

# AGENDA

## *REGULAR MEETING OF COUNCIL*

**Monday, November 6, 2023**

**7:00 p.m.**

**Council Chamber, Municipal Hall**

**355 West Queens Road**

**North Vancouver, BC**

**Watch at <https://dnvorg.zoom.us/j/67910218298>**

**Council Members:**

Mayor Mike Little

Councillor Jordan Back

Councillor Betty Forbes

Councillor Jim Hanson

Councillor Herman Mah

Councillor Lisa Muri

Councillor Catherine Pope



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## REGULAR MEETING OF COUNCIL

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355 West Queens Road, North Vancouver

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### AGENDA

We respectfully acknowledge the original peoples of these lands and waters, specifically the səlilwətał (Tsleil-Waututh), Skwxwú7mesh Úxwumixw (Squamish), and xʷməθkʷəʔəm (Musqueam), on whose unceded ancestral lands the District of North Vancouver is located. We value the opportunity to learn, share, and serve our community on these unceded lands.

### CLOSED PUBLIC HEARING ITEMS NOT AVAILABLE FOR DISCUSSION

- Bylaw 8561 – OCP Amendment 1310 Monashee Drive
- Bylaw 8562 – Rezoning 1310 Monashee Drive
- Bylaw 8606 – Phased Development Agreement 1310 Monashee Drive
- Bylaw 8623 – OCP Amendment 1541-1557 Bond Street
- Bylaw 8622 – Rezoning 1541-1557 Bond Street
- Bylaw 8525 – Rezoning Secondary Suite Size
- Bylaw 8615 – Rezoning Coach Houses and Secondary Suites
- Bylaw 8635 – Rezoning Coach House Height
- Bylaw 8631 – Rezoning Short-Term Rentals
- Bylaw 8645 – OCP Amendment Unaddressed District-Owned Lot at Old Lillooet and Lillooet Roads
- Bylaw 8646 – Rezoning Unaddressed District-Owned Lot at Old Lillooet and Lillooet Roads

## 1. ADOPTION OF THE AGENDA

### 1.1. November 6, 2023 Regular Meeting Agenda

*Recommendation:*

THAT the agenda for the November 6, 2023 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. ADOPTION OF MINUTES

### 2.1. October 3, 2023 Regular Council Meeting

p.11-21

*Recommendation:*

THAT the minutes of the October 3, 2023 Regular Council meeting are adopted.

## **2.2. October 24, 2023 Public Hearing**

**p.23-38**

*Recommendation:*

THAT the minutes of the October 24, 2023 Public Hearing are received.

### **3. PUBLIC INPUT**

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

### **4. RECOGNITIONS**

### **5. DELEGATIONS**

### **6. RELEASE OF CLOSED MEETING DECISIONS**

### **7. COMMITTEE OF THE WHOLE 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 be approved without debate.

#### **8.1. Bylaw 8658: 2023-2027 Financial Plan Amendment #1**

**p.41-69**

File No. 09.3900.20/000.000

Report: Deputy Municipal Clerk, October 24, 2023

Attachment 1: Bylaw 8658

Attachment 2: Staff Report dated October 16, 2023

*Recommendation:*

THAT "2023-2027 Financial Plan Bylaw 8619, 2023 Amendment Bylaw 8658, 2023 (Amendment 1)" is ADOPTED.

#### **8.2. Bylaw 8652: Annual Review of Fees and Charges - 2024**

**p.71-161**

File No. 09.3900.20/000.000

Report: Deputy Municipal Clerk, October 24, 2023

Attachment 1: Bylaw 8652

Attachment 2: Staff Report dated October 11, 2023

*Recommendation:*

THAT "Fees and Charges Bylaw 6481, 1992 Amendment Bylaw 8652, 2023 (Amendment 88)" is ADOPTED.

**8.3. Bylaws 8645, 8646 and 8647: OCP Amendment, Rezoning and Development Cost Charges Waiver for a Future Social Housing Development at Lillooet West**  
File No. 09.3900.20/000.000

**p.163-220**

Report: Deputy Municipal Clerk, October 25, 2023

Attachment 1: Bylaw 8645

Attachment 2: Bylaw 8646

Attachment 3: Bylaw 8647

Attachment 4: October 24, 2023 Public Meeting Report

Attachment 5: Bylaw 8646 redline version

Attachment 6: Staff Report dated September 18, 2023

*Recommendation:*

THAT “District of North Vancouver Official Community Plan Bylaw 7900, 2011, Amendment Bylaw 8645, 2023 (Amendment 50)” is given SECOND and THIRD Readings;

AND THAT “District of North Vancouver Rezoning Bylaw 1431 (Bylaw 8646)” is given SECOND Reading as amended;

AND THAT “District of North Vancouver Rezoning Bylaw 1431 (Bylaw 8646)” is given THIRD Reading;

AND THAT “Lillooet West Development Cost Charges Waiver Bylaw 8647, 2023.” is given SECOND and THIRD Readings.

**8.4. Bylaw 8643: East Keith Supportive Housing – Administrative Correction**  
File No. 08.3060.20/044.23

**p.221-233**

Report: Deputy Municipal Clerk

Attachment 1: Bylaw 8643

Attachment 2: Bylaw 8643 redline version

*Recommendation:*

THAT “District of North Vancouver Rezoning Bylaw 1430 (Bylaw 8643) is given SECOND Reading as amended.

**8.5. Bylaw 8525: Proposed Changes to Secondary Suite Regulations**  
File No. 13.6440.20/006.000

**p.235-261**

Report: Community Planner, October 19, 2023

Attachment 1: Bylaw 8525

Attachment 2: September 26, 2023 Public Meeting Report

Attachment 3: Bylaw 8525 redline version

*Recommendation:*

THAT “District of North Vancouver Rezoning Bylaw 1412 (Bylaw 8525)” is given SECOND and THIRD Readings.

- 8.6. Development Permit 49.22 – 900 Block Lytton Street (Site 3 of Baden Park Project)** **p.263-321**  
File No. 08.3060.20/049.22
- Report: Development Planner, October 20, 2023  
Attachment 1: Development Permit 49.22 and attachments  
Attachment 2: Summary of Virtual Public Information Meeting and Redacted Input
- Recommendation:*  
THAT Development Permit 49.22 to allow for the construction of a 31-unit townhouse development at 930-940 Lytton Street is ISSUED.
- 8.7. 1431 Crown Street – Sons of Vancouver Distillery LTD. – Regularizing an Existing Temporary Outdoor Customer Service Area** **p.323-340**  
File No. 08.3060.20/024.23
- Report: Planning Assistant, October 20, 2023  
Attachment 1: Resolution to the Liquor and Cannabis Regulation Branch  
Attachment 2: Public Input
- Recommendation:*  
THAT the resolution included in Attachment 1 of the October 20, 2023 report of the Planning Assistant entitled “1431 Crown Street – Sons of Vancouver Distillery LTD. – Regularizing an Existing Temporary Outdoor Customer Service Area” is APPROVED.
- 8.8. 2024 Council Meeting Schedule** **p.341-343**  
File No. 01.0570.01/000.000
- Report: Deputy Municipal Clerk, October 24, 2023  
Attachment 1: Proposed 2024 Council meeting schedule
- Recommendation:*  
THAT the 2024 Council meeting schedule is APPROVED.

**8.9. UBCM Community Emergency Preparedness Fund – Indigenous Cultural Safety and Humility Training** p.345-351  
File No.

Report: Director, North Shore Emergency Management

Attachment 1: Indigenous Cultural Safety and Cultural Humility Training – 2023 Application Form

Attachment 2: Cost Estimates

*Recommendation:*

THAT Council supports the submission of the application to the Community Emergency Preparedness (CEPF) under the stream of 2023 Indigenous Cultural Safety and Humility Training for the “Paddling Our Canoe Forward: Connecting Cultural Safety and Resilience Planning on the North Shore” project;

AND THAT Council commits to the District of North Vancouver providing overall grant management for the project, on behalf of the City of North Vancouver and the District of West Vancouver.

**9. REPORTS**

**9.1. Mayor**

**9.2. Chief Administrative Officer**

**9.3. Councillors**

**9.4. Metro Vancouver Committee Appointees**

**9.4.1. Indigenous Relations Committee – Councillor Hanson**

**9.4.2. Board – Councillor Muri**

**9.4.3. Regional Culture Committee – Councillor Muri**

**9.4.4. Regional Parks Committee – Councillor Muri**

**9.4.5. Liquid Waste Committee – Mayor Little**

**9.4.6. Mayors Committee – Mayor Little**

**9.4.7. Mayors Council on Regional Transportation – Mayor Little**

**9.4.8. Zero Waste Committee – Lisa Muri**

**10. ADJOURNMENT**

*Recommendation:*

THAT the November 6, 2023 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 Council for the District of North Vancouver held at 7:03 p.m. on Tuesday, October 3, 2023 in the Council Chamber of the District Hall, 355 West Queens Road, North Vancouver, British Columbia.

**Present:** Mayor Mike Little  
Councillor Jordan Back  
Councillor Betty Forbes  
Councillor Jim Hanson  
Councillor Herman Mah  
Councillor Lisa Muri  
Councillor Catherine Pope

**Staff:** David Stuart, Chief Administrative Officer  
Rick Danyluk, Acting General Manager – Finance and Technology and Acting Chief Financial Officer  
Gavin Joyce, General Manager – Engineering, Parks and Facilities  
Dan Milburn, General Manager – Planning, Properties and Permits  
Saira Walker, General Manager – Corporate Services  
Peter Cohen, Deputy General Manager – Engineering Services  
Tina Atva, Manager – Community Planning  
James Gordon, Manager – Administrative Services  
Carolyn Grafton, Manager – Strategic Communications and Community Relations  
Aleksandra Brzozowski, Housing Planner  
Tamsin Guppy, Facilities Planner  
Wendelin Jordan, Project Engineer, Engineering Planning and Design  
Emel Nordin, Development Planner  
Kaitlin Hebron, Confidential Council Clerk  
Amanda Day, Administration Clerk  
Chris Reynolds, Administration Clerk

**1. ADOPTION OF THE AGENDA**

**1.1. October 3, 2023 Regular Meeting Agenda**

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

THAT the agenda for the October 3, 2023 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. ADOPTION OF MINUTES**

**2.1. June 27, 2023 Special Council Meeting**

**MOVED by Councillor MURI  
SECONDED by Councillor MAH**

THAT the minutes of the June 27, 2023 Special Council meeting are adopted.

**CARRIED**

### **3. PUBLIC INPUT**

#### **3.1. Joe Inkster:**

- Spoke in favour of item 8.8;
- Opined the location was appropriate for the proposed development; and,
- Highlighted the need for more housing in North Vancouver.

#### **3.2. Geoff Fawkes:**

- Spoke in opposition of the proposed tax exemptions for Hollyburn Community Services Society;
- Noted he lives across from a Hollyburn Community Services Society property at 2038 Casano Drive;
- Stated the RCMP regularly attend the property;
- Opined the occupants are inappropriate and disruptive to neighbours;
- Commented on garbage build up on the property;
- Opined there have been several parking violations; and,
- Opined the property is being neglected.

#### **3.3. Ogi Radoicic:**

- Spoke in favour of item 8.8;
- Noted he is a partner and director of operations for Bufala hospitality group which has a restaurant in Edgemont Village;
- Opined the proposed development would benefit the community and would help support small businesses in the area; and,
- Highlighted the need for more housing in North Vancouver.

#### **3.4. Brian Platts:**

- Spoke in favour of item 8.8;
- Noted the project site was identified for multi-family development in the Edgemont Village Centre Plan which was developed with extensive public consultation and input; and,
- Noted the project meets multiple planning objectives.

#### **3.5. Jamie Kokoska:**

- Spoke in opposition to item 8.6;
- Opined current housing shelters do not cooperate with the RCMP;
- Opined there has been an increase in crime since new management took over a housing shelter located on Marine Drive;
- Opined the new management group is not cooperating with the RCMP in order to locate individuals and decrease crime in the neighbourhood; and,
- Suggested the District implement a new bylaw that ensures all supportive housing management agencies and societies must fully cooperate with the RCMP.

**3.6. Lyle Craver:**

- Spoke in opposition to item 8.10;
- Commented on a previous plan for a skytrain in North Vancouver;
- Commented on the need for new infrastructure to keep up with transit demands;
- Opined TransLink views the North Shore as a 'cash cow';
- Opined the District Council needs to do more; and,
- Opined Council reject the resolution from TransLink.

**3.7. Hazen Colbert:**

- Commented on the North Shore Wastewater Treatment Plant; and,
- Commented on the lease agreement back from 1983.

**3.8. Todd Sams:**

- Spoke regarding residential privacy fences;
- Noted the bylaw refers to a maximum height of eight feet; and,
- Requested Council consider amending the bylaw to increase the maximum height allowance.

**3.9. Nick :**

- Spoke in favour of item 8.8;
- Noted he grew up in the area of the proposed development;
- Noted the location is suitable for young families; and,
- Highlighted the need for more housing in North Vancouver.

**4. RECOGNITIONS**

**5. DELEGATIONS**

**5.1. Cathy Peters, Be Amazing Campaign**

Re: Child Sex Trafficking in BC and How to Stop it in our community

Cathy Peters, Founder, Be Amazing Campaign, provided an update on child sex trafficking trends in British Columbia and highlighted potential solutions to the issue, which includes education.

**MOVED by Councillor BACK**

**SECONDED by Councillor POPE**

THAT the delegation of the Be Amazing Campaign is received for information.

**CARRIED**

**6. RELEASE OF CLOSED MEETING DECISIONS**

**6.1 September 12, 2023 Advisory Oversight Committee Meeting**

**6.1.1. Community Heritage Advisory Committee – Appointments for 2023-2025**

File No. 01.0360.04/000.000

THAT David Lefebvre is appointed to the Community Heritage Advisory Committee for the remainder of a three-year term ending December 31, 2025;

AND THAT this resolution is released to the public.

**7. COMMITTEE OF THE WHOLE REPORT**

Nil

**8. REPORTS FROM COUNCIL OR STAFF**

**MOVED by Councillor**  
**SECONDED by Councillor**

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

**CARRIED**

**8.1. 2024 Council Meeting Schedule**

File No. 01.0570.01/000.000

**MOVED by Councillor POPE**  
**SECONDED by Councillor HANSON**

THAT the 2024 Council Meeting Schedule is referred to a Council Workshop.

**CARRIED**

**8.2. 2024 – 2027 Taxation Exemptions by Council Bylaw 8636, 2023**

File No. 09.3900.20/000.000

**MOVED by Councillor MURI**  
**SECONDED by Councillor MAH**

THAT “2024 – 2027 Taxation Exemptions by Council Bylaw 8636, 2023” is ADOPTED.

**CARRIED**

**8.3. 2024 – 2027 Taxation Exemptions for Places of Public Worship Bylaw 8637, 2023**

File No. 09.3900.20/000.000

**MOVED by Councillor MURI**  
**SECONDED by Councillor MAH**

THAT “2024 – 2027 Taxation Exemptions for Places of Public Worship, Bylaw 8637, 2023” is ADOPTED.

**CARRIED**

- 8.4. Tax Exemption for 2024 – 2033 Ice Sports North Shore Bylaw 8638, 2023**  
File No. 09.3900.20/000.000

**MOVED by Councillor MURI**

**SECONDED by Councillor MAH**

THAT “Tax Exemption for 2024 – 2033 Ice Sports North Shore Bylaw 8638, 2023” is ADOPTED.

**CARRIED**

Councillor POPE left the meeting at 8:17pm and returned at 8:19pm

- 8.5. Maplewood Fire and Rescue Centre and Argyle Artificial Turf Field Loan Authorization Bylaw 8649, 2023**  
File No.

**MOVED by Mayor LITTLE**

**SECONDED by Councillor BACK**

THAT “Maplewood Fire and Rescue Centre and Argyle Artificial Turf Field Loan Authorization Bylaw 8649, 2023” is given FIRST, SECOND and THIRD Readings.

**CARRIED**

Absent for vote: Councillor POPE

- 8.6. Bylaws 8643 and 8644: Rezoning and Development Cost Charge Waiver for East Keith Road Supportive Housing Project**  
File No. PRE2023-00006

**MOVED by Councillor HANSON**

**SECONDED by Councillor BACK**

THAT “District of North Vancouver Rezoning Bylaw 1430 (Bylaw 8643)” to rezone the 1200 Block of East Keith Road from Single Family Residential (RS4) to Comprehensive Development Zone 146 (CD146) is given FIRST Reading;

AND THAT Bylaw 8643 is referred to a Public Hearing;

AND THAT “1200 Block East Keith Road Development Cost Charges Waiver Bylaw 8644, 2023” is given FIRST Reading.

**CARRIED**

- 8.7. Bylaws 8645, 8646 and 8647: OCP Amendment, Rezoning and Development Cost Charges Waiver for a Future Social Housing Development at Lillooet West**  
File No. PLN2023-00044

**MOVED by Mayor LITTLE**

**SECONDED by Councillor BACK**

THAT “District of North Vancouver Official Community Plan Amendment Bylaw 8645 (Amendment 50)” to redesignate the District lands on Old Lillooet Road from Commercial Residential Mixed Use (CRMU1) and Parks Open Space and Natural Areas to Residential Level 5 (RES5) is given FIRST Reading;

AND THAT “District of North Vancouver Rezoning Bylaw 1431 (Bylaw 8646)” to rezone the District lands on Old Lillooet Road from Interim Industrial (I4) to Comprehensive Development 146 Zone is given FIRST Reading;

AND THAT “Lillooet West Development Cost Charges Waiver Bylaw 8647” is given FIRST Reading;

AND THAT Bylaws 8645 and 8646 are referred to a Public Hearing;

AND THAT Council has specifically considered, in respect of proposed Bylaw 8645, whether consultation is required with the listed entities in subsection 475(2)(b) of the Local Government Act, and considers that such consultation is not required;

AND THAT in accordance with Section 477 of the Local Government Act, Council has considered Bylaw 8645 in conjunction with its Financial Plan and applicable Waste Management Plans.

