT 7 2019</u>



The District of North Vancouver REPORT TO COUNCIL

October 3, 2019
File: 09.3900.01

AUTHOR: Brett Dwyer, Assistant General Manager Regulatory Review and Compliance

SUBJECT: Maximum Permitted House Size for RS1 zone and Withholding Motion

RECOMMENDATION:

It is recommended that:

1. Council direct staff to prepare a bylaw to amend the District's Zoning Bylaw 1965 No. 3210 to include a maximum house size in the RS1 zone of 5,813 square feet.
2. Staff submit to Council, any building permit application received after October 14, 2019 for any development on any lot that is zoned RS1 that staff consider is in conflict with the bylaw under preparation, for consideration of a resolution that the building permit be withheld for 30 days under Section 463 of the *Local Government Act*.

REASON FOR REPORT:

Staff are seeking Council's direction to prepare a bylaw to amend the District's Zoning Bylaw 1965 No. 3210 to include a maximum house size in the RS1 zone of 5,813 square feet.

SUMMARY:

The RS1 zone is the only single family residential zone in the District that does not currently have a maximum house size specified in the Zoning Bylaw. Council has expressed concern regarding house sizes and has expressed support in establishing a maximum house size in the RS1 zone.

Staff are seeking a resolution to move forward with the preparation of a zoning bylaw amendment to establish a maximum house size in the RS1 zone, together with a corresponding withholding motion.

If Council supports the preparation of a zoning bylaw amendment, staff will forward any complete building permit applications which may be contrary to the zoning bylaw amendment received after October 14, 2019 to Council to consider whether to withhold the application, in accordance with the *Local Government Act*.

BACKGROUND:

The District's Zoning Bylaw contains varied regulations establishing how zoned property can be developed. With regard to single-family residentially zoned land, the Zoning Bylaw contains 5 different general residential zones (RS1 to RS5) and 14 unique neighbourhood zones. Each of the zones contain regulations relating to matters such as setbacks, building heights, building coverage, building depth, floor space ratio and accessory buildings.

While there is some variation based on the specific zone and lot size thresholds, generally the permitted house size is established via a calculation of the lot area multiplied by 0.35 plus 350 square feet up to a maximum specified for the zone.

i.e. Maximum permitted floorspace = (lot area x 0.35) + 350sqft.

All single family residential zones also contain an absolute maximum principal building (house) size except for the RS1 zone. Below is the Maximum Principal Building Size regulation from the District's Zoning Bylaw for the RS2 to RS5 zones.

Maximum Principal Building Size	
a) RS2	540m ² (5,813 sq.ft.)
b) RS3	405m ² (4,359 sq.ft.)
c) RS4	280m ² (3,013 sq.ft.)
d) RS5	190m ² (2,045 sq.ft.)

Table 502.2
(Bylaws 7152 & 7618)

Each of the 14 varied neighbourhood zones also have a maximum principal building size ranging from 3000 square feet in the Single-Family Residential Norgate (RSN) zone to 5,940 square feet for the Residential Single-Family Queensdale (RSQ) Zone.

As mentioned, the RS1 zone is the only single family residential zone that does not currently have a maximum principal building (house) size. Staff are seeking a resolution to move forward with the preparation of a zoning bylaw amendment to establish a maximum house size of 5,813 square feet in the RS1 zone, which is equal to the maximum single family house size contained in the RS2 zone.

Withholding Process:

If Council passes a resolution directing staff to prepare a bylaw, Section 463 of the *Local Government Act* allows Council to direct that a building permit application that may be in

conflict with the bylaw under preparation be withheld if that application was submitted more than 7 calendar days from the date of the resolution to prepare the bylaw. The Act provides for an initial withholding period of 30 days, which Council may extend by a further 60 days.

If a bylaw is not adopted within the 60 day period, the owners of the land may be entitled to compensation for damages as a result of the withholding of a building permit.

Options:

The following options are available for Council's consideration:

Option A (staff recommendation):

1. That Council direct staff to prepare a bylaw to amend the District's Zoning Bylaw 1965 No. 3210 to include a maximum house size in the RS1 zone of 5,813 square feet.
2. Staff submit to Council, any building permit application received after October 14, 2019 for any development on any lot that is zoned RS1 that staff consider is in conflict with the bylaw under preparation, for consideration of a resolution that the building permit be withheld for 30 days under Section 463 of the *Local Government Act*.

Option B:

1. That Council specify a different maximum house size for the RS1 zone than Option A and direct staff to prepare a bylaw to amend the District's Zoning Bylaw 1965 No. 3210 accordingly.
2. Staff submit to Council, any building permit application received after October 14, 2019 for any development on any lot that is zoned RS1 that staff consider is in conflict with the bylaw under preparation, for consideration of a resolution that the building permit be withheld for 30 days under Section 463 of the *Local Government Act*.

Option C:

3. That Council receive this report as information and take no further action at this time.

Respectfully submitted,



Brett Dwyer
Assistant General Manager Regulatory Review and Compliance

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"/> Economic Development	<input type="checkbox"/> Solicitor	<input type="checkbox"/> Museum & Arch.
<input type="checkbox"/> Human resources	<input type="checkbox"/> GIS	<input type="checkbox"/> Other:

September 12, 2019

RE: Proposed maximum house size for properties in the RS1 zone

You are receiving this letter because you own property within the Single-Family Residential One Acre Zone (RS1).

The RS1 zone is the only residential zone in the District that does not currently have a maximum house size established in the Zoning Bylaw. District of North Vancouver Council has expressed concern about house sizes and is seeking input from property owners on a proposed maximum house size for properties in the RS1 zone.

Proposed Change:
Establish a maximum house size of 540m² (5,813 sq.ft.) in the RS1 zone

This proposed maximum house size for RS1 is equal to the largest maximum house size currently permitted in any of the District's standard single-family residential zones.

How is maximum house size determined?

Maximum house size is currently limited by existing regulations in the Zoning Bylaw (e.g. maximum floor area based on property size).

House size is determined by adding the area of all floors in a house, but not including certain areas that are exempt such as parking garages and small sheds.

How would this proposed change affect my property?

This proposed maximum house size would apply to all properties in the RS1 zone. Properties under 1,450m² (15,608 sq.ft.) in size would not be affected by this change as maximum house size is already limited under existing regulations.

Please note that any existing houses that are larger than the proposed maximum house size of 540m² (5,813 sq.ft.) may become 'legally non-conforming' and may be maintained, extended, or altered as long as the maximum house size is not exceeded, and the proposed work complies with District regulations.

Next Steps

If you would like to provide your comments, or would like further information, please contact Adam Wright via email at wrighta@dnv.org or via telephone at 604-990-3657. The District would appreciate your input on the proposed change by **Thursday, October 3, 2019**.

Comments received from property owners will be taken to inform a recommendation to Council in the fall. If Council decides to proceed with the proposed change to the Zoning Bylaw, a Public Hearing would also be required and would provide another opportunity for public input.

Proposed maximum house size for properties in the RS1 zone

September 12, 2019

Page 2

More information on Residential Zoning is available on the District of North Vancouver website:

DNV.org/zoning.

Thank you for your consideration of this matter. We look forward to hearing from you.

District of North Vancouver

Community Planning Department

Staff Contact: Adam Wight, Community Planner

wrighta@dnv.org

604-990-3657

Response 1 of 13

Adam Wright

From: [REDACTED]
Sent: September 13, 2019 2:09 PM
To: Adam Wright
Subject: Proposed Maximum House Size

Hi Adam

My input:

1. No, I don't want regulation on maximum house size.
2. Yes, height should be regulated so that new houses do not block existing lines of site (views).
3. This is SO unimportant compared to the issue of traffic on the north shore. PLEASE DEAL WITH THAT:
 1. Complete moratorium on all construction until we have more roads. Stupid to add density when you can't support the existing density.
 2. Build a 3rd crossing!!!!
 3. Put in skytrain & gondola.
 4. Get on with it. Nothing has been done since before 1970!

[REDACTED]

2 of 13

Adam Wright

From: [REDACTED]
Sent: September 13, 2019 4:43 PM
To: Adam Wright
Subject: Proposed maximum house size for RS1 zoned properties

Adam:

I am in receipt of a letter dated September 11, 2019 regarding a proposed maximum house size for properties in RS1 zones. This email is a response follow up to the letter requesting input from RS1 property owners specific to Council's concern regarding this issue.

Before commenting, it would be of immense benefit to understand what the concern actually is. It would appear that Council has a concern, but nowhere in the letter does it state what those concerns are. What is it that Council is trying to achieve by imposing such a restriction for properties that can accommodate larger homes?

RS1 zoned properties tend to be above average sized properties. That is, they are larger than most residential properties. Owners of larger properties should be able to develop a residence that is sized appropriate to the land area and their needs/desires. Imposing a restriction, for what I can only determine as being imposed for unfounded reasons only, that limits a building size, is too prescriptive and limiting for properties of this size. The proposed change of a maximum sized house at 5,813 sq. ft. is definitely too restrictive.

Imposing maximum house sizes based on square footage for RS1 zoned properties will likely have the effect of encouraging RS1 zoned properties to be subdivided. The rationale being that such properties would have property space that would be sterilized and not available for any part of a building structure. To realize value, owners would likely subdivide, possibly changing its status to RS2/3. What then would be the point of an RS1 designation?

Larger properties in North Vancouver District are few and far between. Having the option to build a larger home on a larger piece of land, rather than cramming a large home on a smaller piece of land is more aesthetically pleasing and provides a living diversity that Council appears interested in limiting.

One does need to ask the question of Council as to why is a larger home an issue? Most of the remaining RS1 zoned properties are together and don't pose an obstruction issue to neighbouring homes due to their size.

As an owner of an RS1 property where we are currently building a new home that exceeds the proposed limit, I would be astounded at such a limit for RS1 properties and would likely move out of North Vancouver District as a result. I'm sure Council's intent is to not force individuals out of their community, especially for a concern that is undefined. The process of building in the District of North Vancouver is already fraught with way too many restrictions, processes and delayed responses from the District, and has been a source of extreme frustration (not to mention increased costs) in the building of our new home.

Please leave the RS1 zone sizing as is and do not impose yet more restrictions for the sake of restrictions.

Regards,

[REDACTED]
[REDACTED]
[REDACTED]



Adam Wright

From: [REDACTED]
Sent: September 16, 2019 7:39 PM
To: Adam Wright
Subject: RE: Proposed maximum house size for RS1 zoned properties

Hi Adam

Thank you for the links, they were informative

It would appear that Councillor Muri is adamant that large homes should not be allowed. Note that the definition of 'large' is somewhat subjective. Her concern appeared to be singularly focused on 3635 Sunnycrest Drive specifically referencing this new build and its garage as having a high wall (from the neighbouring house's point of view), and the retaining wall down the side of the house as being too high. I looked at this house from the street and believe I understand her concern, but frankly, don't see her identified issues as issues at all. They may be issues to the owners of the heritage house next door, but this is not grounds or reasons to change the RS1 building size limits. My rationale is as follows:

It would appear that the side property garage at 3635 Sunnycrest Drive conforms to current District Bylaws and building code. The fact that this garage is located at an elevation higher than that of the neighbouring property creates the issue of a large wall on the north part of the property. This could have been mitigated through the normal planning screening and 'good neighbour' policy that the District employs today. And, perhaps a different design may have resulted from negotiations with neighbours. Either way, this is an issue between a particular situation (high property elevation) and proximity of neighbouring house. As a side note, I doubt very much that the neighbouring heritage house would be allowed today with its massive high wall facing the subject property to the north, regardless if it was designed by Arthur Erickson. The size of that north facing wall is huge and quite obtrusive...much larger than the garage wall at 3635 Sunnycrest Drive.

Regarding the mentioned retaining wall...if lock blocks are an issue for the neighbouring homeowner, perhaps a solution for architectural shotcrete or hanging foliage could mitigate the sight of such a required structural element. Councillor Muri's issue regarding this shoring method is not related to the size of house, rather the District's own retaining wall policies. Neighbour consultation should allow for a mitigated solution.

Other than those issues identified by Councillor Muri, I did not hear any further points in that video nor in the presentation, that would be reasonable grounds for imposing yet more limitations on building size for RS1 lots, other than personal preference.

Therefore, I would strongly recommend that the District of North Vancouver NOT impose more building restrictions on property owners who would like to enjoy space, privacy and comfort of their own property.

Thanks,

[REDACTED]
[REDACTED]

From: Adam Wright [mailto:WrightA@dnv.org]
Sent: Monday, September 16, 2019 11:53 AM

To: [REDACTED]
Subject: RE: Proposed maximum house size for RS1 zoned properties

Good morning [REDACTED].

Thank you for your input.

I wanted to respond to your enquiry and provide you with some more information for your reference.

Council has expressed concerns related to larger homes primarily in light of other District efforts (e.g. mitigating impacts to neighbouring residents, providing housing, and preserving the environment). You can view a video of Council's discussion at the July 8, 2019 Council Workshop, available [here](#). The discussion on maximum principal building (house) size begins at 56:49 in the video. The staff report and presentation to Council is also available [here](#) for your reference.

Comments received from property owners will be used to inform a recommendation to Council in the fall.

Regards,

Adam

Adam Wright, MSc.
Community Planner

DISTRICT OF
**NORTH
VANCOUVER**

355 West Queens Road
North Vancouver, BC V7N 4N5
wrighta@dnv.org
Direct: 604-990-3657

From: [REDACTED]
Sent: September 13, 2019 4:43 PM
To: Adam Wright <WrightA@dnv.org>
Subject: Proposed maximum house size for RS1 zoned properties

Adam:

I am in receipt of a letter dated September 11, 2019 regarding a proposed maximum house size for properties in RS1 zones. This email is a response follow up to the letter requesting input from RS1 property owners specific to Council's concern regarding this issue.

Before commenting, it would be of immense benefit to understand what the concern actually is. It would appear that Council has a concern, but nowhere in the letter does it state what those concerns are. What is it that Council is trying to achieve by imposing such a restriction for properties that can accommodate larger homes?

RS1 zoned properties tend to be above average sized properties. That is, they are larger than most residential properties. Owners of larger properties should be able to develop a residence that is sized appropriate to the land area and their needs/desires. Imposing a restriction, for what I can only determine as being imposed for unfounded reasons

only, that limits a building size, is too prescriptive and limiting for properties of this size. The proposed change of a maximum sized house at 5,813 sq. ft. is definitely too restrictive.

Imposing maximum house sizes based on square footage for RS1 zoned properties will likely have the effect of encouraging RS1 zoned properties to be subdivided. The rationale being that such properties would have property space that would be sterilized and not available for any part of a building structure. To realize value, owners would likely subdivide, possibly changing its status to RS2/3. What then would be the point of and RS1 designation?

Larger properties in North Vancouver District are few and far between. Having the option to build a larger home on a larger piece of land, rather than cramming a large home on a smaller piece of land is more aesthetically pleasing and provides a living diversity that Council appears interested in limiting.

One does need to ask the question of Council as to why is a larger home an issue? Most of the remaining RS1 zoned properties are together and don't pose an obstruction issue to neighbouring homes due to their size.

As an owner of an RS1 property where we are currently building a new home that exceeds the proposed limit, I would be astounded at such a limit for RS1 properties and would likely move out of North Vancouver District as a result. I'm sure Council's intent is to not force individuals out of their community, especially for a concern that is undefined. The process of building in the District of North Vancouver is already fraught with way too many restrictions, processes and delayed responses from the District, and has been a source of extreme frustration (not to mention increased costs) in the building of our new home.

Please leave the RS1 zone sizing as is and do not impose yet more restrictions for the sake of restrictions.

Regards,

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

3 of 13

Adam Wright

From: [REDACTED]
Sent: September 17, 2019 8:55 AM
To: Adam Wright
Subject: Re: proposed max house size in the R51 Zone

I own 2 - 1 acre lots ([REDACTED] and the [REDACTED] to this) so I guess I get 2 votes on this issue.

This proposal is totally unacceptable. The market value of a 1 acre lot is almost totally about the size of the house that one can build on it.

I have been paying property taxes for [REDACTED] years based on the market value of being able to build a house approximately 13,000 sq ft and it seems totally unreasonable to cut this in half after all of these years. You refer to this change equalling the largest maximum house size of any of the standard single-family residential zones. However we pay property taxes based on the size of the lot.

Are you suggesting the property taxes would be reduced significantly to half the current rate? If it is changed would I receive a 50% refund for all of the taxes I have paid in the last [REDACTED] years?

I use less services [REDACTED], within the District of North Van but pay far more than my neighbours with smaller lots. This whole proposal seems like it is designed to punish those that made good investment decisions who are already being taxed unfairly.

Please explain how this benefits me.

Sincerely

[REDACTED]
[REDACTED]
[REDACTED]

4. f 13

Adam Wright

From: [REDACTED]
Sent: September 17, 2019 9:00 AM
To: Adam Wright
Subject: Fwd: proposed max house size in the RS1 Zone

I am the co-owner of the [REDACTED]

This proposal is totally unacceptable. The market value of a 1 acre lot is almost totally about the size of the house that one can build on it.

I have been paying property taxes for [REDACTED] years based on the market value of being able to build a house approximately 13,000 sq ft and it seems totally unreasonable to cut this in half after all of these years. You refer to this change equalling the largest maximum house size of any of the standard single-family residential zones. However we pay property taxes based on the size of the lot.
Are you suggesting the property taxes would be reduced significantly to half the current rate? If it is changed would I receive a 50% refund for all of the taxes I have paid in the last [REDACTED] years?

I use less services [REDACTED] within the District of North Van but pay far more than my neighbours with smaller lots. This whole proposal seems like it is designed to punish those that made good investment decisions who are already being taxed unfairly.

Please explain how this benefits me.