**CARRIED**

The meeting recessed at 8:58pm and reconvened at 9:05pm

**8.8. Bylaws 8628 and 8629: OCP Amendment and Rezoning Bylaws for a 32-unit townhouse development at 1031-1045 Ridgewood Drive**  
File No. PLN2022-00001

Public Input:

Dean Johnson:

- Noted he is the applicant of the proposal and the Vice President of Developments at Wesgroup Properties;
- Noted Wesgroup Properties has been involved in over 60 years of community development;
- Noted this is their first application in the District of North Vancouver;
- Noted this property was brought forward to Council in 2017;
- Commented on the ongoing engagement with the community and stakeholders; and,
- Noted the proposal is in compliance with the Edgemont Village Centre Plan.

**MOVED by Councillor BACK**

**SECONDED by Councillor HANSON**

THAT “District of North Vancouver Official Community Plan Bylaw 7900, 2011, Amendment Bylaw 8628, 2023 (Amendment 49)” is given FIRST Reading;

AND THAT “District of North Vancouver Rezoning Bylaw 1427 (Bylaw 8629)” is given FIRST Reading;

AND THAT pursuant to Section 475 and Section 476 of the *Local Government Act*, additional consultation is not required beyond that already undertaken with respect to Bylaw 8628;

AND THAT in accordance with Section 477 of the *Local Government Act*, Council has considered Bylaw 8628 in conjunction with its Financial Plan and applicable Waste Management Plans;

AND THAT Bylaw 8628 and Bylaw 8629 are referred to a Public Hearing.

**CARRIED**

Councillor POPE left the meeting at 9:25pm.

Councillor MURI left the meeting at 9:43pm and returned at 9:44pm.

**8.9. *Housing Supply Act* – Housing Target Order for the District of North Vancouver, October 1, 2023 – September 30, 2028**  
File No. 13.6410.01/000.000

**MOVED by Mayor LITTLE**  
**SECONDED by Councillor MURI**

THAT the September 29, 2023 report of the General Manager, Planning, Properties and Permits entitled *Housing Supply Act* - Housing Target Order for the District of North Vancouver, October 1, 2023 – September 30, 2028, is received for information.

**CARRIED**

Absent for vote: Councillor POPE

**8.10. Council Support for Burrard Inlet Rapid Transit as a First Phase Bus Rapid Transit Corridor**  
File No. 16.8620.20/062.000

**MOVED by Mayor LITTLE**  
**SECONDED by Councillor MAH**

- A. **WHEREAS** TransLink and the Mayors' Council on Regional Transportation unanimously endorsed the *Access for Everyone Plan* (also called *Transport 2050: 10-Year Priorities*) in 2022 to urgently expand and improve transit throughout Metro Vancouver to support record-setting population growth, housing affordability, GHG emission reduction targets and reconciliation.
- B. **WHEREAS** the *Access for Everyone Plan* places a strong emphasis on quick and cost-effective delivery of new at-grade rapid transit through nine new Bus Rapid Transit (BRT) and eleven RapidBus corridors throughout the region.
- C. **WHEREAS** the *Access for Everyone Plan* recognizes the acute congestion challenges facing the North Shore, and commits to delivering a traffic-separated rapid transit connection between Park Royal and Metrotown as soon as possible with the following initiatives:
  - i. Recognizing that this is a highly complex and constrained corridor, the *Access for Everyone Plan* commits to immediately begin the required planning work to advance a BRT option so that construction of rapid transit can begin within years 0-5.

- ii. In parallel, the plan will advance business case development to confirm whether the ultimate technology will be Bus Rapid Transit, Light Rail Transit, or SkyTrain (or a combination), and to confirm the associated alignment, terminus locations, and degree of grade separation including options for a dedicated transit crossing of Burrard Inlet.
  - iii. In the first phase of the plan, the region commits to increased bus service and transit priority measures, as feasible, between Park Royal and Metrotown to improve bus travel times, operating costs, and grow ridership in advance of more permanent rapid transit investment.
- D. **WHEREAS** TransLink, in partnership with municipalities and First Nations in the Metrotown to Park Royal corridor area, has begun work on the Burrard Inlet Rapid Transit Study to determine the ultimate rapid transit solution for the corridor.
- E. **WHEREAS** BRT and RapidBus require the allocation of road space and reconfiguring of roads for successful implementation.
- F. **WHEREAS** Municipalities are the primary administrators of local and regional roads in the region and will be crucial partners in the successful implementation of future BRT and RapidBus corridors.
- G. **WHEREAS** TransLink and the Mayors' Council are currently undertaking a prioritization exercise to determine the order in which BRT and RapidBus corridors will be implemented that emphasizes a '*work with the willing*' approach so that the first phase of BRT and new RapidBus projects can be built quickly and to a high quality, with maximum support from municipal and other local government partners, to serve as a showcase for this type of rapid transit to the rest of the region.

**Be it resolved,**

- 1. **THAT** the District of North Vancouver supports a BRT line featuring dedicated bus lanes, transit signal priority, enhanced customer amenities at stations and specialized vehicles to support fast, reliable, high-quality rapid transit along the Metrotown to Park Royal corridor, with planning to begin immediately.
- 2. **THAT** the District of North Vancouver supports, as an immediate objective in the initial phase of the *Access for Everyone Plan* while planning for a BRT proceeds, the extension of the existing RapidBus R2 line from Phibbs to Metrotown, to create a bus service offering fewer stops and faster service than current options all the way from across the North Shore to Metrotown.



3. **THAT** the District of North Vancouver support for BRT planning will include:
- i. Working with TransLink to finalize and sign a *Bus Rapid Transit Action Plan Commitment Framework* to partner with TransLink to expeditiously plan a high-quality BRT corridor.
  - ii. A commitment to plan a BRT with near continuous exclusive transit lanes along the length of the corridor, achieved primarily through reallocation of existing road space.
  - iii. Support for prioritizing transit, including willingness to reallocate space from parking or general traffic, changes to property access, turn restrictions, changes to traffic signal timing and coordination, and transit signal priority.
  - iv. Willingness to allocate funding, resources, and in-kind support.
  - v. Appointing a “BRT Council champion,” a BRT internal staff lead, and dedicated staff team to support the project through all phases.
  - vi. Willingness to expedite processes, permits and approvals, and to co-lead and support public engagement.
  - vii. Aligning local plans and policies to support Transit Oriented Communities and implement supportive infrastructure including walking and cycling networks.
4. **THAT** the District of North Vancouver direct staff to work expeditiously with TransLink and coordinate with adjacent municipalities towards the planning, design and implementation of BRT and R2 RapidBus extension within the municipality.
5. **THAT** the District of North Vancouver ask the Mayors’ Council to prioritize the R2 RapidBus extension to Metrotown as a priority project in the initial phase of the *Access for Everyone Plan*, and to begin planning for a future BRT project between Park Royal and Metrotown, based on the municipality’s readiness to support the project.

**CARRIED**

Absent for vote: Councillor POPE

## **9. REPORTS**

### **9.1. Mayor**

Mayor Little reported on his attendance and participation at the Truth and Reconciliation Day observances at Tsleil-Waututh Nation on Friday, September 29, 2023.

### **9.2. Chief Administrative Officer**

Nil

### **9.3. Councillors**

**9.3.1.** Councillor Back reported on the passing of Rosalie Grills on August 31, 2023, and highlighted her impact in the community.

**9.3.2.** Councillor Muri reported on the passing of Diana Bellhouse and expressed appreciation for her contributions to the community.

**9.3.3.** Councillor Mah reported on the following:

- His attendance at a Seniors Lab open house hosted by SFU and Hollyburn on Thursday, September 28, 2023; and,
- Congratulated Councillor Muri for receiving 25-year service award at the UBCM Convention.

### **9.4. Metro Vancouver Committee Appointees**

**9.4.1. Indigenous Relations Committee – Councillor Hanson**

**9.4.2. Board – Councillor Muri**

**9.4.3. Regional Culture Committee – Councillor Muri**

**9.4.4. Regional Parks Committee – Councillor Muri**

**9.4.5. Liquid Waste Committee – Mayor Little**

**9.4.6. Mayors Committee – Mayor Little**

**9.4.7. Mayors Council on Regional Transportation – Mayor Little**

**9.4.8. Zero Waste Committee – Lisa Muri**

**10. ADJOURNMENT**

**MOVED by Councillor MURI**  
**SECONDED by Mayor LITTLE**

THAT the October 3, 2023 Regular Meeting of Council for the District of North Vancouver is adjourned.

**CARRIED**

(10:02 p.m.)

Absent for vote: Councillor POPE

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Mayor

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Municipal Clerk

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**DISTRICT OF NORTH VANCOUVER  
PUBLIC HEARING**

**Unaddressed District-Owned Lot at Old Lillooet and Lillooet Roads  
OCP and Zoning Bylaw Amendments**

REPORT of the Public Hearing held on Tuesday, October 24, 2023 commencing at 7:00 p.m. in the Council Chamber of the District Hall, 355 West Queens Road, North Vancouver, British Columbia.

**Present:** Mayor Mike Little  
Councillor Jordan Back (via Zoom)  
Councillor Betty Forbes (via Zoom)  
Councillor Jim Hanson (via Zoom)  
Councillor Herman Mah (via Zoom)  
Councillor Lisa Muri (via Zoom)  
Councillor Catherine Pope

**Staff:** Dan Milburn, General Manager – Planning, Properties and Permits  
Jennifer Paton, Assistant General Manager - Planning  
Tina Atva, Manager – Community Planning  
Steve Carney, Section Manager – Regional Transportation  
Genevieve Lanz, Deputy Municipal Clerk  
Tamsin Guppy, Senior Development Planner  
Banafsheh Rahmani, Project Engineer – Transportation  
Cheryl Archer, Confidential Council Clerk  
Chris Reynolds, Committee Clerk  
Mina Sami, Planning Assistant

## **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.

He further noted that this Public Hearing is being convened pursuant to Section 464 of the *Local Government Act*.

Mayor Little stated that:

- Members of Council, staff, and the public are participating in person and via Zoom;
- 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;
- Any additional presentations will only be allowed at the discretion of the Chair;
- Please do not repeat information from your previous presentations and ensure your comments remain focused on the bylaw under consideration this evening;

- If a written submission has been provided, 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 the 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;
- Council is here to listen to the public, not to debate the merits of the bylaw;
- Council may ask clarifying questions;
- The Municipal Clerk has a binder containing documents and submissions related to the bylaw, which Council has received and which members of the public are welcome to review, available online at [DNV.org/agenda](https://dnv.org/agenda).
- Everyone at the hearing will be provided an opportunity to speak. If necessary, the hearing will continue on a second night;
- At the conclusion of the public input Council may request further information from staff, which may or may not require an extension of the hearing, or Council may close the hearing, after which Council should not receive further new information from the public; and,
- 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. Genevieve Lanz, Deputy Municipal Clerk, introduced the proposed bylaws, stating that Bylaw 8645 proposes to amend the Official Community Plan (OCP) land use designation of the subject site from Commercial Residential Mixed-Use Level 1 (CRMU1) and Parks Open Space and Natural Area (POSNA) to Residential Level 5 (RES5). Bylaw 8646 proposes to amend the District's Zoning Bylaw by rezoning the site from Interim Industrial (I4) to Comprehensive Development Zone 146 (CD146). The CD146 Zone addresses permitted and accessory uses and conditions of use, and zoning provisions such as density, setbacks, height, building and site coverage, landscaping, and parking, loading and service requirements.

Mayor Little advised that there is no proposed design for the site as the District is the applicant and the proposed bylaw amendments would enable the District to seek grant funding.

## **3. PRESENTATION BY STAFF**

Tamsin Guppy, Senior Development Planner provided an overview of the proposal elaborating on the introduction by the Municipal Clerk. Ms. Guppy advised that:

- The proposal is to redesignate and rezone the District-owned lands at the southwest corner of Old Lillooet and Lillooet Roads to allow for the construction of multifamily residential housing in an apartment building form up to six storeys in height;
- Bylaw 8645 proposes to amend the OCP to redesignate the majority of the site from Commercial Residential Mixed use to Residential Level 5, with no change to the permitted density;
- The rear of the site is proposed to be redesignated from Parks Open Space and Natural Area to Residential Level 5 to provide greater flexibility on how the site is developed;
- Bylaw 8646 proposes to rezone the site from Interim Industrial to Comprehensive Development CD146, which would permit residential apartment buildings of up to six storeys and with a floor space ratio (FSR) of 1.75;

- The proposed zone is intended for social and affordable housing;
- Social housing is typically operated by a non-profit housing provider and the units are usually rental and at more affordable rates than market housing;
- Housing is considered affordable when a household spends less than 30 percent of their pre-tax income on housing;
- Ms. Guppy provided examples of local social housing projects in Lynn Creek and Lynn Valley;
- Social housing is intended for people with low to moderate incomes whose income is not sufficient to pay market rents, which in the current market is up to \$85,000;
- Social housing is also intended for North Shore residents who need better options such as seniors and workers in retail, education, trades, home care and child care;
- The housing market in the Greater Vancouver area is expensive and often out of reach for working families to safely house their family and have money for cost-of-living expenses;
- Rents for one-bedroom units range from \$2,500 to \$3,500 and three-bedroom units in the \$5,000 per month range, which is cost prohibitive for many working families;
- Social housing is needed in every neighbourhood of the District;
- The District is helping facilitate more affordable options for District residents by providing lands for projects;
- Social housing is being built on District land in Upper Delbrook, Lynn Creek, and Maplewood;
- Social housing has been constructed as part of private redevelopment in Lynn Valley and Parkgate;
- Public engagement was undertaken in October 2023, both in person and virtually;
- Letters were sent to 1,454 residents and approximately 100 people attended in person and many others participated virtually;
- Comments were received via comment sheets, emails and telephone calls;
- Approximately 10-15 percent of those who expressed an opinion are unequivocally in support and an equal percentage are unequivocally opposed;
- The majority support and understand the need for social housing, but have concerns or questions;
- Transportation was the most common concern and District staff and a consultant team gathered current traffic statistics in the area;
- The proposed project will have a relatively small impact on existing traffic volumes;
- A more detailed traffic impact assessment would be required at the design phase;
- The roads in the area currently handle over 2,500 local residents, Capilano University students and staff, and a variety of park visitors;
- District Transportation staff are in attendance at the Public Hearing to provide additional detail and answer questions;
- Potential updates to the intersection of Old Lillooet and Lillooet Roads were identified by staff to improve traffic flow, including an extended northbound left turn lane and advanced left turn signal phase;
- Traffic volumes to Capilano University have decreased as a result of the U-Pass program, resulting in increased road capacity;
- The District and TransLink are also working on a future RapidBus extension direct to Metrotown, which could increase use of transit by students in the future;
- In response to the concern regarding that there is one way in and out of the neighbourhood, it was noted that the traffic evaluation shows that there is a relatively small population compared to some neighbourhoods, the road network has capacity, the

2016 Transportation Study looks for methods of improving the area around Lynnmour School, and improvements at Old Lillooet and Lillooet Roads would increase safety and capacity;

- In response to a question regarding regional planning, it was noted that regional planning includes the extension of RapidBus service to Metrotown, future rapid transit to the North Shore, improvements to the Upper Levels and Ironworkers Memorial Bridge crossing, the Spirit Trail eastern extension from Lynn Creek to Deep Cove, and Mt. Seymour Parkway safety improvements;
- In response to the concern that existing residents rely on on-street parking, it was noted that many of the existing housing complexes from the 60s and early 70s do not have sufficient parking and that a future project would provide its own on-site parking for residents and visitors;
- In response to the concern regarding the loss of greenery and trees, it was noted that the site has a variety of trees, shrubs and invasive plants that have grown since the lands were cleared in the 1990s and it appears when passing by to be a lush, green space;
- Environmental professionals have inspected the site and not found any key specimens, and have identified a stand of trees on the bluff at the south end of the site for retention next to a steep slope where construction would not usually take place;
- Development would be focused on the north side of the site, which would allow for retention of certain trees;
- There is a boulevard on the northwest side of the site that will allow for more landscaping around the edges of the site;
- A detailed landscape plan is required at the design phase, which would consider biodiversity and other environmental issues;
- In response to concerns regarding the proposed density and heights, it was noted that design can soften the impact of a project through stepping building heights, having larger setbacks, working with the topography of the site, and using landscaping to screen the building;
- In response to concerns regarding the capacity of Lynnmour Elementary School to accommodate future residents, it was noted that District staff have been working with the North Vancouver School District for the past 20 years to keep the school open as it was one of the schools that was considered to be closed and by adding townhouses around the school, the number of families in the area and school enrolment have increased;
- Lynnmour Elementary School is at the top of the School District's capital funding plan for expansion and replacement, which will facilitate the anticipated growth in the area;
- In response to concerns regarding planning and infrastructure, it was noted that the District prepares detailed plans that are coordinated with other levels of government and with all teams to ensure infrastructure keeps pace with change;
- Next steps in the process are Council consideration of moving the bylaws forward;
- If the bylaws are adopted, the District would apply to the BC Housing Community Housing Fund, then if successful, the detailed design phase would commence; and,
- The District would retain ownership of the land and enter into a lease agreement with a housing provider, which would allow for conditions to be included.

#### **4. REPRESENTATIONS FROM THE PUBLIC**

##### **4.1. Geordan Hankinson:**

- Spoke in **support** of the proposal;
- Advised that he had difficulty finding housing and was only able to secure housing due to the higher density and lower cost in the neighbourhood;



- Stated that area residents have benefited from decisions on increased density by previous Councils and should not shut out others coming after;
- Noted that many improvements in the area are due to the higher density and population, such as trail networks and upgrades to the highway interchange, and that more improvements will come with an increased population;
- Commented on commuting times, noting that he is able to travel to downtown Vancouver in less than 30 minutes by bicycle, car, or transit;
- Noted that the Ministry of Transportation and Infrastructure reported that the new interchange has been designed to handle future traffic levels and stated that vehicle infrastructure is not a reason to oppose the proposal;
- Acknowledged traffic around the Phibbs Exchange Improvement Project is currently difficult and noted that transit will be improved when the project is completed;
- Noted the planned capacity increase and seismic improvements to Lynnmour Elementary School;
- Commented on increased enrolment at the school due to the construction of Seylynn towers, noting positive impacts to his children, including having more diversity and more friends;
- Noted that BC Housing has a very long wait list, including many seniors in need of housing;
- Stated that social housing is critical and needs to be constructed; and,
- Questioned where social housing should be built if not on the proposed site.

#### **4.2. Andrea McHugh:**

- Spoke in **support** of the proposal and affordable housing;
- Advised that her family lives in the neighbourhood;
- Stated the increased school capacity will be a benefit;
- Noted that she has concerns regarding ingress and egress as there is only one road to access the area;
- Opined that there would be a negative impact to commuting time;
- Noted the road is already busy;
- Stated that staff have not provided enough detail to support the conclusion that the road has sufficient capacity.

#### **4.3. Christine Brooks:**

- Advised that she lives in the neighbourhood;
- Commented on the sense of community in the area;
- Stated that she is not opposed to affordable housing and acknowledged that municipalities are under pressure from the Province to increase housing;
- Noted there is Provincial supported housing at the end of Premier Street;
- Suggested other neighbourhoods such as Delbrook or Edgemont be considered instead of Lynnmour and that affordable housing should be distributed throughout the District;
- Commented on the impact of incidents on the Ironworkers Memorial Bridge (IMB), noting that the area in front of the proposed site is used as a u-turn route;
- Questioned if the site is appropriate for the proposed use and if there is another site with existing zoning that would be better suited;
- Opined that area residents are experiencing construction fatigue;

- Noted that trees were removed from the perimeter of Digger Park for a townhouse development; and,
- Stated that redesignating the site from POSNA is not climate positive.

#### **4.4. Judith Brook:**

- Spoke in support of the proposal and the proposed income mix;
- Advised that she is a District resident and a former resident of the Lynnmour neighbourhood;
- Commented on the large area of the property;
- Expressed concern that a development at the site could affect the amount of sunlight on the local community garden and encouraged the District to keep the garden in mind;
- Stated that the additional units of social housing would benefit many people currently experiencing difficulties finding rental housing;
- Noted the proximity to transit, parks, shopping, and the elementary school;
- Stated that funding to improve the community school is welcome;
- Noted that the District would retain ownership of the property;
- Expressed understanding for concerns regarding density and traffic;
- Suggested any development at the site have an east-west roofline to maximize the efficiency of solar panels, noting her household electricity is solar; and,
- Encouraged Council to proceed with the bylaws to allow more people to access safe and affordable housing.

#### **4.5. Don Peters:**

- Spoke in support of the proposal as the Chair of North Shore Community Housing Action Committee (CHAC), noting that all 27 members of CHAC unanimously support the proposal;
- Advised that CHAC advocates for housing affordability on the North Shore;
- Noted that the bylaws are required in order to apply for funding through the BC Housing Community Fund to develop the site and that the District has been successful securing funding for two other proposals;
- Stated that social housing is desperately needed in the District and commented on how difficult it is to find affordable rental housing;
- Expressed support for social housing as a District resident, noting that he lives adjacent to this type of housing;
- Commented on the suitability of the location, noting the neighbourhood is walkable and in proximity to shopping, transit, parkland, and other amenities;
- Acknowledged neighbourhood concerns regarding traffic and expressed confidence that the District will address those concerns;
- Stated that there is no data that supports the idea that this type of development will have a negative impact on property values; and,
- Urged Council to move forward with the bylaws.

#### **4.6. Rowan Sylvester:**

- Spoke in support of the proposal;
- Advised that she owns a home near the site and feels privileged to own a home;
- Stated that she would not be able to afford to live in the area if she did not already own a home or without two income earners in the household;

- Stated that she would like others to have the opportunity to live in the neighbourhood;
- Noted that ownership is not an option for her friends and many who were raised on the North Shore have been forced to leave;
- Expressed excitement about the proposal;
- Commented on the current housing crisis, noting that many working professionals face potential renovation, unsafe housing, and deal with unscrupulous landlords;
- Stated that communities need to create space for additional housing where people can live and still afford groceries;
- Noted there is some confusion regarding what affordable housing means;
- Questioned how many students, retired persons, families with children or working professionals can afford housing in the District;
- Stated that other levels of government have stopped building affordable rental housing;
- Encouraged the District to continue to advocate for improved transit and increased hours of operation with TransLink;
- Noted that street parking concerns have been addressed and any new development on the site would be required to have its own resident and visitor parking;
- Expressed support for the proposed income mix and unit sizes;
- Wished the District luck with any future funding application for the site;
- Acknowledged change can be difficult and stated that the proposed change is necessary.

**4.7. Barry Fenton:**

- Spoke in support of the proposal;
- Advised that he is a longtime District resident and a member of CHAC;
- Expressed support for affordable and social housing;
- Expressed support for the proposed Development Cost Charge Waiver Bylaw;
- Stated that the proposal will allow for much needed social housing and the bylaws are required to be adopted prior to applying for funding;
- Commented on the proposed income mix;
- Noted the proposal leverages District-owned land to provide affordable housing and that the provision of housing requires external funding, which is very competitive;
- Commented on the proposal's alignment with the OCP and OCP Action Plan;
- Encouraged Council to vote in favour of the proposed bylaws.

**4.8. Fred Cantor:**

- Advised that he is a longtime neighbourhood resident;
- Commented on changes in the neighbourhood over time;
- Noted that he has attended public hearings for developments in the area, including building heights south of Highway 1;
- Commended the improvements to the highway interchange;
- Commented on the site's value to the community;
- Stated that he is opposed to changing the Zoning from commercial to fully residential and the site should be developed for commercial use;
- Commented on the proximity to two local rivers, Highway 1, local mountains, and the ocean;

- Suggested consulting with the Ministry of Tourism, Arts, Culture and Sport on how to develop the site; and,
- Recommended building social housing south of Highway 1.

#### **4.9. Ben Johnson:**

- Advised that he is a District resident;
- Acknowledged that even people in the middle- and upper middle-classes have issues finding affordable housing;
- Stated that he is grateful for past opportunities to access affordable housing;
- Questioned if there is potential for the housing to be similar to single room occupancy units (SROs), noting that there are associated issues with property crime and an increased need for social services for this type of housing; and,
- Stated that if SRO-type units are not part of the proposal, he is in unequivocal support of the proposal.

#### **4.10. Colm Keating:**

- Spoke in **support** of the proposal;
- Advised that he attended a Public Information Meeting (PIM) for the proposal and was disturbed by the amount of negativity expressed at the meeting;
- Stated that the need for housing and especially affordable housing is well known;
- Noted that although he has a reasonable income, he is unlikely to be able to buy a home at any point;
- Stated that the rising cost of living is resulting in fewer people being able to buy a home;
- Opined that renting needs to be destigmatized and made affordable, and this type of housing would be welcome;
- Commented on the need for diversity in the neighbourhood, noting that the District is becoming more and more expensive and that exclusivity is not a positive feature;
- Stated that small concerns he had have been addressed by the staff presentation;
- Commented on a possible environmental study should development proceed at the site and stated that it should be standard practice;
- Expressed concern about future affordability and asked if private interests could assume the lease if the non-profit dissolved and if there are guarantees that the units would remain affordable; and,
- Encouraged Council to proceed with the proposed bylaws.

#### **4.11. Hazen Colbert:**

- Stated that the proposed housing is needed;
- Opined that there will be negative outcomes but that this is the current reality;
- Opined that there is a concern regarding Councillor Hanson voting on the bylaws as his children could be eligible for residency;
- Opined that the public hearing process allows him qualified privilege;
- Stated that Council and staff may contact him if they want more information on his experience from other jurisdictions;
- Cautioned Council to be careful regarding who is allowed to live in these types of facilities;
- Retracted his comment regarding Councillor Hanson following Mayor Little's clarification of the selection process for residents with non-profit housing providers;

- Expressed concern that social housing should not become a place for elected officials or staff of any level of government to address family problems; and,
- Stated that there is a need to care for people whose needs are not attended to by a social safety net.

Mayor Little clarified that the District would not have any influence on who qualifies for residency in housing operated by a non-profit housing provider.

Councillor Pope left the meeting at 8:10 p.m. and returned at 8:13 p.m.

**4.12. Janice R:**

- Stated that she is not opposed to the proposed type of development and does not support it in the proposed location;
- Commented on the amount of development in the area over the past 30 years;
- Encouraged Council to read comment sheets from the PIM;
- Opined that everyone at the PIM was opposed to the proposal;
- Noted that there has been a loss of some sunlight due to Seylynn Towers;
- Stated that the area has development fatigue;
- Expressed opposition to building on the site as it provides a buffer from vehicle pollution and is pleasant for children walking to school;
- Suggested locating the proposed housing in a neighbourhood where there has been less development; and,
- Commented on traffic issues during rush hour.

**4.13. Stephen:**

- Advised that he is a resident in the neighbourhood;
- Expressed support for affordable housing and stated that it is needed;
- Expressed concern with the scale of the project and suggested noting that a smaller proposal such as 30 to 40 units would be a better fit for the neighbourhood;
- Opined that the proposed site is too small for the proposal;
- Commented on the character of the neighbourhood, noting that it is family-oriented and primarily townhouses;
- Expressed doubt regarding the conclusion by District staff that traffic would not be impacted; and,
- Commented on the existing difficulties with street parking and urged Council to consider parking issues in the neighbourhood.

**4.14. Eric Gomez:**

- Advised that he is an area resident;
- Expressed concern regarding the location;
- Noted that access to and from the area is via one road;
- Advised that he works from home and is not impacted by traffic to commute;
- Stated that there are other considerations than commuting times such as hospital capacity, the number of people who would be added to the neighbourhood, and parking and transportation issues;
- Opined that the property is not large enough to accommodate the proposal;
- Commented on affordable housing on the other side of Highway 1, noting that he has observed an increase in graffiti and vandalism in that neighbourhood; and,

- Opined that there are other locations with infrastructure in place to better support this type of project.

**4.15. Elizabeth:**

- Advised that she is a resident in the neighbourhood;
- Stated that she is in favour of affordable housing;
- Noted that she attended the PIM;
- Stated that there has been limited information on the environmental impact on the site, noting that it is currently occupied by greenery and used as a wildlife corridor;
- Requested an environmental impact study prior to development;
- Commented on traffic issues when Highway 1 is congested, noting that it is sometimes not possible to leave the area;
- Stated that Phibbs Exchange is not a walkable distance for many people;
- Commented on the need for a private vehicle for many people in the area; and,
- Requested specific information on the location of vehicular access to and from the site.

**4.16. Archie McKinnon:**

- Advised that he is a longtime resident of the area;
- Acknowledged that change is needed and social needs must be addressed;
- Stated that location of Seylynn Towers is appropriate, noting it is constructed at a low elevation;
- Noted there is a proposal to build additional housing behind Capilano University and there is existing social housing on Premier Street;
- Stated that the proposal would be large in comparison to the existing neighbourhood;
- Expressed concern regarding ingress and egress during rush hour, road capacity, and parking;
- Commented on the local community garden, noting it is supported by the community and development on the site would block needed sunshine from the garden; and,
- Opined that the area is not suitable for the proposal.

**4.17. Paul Root:**

- Spoke in opposition to the proposal;
- Advised that he is a neighbourhood resident;
- Opined that the proposal would add too many units to a small community;
- Commented on traffic issues with the IWB, noting that his commute time increased following the interchange improvements;
- Stated that he is a first responder for the City of Vancouver and sees crime and drug use in social housing buildings he attends as part of his work;
- Stated that he does not want to have his children exposed to those issues;
- Acknowledged there would be families in the proposed housing;
- Commented on ongoing issues with a drug dealer and a person feeding wildlife that the District has not been able to address and expressed doubt that the District or police could handle any additional problems that arise due to the proposed development;
- Expressed concern that a social housing development at the site could become slum apartments;

- Stated that property values would be adversely affected;
- Expressed opposition to the proposed location;
- Acknowledged the high cost of living in the District;
- Stated that he works hard to provide housing for his family and requested Council not take away what he has.

**4.18. Corrie Kost:**

- Spoke in support of the proposal;
- Advised that he has lived in a privileged area in Edgemont Village for a long time;
- Noted that buying a home was not easy at the time he did so due to very high interest rates;
- Acknowledged that housing affordability is far worse than in the past;
- Stated that the proposal shows compassion to District residents most in need of housing;
- Commented on the OCP goal of 10,000 new jobs in the District by 2030;
- Noted that the proposal will not increase employment in the District;
- Commented on the existing Zoning of the site, noting that permitted uses in the I4 Zone include mining, disposal of garbage, and soil screening;
- Commented on the need for additional parkland for the number of units proposed, noting that the proposal does not include Community Amenity Contributions or Development Cost Charges that would compensate for the lack of parkland; and,
- Encouraged Council to address the traffic issues brought forward by local residents.

**4.19. Ed:**

- Stated that social housing is not a negative and he grew up in this type of housing;
- Questioned the scale of the proposal and whether it is too much for one area;
- Commented on the amount of development in the area, noting that a significant portion of projected housing needed in the District is proposed for the neighbouring area south of Highway 1, of which less than ten percent are proposed to be for lower income housing;
- Suggested more affordable housing be included in the proposed developments south of Highway 1 in order to preserve the subject site as green space;
- Expressed concern that there were speakers in favour of the proposal from a housing advocacy group;
- Opined that representatives from housing advocacy groups should provide their feedback to Council outside of the Public Hearing process;
- Opined that multifamily homes are not family homes, which would be defined as one or more parents living with one or more children;
- Stated that families need larger houses;
- Stated that more than 3,000 units are proposed south of Highway 1;
- Stated that 300 additional vehicles would have a negative impact on traffic;
- Commented on current traffic congestion, noting that incidents on the IWB create more congestion;
- Suggested reducing the size of the proposal; and,
- Commented on the personal attack on Councillor Hanson by a previous speaker.

**4.20. Trent:**

- Advised that he is a lifetime North Shore resident and has resided in the neighbourhood for several years;
- Commented on changes in the neighbourhood, including increased density, which have revitalized the area;
- Noted that not all homes in the neighbourhood have off-street parking and highway interchange upgrades removed some street parking;
- Expressed concern regarding ingress, egress, and street parking;
- Stated that he is not opposed to social housing;
- Commented on the use of the street to make u-turns during times of heavy traffic congestion;
- Noted that drivers cut through private property on Premier Street when unable to travel the main route due to snow or a tree down; and,
- Requested more information be provided prior to committing to up to 180 units.

**4.21. Erik:**

- Advised that he is a longtime resident of the District, with most of that time in the neighbourhood;
- Commented on changes in the neighbourhood;
- Noted that construction traffic frequently blocked the road for the new development on Premier Street;
- Expressed concern that details of vehicular access for the site have not been provided;
- Noted that drivers cut through private property during snow events when unable to travel the main route;
- Stated that he is not opposed to social housing and that the site is not appropriate for that use;
- Commented on construction fatigue experienced by area residents; and,
- Noted there is only one road to access the neighbourhood.

The Public Hearing recessed at 8:47 p.m. and resumed at 8:58 p.m.

**4.22. Eric Gomez SPEAKING FOR A SECOND TIME:**

- Expressed concern regarding the type of people that will move into the proposed development;
- Noted a previous speaker stated that he has seen crime and violence in social housing;
- Stated that his school age child was attacked at school by a classmate who lives in social housing;
- Stated that the intent is to have people who will make a positive impact on the community use the housing and there is no assurance that this will be the case;
- Opined that affordable housing in other countries is used by people who are taking advantage or not contributing to the community;
- Noted that while traffic is annoying, the bigger issue is the impact on the neighbourhood;
- Expressed concern regarding safety if more people move into the area;
- Stated that the location is not appropriate for the use;
- Noted that there is only one road to access the area; and,



- Stated that after listening to other speakers, he is concerned about what kind of people would move in and stated that he is not claiming that they would be bad people.

Mayor Little clarified that the proposal does not include low-barrier housing and is intended for worker housing. Mayor Little noted that based on his personal experience, socio-economic status is not indicative of violence.

#### **4.23. Kelly Mallin:**

- Advised that she is a longtime resident of the Lynnmour West strata development;
- Noted that the property has several buildings and many units, each with only one parking space and one visitors parking pass;
- Noted that many residents have more than one vehicle;
- Stated that the current generation of families with children is the largest of the last three;
- Noted that assessments increased significantly when some units sold;
- Acknowledged that people are struggling in the current conditions;
- Stated that Lynnmour West is affordable housing and the strata takes steps to maintain affordability;
- Commented on wildlife, noting that there are more mice in the area since the construction of Seylynn Towers, and that a bear has been spotted in the area;
- Suggested the grass and shrubs on the subject site are a good location for the mice and other wildlife;
- Opined that all the housing in the Lynnmour area is affordable;
- Suggested scaling back the size of the proposal;
- Noted that Lillooet Road is busy, has no street parking, and has several bus stops between Purcell Way and the end of the road; and,
- Expressed reservations about increasing the population of the area.