Sincerely

[REDACTED]
[REDACTED]
[REDACTED]

5 of 13

Adam Wright

From: [REDACTED]
Sent: September 18, 2019 9:48 AM
To: Adam Wright
Subject: Proposed Maximum House Size For Properties in the RS1 Zone
Attachments: Proposed Max House Size For RS1 Zone.xls

Hi Mr. Wright,

See attached for a possible RS1 max building size based on extending the Building Size vs Zone curve.
Just a thought. I'm OK with this.

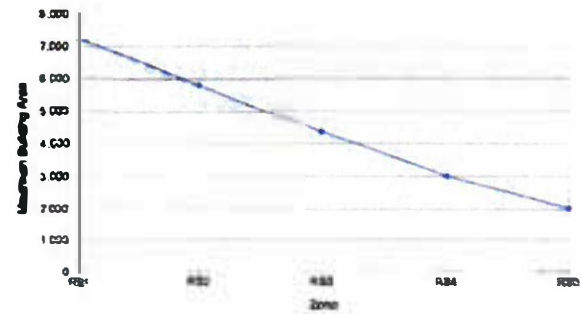
Thanks - [REDACTED]

Zone	Thousands of (sq ft)
RS1	1.813
RS2	5.813
RS3	4.358
RS4	3.013
RS5	2.045

Current Maximum Areas

Zone	Lot area	Total size of building footprint allowed on new lot	Total maximum sq ft (sq ft)	Complete building requirements
RS1	< 5000 sq ft	Lot area x .45	No maximum	Complete building requirements
	> 5000 sq ft	Lot area x .35 + 350 sq ft	No maximum	Complete building requirements
RS2	< 5000 sq ft	Lot area x .45	5.813	Complete building requirements
	> 5000 sq ft	Lot area x .35 + 350 sq ft	5.813	Complete building requirements
RS3	< 5000 sq ft	Lot area x .45	4.358	Complete building requirements
	> 5000 sq ft	Lot area x .35 + 350 sq ft	4.358	Complete building requirements
RS4	< 5000 sq ft	Lot area x .45	3.013	Complete building requirements
	> 5000 sq ft	Lot area x .35 + 350 sq ft	3.013	Complete building requirements
RS5	< 5000 sq ft	Lot area x .45	2.045	Complete building requirements
	> 5000 sq ft	Lot area x .35 + 350 sq ft	2.045	Complete building requirements

Maximum Building Size vs Zone



6 of 13

Adam Wright

From: [REDACTED]
Sent: September 18, 2019 6:44 PM
To: Adam Wright
Subject: Fwd: RS1 Zone property size

>
> Adam,
>
> Does the proposed limit of 5,813 SF on acre lots include walk out basements?
>
> [REDACTED]
>
>

7 of 13

Adam Wright

From: [REDACTED]
Sent: October 03, 2019 12:28 PM
To: Adam Wright
Subject: Re: Proposed maximum house size in RS1 zone

Adam:

A few more comments.

I was wondering if you know how many homes in RS1 zones will meet the max size recommended. In my area I know of 7 homes that are in RS1 zones and I believe all of them are larger than the suggested max size. The result of this would be that 100% of the homes in my small area are non-conforming. Is this true for all homes in other RS1 zones?

It appears to me that the number chosen is an arbitrary number chosen based on another zone with little consideration given on what is currently built on RS1 zones. I cannot speak for other areas but in my neighbourhood I do not believe placing such a small restrictive max home size is reasonable and fair. All the homes in my area have kept their gardens relatively native and lush, all believe in maintaining a yard that fits into the environment, filled with trees.

Also, one last thing, why will an RS1 zone be restricted to having a home that fills only approximately 10% of the land space when other zones can build a home that fills at least 50% plus of the land space. This does not seem equitable to me.

Sincerely,

[REDACTED]

On Tue, Oct 1, 2019 at 9:28 AM Adam Wright <WrightA@dnv.org> wrote:

Good morning [REDACTED].

Yes, this topic has been discussed by previous Council and that has been noted in current Council workshops/discussions

Thank you for your input

Adam

Adam Wright, MSc

Community Planner

DISTRICT OF
**NORTH
VANCOUVER**

355 West Queens Road

North Vancouver, BC V7N 4N5

wrighta@dnv.org

Direct: 604-990-3657

From: [REDACTED]
Sent: September 26, 2019 6:07 PM
To: Adam Wright <WrightA@dnv.org>
Subject: Re: Proposed maximum house size in RS1 zone

Adam:

May I please add that the 13.5 % stated in my email previously assumes the home is a one storey home. If the proposed maximum house size is a 2 storey home than it would cover considerably less of the total lot. The objective to protect our trees, reduce construction related impacts becomes even more ridiculous.

I am wondering if a maximum house square footage for RS1 lots has been discussed by previous councils, can this be determined? If this topic has been discussed by previous councils then this should be noted and included in the current discussion.

Sincerely,

[REDACTED]

On Thu, Sep 26, 2019 at 4:37 PM Adam Wright <WrightA@dnv.org> wrote:

Good afternoon [REDACTED],

Thank you for again for your input on the proposal all comments received will be taken to inform a recommendation to Council

I'd be happy to speak over the phone if you have further input or questions

Regards,

Adam

Adam Wright,

Community Planner

DISTRICT OF
**NORTH
VANCOUVER**

[355 West Queens Road](#)

[North Vancouver, BC V7N 4N5](#)

wrighta@dnv.org

Direct 604 990 3657

From: [REDACTED]

Sent: September 26, 2019 3:47 PM

To: Adam Wright <WrightA@dnv.org>

Subject: Re: Proposed maximum house size in RS1 zone

Hi Adam:

Thanks for your reply. I still think that the proposed maximum allowable house size in a RS1 acre zone is extremely small. If my numbers are correct, a 1 acre lot is about 43,056 square feet. You are proposing a maximum home size of 5,813 square feet. The proposed home would cover approximately 13.5% of the lot. Indeed restricting the size of a home to such a small number on such a large size lot will protect some trees but it really is such a simplistic view to take and create an unnecessarily negative building environment. Again I will state, that aesthetically I think such a small home on such a large lot looks grotesque, proportionately it doesn't make sense to me. If a maximum home size must be selected please make it one that is a little more realistic and considerate of the environment it surrounds.

I believe there must be other ways to protect our environment and trees, to mitigate construction related impacts and to encourage a positive building environment. For example, limit the amount of driveway, concrete, impermeable surfaces, ensure a percent of space is covered with trees, plants, green space, limit lawn space, provide incentives to plant more trees and improve our land rather than come up with more restrictions.

Restricting home size is only one way to solve the problem and in this case limiting it to such a small number is I don't believe a good solution. Please be more creative.

I am no expert in land rezoning but honestly don't feel that the solution suggested is the right solution, it doesn't really get to the heart of the matter and is just too simplistic. RS1 acre lots are unique and require a unique solution.

[REDACTED]

On Thu, Sep 26, 2019 at 11:29 AM Adam Wright <WrightA@dnv.org> wrote:

Good morning [REDACTED].

Thank you for your email and comments.

I wanted to provide some information for your reference.

Rationale for a proposed maximum house size for the RS1 zone:

Council has expressed concerns related to house size primarily in light of other District efforts such as mitigating construction-related impacts to neighbouring residents and to the environment (e.g. reducing tree loss associated with new construction), as well as encouraging more housing in the community. You can view a video of Council's discussion at the July 8, 2019 Council Workshop, available [here](#). The discussion on maximum principal building (house) size begins at 56:49 in the video. The staff report and presentation to Council is also available [here](#) for your reference.

Rationale for a proposed maximum house size of 5,813 sq. ft.

The maximum house size of 5,813 sq. ft. is being proposed as it is the largest maximum house size that is currently permitted in the other standard single family residential zones (i.e. the maximum house size permitted in the RS2 zone is 5,813 sq. ft.).

Subdivision (and development) in the RS1 Zone

RS1 property owners are welcome to apply for any development (including subdivision). Each application and site is review by staff against relevant policies and bylaws. There can be engineering and safety concerns with development in specific areas of higher elevation and near heavily forested areas (e.g. in wildfire hazard areas) that can make a successful development application in these areas uncertain.

Please let me know if you have further questions or would like to provide further comments.

Thank you again for your input, comments received from property owners will be used to inform a recommendation to Council in the fall.

Regards,

Adam

Adam Wright, MSc

Community Planner

DISTRICT OF
**NORTH
VANCOUVER**

[355 West Queens Road](#)

[North Vancouver, BC V7N 4N5](#)

wrighta@dnv.org

Direct: 604-990-3657

From: [REDACTED]
Sent: September 26, 2019 9:23 AM
To: Adam Wright <WrightA@dnv.org>
Subject: Proposed maximum house size in RS1 zone

Dear Mr. Wright:

I recently received a letter regarding changes to the maximum house size in the RS1 zone. I am not sure why this is being proposed or how the District came up with the maximum house size of 5,813 sq. ft.

Our home, as well as most homes in our area that are on RS1 lots are I believe greater than the proposed maximum house size and do not look out of place on such a large lot. I am worried that the house size being proposed is far too small and would aesthetically look unpleasing, it would just not look right. It would be the opposite of what a large home on a small lot looks like. I do not have a problem with setting a maximum house size just believe that the size being proposed is much too small.

If the District wishes to propose a house size of 5,813 sq. ft. then I believe it should allow RS1 zones to subdivide. RS1 zones, I currently believe, cannot be subdivided. The maximum house size being proposed would then be much more in proportion to the smaller lot size.

One problem that I do believe some RS1 zones have is that they often seem to have far too much area paved and not left as "green" or vegetated area.

Sincerely,

[REDACTED]

[REDACTED]

[REDACTED]

8+9 of 13

Adam Wright

From: [REDACTED]
Sent: September 30, 2019 8:17 AM
To: Adam Wright
Cc: [REDACTED]
Subject: re: Proposed maximum house size for properties in the RS1 Zone
Attachments: Letter Sept 30 2019-final.pdf

Hi Adam,

Please find attached our and our neighbor's letter in response to your September 11, 2019 letter regarding the proposed RS1 zoning changes.

Please acknowledge receipt.

Regards,

[REDACTED]

September 30, 2019

District of North Vancouver
Community Planning Department
355 West Queens Road
North Vancouver, B.C.
V7N 4N5

cc. Mayor Mike Little
mayor@dnv.org

re: Proposed maximum house size for properties in the RS1 zone

Dear Sir or Madam:

We write in response to the District's letter of September 11, 2019 regarding the proposed maximum house size for properties in the RS1 zone.

The undersigned live at [REDACTED] and [REDACTED], respectively. We strenuously object to the proposed change to the zoning bylaws.

The proposed change would:

- significantly decrease the value of our properties;
- unnecessarily restrict use of these properties;
- serve no public purpose with respect to these properties.

[REDACTED] Properties

Our properties are accessed via a [REDACTED] Park (see Exhibit 1). The properties are unique in various relevant ways:

- they are the only [REDACTED] properties on [REDACTED];
- there are no neighbors within sight in any direction;
- the properties are both approximately 1 acre in size;
- the houses are largely hidden from view and face Lynn Creek;
- the houses are located on a dead end road with little car traffic;
- neither property is the result of a consolidation.

The location and character of the properties makes concerns about non-conformity with neighbors a non-issue. Large homes could be built on these properties with zero impact on either neighbours or neighbourhood characteristics.

The proposed amendment would reduce the maximum house size which could be built on our properties by approximately 65%, thereby significantly reducing the value of the properties, while serving no public purpose.

The District's September 11, 2019 letter did not provide any explanation as to why this change is needed. We note that the existing floor space ratio rules already establish a maximum houses size for any given property.

We have made significant investments in our homes based on the current bylaws. Zoning changes should not be made which will negatively impact their value unless a clear and critical public need is being addressed. The District has not met this test.

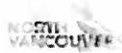
We urge the district to:

- leave the zoning as-is, or
- amend the zoning in the proposed manner only for future consolidations of properties, so as not to affect current homeowners, or
- exempt the [REDACTED] properties from the changes, due to their unique location and characteristics.

Proceeding as proposed with the zoning change would cause significant financial harm to a small number of homeowners and serve no public purpose.

Regards

[illegible]



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Adam Wright

From: [REDACTED]
Sent: September 30, 2019 10:07 AM
To: Adam Wright
Subject: OCP - RS1 size restriction

Hi Adam,

Following your letter dated Sept. 11, 2019, as property owner, we would like to put on record that we disagree with council's proposal to put a house size restriction on the RS1 zone as described. For our property, a 5,813 sf house on about 600,000 sf land or a site coverage of about 0.10 percent does not make sense. It is not inline with council's theoretical discussion of a 30,000 sf house on 43,560 sf (1 acre) land.

Hence, by adding this restriction, council's action will definitely have a direct and negative impact on our property.

Kindly keep us posted. Thank you.

Regards,

[REDACTED]
[REDACTED]

11 of 13

Adam Wright

From: [REDACTED]
Sent: September 30, 2019 12:13 PM
To: Adam Wright
Cc: [REDACTED]
Subject: Proposed Maximum house size for properties in the RS1 zone

Re: [REDACTED]

Mr. Wright,

I am writing in regard to the proposed change regarding maximum house size in RS1 zone. We own property above with RS1 zoning; the property is approximately 15 acres and we are currently allowed to build 1 (one) house for the property. Given the size of this parcel of land, the proposed house size allowed would be extremely disproportionate. I do appreciate the concerns of the District of North Vancouver Council; perhaps the proposed maximum house size for properties in the RS 1 zone should be limited based on the size of the acreage itself. A maximum house size of 540 meters squared would be fine for acreages of 2 acres or less, but larger acreages should be allowed to have larger houses.

If you have any questions, please let me know,

Regards, [REDACTED]

12 of 13

Adam Wright

From: [REDACTED]
Sent: October 02, 2019 7:53 AM
To: Adam Wright
Subject: Comments

Hi Adam,

In response to the proposed maximum house size for properties in the RS1 zone

I am opposed to the changes.

The maximum house size is far to small for the size of our properties . The district will not permit any subdiving of current properties regardless of size .

I am in disagreement with this as well.

Regards

[REDACTED]

13 of 13

Adam Wright

From: [REDACTED]
Sent: October 03, 2019 4:02 PM
To: Adam Wright
Subject: RE: District of North Vancouver Proposed maximum house size for properties in the RS1 zone_11Sep19

Thank you Adam,

I will review this information and other information on the DNV website and come back to you with further thoughts.

Also I will call you if needed to discuss thx.

If possible please keep me informed of any future meetings or public forums where this issue will be discussed. Also in case any further relevant information is published.

Thank you,

[REDACTED]
[REDACTED]

From: Adam Wright <WrightA@dnv.org>
Sent: Thursday, October 3, 2019 9:29 AM
To: [REDACTED]
Subject: RE: District of North Vancouver Proposed maximum house size for properties in the RS1 zone_11Sep19

Good morning [REDACTED],

Thank you for your email and comments.

I wanted to provide further information and resources for your reference.

Council has expressed concerns related to house size primarily in light of other District efforts such as mitigating construction-related impacts to neighbouring residents and the environment (e.g. reducing tree loss associated with new construction). You can view a video of Council's discussion at the July 8, 2019 Council Workshop, available [here](#). The discussion on maximum principal building (house) size begins at 56:49 in the video. The staff report and presentation to Council is also available [here](#) for your reference.

Any offsetting benefits for RS1 property owners will be up to Council to determine as the proposal is considered.

The RS1 maximum house size that is currently being proposed is the same as that of RS2, but the final decision will be up to Council to determine. The RS1 or RS2 designation do have different minimum lot sizes, this is not currently being reviewed (so is likely remain the same).

Thank you again for your input, comments received from property owners will be used to inform a recommendation to Council in the fall.

I'm happy to speak over the phone if you have further comments.

Regards,

Adam

Adam Wright, MSc
Community Planner

**DISTRICT OF
NORTH
VANCOUVER**

355 West Queens Road
North Vancouver, BC V7N 4N5
wrighta@dnv.org
Direct: 604-990-3657

From: [REDACTED]
Sent: October 02, 2019 2:03 PM
To: Adam Wright <WrightA@dnv.org>
Subject: FW: District of North Vancouver Proposed maximum house size for properties in the RS1 zone_11Sep19

Dear Mr. Wright

I own two RS1 zoned properties in the DNV and recently received the attached letter dated Sept 11/19.

My first reaction is concern that this changed desired by the Council would have a negative affect on me both in terms of the ongoing use and enjoyment of my properties, as well as from a current and future capital value perspective (at a time when RS1 values in the DNV are already down significantly over the past 1-2 years).

However, before expressing a strong opinion on this matter I would like to research and think about it further. To start with can you provide information on?

1. Why the Council is thinking to pursue this change? What are their motivations and concerns? What are the issues?
2. If this change were to be enacted would there be any offsetting benefits for RS1 owners such as myself?
3. With this change would there be any practical difference between an RS1 and an RS2 lot? (if not would this initiative in reality be one to make all RS1 lots into RS2 lots (possibly with a new designation for all)?

Although I have not yet thought too deeply about this topic as mentioned, my general feeling so far has been that DNV makes the sub-division/ redevelopment of large RS1 lots in the DNV relatively difficult and expensive to pursue, and that one of the few offsetting benefits for the owner of a large RS1 lot is the ability to build a large to very large house. I had always assumed the DNV must like that concept, given what I think are challenges obtaining approvals for sub-division and/or conversion to multi-family for RS 1 lots.

I think the DNV requires increased residential and commercial density in order for it to remain a vibrant and diverse community with a range of jobs and housing options (at all rent and purchase price points). Therefore I hope that the

Council will think of this matter and all such matters affecting the DCP within this context. Simply being 'anti-development/ anti- construction' will create unintended negative consequences in the fullness of time.