#### **4.24. Kathleen:**

- Advised that she has lived in the neighbourhood for many years;
- Stated that area residents are experiencing construction fatigue;
- Stated that she supports social housing and questioned where else it could be constructed if not on the subject site;
- Noted that it is not possible to drive up or down Old Lillooet Road in the snow;
- Commented on the signs of climate change she has observed walking along Lynn Creek and expressed concern regarding the possibility of a forest fire;
- Questioned how emergency services would access the area and how residents would be evacuated if there were a forest fire;
- Stated the only reliable way to leave the area in an emergency is on foot due to the extreme road congestion; and,
- Expressed concern that people making u-turns in the area do so aggressively when frustrated by traffic congestion.

#### **4.25. Maryam:**

- Spoke in support of / opposition to / commented on the proposal;
- Advised that she is a longtime resident of the area;
- Commented on the amount of change in the area over the years and opined that the area has undergone more change than any other in the District;

- Acknowledged to need for social housing;
- Opined that the location is not suitable;
- Commented on building heights in the neighbourhood, noting that most are two to three storeys;
- Stated that six storeys would be too many and it would take over the area;
- Commented on traffic and safety, noting that there is no space for riding bicycles on the street;
- Noted that there is only one local park;
- Advised that she has past experience working with low-income and at-risk families in a professional capacity;
- Stated that traffic and safety would be negatively impacted and expressed concern that the ATF at Inter River Park will also increase vehicle traffic;
- Noted that she would not allow a child to walk to Superstore alone due to the busy intersection on the route;
- Commented on difficulties leaving Premier Street, noting that there was another route out that has since been blocked; and,
- Suggested that there be no construction in the neighbourhood for a few years.

**4.26. Rowan Sylvester SPEAKING FOR A SECOND TIME:**

- Remarked on the negative comments by previous speakers;
- Stated that those who purchased in the area years earlier are privileged and now want to stop others from coming into the neighbourhood;
- Commented on the greenery currently on the site, noting that there are blackberry bushes and that the proposal includes retaining some of the trees;
- Acknowledged residents' frustrations with development and stated that it is necessary due to the housing crisis;
- Stated that the project will provide desperately needed homes; and,
- Noted that rental housing has not been constructed to meet demand and stated that more construction is needed to make up for lost time.

**4.27. Fred Castor SPEAKING FOR A SECOND TIME:**

- Commented on the differences between neighbourhoods on the two sides of Highway 1;
- Opined that the neighbourhood has reached maximum density;
- Noted that there are many young families in the neighbourhood;
- Questioned the capacity of Lynnmour Elementary School to accommodate existing families in the neighbourhood;
- Commented on traffic impacts
- Noted that the Provincial Government has made significant investments in highway interchange upgrades; and,
- Recommended that more consideration be given to the future of the site.

**4.28. Olivia Horrell:**

- Advised that she lives close to the site and is a renter;
- Commented on the need for additional rental housing;
- Noted that she could not afford to live in the neighbourhood if there were not two income earners in the household or if they needed to find rental accommodation again;

- Stated that if people do not support social housing in their own neighbourhoods, they do not support social housing;
- Noted that social housing can be built in other locations as well, rather than instead of this site;
- Stated that there are few housing choices for people those without the means to purchase a large home or who did not buy in the area ten years ago;
- Commented on the cost of townhomes in the neighbourhood and stated that they are not affordable at one to two million dollars; and,
- Stated that traffic issues can be resolved.

**4.29. Fred Castor SPEAKING FOR A THIRD TIME:**

- Commented on the types of businesses that are typically within close proximity of highway interchanges in North America, noting that they provide employment opportunities; and,
- Stated that the District of North Vancouver is unique.

**4.30. Gail Roberts:**

- Advised that she is a longtime North Vancouver resident and that her children cannot afford to live on the North Shore;
- Stated that property sizes in the Lynnmour neighbourhood are small;
- Noted that she lives in a strata unit in the neighbourhood that has only one reserved parking space;
- Commented on parking issues in her complex, noting that visitors and services park in fire lanes due to the lack of parking and that there is insufficient parking to have friends and family visit;
- Stated that the proposed development would negatively impact quality of life and take away the sense of being a small neighbourhood near the forest;
- Stated that she is not privileged; and,
- Opined that the privileged residents of the District live in Delbrook and Capilano and suggested building social housing in those neighbourhoods, not in Lynnmour.

**4.31. Oscar SPEAKING FOR A SECOND TIME:**

- Requested the District provide a proposal for an alternative route in and out of the area; and,
- Suggested reducing the size of the proposal to 50 to 70 units.

**5. QUESTIONS FROM COUNCIL**

In response to a question from Council, staff advised that traffic to the artificial turf fields at Inter River Park will not be via Premier Street as the route between Premier Street and Inter River Park is intended for service and emergency vehicles and has a gate to prevent other access.

In response to a question from Council, staff advised reviewed studies that have been or are being undertaken, including a master planning exercise being led by Capilano University, a review of the Upper Levels with the Ministry of Transportation and Infrastructure, an upcoming review of the Second Narrows crossing, including possibilities for bridge replacement and incorporating rapid transit in the design, and traffic impact studies. Staff further advised that the District is advocating for rapid transit to the North Shore and a rapid bus to Metrotown is anticipated in the near future.

In response to a question from Council, staff advised that there was a parking and traffic analysis completed for the Inter River Park ATF and that the master planning exercise led by Capilano University is looking at area traffic. Staff further advised that feedback from the public hearing will help provide focus areas for further study.

Mayor Little noted a transportation study would be required for this site at the design phase if the proposal proceeds to that stage.

In response to a question from Council, staff advised that traffic impacts of development of the District-owned site on St. Denis Avenue will be reviewed when a development application for the site is received.

In response to a question from Council, staff advised that Council has been provided with the full set of comments from the PIM, including comment sheets and emails. Staff noted that Council received the full, unredacted versions and redacted copies are included in the Public Hearing materials in the binder and online.

In response to a question from Council, staff advised that the staff presentation at the PIM focused on the specific proposal, not other properties in the area. Staff further advised that engagement was undertaken in 2022 regarding the District-owned site on St. Denis Avenue and the community was generally in support of affordable housing on the site. Information on the public engagement is available on the District website. Staff noted that the site would require amendments to the OCP and Zoning Bylaw as well as public engagement.

## **6. COUNCIL RESOLUTION**

**MOVED by Councillor MURI**

**SECONDED by Councillor HANSON**

THAT the October 24, 2023 Public Hearing is closed;

AND THAT "District of North Vancouver Official Community Plan Bylaw 7900, 2011, Amendment Bylaw 8645, 2023 (Amendment 50)" is returned to Council for further consideration;

AND THAT "District of North Vancouver Rezoning Bylaw 1431 (Bylaw 8646)" is returned to Council for further consideration.

**CARRIED**  
(9:43 p.m.)

**CERTIFIED CORRECT:**

  
Confidential Council Clerk

## REPORTS

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AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>November 6, 2023</u>
<input type="checkbox"/> Other:	Date: _____

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

October 24, 2023  
File: 09.3900.20/000.000

**AUTHOR:** Genevieve Lanz, Deputy Municipal Clerk

**SUBJECT:** Bylaw 8658: 2023-2027 Financial Plan Amendment #1

**RECOMMENDATION:**

THAT "2023-2027 Financial Plan Bylaw 8619, 2023 Amendment Bylaw 8658, 2023 (Amendment 1)" is ADOPTED.

**BACKGROUND:**

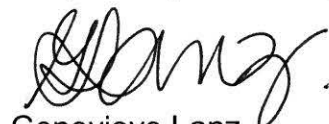
Bylaw 8658 received First, Second and Third Readings on October 23, 2023.

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

**OPTIONS:**

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

Respectfully submitted,



Genevieve Lanz  
Deputy Municipal Clerk

**Attachments:**

1. Bylaw 8658
2. Staff Report dated October 16, 2023

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	_____		
<input type="checkbox"/> Climate and Biodiversity	_____				



**The Corporation of the District of North Vancouver****Bylaw 8658**

A bylaw to amend 2023-2027 Financial Plan Approval Bylaw 8619, 2023

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

**Citation**

1. This bylaw may be cited as “2023-2027 Financial Plan Bylaw 8619, 2023 Amendment Bylaw 8658, 2023 (Amendment 1)”.

**Amendments**

2. 2023-2027 Financial Plan Bylaw 8619, 2023 is amended as follows:
  - a) Schedule A District of North Vancouver 2023-2027 Financial Plan (\$000's) is deleted in its entirety and replaced with a new Schedule A District of North Vancouver 2023-2027 Financial Plan (\$000's) as shown in Schedule 1 to this bylaw; and,
  - b) Schedule B District of North Vancouver 2023 Revenue Disclosure Statement is deleted in its entirety and replaced with a new Schedule B District of North Vancouver 2023 Revenue Disclosure Statement as shown in Schedule 2 to this bylaw
  - c) Schedule C District of North Vancouver 2023 Capital Plan Reserve Fund Appropriations is deleted in its entirety and replaced with a new Schedule C District of North Vancouver 2023 Capital Plan Reserve Fund Appropriations as shown in Schedule 3 to this bylaw.

**READ** a first time on October 23, 2023

**READ** a second time on October 23, 2023

**READ** a third time on October 23, 2023

**ADOPTED**

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Mayor

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Municipal Clerk

Certified a true copy

\_\_\_\_\_  
Municipal Clerk

## Schedule A to Bylaw 8658

	2022	2023	2024	2025	2026	2027
<b>Revenue</b>						
Taxation	122,261	128,964	135,787	142,448	148,879	155,088
Sales, Fees, and Other User Charges	104,467	112,538	121,039	125,261	138,107	138,506
Developer Contributions	9,791	14,938	44,468	34,977	27,373	51,855
Grants and Other Contributions	5,068	13,758	7,651	13,225	6,710	4,929
Investment Income	3,673	10,529	10,733	12,136	12,936	14,951
Penalties & Interest on Taxes	1,115	1,075	1,123	1,157	1,191	1,227
	246,375	281,802	320,801	329,204	335,197	366,556
<b>Proceeds from Borrowing</b>	9,533	21,460	6,633	12,387	5,335	2,674
<b>Appropriations from:</b>						
Operating Reserves	8,282	8,099	3,076	1,163	1,925	1,444
Capital and New Initiatives Reserves	76,438	68,661	79,728	83,193	87,738	85,594
	84,720	76,760	82,805	84,355	89,663	87,039
<b>Source of Funds</b>	<b>340,628</b>	<b>380,022</b>	<b>410,239</b>	<b>425,946</b>	<b>430,195</b>	<b>456,268</b>
<b>Operating Expenditures</b>						
Community Services	41,885	47,018	48,537	49,480	50,465	51,491
Planning and Development	14,684	17,854	16,297	15,978	15,848	16,129
Protective Services	47,369	50,198	49,811	50,921	52,338	53,796
Transportation and Engineering	9,389	11,000	10,694	10,834	10,852	11,071
Utilities	51,573	55,860	61,881	72,234	79,794	87,667
Governance and Admin	19,945	26,359	23,589	23,105	23,259	22,828
	184,845	208,288	210,809	222,551	232,556	242,982
<b>Capital Expenditures</b>	85,801	96,213	85,902	102,285	88,290	88,833
<b>Debt Service</b>	2,762	2,762	6,011	7,722	8,815	9,255
<b>Contributions to:</b>						
Operating Reserves	2,787	1,099	3,713	717	5,270	-1,973
Capital and New Initiatives Reserves	64,433	71,660	103,803	92,672	95,264	117,171
	67,220	72,759	107,517	93,389	100,534	115,198
<b>Use of Funds</b>	<b>340,628</b>	<b>380,022</b>	<b>410,239</b>	<b>425,946</b>	<b>430,195</b>	<b>456,268</b>



## Schedule 2 to Bylaw 8658

### Schedule B to Bylaw 8619 District of North Vancouver 2023 Revenue Disclosure Statement

#### **Revenue from each Funding Source**

The proportion of total revenue to be raised from each funding source in 2023 is shown in the table to the right. Property tax is an indirect tax on wealth and accounts for the greatest

Funding Source	% Revenues	
	2022	2023
Taxation	47.8%	42.6%
Sales, Fees and User Charges	40.8%	36.9%
Other Sources	7.7%	12.7%
Proceeds From Borrowing	3.7%	7.9%
<b>TOTAL</b>	<b>100%</b>	<b>100%</b>

proportion of municipal revenues. The system of property taxation is relatively easy to administer and understand. It provides a stable and consistent source of revenue for services that provide general community benefits that can be often difficult to fund on a user-pay basis.

Sales, fees and user charges form the second largest portion of planned revenue. Many municipal services, such as water and sewer usage, can be measured and charged on a user-pay basis. This methodology strives to fairly distribute the costs of a municipal service to those who make use of it. Other services (e.g. recreation) which have both private and community benefits are funded through both user fees and municipal taxes.

Other sources of revenue include developer contributions, government grants and other external contributions. These sources of revenue are difficult to predict and can fluctuate significantly from year to year. Proceeds from borrowing make up the last source of funding and is used for asset replacement or acquisition of new assets.

Property Class	% Property Tax	
	2022	2023
Residential	72.0%	72.1%
Utilities	0.2%	0.2%
Major Industry	10.1%	10.1%
Light Industry	0.9%	0.9%
Business	16.5%	16.4%
Recreation	0.3%	0.3%
<b>TOTAL</b>	<b>100.0%</b>	<b>100.0%</b>

#### **Property Tax Burden**

The property tax burden for each property class is shown in the table on the left. The tax distribution detailed for 2023 is consistent with the current tax strategy approved by Council in 2009 that aligns the District tax rates with the average for Metro Vancouver, or the capped rate (if

applicable) and relevant Ports Property Tax Act impacts. This strategy considers some shifting of the tax burden between classes if the tax base for a property class is not sufficient to be corrected by investment alone. It is expected that the competitiveness of the municipality as a place to do business will benefit from this policy. Ensuring policy objectives continue to support the taxpayers, the District continues to work with the Province to achieve solutions to inequalities presented in Provincial Port regulations as well as attaining workable solutions to assessment valuation issues affecting the success of select small businesses. Council's tax strategy is based on the principles of equity, fairness, and responsiveness to community goals. Proportionate relationships between property classes can be affected by Council's economic policies, provincially legislated tax incentive programs and new permissive and statutory exemptions.

***Permissive Tax Exemptions***

Permissive tax exemptions represent approximately \$464,424 in foregone tax revenues. Council grants permissive tax exemptions based on Section 224 of the Community Charter on “use of property” not based upon the charitable status of the organization as a whole. Organizations that contribute to the well-being of citizens within the municipality by improving their quality of life and effectively enhancing community services are eligible.

## Schedule 3 to Bylaw 8658

## Schedule C to Bylaw 8619 District of North Vancouver 2023 Capital Plan Reserve Fund Appropriations

Program	Cost	DISTRICT RESERVES								DEVELOPER / PRIVATE			OTHERS		
		EXISTING CAPITAL			LAND AND HOUSING		NEW CAPITAL			Develop. Cost Charges	Community Amenity Contrib.	Offsite/Private	Borrowing	Grants	General Surplus
Infrast. Reserve	Fleet & Equipment	Utilities	Land	Housing	Transp. & Mobility	Community Health & Safety	Climate and Innovation								
<b>NEW CAPITAL AND INITIATIVES</b>															
<b>Affordable Housing</b>															
Social Housing	2,972	-	-	-	-	2,972	-	-	-	-	-	-	-	-	-
<b>Civic Facilities and Equipment</b>															
Operations Facilities & Equipment															
DNV Hall	500	500	-	-	-	-	-	-	-	-	-	-	-	-	-
Fleet Addition	30	60	(30)	-	-	-	-	-	-	-	-	-	-	-	-
Operation Equipment Addition	60	60	-	-	-	-	-	-	-	-	-	-	-	-	-
Store Improvement	50	50	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Climate Action</b>															
<b>Adaptation</b>															
Biodiversity	200	-	-	-	-	-	-	200	-	-	-	-	-	-	-
Channel Upgrade	75	-	-	34	-	-	-	-	7	-	-	34	-	-	-
Culvert & Debris Upgrades	75	-	-	30	-	-	-	-	7	-	-	38	-	-	-
Wildfire Mitigation Fire Fleet	99	-	-	-	-	-	99	-	-	-	-	-	-	-	-
Wildfire Program	325	-	-	-	-	-	175	-	-	-	-	-	-	150	-
<b>Mitigation</b>															
EV Charging Station - RCMP	28	28	-	-	-	-	-	-	-	-	-	-	-	-	-
Public EV Charging Stations	140	-	-	-	-	-	-	140	-	-	-	-	-	-	-
<b>Community Facilities, Arts &amp; Culture</b>															
<b>Community Facilities</b>															
Lions Gate Community Centre	(385)	-	-	-	-	-	-	-	-	-	(385)	-	-	-	-
Lynn Creek Community Centre	1,377	(810)	-	-	-	-	(820)	10	-	-	2,996	-	-	-	-
<b>Community Plazas</b>															
Town Center Plazas	1,363	-	-	-	-	-	-	-	-	-	-	1,363	-	-	-
<b>Library, Archives &amp; Exhibits</b>															
Library Technology Upgrade	420	130	-	-	-	-	290	-	-	-	-	-	-	-	-
Lynn Creek Library	270	-	-	-	-	-	-	-	-	-	270	-	-	-	-
Parkgate Library	500	375	-	-	-	-	-	-	-	-	125	-	-	-	-
Special Project: NWDPL Wide	50	40	-	-	-	-	10	-	-	-	-	-	-	-	-
Website Redesign	(120)	-	-	-	-	-	(120)	-	-	-	-	-	-	-	-
<b>Public Art &amp; Heritage</b>															
Lynn Valley Public Art	100	-	-	-	-	-	-	-	-	-	100	-	-	-	-
Maplewood Village Public Art	250	-	-	-	-	-	-	-	-	-	250	-	-	-	-
Public Art Provided Outside Town Centres	150	-	-	-	-	-	-	-	-	-	150	-	-	-	-
<b>Lands and Real Estate</b>															
<b>Public Lands &amp; Properties</b>															
Strategic Land Acquisition	1,682	-	-	-	1,682	-	-	-	-	-	-	-	-	-	-