[REDACTED]
[REDACTED]

From: [REDACTED]

Sent: Friday, September 27, 2019 6:16 PM

To: [REDACTED]

Subject: District of North Vancouver _Proposed maximum house size for properties in the RS1 zone_11Sep19

FVI.

Best Regards

[REDACTED]

AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>Jan. 20, 2020</u>
<input type="checkbox"/> Other:	Date: _____



The District of North Vancouver

REPORT TO COUNCIL

January 3, 2020

File: 08.3060-20/099.17

AUTHOR: Robyn Hay, Development Planner

SUBJECT: 1920 & 1932 Glenaire Drive – Council Early Input for 15 Unit Townhouse Project

RECOMMENDATION

THAT Council provide direction to staff regarding the consideration of an Official Community Plan (OCP) amendment and rezoning application for a fifteen unit townhouse project in the Lions Gate Village Centre.

REASON FOR REPORT

The applicant, PC Urban Properties, proposes to redevelop the site to create a fifteen unit, three-storey townhouse project. This project is the second and final phase of a previously-approved townhouse project located directly to the east.

The proposal is consistent with the “Lower Capilano Village Centre: Peripheral Area Housing Policy & Design Guidelines” endorsed by Council in July of 2014 which envisioned an OCP amendment to allow for multi-family housing on the subject site.

Implementation of the project, will require Council's consideration of bylaws to amend the OCP and to rezone the subject site.

In light of Council's direction to undertake a targeted review of the OCP, staff are seeking direction from Council with respect to next steps for this application.

The following four alternative resolutions are presented for Council's consideration:

1. Proceed – “THAT Staff be directed to prepare bylaws based on the applicant's OCP amendment and rezoning application”;
2. Revise – “THAT Council is not supportive of the OCP amendment and rezoning application as proposed, and requests that the applicant revise their application”;
3. Reject – “THAT Council is not supportive of the OCP amendment and rezoning application and that the application be rejected”; or
4. Defer – “THAT Council's consideration of the OCP amendment and rezoning application be deferred until after the targeted review of the Official Community Plan”.

ANALYSIS

Site and Surrounding Area

The development site is located within the “peripheral area” of Lions Gate Village Centre and consists of two single-family lots which have been consolidated into one lot with a gross site area of 2,116.5 m² (22,781.8 sq.ft.)

The site is bounded by the Capilano River to the north (within Capilano River Regional Park), Klahanie Park to the west (within the District of West Vancouver), single-family homes to the southeast designated and under application for townhouse development, and a townhouse project (“PC Urban Phase 1”) under construction to the east.

The adjacent image shows the nearby townhouse projects recently considered and slated for future consideration by Council.

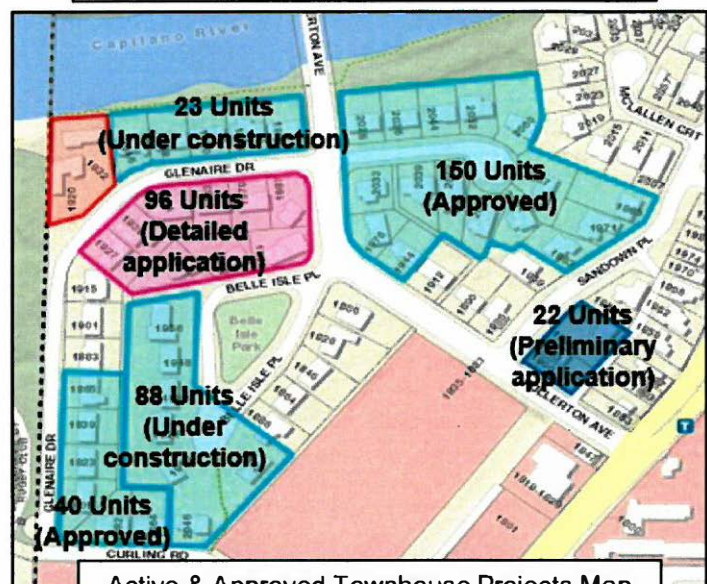
Land Use Designation and “Lower Capilano Village Centre: Peripheral Area Housing Policy & Design Guidelines”

The subject site is designated as “Residential Level 2: Detached Residential (RES2)” in the OCP. Development in this designation is normally permitted up to approximately 0.55 FSR.

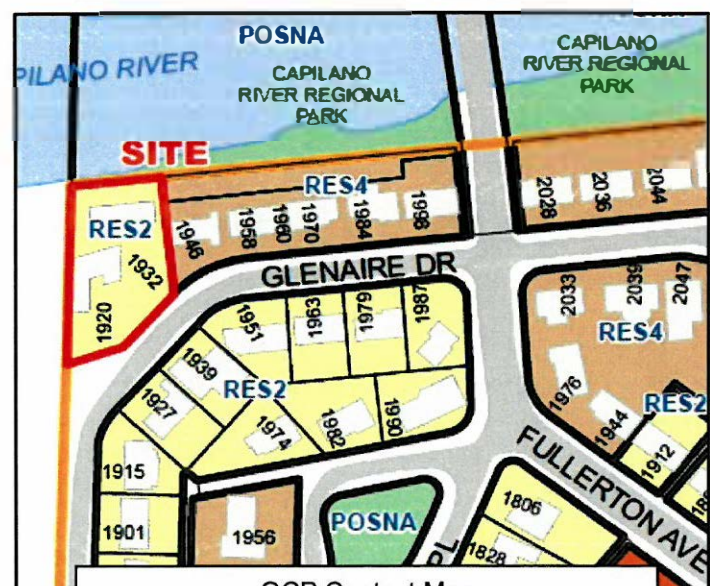
In 2014, after extensive community consultation, Council adopted the “Lower Capilano Village Centre: Peripheral Area Housing Policy & Design Guidelines”. The “peripheral policy” identifies housing forms, density and design guidelines that should be followed within the peripheral area of Lions Gate Village Centre.



Aerial / Context Map



Active & Approved Townhouse Projects Map



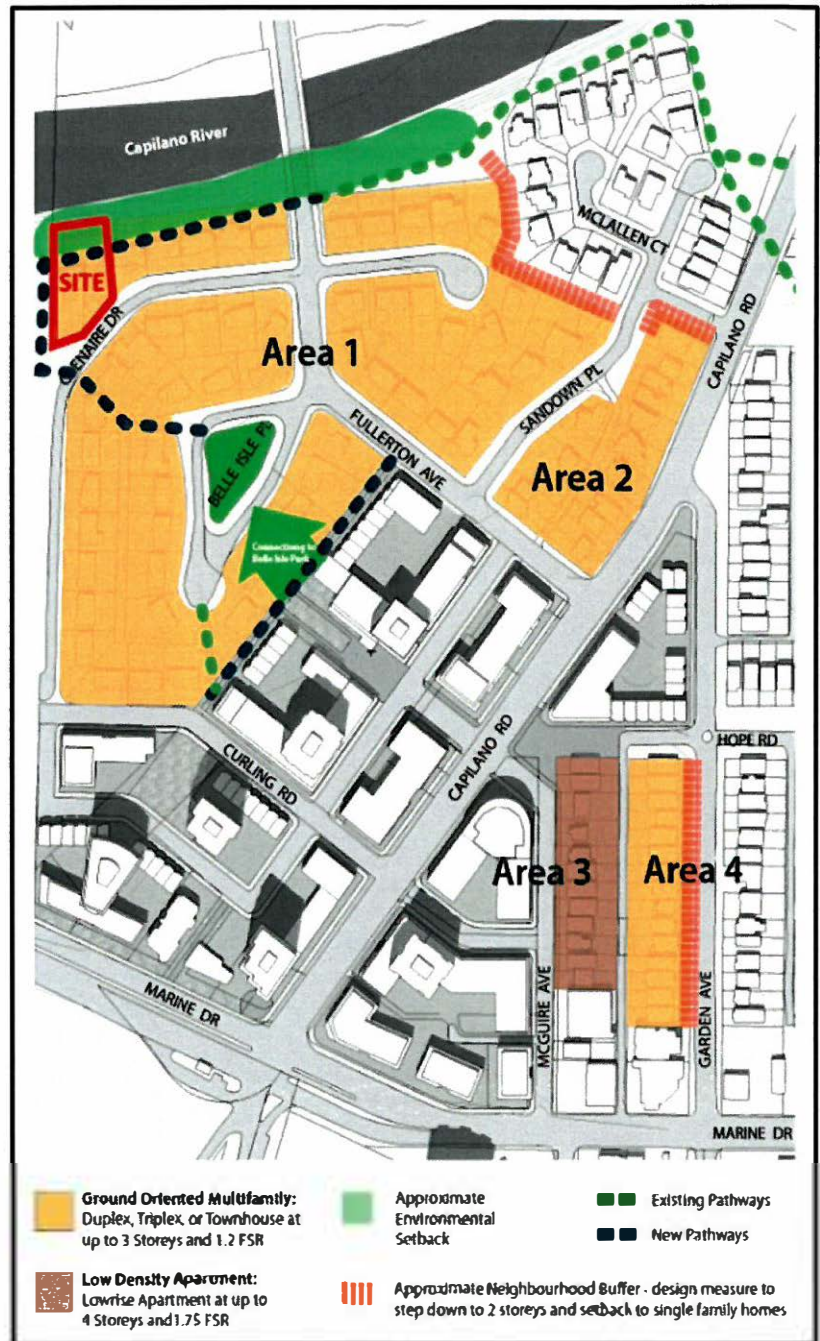
OCP Context Map

The subject site is within “Area 1” (see adjacent map) which contemplates ground-oriented multi-family housing to a maximum density of 1.2 FSR for larger sites, such as the subject site.

As the “peripheral policy” was never adopted into the OCP, an OCP amendment is required to change the designation of the lots to “Residential Level 4: Transition Multi-family (RES4),” with a density of up to 1.2 FSR and to designate the site as a Development Permit Area for Form and Character of Multi-Family Development, and Energy and Water Conservation and Greenhouse Gas Emission Reduction.

The proposal achieves the following policy objectives:

- The three-storey townhouse development, with an FSR of 1.17, is compliant with the height and maximum density provisions of the “Lower Capilano Village Centre: Peripheral Area Housing Policy & Design Guidelines”;
- The development is located within a village centre and will form part of a more compact community which can reduce reliance on cars and promote walking, biking and transit. As well, the site is within a short walking distance to a frequent transit corridor;
- The townhouse units, including 60% 4 bedroom layouts, provide more housing options for families and are relatively more affordable compared to a detached single-family residential option; and
- The project extends the trail connection, linking Fullerton Avenue to Klahanie Park, as envisioned within the peripheral policy.



Although the above is not an exhaustive list of ways in which this development fulfils objectives of the OCP, the overarching goal of the OCP is to concentrate 75% - 90% of future development within key centres to allow for protection of the natural environment, decrease car dependency, and generally promote more compact communities.

Zoning

The subject site is currently zoned “Single Family Residential 7200 Zone” (RS3) which allows for a maximum density of 0.35 FSR + 350 sq. ft. Rezoning to a new Comprehensive Development (CD) Zone is required to accommodate the project.

PROPOSAL

Site Plan and Project Description

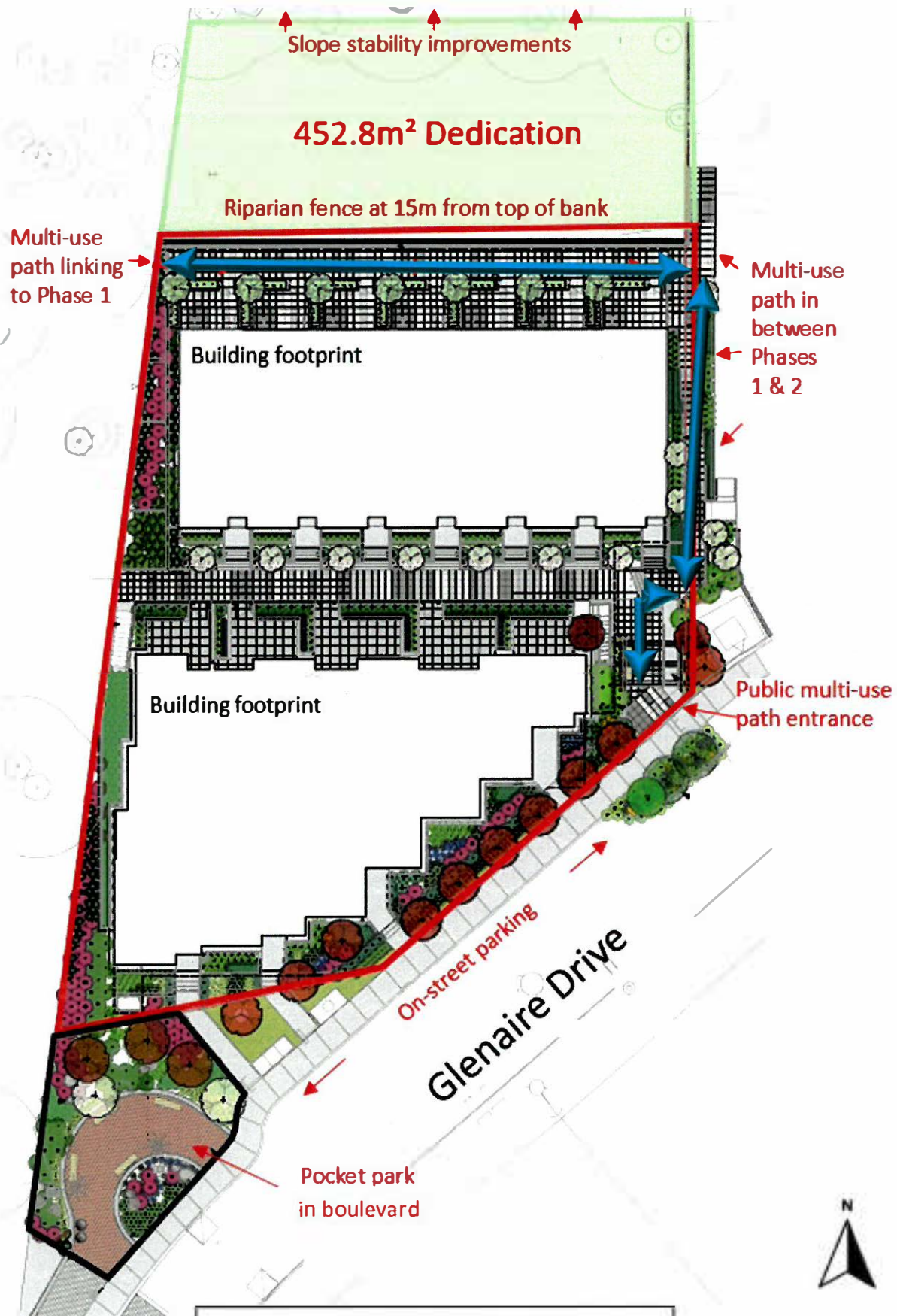
This proposal is the second and final phase of PC Urban’s “Holland Row” development; Phase 1 consisting of 23 townhouse units to the east was approved by Council in September 2017 and construction is nearing completion. The subject proposal for Phase 2 is for a fifteen unit townhouse development within two buildings separated by a linear (east to west) courtyard, all over an underground parking garage.

The units are a mix of layouts ranging from 1 to 4 bedrooms with the majority of units (60%) consisting of 4 bedrooms. The units range in size from approximately 71 m² (767 sq. ft.) to 170 m² (1,830 sq. ft.). The gross floor area is approximately 2,469 m² (26,578 sq. ft.) with a density of 1.17 FSR.

The entrance to the underground parking garage is located on and shared with the adjacent development site to the east (Phase 1). Access/egress is secured through an easement agreement with the adjacent site. The proposal includes 28 parking spaces, a shared bicycle storage area with 16 bike spaces, and a bike maintenance area all within the underground parking garage.

The proposed architectural expression of this project is influenced by Phase 1. The development includes a traditional row house design with uniform frontages. Both of the buildings incorporate a similar colour scheme and a mixture of brick and painted cedar siding. Six units in the southern building have rooftop decks with associated access stair and landing enclosures partially concealed by the gabled rooflines. Units facing Glenaire Drive have prominent street entrances with landscaping and weather-protected stoops at the street level.

The project will maintain a 15 m (49.2 ft.) riparian setback from Capilano River. The applicant will be required to provide slope stability improvements adjacent to the Capilano River (within Metro Vancouver’s property) and rehabilitate the riparian area as part of the application. The public trail at the rear of the Phase 1 development (adjacent to the 15 m riparian setback) will be extended along the rear of the Phase 2 development to connect to Klahanie Park to the west, and in between the Phase 1 and Phase 2 projects to connect to Glenaire Drive.



Conceptual Site & Landscape Plan

Advisory Design Panel

The application was considered by the Advisory Design Panel (ADP) on March 8, 2018; subsequently, the project was further refined and reconsidered by the ADP on May 10, 2018. The Panel recommended approval of the project subject to resolution of the Panel comments. The applicant has addressed the Panel's comments by improving the functionality and identity of the common pedestrian entrance and the individual entrances facing Glenaire Drive, stepping the parking structure to reduce its exposure along the western property line, and redesigning the pocket park south of the development by incorporating both hard and soft design elements.



Glenaire Drive Frontage – Conceptual Rendering

A detailed review of the applicable development permit guidelines will be provided for Council's consideration should the application proceed through the OCP amendment and rezoning process.

Green Building Measures

This project is required to meet Step 3 of the BC Energy Step Code, in accordance with the District's Construction Bylaw. The applicant has considered the District's Community Energy and Emissions Plan (CEEP) and Council's recent declaration of a Climate Emergency and is also targeting a greenhouse gas emission of 1.4 kg CO₂e/m²/yr, significantly less than the 6.0 kg CO₂e/m²/yr target identified in the District's CEEP.

Accessibility

As noted in the District's Accessible Design Policy for Multi-family Housing, ground-oriented multi-family developments are expected to provide 15% basic accessible units, where it is feasible to do so, and to explore the provision of enhanced accessible design features. In compliance with the policy the proposal provides 3 "basic" accessible units (20% of the units) and 1 "enhanced" accessible unit.