		DISTRICT RESERVES								DEVELOPER / PRIVATE			OTHERS		
		EXISTING CAPITAL			LAND AND HOUSING		NEW CAPITAL			Develop. Cost Charges	Community Amenity Contrib.	Offsite/Private	Borrowing	Grants	General Surplus
Program	Cost	Infrast. Reserve	Fleet & Equipment	Utilities	Land	Housing	Transp. & Mobility	Community Health & Safety	Climate and Innovation						
Parks and Open Spaces															
Community Parks															
Myrtle Park Multi-Purpose Sportcourt	(100)	(70)	-	-	-	-	-	-	-	-	-	-	-	-	(30)
Park Fleet Addition	(26)	-	-	-	-	-	-	(26)	-	-	-	-	-	-	-
Sports Court Upgrade	(71)	-	-	-	-	-	-	(71)	-	-	-	-	-	-	-
District Level Parks															
Cates Park Shoreline Restoration	800	-	-	-	-	-	-	-	-	-	-	-	-	800	-
Deep Cove Improvements	100	50	-	-	-	-	-	50	-	-	-	-	-	-	-
Paid Parking In Parks	50	-	-	-	-	-	-	-	-	-	-	-	50	-	-
Neighbourhood Parks															
Neighbourhood Parks Delbrook Land	3,085	928	-	-	-	-	-	1,851	-	305	-	-	-	-	-
Natural Parkland & Alpine Trails															
Alpine Trail Facilities - Seymour	150	75	-	-	-	-	-	75	-	-	-	-	-	-	-
Alpine Trail Facilities - Fromme	50	25	-	-	-	-	-	25	-	-	-	-	-	-	-
Operations Facilities & Equipment															
Golf Equipment Addition	75	75	-	-	-	-	-	-	-	-	-	-	-	-	-
Park Fleet Addition	210	-	-	-	-	-	-	210	-	-	-	-	-	-	-
Sport Fields															
Argyle ATF	898	-	-	-	-	-	-	-	-	-	-	318	580	-	-
Fieldhouse Upgrade & Expansion	263	(352)	-	-	-	-	-	(135)	-	-	-	-	-	750	-
Handsworth ATF	500	-	-	-	-	-	-	-	-	-	-	-	-	500	-
Inter River Park ATF	1,025	(1,065)	-	-	-	-	-	(655)	-	275	-	75	-	2,396	-
William Griffin Park ATF	1,850	1,850	-	-	-	-	-	-	-	-	-	-	-	-	-
Public Safety															
Emergency Response Facilities															
Fire & Rescue															
Fire Hall #4	330	-	-	-	-	-	-	-	-	-	-	-	330	-	-
Fire Hall #5	75	-	-	-	-	-	-	-	-	-	-	-	75	-	-
Maplewood Fire & Rescue Centre	25,379	5,116	-	-	-	-	-	-	-	-	-	-	20,263	-	-
Minor Fire Facility Equipment	110	-	-	-	-	-	-	110	-	-	-	-	-	-	-
Operations Facilities & Equipment															
Technology															
Applications & Hardware															
Cyber Security	60	180	-	-	-	-	-	-	-	-	-	-	-	-	(120)
Library IT Integration	(80)	35	-	-	-	-	-	-	-	-	-	-	-	-	(115)
Transportation															
Active Transportation															
Active Transportation Priorities	300	-	-	-	-	-	-	-	-	30	-	-	270	-	-
Cycling - Edgemont- Lions Gate	50	-	-	-	-	-	-	38	-	12	-	-	-	-	-
Cycling - LVTC - LCTC (East)	107	-	-	-	-	-	-	107	-	-	-	-	-	-	-
Cycling - LVTC - Queensdale	392	69	-	-	-	-	-	155	-	42	-	-	-	126	-
Cycling - Lynn Creek to CNV	212	-	-	-	-	-	-	362	-	-	-	-	(150)	-	-
Cycling - Marine Dr (Eastbound)	(78)	-	-	-	-	-	-	-	-	-	-	-	(63)	(16)	-
Cycling improvement	50	-	-	-	-	-	-	45	-	5	-	-	-	-	-
LVTC - LCTC Bike Route West	(1,034)	-	-	-	-	-	-	(517)	-	-	-	-	-	(517)	-
LVTC to Lynn Headwaters Park	150	-	-	-	-	-	-	150	-	-	-	-	-	-	-
Minor Projects Outside Centres	(78)	-	-	-	-	-	-	(78)	-	-	-	-	-	-	-
Mtn. Highway: Arborlynn - Highway 1	(1,305)	-	-	-	-	-	-	(950)	-	-	-	-	-	(355)	-
Multimodal - Welch St. Garden	250	-	-	-	-	-	-	171	-	19	-	-	-	60	-
Safe Routes to School	10	-	-	-	-	-	-	10	-	-	-	-	-	-	-
Sidewalks Capilano	900	-	-	-	-	-	-	809	-	91	-	-	-	-	-
Sidewalks Seymour	50	-	-	-	-	-	-	45	-	5	-	-	-	-	-
Spirit Trail (Eastern Segment)	300	-	-	-	-	-	-	-	-	-	-	150	105	45	-
Traffic Safety	315	-	-	-	-	-	-	284	-	31	-	-	-	-	-
Urban Trails - Inside Town Centres	700	-	-	-	-	-	-	200	-	-	-	500	-	-	-
Partnerships with Other Agencies															
Dollarton Highway Tsleil-Waututh Nation	67	-	-	-	-	-	-	-	-	-	-	67	-	-	-



Program		DISTRICT RESERVES									DEVELOPER / PRIVATE			OTHERS		
		EXISTING CAPITAL			LAND AND HOUSING		NEW CAPITAL									
		Cost	Infrast. Reserve	Fleet & Equipment	Utilities	Land	Housing	Transp. & Mobility	Community Health & Safety	Climate and Innovation	Develop. Cost Charges	Community Amenity Contrib.	Offsite/ Private	Borrowing	Grants	General Surplus
Roads & Bridges																
LED Street Lights	100	50	-	-	-	-	50	-	-	-	-	-	-	-	-	
Local Improvement Program	100	100	-	-	-	-	-	-	-	-	-	-	-	-	-	
Road Safety and Monitoring	775	-	-	-	-	-	276	-	-	499	-	-	-	-	-	
Road Upgrades - Deep Cove	3,319	-	-	-	-	-	-	-	-	-	-	-	-	3,319	-	
Road Upgrades - Maplewood	3,530	-	-	-	-	-	3	-	-	277	-	3,000	-	250	-	
Vehicle Bridges Edgemont over Mackay	50	32	-	-	-	-	14	-	-	5	-	-	-	-	-	
Vehicle Bridges Over Mackay Creek	78	48	-	-	-	-	22	-	-	8	-	-	-	-	-	
Transit																
Phibbs Exchange Upgrade	145	-	-	-	-	-	1	-	-	144	-	-	-	-	-	
Transit Stops	408	-	-	-	-	-	180	-	-	20	-	-	-	208	-	
Utilities																
Operations Facilities & Equipment																
UT Equipment Addition	165	-	-	165	-	-	-	-	-	-	-	-	-	-	-	
Solid Waste																
Garbage Compacting Containers	49	-	-	49	-	-	-	-	-	-	-	-	-	-	-	
Storm Water Utility																
Utility Mains																
Sewer Inflow & Infiltration	1,528	-	-	413	-	-	-	-	-	-	-	-	-	1,116	-	
Sewer Main Upgrade & Expansion	365	-	-	4	-	-	-	-	-	361	-	-	-	-	-	
Sewer Upgrades TC - LV Trunk Sewer	3,400	-	-	34	-	-	-	-	-	3,366	-	-	-	-	-	
Storm Main Upgrade & Expansion	1,858	-	-	1,674	-	-	-	-	-	184	-	-	-	-	-	
UT - PRV Stations Upgrade & Expansion	(160)	-	-	(2)	-	-	-	-	-	(158)	-	-	-	-	-	
Water Main Upgrade & Expansion	420	-	-	4	-	-	-	-	-	416	-	-	-	-	-	
New Capital and Initiatives Total	62,430	7,579	(30)	2,404	1,682	2,972	1,377	1,069	350	5,950	3,506	5,544	21,460	8,832	(265)	
Civic Facilities and Equipment																
General Provision - All Facilities																
General Buildings Renewal	(2,314)	(2,314)	-	-	-	-	-	-	-	-	-	-	-	-	-	
Operations Facilities & Equipment																
DNV Municipal Hall Renewal	142	142	-	-	-	-	-	-	-	-	-	-	-	-	-	
Fleet Services Renewal	1,015	-	1,015	-	-	-	-	-	-	-	-	-	-	-	-	
Operations Centre Renewal	735	735	-	-	-	-	-	-	-	-	-	-	-	-	-	
Overhead	542	542	-	-	-	-	-	-	-	-	-	-	-	-	-	
Community Facilities, Arts & Culture																
Community Facilities																
Deep Cove Cultural renewal	30	30	-	-	-	-	-	-	-	-	-	-	-	-	-	
Parkgate CRC Mech Upgrade	726	726	-	-	-	-	-	-	-	-	-	-	-	-	-	
Recreation Equipment Renewal	178	178	-	-	-	-	-	-	-	-	-	-	-	-	-	
Recreation Facilities Renewal	1,071	1,071	-	-	-	-	-	-	-	-	-	-	-	-	-	
Recreation Technology Renewal	140	140	-	-	-	-	-	-	-	-	-	-	-	-	-	
Seymour Youth Centre Renewal	30	30	-	-	-	-	-	-	-	-	-	-	-	-	-	
Library, Archives & Exhibits																
Library Collection Renewal	622	622	-	-	-	-	-	-	-	-	-	-	-	-	-	
Library Technology Renewal	88	88	-	-	-	-	-	-	-	-	-	-	-	-	-	
Museum Equipment Renewal	44	44	-	-	-	-	-	-	-	-	-	-	-	-	-	
Museum Facilities Renewal	117	117	-	-	-	-	-	-	-	-	-	-	-	-	-	
Public Art & Heritage																
Public Art Annual Program	50	50	-	-	-	-	-	-	-	-	-	-	-	-	-	
Lands and Real Estate																
Community Facilities																
Lynn Valley Village Renewal	100	100	-	-	-	-	-	-	-	-	-	-	-	-	-	
Other Lands																
Commercial Properties Upgrade	514	514	-	-	-	-	-	-	-	-	-	-	-	-	-	



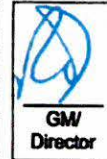
Program	Cost	DISTRICT RESERVES								DEVELOPER / PRIVATE			OTHERS		
		EXISTING CAPITAL			LAND AND HOUSING		NEW CAPITAL								
		Infrast. Reserve	Fleet & Equipment	Utilities	Land	Housing	Transp. & Mobility	Community Health & Safety	Climate and Innovation	Develop. Cost Charges	Community Amenity Contrib.	Offsite/ Private	Borrowing	Grants	General Surplus
Parks and Open Spaces															
Community Parks															
Deep Cove Kayak Renewal	45	45	-	-	-	-	-	-	-	-	-	-	-	-	-
Overhead	141	141	-	-	-	-	-	-	-	-	-	-	-	-	-
Public Golf Renewal	688	688	-	-	-	-	-	-	-	-	-	-	-	-	-
Urban Parkland Renewal	108	108	-	-	-	-	-	-	-	-	-	-	-	-	-
District Level Parks															
Cates Park Renewal	100	100	-	-	-	-	-	-	-	-	-	-	-	-	-
Lynn Canyon Park Renewal	(24)	(24)	-	-	-	-	-	-	-	-	-	-	-	-	-
Maplewood Farm Renewal	232	186	-	-	-	-	-	-	-	-	-	-	-	46	-
Natural Parkland & Alpine Trails															
Natural Parkland Renewal	40	40	-	-	-	-	-	-	-	-	-	-	-	-	-
Overhead	17	17	-	-	-	-	-	-	-	-	-	-	-	-	-
Sport Fields															
Sport Fields Renewal	252	252	-	-	-	-	-	-	-	-	-	-	-	-	-
William Griffin Park ATF	(350)	(350)	-	-	-	-	-	-	-	-	-	-	-	-	-
Windsor ATF	200	200	-	-	-	-	-	-	-	-	-	-	-	-	-
Public Safety															
Fire & Rescue															
Fire Facilities & Equipment Renewal	2,101	201	1,900	-	-	-	-	-	-	-	-	-	-	-	-
Police Services															
Police Facility & Equipment Renewal	584	584	-	-	-	-	-	-	-	-	-	-	-	-	-
Technology															
Applications & Hardware															
Application Enhancements	750	750	-	-	-	-	-	-	-	-	-	-	-	-	-
Business Systems Specialists	330	330	-	-	-	-	-	-	-	-	-	-	-	-	-
Corporate Hardware Refresh	600	600	-	-	-	-	-	-	-	-	-	-	-	-	-
Digital Transformation	635	635	-	-	-	-	-	-	-	-	-	-	-	-	-
Transportation															
Active Transportation															
Roads & Bridges															
Overhead	491	491	-	-	-	-	-	-	-	-	-	-	-	-	-
Road Paving - Renewal	4,310	3,655	-	-	-	-	-	-	-	-	-	-	-	655	-
Street Lighting Renewal	190	190	-	-	-	-	-	-	-	-	-	-	-	-	-
Traffic Operations	-	(195)	-	-	-	-	-	-	-	-	-	-	-	195	-
Traffic Operations Renewal	280	145	-	-	-	-	-	-	-	-	-	-	-	135	-
Vehicle Bridges	650	650	-	-	-	-	-	-	-	-	-	-	-	-	-
Utilities															
Solid Waste															
Storm Water Utility															
Culvert & Debris Basin Renewal	(58)	-	-	(51)	-	-	-	-	-	(7)	-	-	-	-	-
Major Culvert Replacement	1,217	-	-	1,097	-	-	-	-	-	120	-	-	-	-	-
Overhead	42	-	-	38	-	-	-	-	-	4	-	-	-	-	-
Storm Mains	40	-	-	36	-	-	-	-	-	4	-	-	-	-	-
Utility Mains															
Equipment - Utilities Renewal	150	-	-	135	-	-	-	-	-	15	-	-	-	-	-
Overhead	1,014	-	-	914	-	-	-	-	-	100	-	-	-	-	-
Pump Stations Renewal	50	-	-	44	-	-	-	-	-	6	-	-	-	-	-
Sewer Mains	1,220	-	-	1,099	-	-	-	-	-	121	-	-	-	-	-
Storm Mains	150	-	-	135	-	-	-	-	-	15	-	-	-	-	-
UT - Lift Stations renewal	1,644	-	-	1,502	-	-	-	-	-	142	-	-	-	-	-
UT - Pump Stations renewal	2,319	-	-	2,103	-	-	-	-	-	216	-	-	-	-	-
Water Mains	5,800	-	-	5,226	-	-	-	-	-	574	-	-	-	-	-
Existing Capital Total	29,789	12,255	2,915	12,278	-	-	-	-	-	1,311	-	-	-	1,031	-
Capital Contingency	3,994	(2,361)	(50)	(580)	-	-	2,660	3,354	-	286	385	300	-	-	-
Grand Total	96,213	17,472	2,835	14,102	1,682	2,972	4,037	4,423	350	7,547	3,891	5,844	21,460	9,863	(265)

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## AGENDA INFORMATION

- ☐ Regular Meeting  
☐ Other:

Date: \_\_\_\_\_  
Date: \_\_\_\_\_



## The District of North Vancouver

### REPORT TO COUNCIL

October 16, 2023

File: 05.1780/Financial Plan/2023

**AUTHOR:** Sacha Jones, Section Manager – Financial Planning

**SUBJECT:** 2023 - 2027 Financial Plan Amendment #1

#### RECOMMENDATION:

THAT "2023-2027 Financial Plan Bylaw 8619, 2023, Amendment Bylaw 8658, 2023 (Amendment 1)" is given FIRST, SECOND, and THIRD Readings.

#### REASON FOR REPORT:

Since the adoption of the Financial Plan on April 3, 2023, a number of changes have occurred that must be formally adopted through a Financial Plan amendment.

#### SUMMARY:

To meet Community Charter requirements, changes are now recommended for adoption. The majority of changes relate to revisions to cost estimates, scope changes, deferral of work, recognition of external funding and acquisition of land.

#### BACKGROUND:

On April 3, 2023, Council adopted "2023 - 2027 Financial Plan Bylaw 8619, 2023". The Financial Plan is typically amended twice a year, once in the spring and once in the fall. No amendment was adopted in the spring of this year. Changes occurring during the year require adoption through this fall Financial Plan Amendment. Capital projects continue to experience delays and increasing costs, primarily due to construction inflation and demand on the supply chain. This amendment includes additional funding for capital projects approved to start in 2023 and prior years. Revisions to projects included in the outer years of the five-year financial plan will be included in the 2024 – 2028 Financial Plan.

#### EXISTING POLICY:

Section 165 of the Community Charter states that a municipality must have a financial plan adopted annually, by bylaw, before the annual property tax bylaw is adopted, and that the financial plan may be amended by bylaw at any time.

The Financial Plan supports sustainable financial planning through a set of guiding financial principles which aim to bring the plan into balance each year and over the long term. When emerging needs arise, new financial strategies are developed following the principles.