Vehicle Parking

The development proposes 28 parking spaces including 2 visitor parking spaces. Parking proposed is 4 spaces less than the basic requirements in Part 10 of the Zoning Bylaw. The proposed parking rate is supported by the conclusions of the traffic and parking study prepared for the project by Bunt and Associates and is consistent with Section 5.1 (8) of the OCP which states that reductions for parking should be considered for new developments in centres well-served by transit as a way to encourage alternate modes of transportation and to increase housing affordability.

The required boulevard and sidewalk improvements will allow for a parking pocket on the north side of Glenaire Drive which will provide on-street parking for three vehicles.

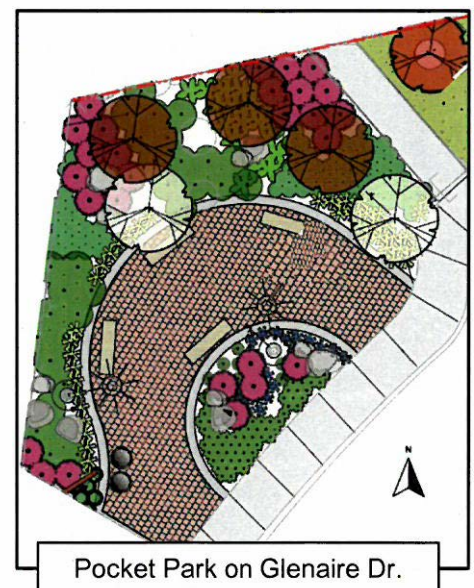
Off-site Improvements

The application includes upgrades to sidewalks, curb, gutter, and lighting in front of the site and approximately 25m (82ft.) to the south along Glenaire Drive. The applicant will also be required to provide a new pocket park, public trail, slope stability improvements, and to rehabilitate the riparian area as discussed above in the 'Proposal' section of this report.

The project will be required to pay Development Cost Charges (DCC's) at the applicable rate at the date of Building Permit submission should the OCP amendment and rezoning be approved. DCC's are estimated at \$300,000 based on the 2020 rates.

Community Amenity Contribution

The District's Community Amenity Contribution (CAC) Policy outlines expectations for contribution for projects which result in an increase in density. Should the OCP amendment and rezoning proceed, a CAC of \$407,400 (based on 2020 rates) will be included in the CD Zone. It is anticipated that the CACs from this development will be directed toward the affordable housing fund, park and trail improvements, public art, or other public realm infrastructure improvements.



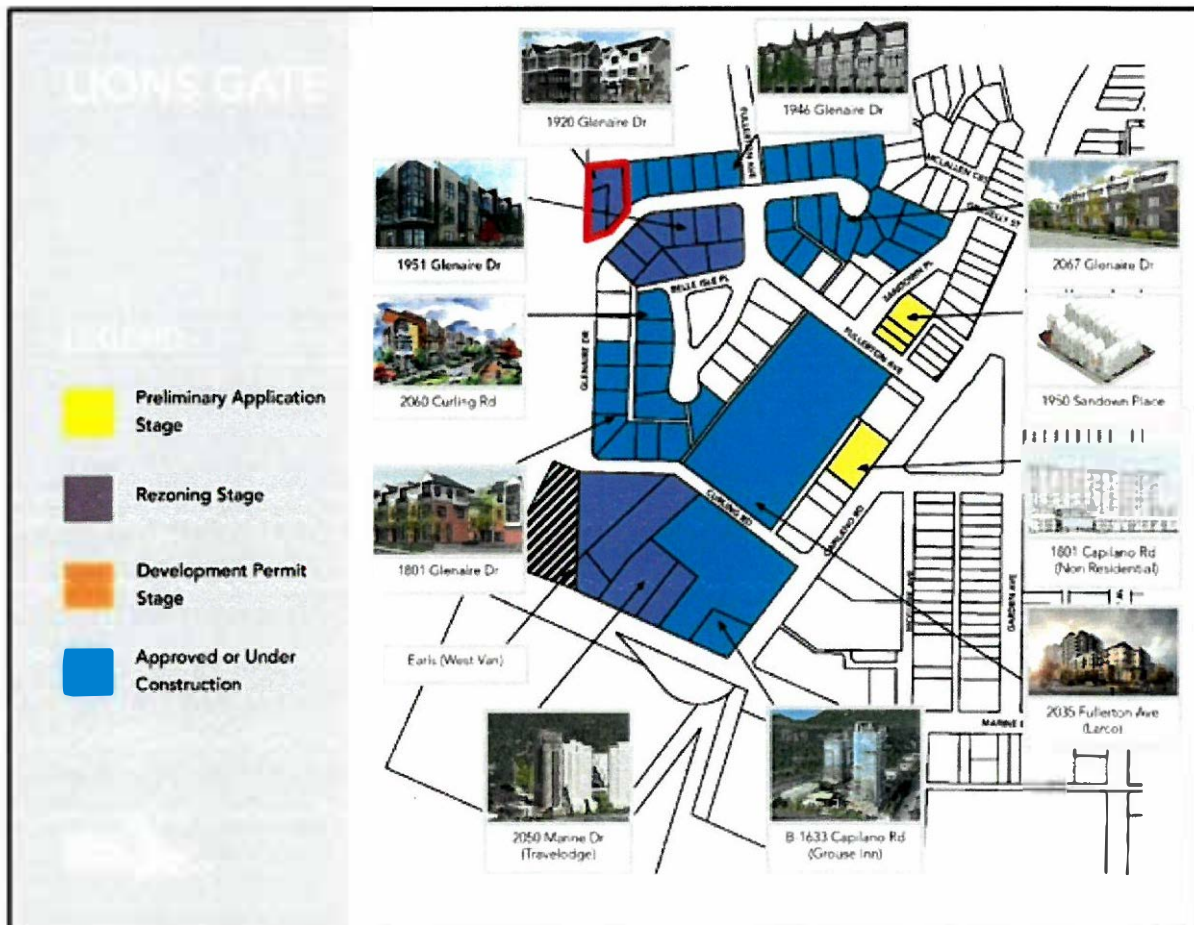
Landscaping

On-site landscaping is designed to be low-maintenance and to feature native plantings. Street trees are proposed along Glenaire Drive in addition to the on-site trees and landscaping. The new pocket park will feature both hard and soft landscaping with public seating areas. Rear patios for each unit will utilize paving stones and landscape planters.

Should the rezoning proposal proceed, a more detailed review of landscape issues will be included in the required development permit report.

Construction Traffic Management Plan (CTMP)

The site is shown in relation to other multi-family residential construction projects and potential development projects in the image below.



In order to reduce the development's impact on pedestrian and vehicular movements in the area, the applicant, in conjunction with the other developers in the area, has submitted a comprehensive and coordinated CTMP and will be required to work with the

coordinator who has been appointed to coordinate construction traffic for the Lions Gate Village Centre area.

The construction traffic management coordinator's role is to manage all construction traffic for the Lions Gate Village Centre area. With multiple developments approved in the area, the coordinator is expected to treat the Lions Gate peripheral area as a single construction project, rather than separate projects.

The benefits of a single coordinator are:

- *Communication*

The District of North Vancouver (and developers) will receive single-source, regular, professional and transparent communication about site-wide activities, rather than multiple separate reports that may not be as inclusive as is necessary for the Lions Gate Village Centre area. Community notices, signs and a website are some of the tools anticipated to be used to ensure good neighbourhood communication.

- *Coordination*

All construction activities (phases of construction, deliveries, major on-site activities, etc.) will be coordinated centrally, rather than having individual contractors needing to coordinate or compete with one another.

- *Accountability*

There will be a single point of accountability for the entire area if there are any logistical or scheduling issues.

The coordinator is required to meet with District staff bi-weekly in order to provide updates to the District, to discuss and resolve any complications that arise, and to review options for improvements.

The following elements also form part of the construction management approach for the Lions Gate Village Centre peripheral area:

- Three traffic cameras have been provided at key intersections in the area to assist with real time monitoring and enforcement of traffic movements in the area. After completion of all construction, these traffic cameras will be owned and operated by the District;
- Each development site is required to provide a \$100,000 "Construction Traffic Management" deposit used to cover any enforcement ticketing from the District. The deposit creates a financial incentive for the developer (and CTMP coordinator) to ensure efficient traffic flows, enforcement of parking and construction vehicle routing in the area; and
- Any use of District road (typically for concrete pumping trucks during foundation construction) requires a Highway Use Permit issued by the District to offer further District control over the sequencing of construction.

Concurrence

Staff review of this application is on-going and outstanding technical and design issues will be sufficiently resolved prior to Council consideration of any rezoning bylaw.

The site is located within 800m of a controlled access intersection and therefore approval by the Provincial Ministry of Transportation and Infrastructure will be required prior to adoption of a rezoning bylaw, should the proposal proceed.

School District 44 was provided a copy of the application materials and asked to confirm that students expected to reside in the development can be accommodated. No concern with the development proposal has been expressed by the School District.

Public Input

The applicant held a facilitated Public Information Meeting on February 5, 2018. Notices were distributed to neighbours in accordance with the District's policy on Non-Statutory Public Consultation for Development Applications. A sign was placed on the property to notify passers-by of the meeting, and advertisements were placed in the North Shore News. A webpage was established for this project on the District's website.

The meeting was attended by approximately ten residents. Some community members expressed support relating to the design, multi-use pathways, and protection of the riparian area while others expressed concerns related to density as well as traffic, parking, and construction. Questions about the project included clarification regarding the grade change, pedestrian traffic and trails, roof decks, and timing and next steps for the project.

Implementation

If this proposal proceeds, it will require an OCP amendment bylaw, rezoning, and a Housing Agreement, as well as issuance of a development permit and registration of legal agreements. It is anticipated that a development covenant would be used to secure items such as the details of off-site servicing.

CONCLUSION

This project assists in implementation of the District's Official Community Plan objectives and the "Lower Capilano Village Centre: Peripheral Area Housing Policy & Design Guidelines". The information in this report has been prepared to provide information to Council early in the application review process and to seek Council's direction on how to proceed with the project review.

Options:

In light of Council's direction to undertake a targeted review of the Official Community Plan (OCP), staff are seeking direction from Council with respect to next steps for this application. The following four alternative resolutions are presented for Council's consideration:

1. Proceed – “THAT Staff be directed to prepare bylaws based on the applicant's OCP amendment and rezoning application”;
2. Revise – “THAT Council is not supportive of the OCP amendment and rezoning application as proposed, and requests that the applicant revise their application”;
3. Reject – “THAT Council is not supportive of the OCP amendment and rezoning application and that the application be rejected”; or
4. Defer – “THAT Council's consideration of the OCP amendment and rezoning application be deferred until after the targeted review of the Official Community Plan”.

Respectfully submitted,



Robyn Hay
Development Planner

Attachments:

- A. Detailed Application Drawing Package

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

SHEET NO.	SHEET NAME
1.0	PROJECT DESCRIPTION
1.1	PROJECT SUMMARY
1.2	SITE PLAN (CONSOLIDATED)
1.3	AREA PLAN
1.3a	FLOOR AREA REPORT
1.4	MATERIAL PALETTE - BUILDING 4
1.5	MATERIAL PALETTE - BUILDING 5
1.6	SURVEY
1.7	SITE PLAN
1.8	FIRE ACCESS PLAN
2.1	CONSOLIDATED PARKING PLAN
2.2	PARKING LEVEL
2.3	MAIN LEVEL
2.4	2ND LEVEL
2.5	3RD LEVEL
2.6	ROOF PLAN
3.1	B4 ELEVATIONS
3.2	B5 ELEVATIONS
4.1	NORTH - SOUTH SECTIONS
4.2	EAST - WEST SECTIONS
5.1	UNIT A1 - PLANS & ELEVATIONS
5.2	UNIT A2 - PLANS & ELEVATIONS
5.3	UNIT A3 - PLANS & ELEVATIONS
5.4	UNIT E1 - PLANS & ELEVATIONS
5.5	UNIT E2 - PLANS & ELEVATIONS
5.6	UNIT D1 - PLANS & ELEVATIONS
5.7	UNIT G2 - PLANS & ELEVATIONS
5.8	UNIT H1 - PLANS & ELEVATIONS
5.9	UNIT H2 - PLANS & ELEVATIONS
5.10	UNIT J/K - PLANS & ELEVATIONS
5.11	ACCESSIBLE UNITS
6.1	SHADOW STUDIES
7.1	3D IMAGES



OWNER

PCURBAN PROPERTIES CORP. LP
ROBERT CADEZ
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EMAIL: r.cadez@pcurban.ca

ARCHITECT

GRIMWOOD ARCHITECTURE INC.
THOMAS GRIMWOOD
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EMAIL: thomas@grimwood.ca

CIVIL

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ELECTRICAL

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MARC GAGER
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EMAIL: dan@williamsengineering.com

GEOPACIFIC

GEOPACIFIC
MATT HOKAN
PHONE: (604) 439-0922
EMAIL: mhokan@geopacific.ca

LANDSCAPE

ECAFORD TYACKE + ASSOCIATES
DARYL TYACKE
PHONE: (604) 882-1456
EMAIL: daryl@etia.ca

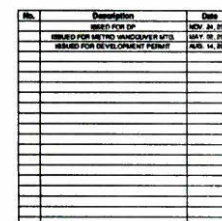
TRAFFIC

BUNT & ASSOCIATED ENGINEERING (BC) LTD.
DANIEL FUNG
PHONE: (604) 485-6427
EMAIL: dfung@bunteng.com

HOLLAND ROW II

1920 + 1932 GLENAIRE DRIVE, NORTH VANCOUVER, BC

DEVELOPMENT PERMIT SET
AUGUST 14, 2019



CERTIFIED RELAYED TO THE LINE OF THE CRIME AND
 The work at the office is being handled by attending agents and
 investigators in the immediate vicinity.

ARCHITECT'S REQUIREMENTS AND APPROVALS

It is the Building's intention to have the Original Architect and/or
 to have other persons authorized by the Architect to make
 corrections from the plans provided to the Building.

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 to have other persons authorized by the Architect to make
 corrections from the plans provided to the Building.

ARCHITECT'S REQUIREMENTS AND APPROVALS

All materials and workmanship that comply with the requirements of
 the Building's Building Department will be used in the Building.
 The Building is to give satisfactory approval to the

Architect.

All materials that are required to be used in the Building are to be
 from the Building's own inventory. It is the Building's
 intention to have the Building's own inventory of materials
 and workmanship to be used in the Building.

The Building is to give satisfactory approval to the

Architect.

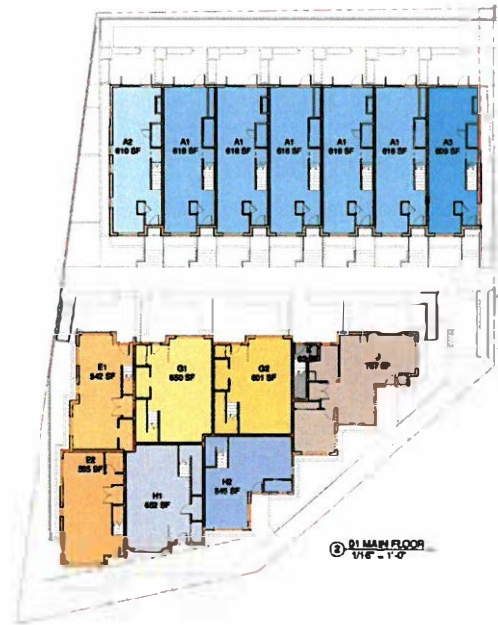
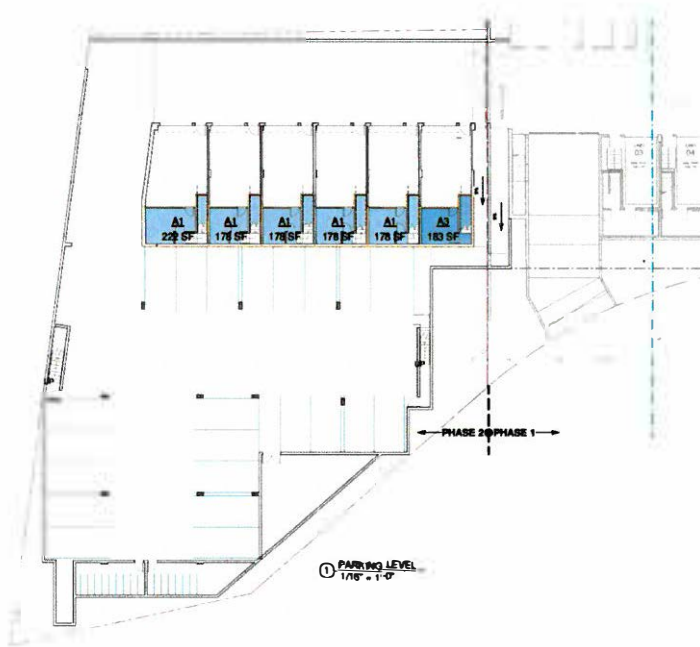
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 intention to have the Building's own inventory of materials
 and workmanship to be used in the Building.

The Building is to give satisfactory approval to the

Architect.

SCALE As Indicated
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FSR

LEVEL	AREA(SF)	AREA(m ²)	FSR
MAIN FLOOR	8708 SF	809 m ²	0.38
SECOND FLOOR	8709 SF	809 m ²	0.38
THIRD FLOOR	8671 SF	804 m ²	0.38
ROOF DECK	4905 SF	454 m ²	0.22
	26578 SF	2469 m ²	1.17

LOT COVERAGE

NAME	AREA	AREA(m ²)	%
BUILDING 4	4514 SF	419 m ²	19.8%
BUILDING 5	4499 SF	418 m ²	19.7%
	9013 SF	837 m ²	39.6%

EXCLUDED AREAS

NAME	AREA	AREA(m ²)
A1 STORAGE	934 SF	87 m ²
A3 STORAGE	183 SF	17 m ²
ROOF DECK	1561 SF	145 m ²
	2678 SF	249 m ²

UNIT AREAS

UNIT TYPE	AREA	AREA(m ²)
A1		
MAIN LEVEL	3078 SF	286 m ²
SECOND LEVEL	3078 SF	286 m ²
THIRD LEVEL	3078 SF	286 m ²
	9234 SF	858 m ²

UNIT AREAS

A2		
MAIN LEVEL	610 SF	57 m ²
SECOND LEVEL	610 SF	57 m ²
THIRD LEVEL	610 SF	57 m ²
	1830 SF	170 m ²

UNIT AREAS

A3		
MAIN LEVEL	609 SF	57 m ²
SECOND LEVEL	609 SF	57 m ²
THIRD LEVEL	610 SF	57 m ²
	1828 SF	170 m ²

UNIT AREAS

E1		
MAIN LEVEL	542 SF	50 m ²
SECOND LEVEL	550 SF	51 m ²
THIRD LEVEL	550 SF	51 m ²
ROOF ENCLOSURE	77 SF	7 m ²
	1719 SF	160 m ²

UNIT AREAS

E2		
MAIN LEVEL	565 SF	52 m ²
SECOND LEVEL	565 SF	52 m ²
THIRD LEVEL	565 SF	52 m ²
ROOF ENCLOSURE	84 SF	8 m ²
	1778 SF	165 m ²

UNIT AREAS

G1		
MAIN LEVEL	650 SF	60 m ²
SECOND LEVEL	650 SF	60 m ²
THIRD LEVEL	650 SF	60 m ²
ROOF ENCLOSURE	94 SF	9 m ²
	2045 SF	190 m ²

UNIT AREAS

G2		
MAIN LEVEL	601 SF	56 m ²
SECOND LEVEL	601 SF	56 m ²
THIRD LEVEL	601 SF	56 m ²
ROOF ENCLOSURE	98 SF	9 m ²
	1902 SF	177 m ²

UNIT AREAS

H1		
MAIN LEVEL	652 SF	61 m ²
SECOND LEVEL	652 SF	61 m ²
THIRD LEVEL	652 SF	61 m ²
ROOF ENCLOSURE	95 SF	9 m ²
	2055 SF	191 m ²

UNIT AREAS

H2		
MAIN LEVEL	545 SF	51 m ²
SECOND LEVEL	545 SF	51 m ²
THIRD LEVEL	545 SF	51 m ²
ROOF ENCLOSURE	91 SF	8 m ²
	1726 SF	160 m ²

UNIT AREAS

J		
MAIN LEVEL	747 SF	71 m ²
	747 SF	71 m ²

UNIT AREAS

K		
MAIN LEVEL	872 SF	81 m ²
SECOND LEVEL	849 SF	79 m ²
THIRD LEVEL	846 SF	79 m ²
	1776 SF	165 m ²

GLENAIRE II

1920-1932 GLENAIRE DR.
NORTH VANCOUVER, BC

GRIMWOOD ARCHITECTURE

GRIMWOOD ARCHITECTURE
808 - 58 EAST GERRARD ST. E.
VANCOUVER, B.C.
V6A 0A5
+1 604 565-3142

N

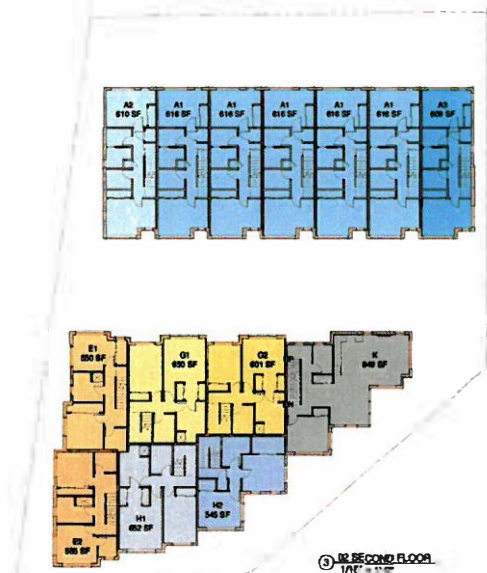
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7	10/10/2019	GR	GR
8	10/10/2019	GR	GR
9	10/10/2019	GR	GR
10	10/10/2019	GR	GR

NOTES /

CONTRACTOR SHALL BE RESPONSIBLE FOR THE USE OF THIS DRAWING.
The use of this drawing shall be limited to the project and shall not be used for any other project without the written consent of the architect.
ARCHITECT'S RESPONSIBILITY AND APPROVAL
It is the architect's responsibility to verify the information and to ensure that the information is correct and complete. The architect shall not be responsible for the accuracy of the information provided by the contractor.
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AREA PLAN

SCALE: As Indicated
DATE: 10/10/2019
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GLENAIRE II

1020-1030 GLENAIRE DR.
NORTH VANCOUVER, BC

GRIMWOOD ARCHITECTURE

GRIMWOOD ARCHITECTURE
508 - 54 EAST CORDOVA STREET
VANCOUVER, BC
V6A 0A5
+1 (604) 560-3142

NO.	DESCRIPTION	QTY.	UNIT	PRICE	TOTAL
1	PAINTED WHITE CEDAR SIDING		SQ. FT.		
2	WHITE BRICKS		SQ. FT.		
3	PAINTED GREY CEDAR SIDING		SQ. FT.		
4	GREY BRICK		SQ. FT.		
5	ASPHALT SHINGLE ROOFING		SQ. FT.		
6	PAINTED CEDAR TRIM / FASCIA BOARDS		SQ. FT.		
7	BLACK CANOPY		SQ. FT.		
8	BLACK VINYL WINDOWS		SQ. FT.		
9	CONCRETE		SQ. FT.		
10	PLANTING		SQ. FT.		
11	PAVERS		SQ. FT.		

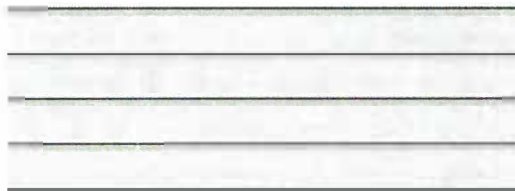
NOTES /

CONTRACTOR SHALL BE RESPONSIBLE FOR THE USE OF THE DRAWINGS.
THE ARCHITECT SHALL BE RESPONSIBLE FOR THE DESIGN AND CONSTRUCTION OF THE BUILDING.
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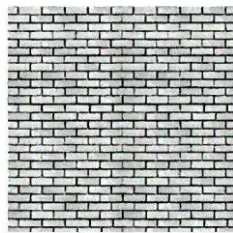
MATERIAL PALETTE BUILDING4

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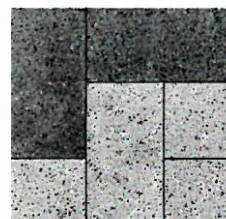
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GLENAIRE II

1180 + 1806 GLENAIRE DR.
NORTH VANCOUVER, BC

GRIMWOOD ARCHITECTURE

GRIMWOOD ARCHITECTURE
508 - 55 EAST CORDOVA STREET
VANCOUVER, BC
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+1 (604) 585-2142



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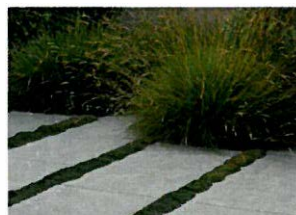
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10



11

MATERIAL SCHEDULE	
#	MATERIAL
1	PAINTED WHITE CEDAR SIDING
2	WHITE BRICKS
3	PAINTED GREY CEDAR SIDING
4	GREY BRICK
5	ASPHALT SHINGLE ROOFING
6	PAINTED CEDAR TRIM FASCIA BOARDS
7	BLACK CANOPY
8	BLACK VINYL WINDOWS
9	CONCRETE
10	PLANTING
11	PAVERS
12	PAINTED WOOD PANEL

NOTES/

CONTRACTOR TO VERIFY ALL MATERIALS AND FINISHES
The use of the drawings shall be governed by the following conditions:
1. CONTRACTOR'S RESPONSIBILITY AND APPROVAL
It is the Contractor's responsibility to verify all materials and finishes and to ensure that all materials and finishes are of the highest quality and are suitable for the intended use.
2. CONTRACTOR'S RESPONSIBILITY AND APPROVAL
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12. CONTRACTOR'S RESPONSIBILITY AND APPROVAL
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MATERIAL PALETTE - BUILDINGS

SCALE 3/16" = 1'-0"
DATE 10/10/2018 2:53:30 PM 1.5

15204, 15202 GLENARE OR.
NORTH H V ANDOVER R. BC

ON BAYWOOD ACADEMY
505 - 58 EAST COMPTON STREET
VANCOUVER, B.C.
V 6A 0A5
• 1 (604) 565-3142

[illegible]

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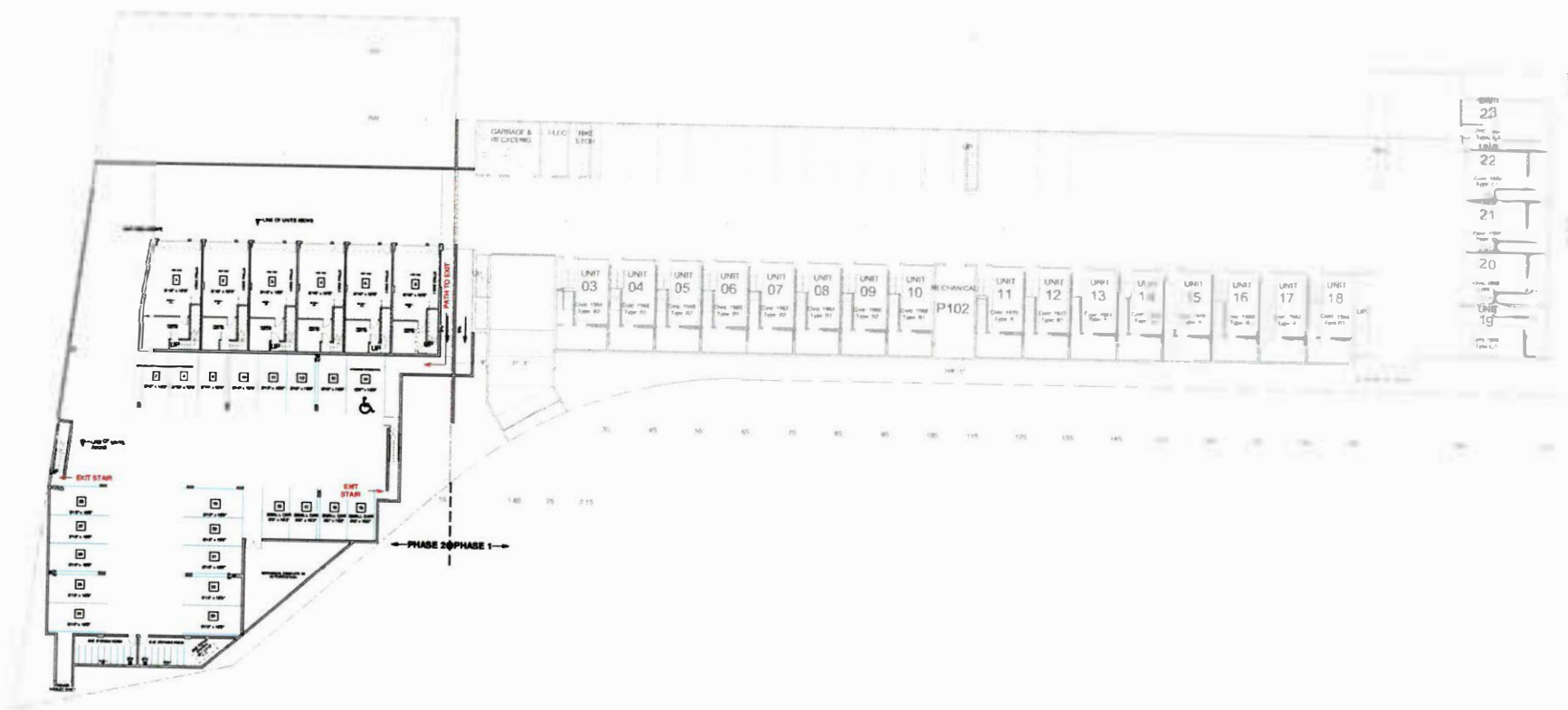
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GLENAIRE II

1800-1838 GLENAIRE DR.
NORTH VANCOUVER, BC

GRIMWOOD
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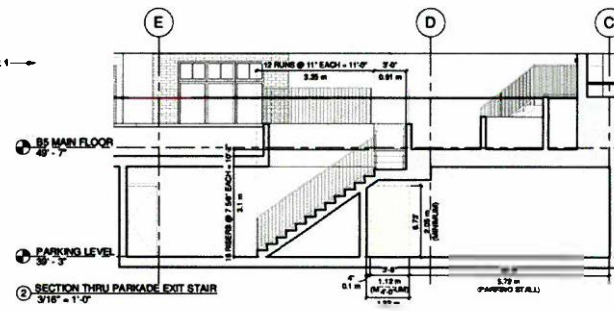
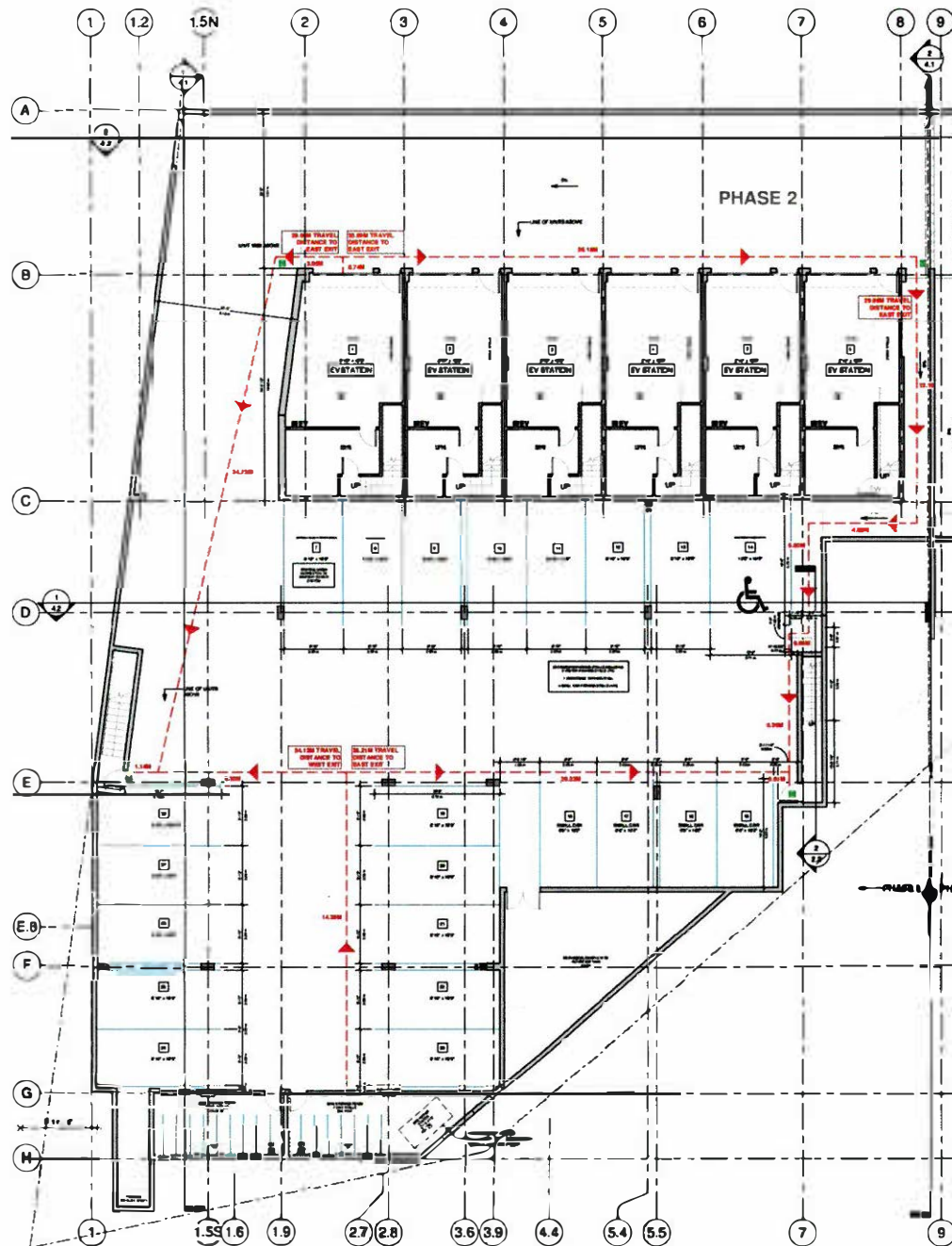
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GLENAIRE II

1825-1828 GLENAIRE CR.
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PARKING LEVEL