**ANALYSIS:**

This amendment includes changes to projects, related revenues and use of reserves. Consistent with prior years, housekeeping items (i.e. reallocations, recognition of external revenues, and minor changes) are summarized and included in the financial plan amendment.

**Capital Plan**

The annual capital planning process allows the district to adjust the capital budget each fall, to accommodate changes to support completion of active projects, address cashflow issues, and respond to new emerging issues and changing priorities.

Cost changes are a result of scope additions, changes in class estimates leading to increased estimate accuracy, cashflow changes because of reprioritization of work including deferral and cancellation, and market conditions. Any request for additional funding has first considered alternate options such as cost reduction, schedule changes, cancellation, deferral and scope reduction before making a request for additional funding.

Cost escalation continues to be a challenge. Tender prices continue to come in higher than expected as budgets for most projects that are now at the tender-ready stage were approved when market conditions were more favourable. Since 2020, the cost of non-residential construction has risen 23.4%<sup>1</sup>. The problem is intensified by tender prices typically being higher than the regional average, most likely due to a premium for the additional cost of travel for crews and equipment to the North Shore.

Changes to the 2023 – 2027 Capital Plan can be described within the following categories:

- **Project Cost Adjustments:** changes to project costs as a result of market conditions, improved class estimate accuracy and cash flow changes due to changes in project schedules.
- **New/Changed Scope** – project cash flow changes resulting from project scope change or new projects identified with expenditures in 2023 – 2027.
- **Deferrals and Cancellations** – project expenditures which have been cancelled or deferred beyond 2023 and will be resubmitted to the 2024 Capital Budget.

These changes are summarized in Table A below.

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<sup>1</sup> Statistics Canada, Vancouver non-residential construction 2023 Q2 over 2020 Q2.

**Table A - Capital Expenditures (000's)**

	<b>Total Approved Budget</b>	<b>2023 Amendment</b>	<b>2024-2027 Amendment</b>	<b>Total Amended Budget</b>	<b>Cost Adjustments</b>	<b>New/ Changed Scope</b>	<b>Deferrals / Cancellations</b>
<b>Civic Facilities and Equipment</b>							
1 Fleet Addition	215	(30)	-	185	(30)	-	-
2 Operations Centre Expansion	300	-	1,600	1,900	-	1,600	-
<b>Climate Action</b>							
3 Channel Upgrade	2,840	-	210	3,050	210	-	-
4 Culvert & Debris Upgrades	14,090	(110)	110	14,090	-	-	-
5 Public EV Charging Stations	1,790	(10)	-	1,780	-	(10)	-
6 Wildfire Mitigation Fire Fleet	1,174	(517)	-	657	-	(517)	-
<b>Community Facilities, Arts &amp; Culture</b>							
7 Library Technology Upgrade	450	120	-	570	-	120	-
8 Lions Gate Community Centre	7,460	(385)	-	7,075	(385)	-	-
9 Lynn Creek Community Centre	8,617	1,327	100	10,044	1,427	-	-
10 Parkgate Library	3,397	-	482	3,879	-	482	-
11 Website Redesign	120	(120)	-	-	-	(120)	-
<b>Lands and Real Estate</b>							
12 Strategic Land Acquisition	-	1,682	-	1,682	-	1,682	-
<b>Overhead</b>							
<b>Parks and Open Spaces</b>							
13 Cates Park Facility Expansion	350	-	3,950	4,300	-	3,950	-
14 Cates Park Shoreline Restoration	200	800	-	1,000	-	800	-
15 Convert Gravel Fields to ATF	6,000	(300)	300	6,000	-	-	-
16 Fieldhouse Upgrade & Expansion	2,735	263	-	2,998	263	-	-
17 Inter River Park ATF	12,095	(1,720)	-	10,375	-	(1,720)	-
18 Myrtle Park Multi-Purpose Sportcourt	700	(150)	-	550	-	-	(150)
19 Paid parking in Parks	1,000	50	250	1,300	300	-	-
20 Park Fleet Addition	346	124	-	470	-	124	-
21 Sports Court Upgrade	400	(71)	-	329	-	(71)	-
22 William Griffin Park ATF	1,700	1,850	-	3,550	1,850	-	-
<b>Public Safety</b>							
23 Fire Hall #4	3,000	-	708	3,708	708	-	-
24 Maplewood Fire & Rescue Centre	56,177	5,417	-	61,594	2,792	2,625	-
<b>Technology</b>							
25 Cyber Security	1,350	(240)	-	1,110	(240)	-	-
26 Library IT Integration	450	(230)	-	220	-	(230)	-
<b>Transportation</b>							
27 Active Transportation Priorities	7,500	300	(300)	7,500	-	-	-
28 Cycling - LVTC - LCTC (East)	100	107	-	207	107	-	-
29 Cycling - LVTC - Queensdale	1,612	392	-	2,004	392	-	-
30 Cycling - Lynn Creek to CNV	150	212	-	362	-	212	-
31 Cycling - Marine Dr (Eastbound)	250	(78)	16	188	(63)	-	-
32 Dollarton HWY TWN	-	67	344	411	-	411	-
33 LVTC - LCTC Bike Route West	1,400	(1,034)	-	366	-	-	(1,034)
34 LVTC to Lynn Headwaters Park	1,792	150	-	1,942	-	150	-
35 Minor Projects Outside Centres	180	(78)	-	102	(78)	-	-
36 Mtn Hwy: Arborlynn - Hwy 1	1,700	(1,305)	355	750	-	-	(950)
37 Road Upgrades - Maplewood	18,462	30	-	18,492	-	30	-
38 Safe Routes to School	120	10	-	130	-	10	-
39 Traffic Safety	1,050	115	-	1,165	115	-	-
40 Transit Stops	800	208	-	1,008	-	208	-
41 Urban Trails - Inside Town Centres	2,700	190	(190)	2,700	-	-	-
42 Vehicle Bridges Edgemont over MacKay Creek	2,450	-	3,850	6,300	-	3,850	-
<b>Utilities</b>							
43 UT - PRV Stations Upgrade & Expansion	1,490	(160)	-	1,330	(160)	-	-
<b>New Capital Sub-Total</b>	<b>168,712</b>	<b>6,875</b>	<b>11,784</b>	<b>187,371</b>	<b>7,208</b>	<b>13,585</b>	<b>(2,134)</b>
<b>44 Existing Capital</b>	<b>175,722</b>	<b>(4,783)</b>	<b>(9,129)</b>	<b>161,810</b>	<b>(13,912)</b>	-	-
<b>45 Capital Contingency</b>	<b>15,211</b>	<b>1,894</b>	<b>-</b>	<b>17,105</b>	<b>1,893</b>	-	-
<b>Total</b>	<b>359,645</b>	<b>3,985</b>	<b>2,655</b>	<b>366,286</b>	<b>(4,811)</b>	<b>13,585</b>	<b>(2,134)</b>



**Project changes greater than \$500 thousand:**

2. Operations Centre Expansion: the scope of the Operations Centre redevelopment has been reduced to focus on temporary measures to ensure the existing site is operational for the next 5-10 years, while new locations are explored. Design and construction funds for the revised scope have been included. The expansion will be funded through borrowing.
6. Wildfire Mitigation Fire Fleet: Following a reassessment of the equipment needed to address gaps in the greater Woodlands area, a proposal to purchase a smaller, more nimble Wildland Engine has been included. The smaller engine, coupled with existing equipment, would still carry sufficient water for firefighting and support operations but would provide greater flexibility in more varied environments. Excess funds have been returned to the Community Health and Safety Reserve.
9. Lynn Creek Community Centre Fitout: The building shell was delivered by the Developer as part of the redevelopment of 1401 Hunter Street and ownership transferred to the DNV in 2022. The fitout will include an express library, daycare, gymnasium, office and other program spaces. In March 2023 the project went out to tender and, due to market condition, bids came in approximately 16% higher than pre-tender estimates. Value engineering and other potential areas of cost reduction were considered prior to requesting additional funding. The additional cost will be funded by Community Amenity Contributions
12. Strategic Land Acquisition: On June 19, 2023, Council approved the purchase of a private property at 2691 Panorama Drive. The acquisition of this property provides the District with a unique opportunity to complete the required risk mitigation works to ensure the safety of the properties adjacent to Gavles Creek. Acquisition costs may be recovered by subsequent subdivision and sale of the southern part of Lot 12. The purchase was funded from the Land Reserve Fund.
13. Cates Park Facility Expansion was previously approved for design funding only, in the 2023 budget. Scope was refined through the concept development phase and the project will now include upgrades to the washroom and consolidation with the ranger station. Construction funding for 2024-2026 has been included in the amendment, funded from the Infrastructure Reserve and Community Health and Safety Reserve.
14. Cates Park Shoreline Restoration: the restoration project will support a range of collaborative work between the DNV and TWN and span multiple years. The work will include shoreline restoration and protection with nature-based solutions to adapt to the impacts of climate change and renewal of some assets such as beach access. The project was awarded a grant of \$800k from the BC destination Development Fund.
22. William Griffin Park Artificial Turf Field (ATF) receives high use by soccer, football, and field hockey user groups. This field is a full-size ATF built to tournament standards with high quality materials. The field was at the end of its service life (more than 10

years) and showing signs of failure which were impacting playability. When tendered, prices were substantially higher than previously estimated due to market conditions. Additional funding is from the Infrastructure Reserve and Contingency. Replacement is currently underway.

23. Fire Hall #4, Parkgate: The Project includes upgrades to the upper floor of Fire Hall #4 to extend the life of the building and address functional and renewal requirements related to the washroom and dormitory areas to address privacy and safety. Included in the project scope will be mechanical systems upgrades, the addition of trailer storage, and revamped storm water connections. The initial project cost has been revised during the concept phase and a more accurate cost estimate developed with a request for additional funding from borrowing.
24. Maplewood Fire & Rescue Centre is currently under construction and is scheduled to be completed early 2024. The project has experienced several unforeseen cost increases related to unprecedented inflation and market disruptions, unfavourable soil conditions, higher debt financing and insurance costs, and changes to the design of the offsite utilities and transportation network improvements. Additional funding is from the Infrastructure Reserve and Contingency.
33. Lynn Valley Town Centre to Lynn Creek Town Centre Bike Route West connects the two town centres using multi-use paths and neighbourhood bikeways. Work has been re-prioritized; construction is planned for future years. Funds are returned to the Transportation and Mobility Reserve
36. Mountain Highway, Arborlynn to Hwy 1: Work has been re-prioritized, construction will proceed in future years. Funds are returned to the Transportation and Mobility Reserve.
42. Bridge Edgemont over MacKay Creek is at the end of its asset lifecycle and is a priority bridge replacement for the District. The project is currently early in its lifecycle and a full cost estimate was provided which increased the initial high-level estimate. Funding will be provided through the Infrastructure Reserve fund.
44. Existing Capital: The ongoing maintenance costs of DNV assets has been moved from Capital into Operating to better capture the nature of this work.

Project changes less than \$500 thousand: there have been a number of other changes, less than \$500 thousand in value, throughout the year as a result of changing market conditions, refined cost estimates as projects become more defined, project scheduling or project close-outs.

Housekeeping: A correction to the Inter River ATF carry-forward budget has been made, to ensure the total budget is in alignment with Council approval. Design funding for the north fieldhouse has been added.



## Operating Plan

The changes are summarized in Table B with details noted below.

**Table B - Operating Expenditures (000's)**

	Original Bylaw	2023 Amendment	Amended Budget	Capital Maint	OH Recovery	Other Changes
1 Community Services	46,429	589	47,018	1,025	(425)	(10)
2 Planning & Development	16,514	1,340	17,854	-	1,310	30
3 Protective Services	48,791	1,407	50,198	244	-	1,163
4 Transportation & Engineering	10,947	53	11,000	(80)	(5)	138
5 Utility Services	56,359	(499)	55,860	(40)	(527)	68
6 Governance & Admin	24,883	1,475	26,358	1,073	186	217
<b>Grand Total<sup>1</sup></b>	<b>203,923</b>	<b>4,365</b>	<b>208,288</b>	<b>2,222</b>	<b>539</b>	<b>1,606</b>

1. The original bylaw figures have been adjusted for a \$3.7m reclassification of maintenance from Capital to Operating, in addition to the \$2.2m shown above under "amendment" for a total reclass of \$6m

**Protective Services:** BC Wildfire reimbursements for District of North Vancouver Fire Service teams deployed to fight wildfires across the Province, have been included.

**Transportation:** The cost of snow and ice removal has been steadily increasing. A full review of the cost drivers has been undertaken: some increases relate to changes in weather, and some relate to additional work on the pedestrian network. Additional funding from the Tax Growth Reserve fund has been added in 2023.

**Governance and Administration:** 2024 funding for the Heat Pump rebate program has been brought forward to support increased demand for the program in 2023.

**Housekeeping:** A redistribution from capital overhead to development services has been made to ensure support services for development activities are properly recovered. The ongoing maintenance costs of DNV assets has been moved from Capital into Operating to better reflect the nature of this work.

**Collective Agreement Settlement:** Although not included in the amendment, the one-time payment agreed to in the recent CUPE settlement will result in a one-time charge of approximately \$2 million, which will be funded through contingency. Annual inflation increases were anticipated and provided for within the original approved budget.



### **Contributions to Reserves**

A net addition of \$143 thousand to reserves to reflect reallocations, draw and returns within and between the funds.

### **Timing/Approval Process:**

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

### **Financial Impacts:**

Changes in the use of funds in the Financial Plan Bylaw are summarized below.

**Table C - Bylaw Summary (000's)**

<b>Total Approved Budget</b>	<b>Original Bylaw</b>	<b>2023 Amendment</b>	<b>Amended Bylaw</b>
1 Capital Expenditures (Table A)	92,227	3,985	96,213
2 Operating Expenditures (Table B)	203,923	4,365	208,288
3 Debt Service	2,762	-	2,762
4 Contributions to Reserves (Table C)	72,616	143	72,759
	371,528	8,494	380,022

1. The Original Bylaw amount above has been restated to show a \$3.7m reclassification of maintenance from Capital to Operating.

See attached for Financial Plan Amendment Bylaw 8658.

Respectfully submitted,



Sacha Jones  
Section Manager - Financial Planning

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

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

**Bylaw 8658**

A bylaw to amend 2023-2027 Financial Plan Approval Bylaw 8619, 2023

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

**Citation**

1. This bylaw may be cited as “2023-2027 Financial Plan Bylaw 8619, 2023 Amendment Bylaw 8658, 2023 (Amendment 1)”.

**Amendments**

2. 2023-2027 Financial Plan Bylaw 8619, 2023 is amended as follows:
  - a) Schedule A District of North Vancouver 2023-2027 Financial Plan (\$000's) is deleted in its entirety and replaced with a new Schedule A District of North Vancouver 2023-2027 Financial Plan (\$000's) as shown in Schedule 1 to this bylaw; and,
  - b) Schedule B District of North Vancouver 2023 Revenue Disclosure Statement is deleted in its entirety and replaced with a new Schedule B District of North Vancouver 2023 Revenue Disclosure Statement as shown in Schedule 2 to this bylaw
  - c) Schedule C District of North Vancouver 2023 Capital Plan Reserve Fund Appropriations is deleted in its entirety and replaced with a new Schedule C District of North Vancouver 2023 Capital Plan Reserve Fund Appropriations as shown in Schedule 3 to this bylaw.

**READ** a first time

**READ** a first time

**READ** a first time

**ADOPTED**

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Mayor

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Municipal Clerk

Certified a true copy

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Municipal Clerk

## Schedule A to Bylaw 8658

	2022	2023	2024	2025	2026	2027
<b>Revenue</b>						
Taxation	122,261	128,964	135,787	142,448	148,879	155,088
Sales, Fees, and Other User Charges	104,467	112,538	121,039	125,261	138,107	138,506
Developer Contributions	9,791	14,938	44,468	34,977	27,373	51,855
Grants and Other Contributions	5,068	13,758	7,651	13,225	6,710	4,929
Investment Income	3,673	10,529	10,733	12,136	12,936	14,951
Penalties & Interest on Taxes	1,115	1,075	1,123	1,157	1,191	1,227
	246,375	281,802	320,801	329,204	335,197	366,556
<b>Proceeds from Borrowing</b>	9,533	21,460	6,633	12,387	5,335	2,674
<b>Appropriations from:</b>						
Operating Reserves	8,282	8,099	3,076	1,163	1,925	1,444
Capital and New Initiatives Reserves	76,438	68,661	79,728	83,193	87,738	85,594
	84,720	76,760	82,805	84,355	89,663	87,039
<b>Source of Funds</b>	<b>340,628</b>	<b>380,022</b>	<b>410,239</b>	<b>425,946</b>	<b>430,195</b>	<b>456,268</b>
<b>Operating Expenditures</b>						
Community Services	41,885	47,018	48,537	49,480	50,465	51,491
Planning and Development	14,684	17,854	16,297	15,978	15,848	16,129
Protective Services	47,369	50,198	49,811	50,921	52,338	53,796
Transportation and Engineering	9,389	11,000	10,694	10,834	10,852	11,071
Utilities	51,573	55,860	61,881	72,234	79,794	87,667
Governance and Admin	19,945	26,359	23,589	23,105	23,259	22,828
	184,845	208,288	210,809	222,551	232,556	242,982
<b>Capital Expenditures</b>	85,801	96,213	85,902	102,285	88,290	88,833
<b>Debt Service</b>	2,762	2,762	6,011	7,722	8,815	9,255
<b>Contributions to:</b>						
Operating Reserves	2,787	1,099	3,713	717	5,270	-1,973
Capital and New Initiatives Reserves	64,433	71,660	103,803	92,672	95,264	117,171
	67,220	72,759	107,517	93,389	100,534	115,198
<b>Use of Funds</b>	<b>340,628</b>	<b>380,022</b>	<b>410,239</b>	<b>425,946</b>	<b>430,195</b>	<b>456,268</b>

## Schedule 2 to Bylaw 8658

### Schedule B to Bylaw 8619 District of North Vancouver 2023 Revenue Disclosure Statement

#### Revenue from each Funding Source

The proportion of total revenue to be raised from each funding source in 2023 is shown in the table to the right. Property tax is an indirect tax on wealth and accounts for the greatest

Funding Source	% Revenues	
	2022	2023
Taxation	47.8%	42.6%
Sales, Fees and User Charges	40.8%	36.9%
Other Sources	7.7%	12.7%
Proceeds From Borrowing	3.7%	7.9%
<b>TOTAL</b>	<b>100%</b>	<b>100%</b>

proportion of municipal revenues. The system of property taxation is relatively easy to administer and understand. It provides a stable and consistent source of revenue for services that provide general community benefits that can be often difficult to fund on a user-pay basis.