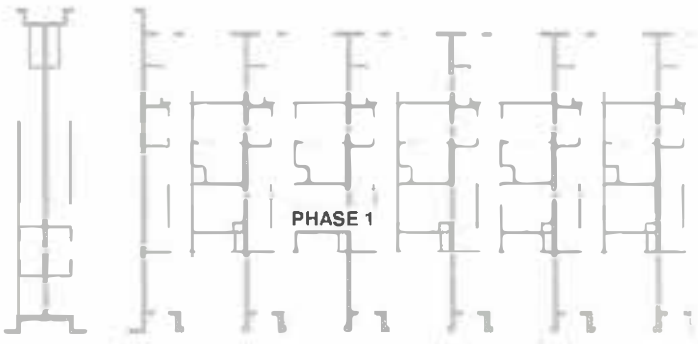
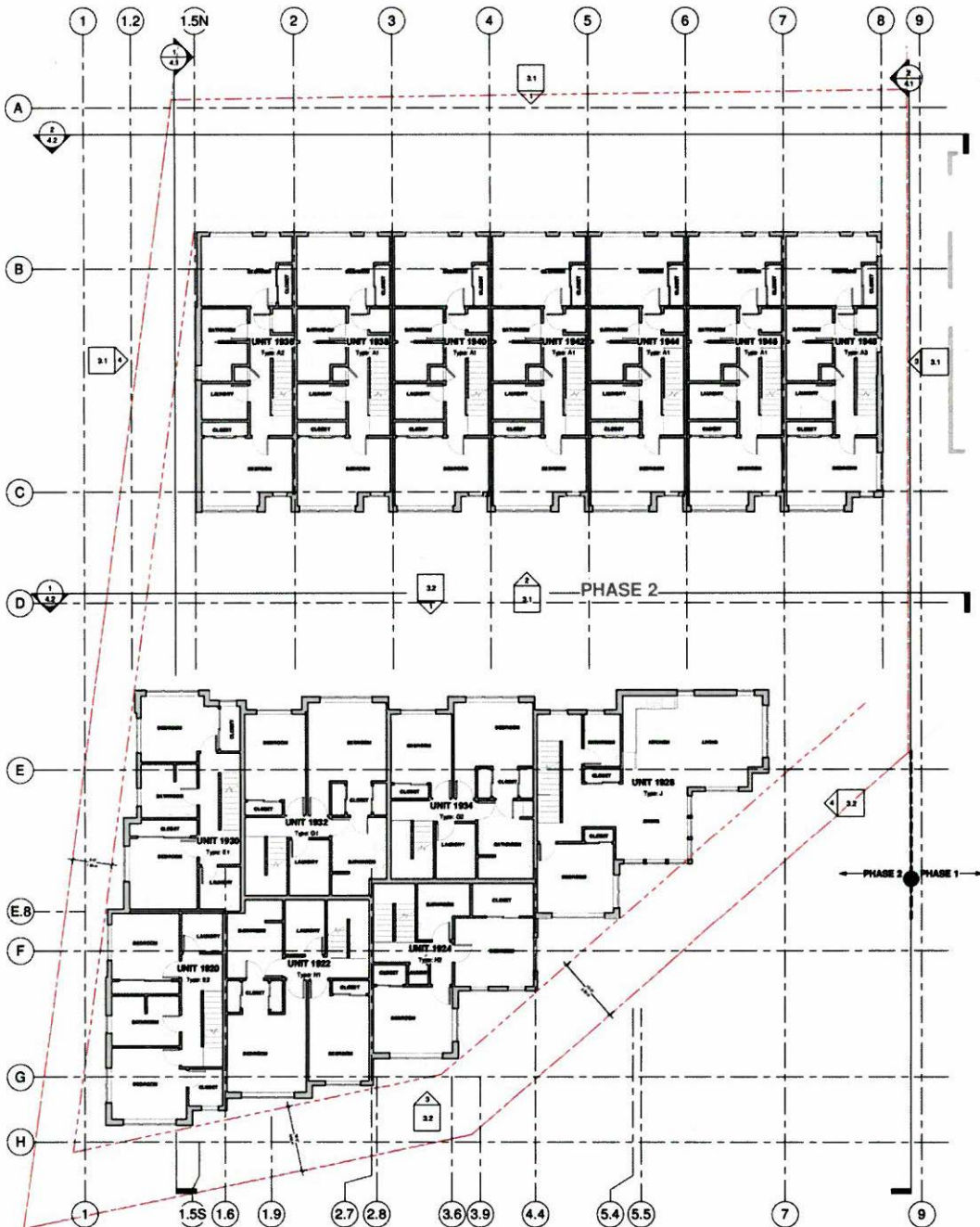
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7820-1 802 GLENARE DR.
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GLENAIRE II

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GRIMWOOD ARCHITECTURE

GRIMWOOD ARCHITECTURE
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41 604 565-5147



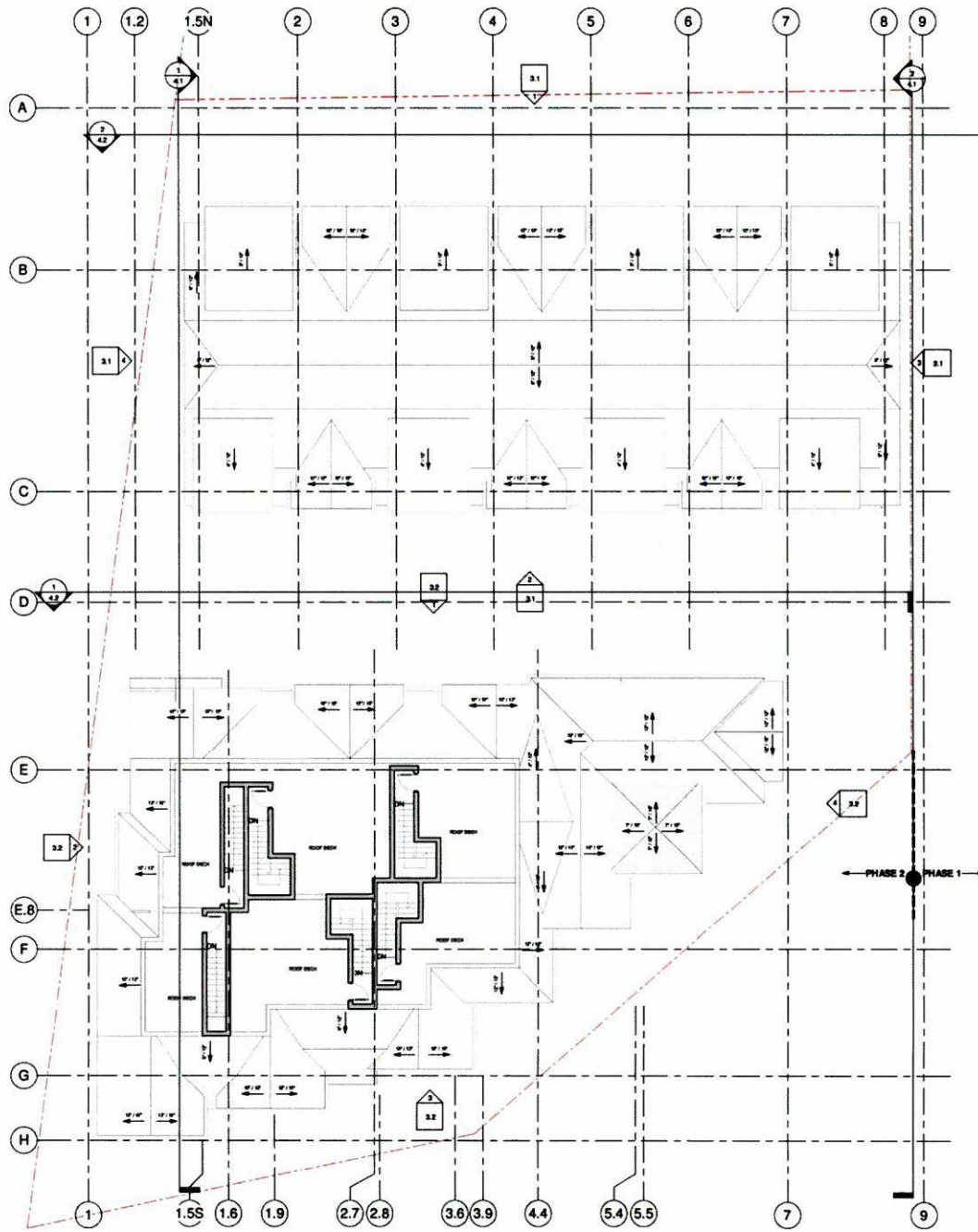
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19. GRIMWOOD ARCHITECTURE SHALL BE RESPONSIBLE FOR THE DESIGN AND CONSTRUCTION OF THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE CONSTRUCTION OF THE PROJECT.
20. GRIMWOOD ARCHITECTURE SHALL BE RESPONSIBLE FOR THE DESIGN AND CONSTRUCTION OF THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE CONSTRUCTION OF THE PROJECT.

2ND LEVEL

SCALE: As Indicated
DATE: 1/11/2017
2:4



GLENAIRE II

1870-1880 GLENAIRE DR.
NORTH VANCOUVER, BC

GRIMWOOD
ARCHITECTURE

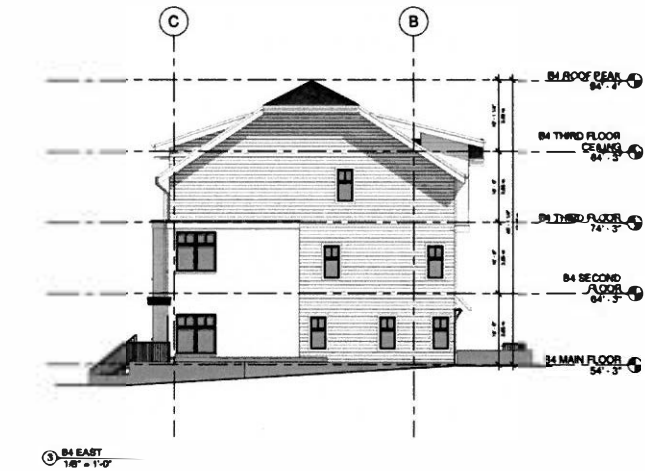
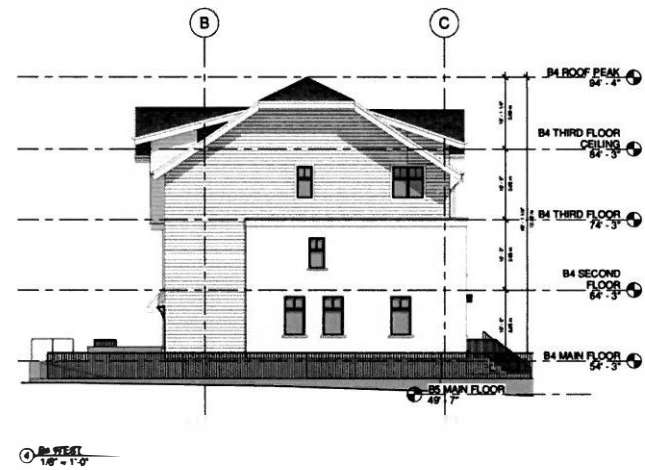
GRIMWOOD ARCHITECTURE LTD.
508 - 55 EAST CORDOVA STREET
VANCOUVER, BC
V6A 3A3
+1 604 995-3142

N

Rev.	Description	Date
1	Initial Design	2015-01-15
2	Revised Design	2015-02-10
3	Final Design	2015-03-10
4	Construction Documents	2015-04-10
5	As-Built	2015-05-10
6	Revised Design	2015-06-10
7	Final Design	2015-07-10
8	Construction Documents	2015-08-10
9	As-Built	2015-09-10
10	Revised Design	2015-10-10
11	Final Design	2015-11-10
12	Construction Documents	2015-12-10
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1830+1837 OLENAIRE DR.
NORTH VANCOUVER, BC

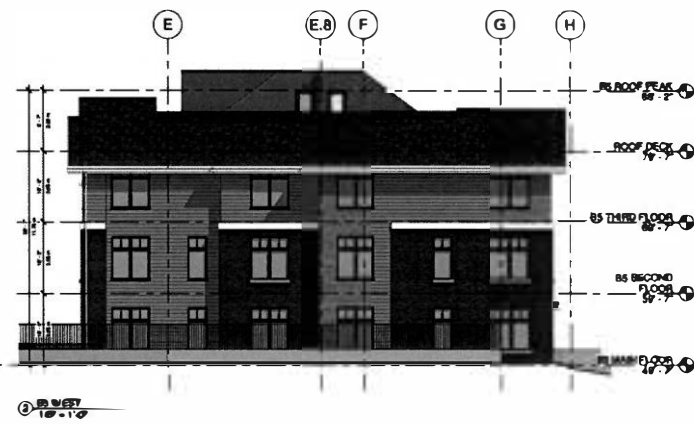
GRIMWOOD ARCHITECTURE
808 56 EAST CHILWYVA STREET
VANCOUVER, B.C.
V6A 0A5
+1 604 565-3142

[illegible][illegible]

3.1

1820+ 1832 GLENAIRE DR.
NORTH VANCOUVER, BC

GRIMWOOD ARCHITECTURE
808 - 85 EAST CORDOVA STREET
VANCOUVER, B.C.
V6A 0A5
•1 604 585-3142

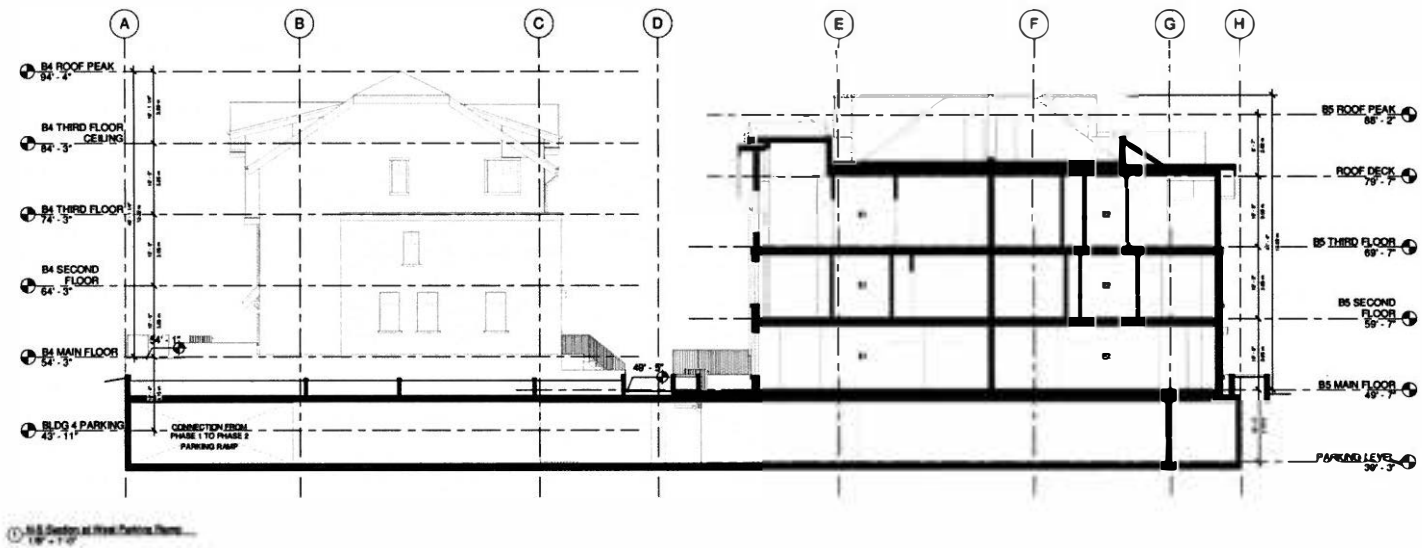
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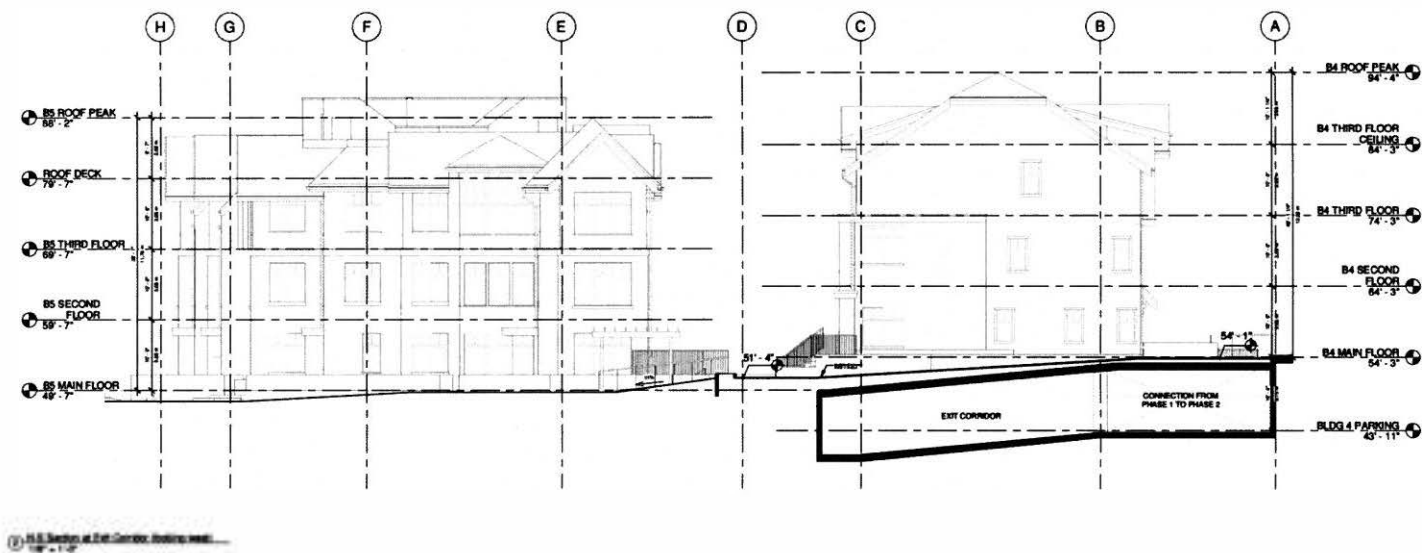
1820-1832 GLENHIRE DR.
NORTH VANCOUVER, BC

GRIMWOOD
ARCHITECTURE

GRIMWOOD ARCHITECTURE
508 - 55 EAST CORDOVA STREET
VANCOUVER, B.C.
V6A 0A5
• 1 604 565-3142

[illegible]

NOTES /

[illegible]

NORTH - SOUTH
SECTIONS

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DATE 12/18/2010
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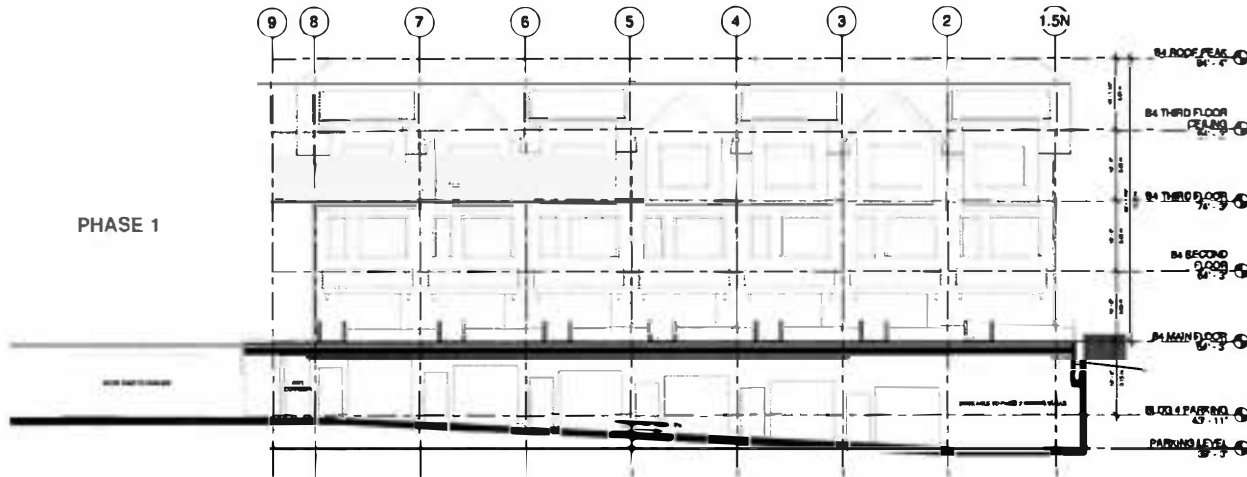
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GLENAIRE II

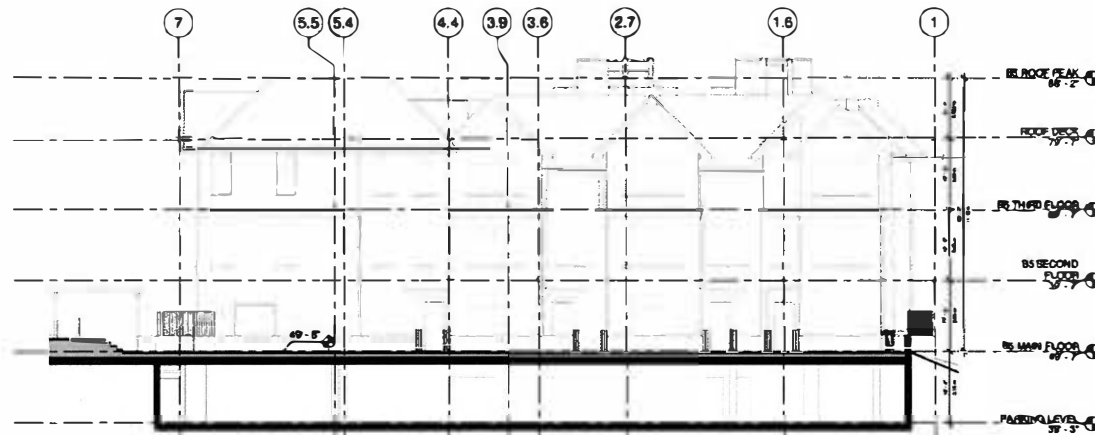
1220-1302 GLENAIRE DR.
NORTH VANCOUVER, BC

GRIMWOOD
ARCHITECTURE

OR GRIMWOOD ARCHITECTURE
509 - 55 EAST OAKWAY A STNE ET
VANCOUVER, BC
V6A 0A1
+1 604 565 3142



E-W Section at North Pathway (looking north)
1/8" = 1'-0"



E-W Section at Cherrywood (looking south)
1/8" = 1'-0"

NO.	REVISION	DATE
1	ISSUED FOR PERMITTING	10/1/15
2	ISSUED FOR PERMITTING	10/1/15
3	ISSUED FOR PERMITTING	10/1/15
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18	ISSUED FOR PERMITTING	10/1/15
19	ISSUED FOR PERMITTING	10/1/15
20	ISSUED FOR PERMITTING	10/1/15

NOTES/

CONSENT RELATIVE TO THE USE OF THIS DRAWING
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2. NO PART OF THIS DRAWING SHALL BE USED FOR ANY OTHER PROJECT WITHOUT THE WRITTEN PERMISSION OF GRIMWOOD ARCHITECTURE.
3. NO PART OF THIS DRAWING SHALL BE USED FOR ANY OTHER PROJECT WITHOUT THE WRITTEN PERMISSION OF GRIMWOOD ARCHITECTURE.
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20. NO PART OF THIS DRAWING SHALL BE USED FOR ANY OTHER PROJECT WITHOUT THE WRITTEN PERMISSION OF GRIMWOOD ARCHITECTURE.

EAST - WEST SECTIONS

SCALE 1/8" = 1'-0"
DATE 10/1/15
258/12 PM 4.2

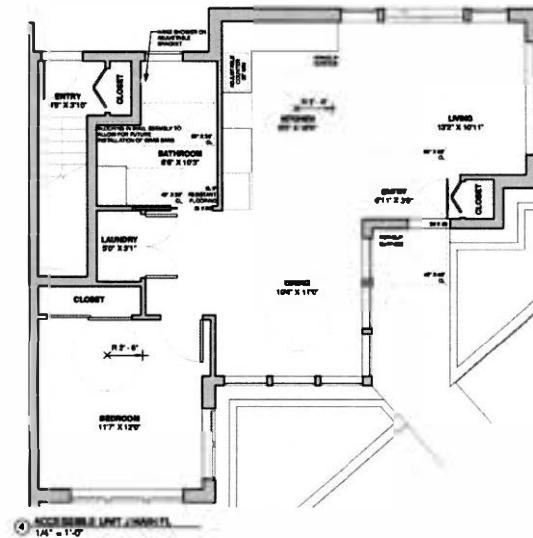
3 PROPOSED

RESIDENTIAL UNIT - KITCHEN		
26-B	KITCHEN FLOORING	YES
27-B	ADJUSTABLE SHELVING	YES
30-B	FAUCET HANDLES	YES
RESIDENTIAL UNIT - ELECTRICAL		
36-B	ROCKER SWITCHES	YES
37-B	TELEPHONE JACKS	YES
38-B	BEDROOM - 3 WAY SWITCH	YES
40-B	VISUAL ALARM - INSTALLATION	YES



1 PROPOSED

RESIDENTIAL UNIT - BEDROOM		
24-E	SPACE NEXT TO BED	YES
RESIDENTIAL UNIT - KITCHEN		
25-E	TURNING RADIUS	YES
26-B	KITCHEN FLOORING	YES
27-B	ADJUSTABLE SHELVING	YES
28-E	CUPBOARDS - LOWEST SHELF	YES
29-E	CABINET HANDLES	YES
30-B	FAUCET HANDLES	YES
31-E	FUTURE MODIFICATIONS (APPLIANCES)	YES
32-E	SINK ADJACENT TO STOVE	YES
33-E	COUNTERTOP AND SINK HEIGHT	YES
34-E	WORKSPACE AREA	YES
RESIDENTIAL UNIT - ELECTRICAL		
35-E	KITCHEN - ELECTRICAL OUTLET	YES
36-B	ROCKER SWITCHES	YES
37-B	TELEPHONE JACKS	YES
38-B	GEORGIA 3 WAY SWITCH	YES
39-E	ELECTRICAL SWITCHES AND OUTLETS	YES
40-B	VISUAL ALARM - INSTALLATION	YES
41-E	VISUAL ALARM - WIRING	YES
42-E	VISUAL ALARM - INSTALLATION	YES
RESIDENTIAL UNIT - LAUNDRY		
43-E	LAUNDRY FACILITIES	YES
RESIDENTIAL UNIT - WINDOWS, PATIOS AND BALCONIES		
44-E	BALCONIES AND PATIOS (THRESHOLD)	YES
45-E	WINDOW OPENINGS AND WINDOW SILL HEIGHT	YES



No.	Description	Date
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[illegible]

ACCESSIBLE UNITS

SCALE As Indicated 5.11
DATE 10/10/2019
4:04:20 PM

GLENAIRE II

1870-1882 GLENAIRE DR.
NORTH VANCOUVER, BC

GRIMWOOD
ARCHITECTURE

ORAWOOD ARCHITECTURE
808 - 114 EAST CORDOVA STREET
VANCOUVER, B.C.
V6A 0A5
• 1 604 565-3142

N

1830-1832 GLENAIRE DR.
NORTH VANCOUVER, BC

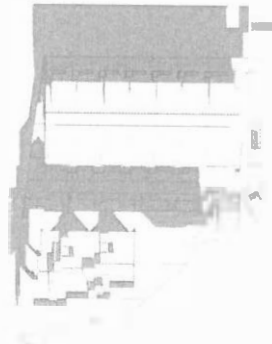
GRIMWOOD
ARCHITECTURE

DR BAYOOD ARCHITECTURE
808 - 66 EAST CORDOVA STREET
VANCOUVER, BC
V6A 0A5

•1 804 585-3142



SHADOW STUDY - MAR 21 & SEP 21
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1/32" = 1'-0"



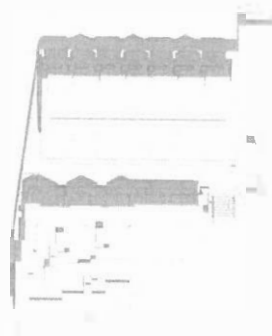
SHADOW STUDY - MAR 21 & SEP 21 ●
1:02 PM
1:02 = 1:07



SHADOW STUDY - MAR 21 @ SEP 21 @
① 1:00 - 1:30



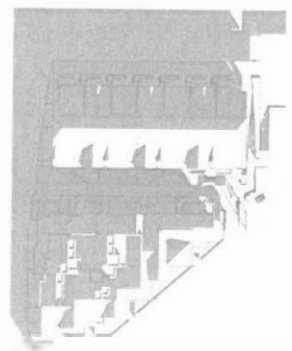
④ SHADOW STUDY - JUNE 21 @ 10AM
1/32" = 1'-0"



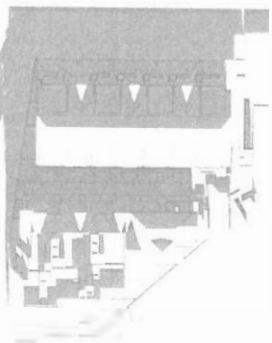
⑧ SHADOW STUDY - JUNE 21 @ 12PM
1/32" = 1'-0"



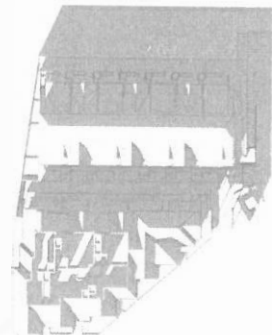
9 SHADOW STUDY - JUNE 21 @ 2PM
1/32" = 1'-0"



⑦ SHADOW STUDY - DEC 21 @ 10AM
1/32" = 1'-0"



⑤ SHADOW STUDY - DEC 21 @ 12PM
1/32" = 1'-0"



6 SHADOW STUDY - DEC 21 @ 2PM
1/32" = 1'-0"

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It is the Bureau's ~~policy~~ policy to assist criminal ~~investigations~~ investigations and in other ~~cases~~ cases where ~~appropriate~~ appropriate assistance and information are

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OF AIR FORCE RESEARCH AND DEVELOPMENT COMMAND, RANDOLPH AFB, TEXAS

of authors taking responsibility for the work. It also fosters responsibility in your community through acts of respect.

All statements must be verified on file. Do not write in drawing.

[illegible]

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Subscribed and sworn to before me this 4th day of August 1994.

SHADOW STUDIES

SCALE As indicated
DATE 12/10/2019 4:04:57 PM

6.1



GLENAIRE II

1800-1808 GLENAIRE DR.
NORTH VANCOUVER, BC

GRIMWOOD ARCHITECTURE

GRIMWOOD ARCHITECTURE
508 - 58 EAST GORDOVA STREET
VANCOUVER, BC
V6A 2A5
+1 604 595-3142

Rev.	Description	Date
1	ISSUED FOR PERMIT	NOV 20, 2017
2	ISSUED FOR PERMIT	NOV 20, 2017
3	ISSUED FOR PERMIT	NOV 20, 2017
4	ISSUED FOR PERMIT	NOV 20, 2017
5	ISSUED FOR PERMIT	NOV 20, 2017
6	ISSUED FOR PERMIT	NOV 20, 2017
7	ISSUED FOR PERMIT	NOV 20, 2017
8	ISSUED FOR PERMIT	NOV 20, 2017
9	ISSUED FOR PERMIT	NOV 20, 2017
10	ISSUED FOR PERMIT	NOV 20, 2017
11	ISSUED FOR PERMIT	NOV 20, 2017
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13	ISSUED FOR PERMIT	NOV 20, 2017
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18	ISSUED FOR PERMIT	NOV 20, 2017
19	ISSUED FOR PERMIT	NOV 20, 2017
20	ISSUED FOR PERMIT	NOV 20, 2017

NOTES /

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It is the Architect's responsibility to verify dimensional accuracy and to seek prior written approval for materials and workmanship which deviates from the methods provided by the Engineer.

ENGINEER'S REQUIREMENTS AND APPROVALS
It is the Engineer's responsibility to verify dimensional accuracy and to seek prior written approval for materials and workmanship which deviates from the methods provided by the Engineer.

AUTHORITY REQUIREMENTS AND APPROVALS
All materials and workmanship must comply with the requirements of all applicable building codes and standards. It is the Authority's responsibility to give necessary approval for all relevant Authority.

CONSTRUCTION
All dimensions must be verified on site. Do not erect all drawings. Place the perimeter and elevation. In the absence of dimensions, or if dimensions are not, consult Architect. All minimum dimensions are to comply with the National Building Code of Canada.

SHOP DRAWINGS
Submit shop drawings to the Architect and Engineer for approval and to manufacturing professional elements of the building.

3D IMAGES

SCALE
DATE 12/07/17
7.1

NOTES:

"The District of North Vancouver is responsible for the on-going maintenance of street trees on off-site areas. Please ensure that the developer is aware that on-going maintenance of shrubs/groundcover on off-site areas (i.e., boulevards) is the responsibility of the future property owner".

The project landscape contractor, the project landscape architect and a District of North Vancouver Parks (DNV Parks) representative must be present at the project pre-construction meeting. If this is not possible, the developer must make sure that all three groups meet before any landscape construction work takes place on-site.

Final approval/selection of any off-site street trees/site furniture will be made by DNV staff. The tree species/furniture types specified on this plan could be subject to change. Please contact DNV Park & Urban Designer Dimitri Samaridis (604-980-3495) to confirm tree and site furniture types prior to purchase.



1 Scale: 1/8" = 1'-0"

Project No. Date Revision Number

Rev	Date	Revised By
1	2017-11-02	DNV Parks
2	2017-11-02	DNV Parks
3	2017-11-02	DNV Parks
4	2017-11-02	DNV Parks
5	2017-11-02	DNV Parks
6	2017-11-02	DNV Parks
7	2017-11-02	DNV Parks

eta ENVIRONMENTAL TERRACE ARCHITECTURE

1000 West 1st Avenue
Vancouver, BC, Canada V6J 1Y6

TEL: 604.681.1111
FAX: 604.681.1111
WWW.ETAAARCHITECTURE.COM

**Glenaire Drive
Phase 2**

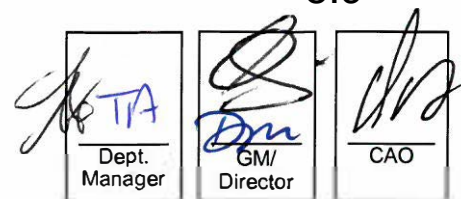
1932, 1920 Glenaire Drive
District of North Vancouver

Drawing No. **Illustrative Plan**

Project Manager	Project No.
MT	21146
Designer	Drawn
TC	001 (0000)
Checker	DT
Date	12/11/2017
Plot Date	12/11/2017
2D/3D Glenaire Drive PH2_MASTRA.dwg	L0.1
	25



AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: January 20, 2020
<input type="checkbox"/> Other:	Date: _____



The District of North Vancouver REPORT TO COUNCIL

January 7, 2020

File: 11.5225.01/023.000

AUTHOR: Stephen Bridger, Section Manager Engineering Planning and Design
Nicole Foth, Community Planner

SUBJECT: North Shore Sea Level Rise Risk Assessment and Adaptive Management Strategy: Update and Initial Engagement Launch

RECOMMENDATION:

THAT the report entitled "North Shore Sea Level Rise Risk Assessment and Adaptive Management Strategy: Update and Initial Public Engagement Launch" dated January 7, 2020 is received for information.

REASON FOR REPORT:

This report outlines the progress towards developing the North Shore Sea Level Rise Risk Assessment and Adaptive Management Strategy ("SLR Strategy"), and the launch of initial public and stakeholder engagement online on January 21, 2020.

SUMMARY:

Sea level rise will occur over a long time horizon. Because the consequences are significant without adaptation, proactive planning and early action to adapt and prepare the community for Sea Level Rise is essential. The SLR Strategy is a proactive, multi-partner project aimed at understanding vulnerabilities to coastal flooding due to sea level rise on the North Shore and developing options, with public input, to manage the potential risks. Along with project partners, the District is launching the project online at DNV.org/SeaLevelRise on January 21, 2020, and providing opportunities for public and stakeholder engagement.