Sales, fees and user charges form the second largest portion of planned revenue. Many municipal services, such as water and sewer usage, can be measured and charged on a user-pay basis. This methodology strives to fairly distribute the costs of a municipal service to those who make use of it. Other services (e.g. recreation) which have both private and community benefits are funded through both user fees and municipal taxes.

Other sources of revenue include developer contributions, government grants and other external contributions. These sources of revenue are difficult to predict and can fluctuate significantly from year to year. Proceeds from borrowing make up the last source of funding and is used for asset replacement or acquisition of new assets.

Property Class	% Property Tax	
	2022	2023
Residential	72.0%	72.1%
Utilities	0.2%	0.2%
Major Industry	10.1%	10.1%
Light Industry	0.9%	0.9%
Business	16.5%	16.4%
Recreation	0.3%	0.3%
<b>TOTAL</b>	<b>100.0%</b>	<b>100.0%</b>

#### Property Tax Burden

The property tax burden for each property class is shown in the table on the left. The tax distribution detailed for 2023 is consistent with the current tax strategy approved by Council in 2009 that aligns the District tax rates with the average for Metro Vancouver, or the capped rate (if

applicable) and relevant Ports Property Tax Act impacts. This strategy considers some shifting of the tax burden between classes if the tax base for a property class is not sufficient to be corrected by investment alone. It is expected that the competitiveness of the municipality as a place to do business will benefit from this policy. Ensuring policy objectives continue to support the taxpayers, the District continues to work with the Province to achieve solutions to inequalities presented in Provincial Port regulations as well as attaining workable solutions to assessment valuation issues affecting the success of select small businesses. Council's tax strategy is based on the principles of equity, fairness, and responsiveness to community goals. Proportionate relationships between property classes can be affected by Council's economic policies, provincially legislated tax incentive programs and new permissive and statutory exemptions.



***Permissive Tax Exemptions***

Permissive tax exemptions represent approximately \$464,424 in foregone tax revenues. Council grants permissive tax exemptions based on Section 224 of the Community Charter on “use of property” not based upon the charitable status of the organization as a whole. Organizations that contribute to the well-being of citizens within the municipality by improving their quality of life and effectively enhancing community services are eligible.

### Schedule 3 to Bylaw 8658

### Schedule C to Bylaw 8619 District of North Vancouver 2023 Capital Plan Reserve Fund Appropriations

		DISTRICT RESERVES								DEVELOPER / PRIVATE			OTHERS		
		EXISTING CAPITAL			LAND AND HOUSING		NEW CAPITAL			Develop. Cost Charges	Community Amenity Contrib.	Offsite/ Private	Borrowing	Grants	General Surplus
Program	Cost	Infrast. Reserve	Fleet & Equipment	Utilities	Land	Housing	Transp. & Mobility	Community Health & Safety	Climate and Innovation						
NEW CAPITAL AND INITIATIVES															
Affordable Housing															
Social Housing	2,972	-	-	-	-	2,972	-	-	-	-	-	-	-	-	-
Civic Facilities and Equipment															
Operations Facilities & Equipment															
DNV Hall	500	500	-	-	-	-	-	-	-	-	-	-	-	-	-
Fleet Addition	30	60	(30)	-	-	-	-	-	-	-	-	-	-	-	-
Operation Equipment Addition	60	60	-	-	-	-	-	-	-	-	-	-	-	-	-
Store Improvement	50	50	-	-	-	-	-	-	-	-	-	-	-	-	-
Climate Action															
Adaptation															
Biodiversity	200	-	-	-	-	-	-	-	200	-	-	-	-	-	-
Channel Upgrade	75	-	-	34	-	-	-	-	-	7	-	34	-	-	-
Culvert & Debris Upgrades	75	-	-	30	-	-	-	-	-	7	-	38	-	-	-
Wildfire Mitigation Fire Fleet	99	-	-	-	-	-	-	99	-	-	-	-	-	-	-
Wildfire Program	325	-	-	-	-	-	-	175	-	-	-	-	-	150	-
Mitigation															
EV Charging Station - RCMP	28	28	-	-	-	-	-	-	-	-	-	-	-	-	-
Public EV Charging Stations	140	-	-	-	-	-	-	-	140	-	-	-	-	-	-
Community Facilities, Arts & Culture															
Community Facilities															
Lions Gate Community Centre	(385)	-	-	-	-	-	-	-	-	-	(385)	-	-	-	-
Lynn Creek Community Centre	1,377	(810)	-	-	-	-	-	(820)	10	-	2,996	-	-	-	-
Community Plazas															
Town Center Plazas	1,363	-	-	-	-	-	-	-	-	-	-	1,363	-	-	-
Library, Archives & Exhibits															
Library Technology Upgrade	420	130	-	-	-	-	-	290	-	-	-	-	-	-	-
Lynn Creek Library	270	-	-	-	-	-	-	-	-	-	270	-	-	-	-
Parkgate Library	500	375	-	-	-	-	-	-	-	-	125	-	-	-	-
Special Project: NVDPL Wide	50	40	-	-	-	-	-	10	-	-	-	-	-	-	-
Website Redesign	(120)	-	-	-	-	-	-	(120)	-	-	-	-	-	-	-
Public Art & Heritage															
Lynn Valley Public Art	100	-	-	-	-	-	-	-	-	-	100	-	-	-	-
Maplewood Village Public Art	250	-	-	-	-	-	-	-	-	-	250	-	-	-	-
Public Art Provided Outside Town Centres	150	-	-	-	-	-	-	-	-	-	150	-	-	-	-
Lands and Real Estate															
Public Lands & Properties															
Strategic Land Acquisition	1,682	-	-	-	1,682	-	-	-	-	-	-	-	-	-	-



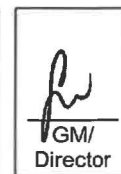
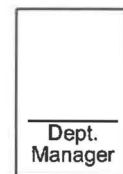
Program	Cost	DISTRICT RESERVES									DEVELOPER / PRIVATE			OTHERS		
		EXISTING CAPITAL			LAND AND HOUSING		NEW CAPITAL				Develop. Cost Charges	Community Amenity Contrib.	Offsite/ Private	Borrowing	Grants	General Surplus
		Infrast. Reserve	Fleet & Equipment	Utilities	Land	Housing	Transp. & Mobility	Community Health & Safety	Climate and Innovation							
<b>Parks and Open Spaces</b>																
Community Parks																
Myrtle Park Multi-Purpose Sportcourt	(100)	(70)	-	-	-	-	-	-	-	-	-	-	-	-	-	(30)
Park Fleet Addition	(26)	-	-	-	-	-	-	(26)	-	-	-	-	-	-	-	-
Sports Court Upgrade	(71)	-	-	-	-	-	-	(71)	-	-	-	-	-	-	-	-
District Level Parks																
Cates Park Shoreline Restoration	800	-	-	-	-	-	-	-	-	-	-	-	-	-	800	-
Deep Cove Improvements	100	50	-	-	-	-	-	50	-	-	-	-	-	-	-	-
Paid Parking In Parks	50	-	-	-	-	-	-	-	-	-	-	-	50	-	-	-
Neighbourhood Parks																
Neighbourhood Parks Delbrook Land	3,085	928	-	-	-	-	-	1,851	-	305	-	-	-	-	-	-
Natural Parkland & Alpine Trails																
Alpine Trail Facilities - Seymour	150	75	-	-	-	-	-	75	-	-	-	-	-	-	-	-
Alpine Trail Facilities - Fromme	50	25	-	-	-	-	-	25	-	-	-	-	-	-	-	-
Operations Facilities & Equipment																
Golf Equipment Addition	75	75	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Park Fleet Addition	210	-	-	-	-	-	-	210	-	-	-	-	-	-	-	-
Sport Fields																
Argyle ATF	898	-	-	-	-	-	-	-	-	-	-	318	580	-	-	-
Fieldhouse Upgrade & Expansion	263	(352)	-	-	-	-	-	(135)	-	-	-	-	-	750	-	-
Handsworth ATF	500	-	-	-	-	-	-	-	-	-	-	-	-	500	-	-
Inter River Park ATF	1,025	(1,065)	-	-	-	-	-	(655)	-	275	-	75	-	2,396	-	-
William Griffin Park ATF	1,850	1,850	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Public Safety</b>																
Emergency Response Facilities																
Fire & Rescue																
Fire Hall #4	330	-	-	-	-	-	-	-	-	-	-	-	330	-	-	-
Fire Hall #5	75	-	-	-	-	-	-	-	-	-	-	-	75	-	-	-
Maplewood Fire & Rescue Centre	25,379	5,116	-	-	-	-	-	-	-	-	-	-	20,263	-	-	-
Minor Fire Facility Equipment	110	-	-	-	-	-	-	110	-	-	-	-	-	-	-	-
Operations Facilities & Equipment																
<b>Technology</b>																
Applications & Hardware																
Cyber Security	60	180	-	-	-	-	-	-	-	-	-	-	-	-	-	(120)
Library IT Integration	(80)	35	-	-	-	-	-	-	-	-	-	-	-	-	-	(115)
<b>Transportation</b>																
Active Transportation																
Active Transportation Priorities	300	-	-	-	-	-	-	-	-	30	-	-	270	-	-	-
Cycling - Edgemont- Lions Gate	50	-	-	-	-	-	38	-	-	12	-	-	-	-	-	-
Cycling - LVTC - LCTC (East)	107	-	-	-	-	-	107	-	-	-	-	-	-	-	-	-
Cycling - LVTC - Queensdale	392	69	-	-	-	-	155	-	-	42	-	-	-	126	-	-
Cycling - Lynn Creek to CNV	212	-	-	-	-	-	362	-	-	-	-	-	(150)	-	-	-
Cycling - Marine Dr (Eastbound)	(78)	-	-	-	-	-	-	-	-	-	-	-	(63)	(16)	-	-
Cycling improvement	50	-	-	-	-	-	45	-	-	5	-	-	-	-	-	-
LVTC - LCTC Bike Route West	(1,034)	-	-	-	-	-	(517)	-	-	-	-	-	-	(517)	-	-
LVTC to Lynn Headwaters Park	150	-	-	-	-	-	150	-	-	-	-	-	-	-	-	-
Minor Projects Outside Centres	(78)	-	-	-	-	-	(78)	-	-	-	-	-	-	-	-	-
Mtn. Highway: Arborlynn - Highway 1	(1,305)	-	-	-	-	-	(950)	-	-	-	-	-	-	(355)	-	-
Multimodal - Welch St. Garden	250	-	-	-	-	-	171	-	-	19	-	-	-	60	-	-
Safe Routes to School	10	-	-	-	-	-	10	-	-	-	-	-	-	-	-	-
Sidewalks Capilano	900	-	-	-	-	-	809	-	-	91	-	-	-	-	-	-
Sidewalks Seymour	50	-	-	-	-	-	45	-	-	5	-	-	-	-	-	-
Spirit Trail (Eastern Segment)	300	-	-	-	-	-	-	-	-	-	-	150	105	45	-	-
Traffic Safety	315	-	-	-	-	-	284	-	-	31	-	-	-	-	-	-
Urban Trails - Inside Town Centres	700	-	-	-	-	-	200	-	-	-	-	500	-	-	-	-
Partnerships with Other Agencies																
Dollarton Highway Tsleil-Waututh Nation	67	-	-	-	-	-	-	-	-	-	-	67	-	-	-	-

Program	Cost	DISTRICT RESERVES									DEVELOPER / PRIVATE			OTHERS		
		EXISTING CAPITAL			LAND AND HOUSING		NEW CAPITAL									
		Infrastruct Reserve	Fleet & Equipment	Utilities	Land	Housing	Transp. & Mobility	Community Health & Safety	Climate and Innovation	Develop. Cost Charges	Community Amenity Contrib	Offsite/ Private	Borrowing	Grants	General Surplus	
Roads & Bridges																
LED Street Lights	100	50	-	-	-	-	50	-	-	-	-	-	-	-	-	-
Local Improvement Program	100	100	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Road Safety and Monitoring	775	-	-	-	-	-	276	-	-	499	-	-	-	-	-	-
Road Upgrades - Deep Cove	3,319	-	-	-	-	-	-	-	-	-	-	-	-	3,319	-	-
Road Upgrades - Maplewood	3,530	-	-	-	-	-	3	-	-	277	-	3,000	-	250	-	-
Vehicle Bridges Edgemont over Mackay	50	32	-	-	-	-	14	-	-	5	-	-	-	-	-	-
Vehicle Bridges Over Mackay Creek	78	48	-	-	-	-	22	-	-	8	-	-	-	-	-	-
Transit																
Phibbs Exchange Upgrade	145	-	-	-	-	-	1	-	-	144	-	-	-	-	-	-
Transit Stops	408	-	-	-	-	-	180	-	-	20	-	-	-	208	-	-
Utilities																
Operations Facilities & Equipment																
UT Equipment Addition	165	-	-	165	-	-	-	-	-	-	-	-	-	-	-	-
Solid Waste																
Garbage Compacting Containers	49	-	-	49	-	-	-	-	-	-	-	-	-	-	-	-
Storm Water Utility																
Utility Mains																
Sewer Inflow & Infiltration	1,528	-	-	413	-	-	-	-	-	-	-	-	-	1,116	-	-
Sewer Main Upgrade & Expansion	365	-	-	4	-	-	-	-	-	361	-	-	-	-	-	-
Sewer Upgrades TC - LV Trunk Sewer	3,400	-	-	34	-	-	-	-	-	3,366	-	-	-	-	-	-
Storm Main Upgrade & Expansion	1,858	-	-	1,674	-	-	-	-	-	184	-	-	-	-	-	-
UT - PRV Stations Upgrade & Expansion	(160)	-	-	(2)	-	-	-	-	-	(158)	-	-	-	-	-	-
Water Main Upgrade & Expansion	420	-	-	4	-	-	-	-	-	416	-	-	-	-	-	-
New Capital and Initiatives Total	62,430	7,579	(30)	2,404	1,682	2,972	1,377	1,069	350	5,950	3,506	5,544	21,460	8,832	(265)	
Civic Facilities and Equipment																
General Provision - All Facilities																
General Buildings Renewal	(2,314)	(2,314)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Operations Facilities & Equipment																
DNV Municipal Hall Renewal	142	142	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Fleet Services Renewal	1,015	-	1,015	-	-	-	-	-	-	-	-	-	-	-	-	-
Operations Centre Renewal	735	735	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Overhead	542	542	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Community Facilities, Arts & Culture																
Community Facilities																
Deep Cove Cultural renewal	30	30	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Parkgate CRC Mech Upgrade	726	726	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Recreation Equipment Renewal	178	178	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Recreation Facilities Renewal	1,071	1,071	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Recreation Technology Renewal	140	140	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Seymour Youth Centre Renewal	30	30	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Library, Archives & Exhibits																
Library Collection Renewal	622	622	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Library Technology Renewal	88	88	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Museum Equipment Renewal	44	44	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Museum Facilities Renewal	117	117	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Public Art & Heritage																
Public Art Annual Program	50	50	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Lands and Real Estate																
Community Facilities																
Lynn Valley Village Renewal	100	100	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Lands																
Commercial Properties Upgrade	514	514	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Program	Cost	DISTRICT RESERVES								DEVELOPER / PRIVATE			OTHERS		
		EXISTING CAPITAL			LAND AND HOUSING		NEW CAPITAL			Develop. Cost Charges	Community Amenity Contrib.	Offsite/ Private	Borrowing	Grants	General Surplus
		Infrast. Reserve	Fleet & Equipment	Utilities	Land	Housing	Transp. & Mobility	Community Health & Safety	Climate and Innovation						
Parks and Open Spaces															
Community Parks															
Deep Cove Kayak Renewal	45	45	-	-	-	-	-	-	-	-	-	-	-	-	-
Overhead	141	141	-	-	-	-	-	-	-	-	-	-	-	-	-
Public Golf Renewal	688	688	-	-	-	-	-	-	-	-	-	-	-	-	-
Urban Parkland Renewal	108	108	-	-	-	-	-	-	-	-	-	-	-	-	-
District Level Parks															
Cates Park Renewal	100	100	-	-	-	-	-	-	-	-	-	-	-	-	-
Lynn Canyon Park Renewal	(24)	(24)	-	-	-	-	-	-	-	-	-	-	-	-	-
Maplewood Farm Renewal	232	186	-	-	-	-	-	-	-	-	-	-	-	46	-
Natural Parkland & Alpine Trails															
Natural Parkland Renewal	40	40	-	-	-	-	-	-	-	-	-	-	-	-	-
Overhead	17	17	-	-	-	-	-	-	-	-	-	-	-	-	-
Sport Fields															
Sport Fields Renewal	252	252	-	-	-	-	-	-	-	-	-	-	-	-	-
William Griffin Park ATF	(350)	(350)	-	-	-	-	-	-	-	-	-	-	-	-	-
Windsor ATF	200	200	-	-	-	-	-	-	-	-	-	-	-	-	-
Public Safety															
Fire & Rescue															
Fire Facilities & Equipment Renewal	2,101	201	1,900	-	-	-	-	-	-	-	-	-	-	-	-
Police Services															
Police Facility & Equipment Renewal	584	584	-	-	-	-	-	-	-	-	-	-	-	-	-
Technology															
Applications & Hardware															
Application Enhancements	750	750	-	-	-	-	-	-	-	-	-	-	-	-	-
Business Systems Specialists	330	330	-	-	-	-	-	-	-	-	-	-	-	-	-
Corporate Hardware Refresh	600	600	-	-	-	-	-	-	-	-	-	-	-	-	-
Digital Transformation	635	635	-	-	-	-	-	-	-	-	-	-	-	-	-
Transportation															
Active Transportation															
Roads & Bridges															
Overhead	491	491	-	-	-	-	-	-	-	-	-	-	-	-	-
Road Paving - Renewal	4,310	3,655	-	-	-	-	-	-	-	-	-	-	-	655	-
Street Lighting Renewal	190	190	-	-	-	-	-	-	-	-	-	-	-	-	-
Traffic Operations	-	(195)	-	-	-	-	-	-	-	-	-	-	-	195	-
Traffic Operations Renewal	280	145	-	-	-	-	-	-	-	-	-	-	-	135	-
Vehicle Bridges	650	650	-	-	-	-	-	-	-	-	-	-	-	-	-
Utilities															
Solid Waste															
Storm Water Utility															
Culvert & Debris Basin Renewal	(58)	-	-	(51)	-	-	-	-	-	(7)	-	-	-	-	-
Major Culvert Replacement	1,217	-	-	1,097	-	-	-	-	-	120	-	-	-	-	-
Overhead	42	-	-	38	-	-	-	-	-	4	-	-	-	-	-
Storm Mains	40	-	-	36	-	-	-	-	-	4	-	-	-	-	-
Utility Mains															
Equipment - Utilities Renewal	150	-	-	135	-	-	-	-	-	15	-	-	-	-	-
Overhead	1,014	-	-	914	-	-	-	-	-	100	-	-	-	-	-
Pump Stations Renewal	50	-	-	44	-	-	-	-	-	6	-	-	-	-	-
Sewer Mains	1,220	-	-	1,099	-	-	-	-	-	121	-	-	-	-	-
Storm Mains	150	-	-	135	-	-	-	-	-	15	-	-	-	-	-
UT - Lift Stations renewal	1,644	-	-	1,502	-	-	-	-	-	142	-	-	-	-	-
UT - Pump Stations renewal	2,319	-	-	2,103	-	-	-	-	-	216	-	-	-	-	-
Water Mains	5,800	-	-	5,226	-	-	-	-	-	574	-	-	-	-	-
Existing Capital Total	29,789	12,255	2,915	12,278	-	-	-	-	-	1,311	-	-	-	1,031	-
Capital Contingency	3,994	(2,361)	(50)	(580)	-	-	2,660	3,354	-	286	385	300	-	-	-
Grand Total	96,213	17,472	2,835	14,102	1,682	2,972	4,037	4,423	350	7,547	3,691	5,844	21,460	9,863	(265)