At this initial stage of public and stakeholder engagement, the goals are to inform, educate, and raise awareness about the risks of coastal flooding on the North Shore in the absence of adaptation; to educate about possible adaptation approaches and actions; and, to start a community conversation about the potential trade-offs and co-benefits of managing coastal flood risk.

BACKGROUND:

The District practices a proactive approach to managing its natural hazards and developing a SLR Strategy builds on this approach. To develop the SLR Strategy, the District has partnered with the City of North Vancouver, District of West Vancouver, Port of Vancouver,

SUBJECT: North Shore Sea Level Rise Risk Assessment and Adaptive Management Strategy: Update and Initial Engagement Launch

January 7, 2020

Page 2

Squamish Nation, each which has lands within the study area, and North Shore Emergency Management. The objective of the SLR Strategy is to identify and understand the risks associated with sea level rise and catalogue a range of possible options to manage the potential risks. The final deliverable will be a report that is anticipated to guide adaptation planning and actions over the next 10 years.

The SLR Strategy is being developed in five phases (**Figure 1**), and is currently in Phase 4. The District has retained Kerr Wood Leidal Associates Ltd. to provide engineering and planning services to support the project. The District is managing the project on behalf of the partners.

Tsleil-Waututh Nation (TWN) is currently conducting a Community Climate Change Resiliency Planning project; TWN staff have been informed about this project, and District staff will advise them of the public engagement launch and provide opportunity for comment as the project progresses.

Development of the SLR Strategy is funded by a grant from the Federation of Canadian Municipalities.

EXISTING POLICY:

Official Community Plan (OCP)

Adapting proactively to climate change is one of the District's objectives in the OCP (2011). This means integrating a climate change perspective into the District's infrastructure design and maintenance, ecosystem management, and emergency preparedness.

Climate Change Adaptation Strategy (CCAS)

Focusing on adaptation, the CCAS (2017) provides direction to plan for and adapt to sea level rise. Sea level rise is one of the four major climatic changes the District is expected to experience. The CCAS identifies objectives to address the anticipated impacts of sea level rise which include increasing resiliency in municipal assets, supporting proactive management of privately-owned property, and preserving and enhancing foreshore habitats.



Figure 1: Process to develop the Sea Level Rise Strategy

Community Energy and Emissions Plan (CEEP)

Alongside adaptation planning, the District's CEEP (2019) focuses on climate change mitigation, which targets the reduction of greenhouse gas (GHG) emissions that contribute to climate change. Both mitigation and adaptation approaches are necessary to address climate change.

ANALYSIS:

Sea levels are projected to rise due to a warming global temperature, which causes glacier and ice-sheet loss and thermal expansion of ocean water. To prepare for sea level rise, the Province of British Columbia directs municipalities to plan for one metre of sea level rise by the year 2100, and two metres by the year 2200.¹ This SLR Strategy is adhering to the Province's guidelines. Adaptation to sea level rise is an opportunity to increase resiliency by reducing long-term costs through risk-based asset management, proactive environmental management, and enhanced public safety systems.

Hazard analysis for sea level rise scenarios combined with a storm surge event show that coastal and low-lying areas of the District are at risk of flooding in the future if no adaptation measures are undertaken. These areas include residential, commercial, and industrial (primarily Port terminal industries) uses, and park and natural spaces. Sea level rise scenario maps have been prepared and will be available at [DNV.org/SeaLevelRise](https://dnv.org/SeaLevelRise) as of January 21, 2020. Low-lying areas such as Norgate, Lynn Creek, and Maplewood are shown to be more extensively impacted. These areas were also previously identified as at risk of coastal flood hazards in the District's *Creek Hydrology, Floodplain Mapping and Bridge Hydraulic Assessment* (2014).

If adaptation is not undertaken, impacts of sea level rise could include damage to buildings, and impacts to residents' homes, businesses, infrastructure, parks and other areas. Some of the potential consequences of sea level rise will be illustrated at [DNV.org/SeaLevelRise](https://dnv.org/SeaLevelRise). By understanding potential consequences, the District and its project partners will be able to better assess how adaptation measures could reduce exposure to possible flooding.

To respond to coastal flooding and manage sea level rise risk on the North Shore, four different adaptation approaches have been identified. These are high-level concepts of what could be done to address sea level rise:

- Resist: Build structures to reduce the likelihood of areas flooding;
- Accommodate: Acknowledge flood risk, define how much risk can be tolerated, and raise livable spaces vulnerable to flooding;
- Avoid: Avoid building or adding more to areas vulnerable to flooding. Or, gradually relocate buildings and infrastructure away from areas at risk of flooding; and

¹ Province of BC, Flood Hazard Area Land Use Management Guidelines, amended 2018.

- Advance: Reclaim land to make space for structures to reduce the likelihood of areas flooding.

Illustrations of these approaches will be available at [DNV.org/SeaLevelRise](https://www.dnv.org/SeaLevelRise). The approaches could be used in combination, and different combinations could be used in different areas across the North Shore.

Public & Stakeholder Engagement:

The main objectives of public and stakeholder engagement for the SLR Strategy are to:

- Inform, educate, and raise awareness about the risks of coastal flooding on the North Shore in the absence of adaptation;
- Inform and educate about adaptation approaches and potential adaptation actions; and
- Start a community conversation about the potential trade-offs and co-benefits of managing coastal flood risk while acknowledging each partner's unique coastal areas and land uses.

Three distinct audiences have been specifically targeted for engagement:

1. Residents and business owners with properties located within and near the SLR planning area (i.e. potentially impacted properties);
2. Local community interest groups; and
3. Stakeholders, such as large infrastructure owners (e.g. BC Hydro) and other levels of government (e.g. Province of BC), with properties located within and near the SLR planning area.

Residents, business owners, and community group representatives will be engaged at the *Listen and Learn* level on the DNV Public Engagement Spectrum (**Figure 2**). The promise is that "we will listen to you and learn about your plans, views and issues and work to understand your concerns, expectations, and ideas".

Stakeholders will be engaged at the *Consult* level of engagement. The promise is that "we will keep you informed and listen to and acknowledge your concerns and aspirations in developing the final solutions and we will report back to you on how your input influenced the decision".

The public engagement plan is a joint project between the City of North Vancouver, the District of West Vancouver, Squamish Nation, Port of Vancouver, and North Shore Emergency Management. As the project lead, the District will be hosting the online engagement platform on behalf of the partners. Each partner will be tailoring engagement activities for their communities and stakeholders.

PUBLIC ENGAGEMENT SPECTRUM

Adapted and used with permission from the International Association for Public Participation (IAP2 Federation).

Inform	Listen & Learn	Consult	Involve	Collaborate	Empower
"We will keep you informed. We will provide information that is timely, accurate, balanced, objective, and easily understood. We will respond to questions for clarification and direct you to sources of additional information."	"We will listen to you and learn about your plans, views, and issues; and work to understand your concerns, expectations, and ideas."	"We will keep you informed, and listen to and acknowledge your concerns and aspirations in developing final solutions, and we will report back to you on how your input influenced the decision."	"We will work with you to ensure your concerns and aspirations are directly reflected in the alternatives developed, and we will report back on how your input influenced the decision."	"We will look to you for advice and innovation in formulating solutions, and we will incorporate your recommendations into the decisions to the maximum extent possible."	"We will implement what you decide."

Figure 2: Public Engagement Spectrum for the Sea Level Rise Strategy

The District's public engagement activities will include:

- Letter sent to District residents and business owners with properties located inside and near the SLR planning area with invitation to participate in workshops;
- Community stakeholder workshops with the objectives of building understanding of sea level rise flood risks and adaptation approaches, and to listen and learn about concerns and issues. Space in the workshops will be prioritized for residents and business owners who were sent the letter (pre-registration required), and representatives of local community interest groups will be welcome to sign up. Workshops will be held across the District (dates and locations to be announced on DNV.org/SeaLevelRise);
- Letter sent to infrastructure and government stakeholders with properties located inside and near the SLR planning area informing them of the project and inviting them to provide input or meet with staff;
- Project website at DNV.org/SeaLevelRise as of January 21, 2020;
- Online questionnaire at DNV.org/SeaLevelRise as of January 21, 2020;
- Brief video to introduce key concepts of sea level rise on the North Shore at DNV.org/SeaLevelRise as of January 21, 2020; and
- Communications to raise awareness which will include social media posts (Facebook and Twitter) and media outreach.

Timing/Approval Process:

Using the four adaptation approaches identified above, the next steps will be to prepare the draft North Shore Sea Level Rise Strategy which includes:

- Taking into consideration input from the three target audiences alongside with the technical analysis;

- Developing a toolkit of potential adaptation measures made for the North Shore's context; and
- Developing action areas for further planning and implementation.

Engagement with the public and stakeholders on the draft SLR Strategy is anticipated for spring 2020, including an online questionnaire and pop-up events. The purpose is to provide an opportunity for the community to respond and provide feedback on the draft strategy.

The draft SLR Strategy is anticipated to be presented to Council in spring 2020, along with a summary of public and stakeholder input.

The final SLR Strategy is anticipated for Council consideration in late spring 2020. It will be a North Shore-wide strategy with recommendations specific to each partner. The grant funding deadline for completion is June 2020.

Concurrence:

The project is being co-led by Engineering and Community Planning staff with support from Communications, in anticipation of a range of technical engineering and planning and policy recommendations. Staff from relevant departments have been involved in reviewing the initial findings and will be further engaged as the work progresses. The project partners have been actively involved throughout the process to date. Each partner is responsible for communicating progress on the project to their respective Councils or leadership.

Financial Impacts:

This project will include estimates of the costs and impacts of unmitigated sea level rise, and the benefits and costs of potential adaptation measures, and potential funding strategies. Recommendations from the SLR Strategy will be considered for integration into the District's relevant asset management plans, and inform the District's long-range financial planning process.

Liability/Risk:

Coastal flooding and sea level rise are some of the several natural hazards that may impact the District. The District's objective is to reduce and mitigate the risk associated with natural hazards. The SLR Strategy seeks to build on the District's proactive natural hazards management program.

Social Policy Implications:

Areas at risk of sea level rise include places where people in the District live, work, and recreate. The SLR Strategy will consider how sea level rise impacts affect people in the District, and the spaces, places, and infrastructure that they use.

Environmental Impacts:

Potential impacts to the environment from sea level rise, if no adaptation measures are taken, include deposition of debris from flooding and changes to intertidal riparian and habitat areas. Impact to the environment is a critical factor to be considered when exploring adaptation approaches.

SUBJECT: North Shore Sea Level Rise Risk Assessment and Adaptive Management Strategy: Update and Initial Engagement Launch

January 7, 2020

Page 7

Conclusion:

Developing a North Shore Sea Level Rise Risk Assessment and Adaptive Management Strategy (SLR Strategy) is an important step towards building adaptive capacity and resiliency to rising sea levels. Working with our neighbouring jurisdictions, the SLR Strategy will facilitate opportunities for joint partnership on implementation and integration of actions into asset management, operations, and maintenance programs, community planning policies, long-term funding plans, and emergency management strategies.

Options:

1. THAT the report entitled "North Shore Sea Level Rise Risk Assessment and Adaptive Management Strategy: Update and Initial Engagement Launch" dated January 7, 2020 is received for information. (Staff recommendation.)

Or

2. THAT other direction is provided by Council.

Respectfully submitted,

for 

Stephen Bridger,
Section Manager Engineering Planning and Design



Nicole Foth,
Community Planner

Attachment 1: Staff presentation slides

SUBJECT: North Shore Sea Level Rise Risk Assessment and Adaptive Management Strategy: Update and Initial Engagement Launch

January 7, 2020

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REVIEWED WITH:		
<input type="checkbox"/> Community Planning	_____	<input type="checkbox"/> Clerk's Office
<input type="checkbox"/> Development Planning	_____	<input checked="" type="checkbox"/> Communications <i>4.</i>
<input type="checkbox"/> Development Engineering	_____	<input type="checkbox"/> Finance
<input type="checkbox"/> Utilities	_____	<input type="checkbox"/> Fire Services
<input type="checkbox"/> Engineering Operations	_____	<input type="checkbox"/> ITS
<input type="checkbox"/> Parks	_____	<input type="checkbox"/> Solicitor
<input type="checkbox"/> Environment	_____	<input type="checkbox"/> GIS
<input type="checkbox"/> Facilities	_____	<input type="checkbox"/> Real Estate
<input type="checkbox"/> Human Resources	_____	<input type="checkbox"/> Bylaw Services
<input type="checkbox"/> Review and Compliance	_____	<input type="checkbox"/> Planning
		External Agencies:
		<input type="checkbox"/> Library Board
		<input type="checkbox"/> NS Health
		<input type="checkbox"/> RCMP
		<input type="checkbox"/> NVRC
		<input type="checkbox"/> Museum & Arch.
		<input type="checkbox"/> Other:

Attachment 1: Staff presentation slides

To be circulated by addendum

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MAYOR REPORTS

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Memo

December 4, 2019

TO: Members of Council

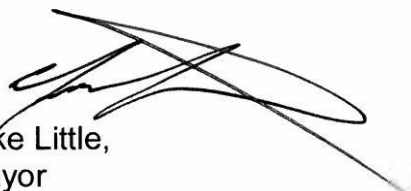
FROM: Mayor Mike Little

SUBJECT: Mayor's Special Contingency Fund

The following requests for funding from the Mayor's Special Contingency Fund have been granted.

December 2019

- Operation Red Nose 2019 - \$1,000
 - Funds will help support youth programs on the North Shore
- DNV Firefighters Charitable Society - \$1,000
 - Funds will be used to benefit local charities and charitable initiatives in the District of North Vancouver



Mike Little,
Mayor



The Corporation of the District of North Vancouver

CORPORATE POLICY MANUAL

Section:	Finance	5
Sub-Section:	Grants	1850
Title:	Miscellaneous Funding Requests to Council	8

REASON FOR POLICY

Council receives occasional miscellaneous funding requests from the community at large. In general these requests and the discussion to either support or not support a particular request draws limited Council time away from their strategic focus.

AUTHORITY TO ACT

Through Council resolution, the Mayor is authorized to grant a maximum of \$1,000 (plus applicable taxes) per request except when a request has already been denied by the District. Any request in excess of \$1,000 (plus applicable taxes) or repeat request will require the approval of Council. A Council Operating Contingency of \$10,000 will be established and may be used in any given year on a one-off basis, to fund miscellaneous requests received through the Mayor's office. In the event that any request results in the \$10,000 limit (plus applicable taxes) being exceeded the approval of Council is required.

At the Mayor's discretion the Mayor may decide to consult, inform and/or assess support for a particular request prior to taking action. The Mayor will inform Council of any granted requests at the next available public meeting.

The Chief Financial Officer co-signs expenditure requests to release funds.

PROCEDURE

If the Mayor supports a request, the Mayor's office will engage staff to ensure that the request has not been denied, no other funding options are available and confirm that the requestor is not eligible or has not received funding from other District sources.

- If a request is not eligible for, or has not received other funding from the District, the Mayor shall advise the requestor in writing that the funding is "one-time" only and that no other District funding will be made available to this requestor in the current year.
- If a request is eligible for District funding from other sources, the Mayor shall advise the requestor in writing that the funding is "one-time" only and that any further funding requests should be made through normal grant funding channels. Consideration to fund a request eligible for funding from other sources should include the timing of the annual grant funding application and approval process.

OVERSIGHT

The Mayor will advise Council at the next available public meeting on the nature of each funding request that has received support and the amount of funding supporting each request.

Approval Date:	February 6, 2012	Approved by:	Regular Council
Amendment Date:		Approved by:	
Amendment Date:		Approved by:	



October 25, 2019

Mayor's Office
District of North Vancouver

OCT 30 2019

His Worship Mayor Mike Little and Council
District of North Vancouver
355 West Queens road
North Vancouver B.C. V7N 4N5

Dear Mayor Little, and Council,

Re: SPONSORING OPERATION RED NOSE 2019

The North Shore Rotary Clubs are looking for sponsors to support their 19th year of Operation Red Nose. Operation Red Nose is a unique designated-driver program dedicated to fighting against impaired driving on the weekends during the holiday season.

The success of the Operation Red Nose service and campaign relies totally on the participation of volunteers and sponsorships. The service is provided free of charge, but donations are very welcome. Please consider encouraging members of your organisation to use Operation Red Nose's services at any social function you arrange to celebrate the holiday season.

The District of North Vancouver's participation in this program has represented a direct contribution toward a safer community over the holiday season. All proceeds from Operation Red Nose are used to support youth programs on the North Shore.

You have been very generous in your support of Operation Red Nose in the past. Can we include you again, as one of this year's program sponsors? Please contact Hootie with any questions and to voice your support.

Sincerely,

Hootie Johnston
Sponsorship Coordinator
2019 Operation Red Nose North Shore
778-834-4668

APPROVED
\$1,000

Enc.

Rotary
North Shore



Tracie Finnigan

From: Local 1183 Firefighters Charitable Society <nvcharitablesociety@gmail.com>
Sent: November 22, 2019 12:45 PM
To: Mike Little, Mayor
Subject: Support for Park & Tilford Hilites festival

Follow Up Flag: Follow up
Flag Status: Completed

Your District of North Vancouver Firefighters are once again hosting the Park & Tilford; Tilford Hi-Light Festival this year. All of the proceeds raised from the light display will be used to benefit Local Charities and Charitable initiatives in the District.

Typically the Mayors office has come onboard with a donation to support the festival, let us know if you are able to support it again this year.

Yours Sincerely,

Aaron Hoverd
District North Van Firefighters Charitable Society



APPROVED
\$1,000.-