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AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>November 6, 2023</u>
<input type="checkbox"/> Other:	Date: _____



## The District of North Vancouver REPORT TO COUNCIL

October 24, 2023  
File: 09.3900.20/000.000

**AUTHOR:** Genevieve Lanz, Deputy Municipal Clerk

**SUBJECT:** Bylaw 8652: Annual Review of Fees and Charges - 2024

**RECOMMENDATION:**

THAT "Fees and Charges Bylaw 6481, 1992 Amendment Bylaw 8652, 2023 (Amendment 88)" is ADOPTED.

**BACKGROUND:**

Bylaw 8652 received First, Second and Third Readings on October 23, 2023.

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

**OPTIONS:**

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

Respectfully submitted,

Genevieve Lanz  
Deputy Municipal Clerk

**Attachments:**

1. Bylaw 8652
2. Staff Report dated October 11, 2023

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	_____		
<input type="checkbox"/> Climate and Biodiversity	_____				

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

**Bylaw 8652**

A bylaw to amend Fees and Charges Bylaw 6481, 1992

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

**Citation**

1. This bylaw may be cited as "Fees and Charges Bylaw 6481, 1992 Amendment Bylaw 8652, 2023 (Amendment 88)".

**Amendments**

2. Fees and Charges Bylaw 6481, 1992 is amended as follows:
  - a) By deleting Schedules A through G in their entirety and replacing them with Schedules A through G as attached to this Bylaw as Schedule 1.

**Effective Date**

3. The effective date of this bylaw is January 1, 2024

**READ** a first time October 23, 2023

**READ** a second time October 23, 2023

**READ** a third time October 23, 2023

**ADOPTED**

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Mayor

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Municipal Clerk

Certified a true copy

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Municipal Clerk



## Schedule 1 to Bylaw 8652

### Schedule A

#### CORPORATE AND FINANCE FEES

<b>Copies</b>		
Council minutes, reports, related correspondence and general photocopying	\$0.30	per page
<b>Human Resources</b>		
Request from solicitors for employment information	\$138.10	
<b>Fees for Maps and Digital Data Products</b>		
Standard paper map (small to medium size), standard paper building or related plan	\$13.00	per page
<b>Properties Department - Services</b>		
Registerable Documents (Land Title Office)	\$425.00	
Registration of Registerable Documents including any required title searches		recovery of actual Land Title Office costs
Registerable Release Documents (including secondary suite covenants)	\$205.00	review, preparation and recovery of related Land Title Office costs
Unregistered Documents	\$415.00	
Administration Recovery Fee (A fee to recover extraordinary staff time spent on processing instruments on behalf of private owners)	\$630.00	
Administration for Highway Abandonments (sale of laneways)	\$2,760.00	flat fee
Documentation/Advertising fee for leases and lease renewals		recovery of actual Land Title Office costs
<b>Building Department - Record Searches</b>		
Property summaries which may be referred to as comfort letters or zoning compliance letters:		
Single-Family Residential Buildings	\$193.20	
Non single-family residential	\$386.40	per unit
All other buildings	\$579.60	per building
Property record searches relating to building permits:		
Single-Family Residential Buildings	\$145.20	
All other buildings	\$289.10	per building
Property Record searches for "All other buildings" exceeding three hours shall be charged an additional fee of \$96.60/hour for each additional hour.		
Digital permit plan fee	\$10.10	per page
<b>Change of Address and New Address</b>		
Change of Address and New Address	\$637.40	



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

Amended by: 6835 7349 7365 7432 7433 7516 7581 7632 7691 7740 7814 7871 7917 7960  
8020 8088 8143 8200 8268 8357 8401 8438 8465 8534 8599 8652

## Schedule B

### DEVELOPMENT AND PERMITTING FEES

<b>Building Permits</b>		
Building Permit Fee		
First \$1,000 value of the work	\$90.10	
Each \$1,000 or part thereof by which the value of work exceeds the sum of \$1,000 up to a maximum of \$15,000, add	\$18.30	
Each \$1,000 or part thereof by which the value of the work exceeds the sum of \$15,000 up to a maximum of \$50,000, add	\$15.90	
Each \$1,000 or part thereof by which the value of the work exceeds the sum of \$50,000, add	\$14.50	
Recheck fee (minimum 1 hour)	\$90.10	per hour
The Building Permit Fee is increased where construction commenced before the Building Inspector issued a permit by:		
For work valued up to \$15,000	\$369.00	
For work valued up to \$50,000	\$743.30	
For work valued up to \$100,000	\$1,486.30	
For work valued up to \$500,000	\$2,970.60	
For work valued up to \$1,000,000	\$7,426.10	
For work valued greater than \$1,000,000	\$14,849.00	
Corporate Search Fee – per company	\$34.00	
Permit Transfer Fee		
Single Family Residential Building	\$90.10	
Other building type	\$180.50	
Preliminary Plan Review (minimum 2 hours)	\$90.10	per hour
Review of Alternate Solutions		
Up to two alternate solutions items included in one submission (this includes a single review of a single revision required from the primary review)	\$555.20	
For each alternate solutions equivalency item review exceeding the first two items included in the single submission	\$180.50	
Each additional revision submission of any single item	\$90.10	
Plan Review and Summary Letter (reviewed for Board of Variance application)	\$305.80	
Provisional Occupancy Permit		
Residential occupancy, per dwelling unit, to a maximum of \$5,000.00	\$121.70	per 30 days or part thereof
Other occupancies, per building or part thereof	\$596.70	per 30 days or part thereof
Temporary Building Fee	\$596.70	
Green Demolition Permit Fee	\$262.50	
Land Title Search Fee	\$34.30	
Removal of Bylaw Contravention Notice on Property Title	\$596.70	
Scan building plans fee	\$10.10	per page
For each inspection exceeding two in number where a re-inspection is required	\$149.40	
Inspection outside normal working hours	actual cost	

<b>Building Permits</b>	
Permit Extension Fee	10% of original fee or half of the minimum permit fee, whichever is greater
Finishing Permit Fee: for completion of an expired permit that is no longer eligible for a permit extension as allowed under the Construction Bylaw. Approval for a finishing permit is required from the Chief Building Official.	25% of original fee or half of the minimum permit fee, whichever is greater

<b>Properties Involving Controlled Substances</b>		
<b>Inspection Fees:</b>		
Each time the District enters on a Parcel to inspect in the exercise of the District's authority to regulate, prohibit or impose requirements under the Properties Involving Controlled Substances Bylaw 7494 or another enactment, the Owner must pay the District an administration and inspection fee of:	\$642.90	If the Owner inspects and reports a contravention under Section 13 of Bylaw 7494 this fee will be waived in respect of that incident.
For a subsequent inspection undertaken if the Owner or occupier has failed to undertake action ordered by the Fire Chief, the District or a person authorized under the Properties Involving Controlled Substances Bylaw 7494 to order the action, the Owner must pay an additional fee of:	\$3,213.60	If the Owner inspects and reports a contravention under Section 13 of Bylaw 7494 this fee will be waived in respect of that incident.
Before confirmation is provided by the Chief Building Inspector that a satisfactory inspection of the building by the District's Building Department has been completed the Owner must pay to the District:		
For the first inspection:	\$642.90	If the Owner inspects and reports a contravention under Section 13 of Bylaw 7494 this fee will be waived in respect of that incident.
For an inspection with an architect or professional engineer to certify that the subject Building may be occupied under applicable enactments, if the Owner has not first engaged his or her own architect for that purpose:	\$3,213.60	If the Owner inspects and reports a contravention under Section 13 of Bylaw 7494 this fee will be waived in respect of that incident.
For a Special Safety Inspection	\$642.90	

<b>Properties Involving Controlled Substances</b>		
For each inspection prior to issuance of a Re-occupancy Permit:	\$385.70	If the Owner inspects and reports a contravention under Section 13 of Bylaw 7494 this fee will be waived in respect of that incident.
To obtain a Re-occupancy Permit:	\$321.40	If the Owner inspects and reports a contravention under Section 13 of Bylaw 7494 this fee will be waived in respect of that incident.
If the Owner inspects and reports a contravention under Section 13 of the Properties Involving Controlled Substances Bylaw 7494:		
The fee for a Special Safety Inspection in respect of that incident is as follows:	\$321.40	

<b>Board of Variance</b>		
Application Fee	\$509.10	

<b>Chimney and Fuel Burning Appliances</b>		
A chimney with one flue, including factory-built chimney	\$90.10	
Each additional flue or chimney in a building	\$26.10	
A fireplace and flue, including factory-built fireplace	\$90.10	
Solid fuel burning appliances	\$90.10	

<b>Mechanical Permits</b>		
For the installation of fixtures, each roof drain, hot water tank, sump and interceptor being classed as a fixture, as follows:		
One fixture	\$90.10	
Each additional fixture up to ten	\$32.80	
Each additional fixture over ten	\$28.80	
Re-piping of an existing building:	40% of the equivalent fixture installation fee	
For the installation or replacement of water service	\$90.10	
For the installation of perimeter drains:		
For single family residential buildings	\$90.10	
For other than single family residential buildings, up to 150 metres	\$90.10	
Each additional 75 metres or part thereof	\$47.00	
For the alteration of plumbing where no fixtures are involved, for each 10 metres of house drain installed or portion thereof	\$90.10	

<b>Mechanical Permits</b>		
In every case where, due to non-compliance with the provisions of this bylaw or to unsatisfactory workmanship, more than two inspections are necessary, for each inspection after the second inspection	\$149.40	
For the installation of domestic water for fire lines in other than single family dwellings:		
For the first 30 metres or portion thereof	\$90.10	
For each additional 30 metres	\$47.00	
For each fire hydrant, alarm valve, dry valve and flow switch	\$45.80	
For each hose outlet/connection and/or fire department connection	\$45.80	
For the connection of the municipal water supply to a hydraulic equipment	\$90.10	
For the installation of pressure vacuum breakers, approved double check valve assemblies and reduced pressure backflow preventers	\$90.10	
For the installation of a sanitary or storm sewer:		
Up to 30 metres	\$90.10	
Each additional 30 metres or part thereof	\$47.00	
For the installation of Sprinkler System:		
Fee for the first head	\$90.10	
For each additional head	\$5.00	
For the installation of a forced air heating duct distribution system:		
Per 1,000 btu	\$4.20	
Minimum	\$90.10	
Maximum	\$296.00	
For the installation of a hydronic heating pipe distribution system:		
Per 1,000 btu	\$4.20	
Minimum	\$90.10	
Maximum	\$296.00	
For each inspection exceeding two in number where a re-inspection is required	\$149.40	
Inspection outside normal working hours	actual cost	
Permit Extension Fee	10% of original fee or half of the minimum permit fee, whichever is greater	

<b>Electrical Permits</b>		
The fees payable for the issuance of an electrical permit are based on the total value of the proposed electrical installation including all material and labour as follows:		
Value of installation up to a maximum of \$500	\$90.10	
Value of installation exceeds \$500 up to a maximum of \$750	\$127.60	
Value of installation exceeds \$750	\$163.20	
Each \$100 or part thereof by which the value of installation exceeds the sum of \$1,000 up to a maximum of \$2,000, add	\$13.70	
Each \$100 or part thereof by which the value of installation exceeds the sum of \$2,000 up to a maximum of \$3,500, add	\$10.70	
Each \$100 or part thereof by which the value of installation exceeds the sum of \$3,500 up to a maximum of \$7,000, add	\$8.10	

<b>Electrical Permits</b>		
Each \$100 or part thereof by which the value of installation exceeds the sum of \$7,000 up to a maximum of \$10,000, add	\$6.30	
Each \$100 or part thereof by which the value of installation exceeds the sum of \$10,000 up to a maximum of \$50,000, add	\$4.90	
Each \$100 or part thereof by which the value of installation exceeds the sum of \$50,000 up to a maximum of \$100,000, add	\$3.70	
Each \$100 or part thereof by which the value of installation exceeds the sum of \$100,000 up to a maximum of \$250,000, add	\$2.90	
Each \$100 or part thereof by which the value of installation exceeds the sum of \$250,000 up to a maximum of \$500,000, add	\$2.10	
Each \$100 or part thereof by which the value of installation exceeds the sum of \$500,000 up to a maximum of \$750,000, add	\$1.70	
Each \$100 or part thereof by which the value of installation exceeds the sum of \$750,000 up to a maximum of \$1,000,000, add	\$1.40	
Each \$100 or part thereof by which the value of installation exceeds the sum of \$1,000,000, add	\$0.90	
If applicant makes an erroneous declaration of the permit value to obtain a lesser permit fee, the permit shall be revoked and a new permit issued using the corrected value. The new permit shall be calculated according to the corrected permit value and a 50% administrative fee shall be added to the calculated fee.		
<b>Solar Photovoltaic Panels</b> – The above electrical permit fees will be reduced by 50% for the sole purpose of installation of solar photovoltaic panels in residential buildings		
Electrical Sign Connection	\$90.10	
<b>Temporary Permits:</b>		
Temporary Power Pole - for a maximum period of 120 days (an extension is the same rate)	\$90.10	
Temporary to Permanent Connection	\$90.10	
Circus, Carnivals, Trade, Conventions, Exhibit, or similar shows	\$159.60	
Annual permits where the connected load in calculated horsepower is:		
1,000 HP or less	\$324.60	
Each additional 100 HP or part thereof	\$29.50	
Maximum fee	\$3,149.00	
Electric Vehicle Energy Management Systems – The above annual electrical permit fees will be reduced by 50% where the permit applies to electric vehicle energy management systems.		
<b>Movie Locations - Temporary Permits:</b>		
One location (valid for 90 days from the first day of filming)	\$90.10	
Two locations (valid for 90 days from the first day of filming)	\$179.20	
Three locations (valid for 90 days from the first day of filming)	\$267.20	
Four locations (valid for 180 days from the first day of filming)	\$355.70	
Movie Locations - Annual permit - unlimited locations:	\$917.60	
For each inspection exceeding two in number where a re-inspection is required	\$149.40	
Inspection outside normal working hours	actual cost	
Permit Extension Fee (not applicable to Temporary or Annual permits)	10% of original fee or half of the minimum permit fee, whichever is greater	



Gas Permits		
Domestic Type Installations:		
For the first appliance	\$90.10	
For each additional appliance	\$37.90	
Commercial and Industrial Installations for each appliance installed on the one permit:		
Equipment with input of 30 kW or less	\$90.10	
Equipment with input greater than 30 kW	\$100.90	
For piping (no appliance):		
For first 30 metres or part thereof	\$90.10	
Each additional 30 metres or part thereof	\$39.30	
For each inspection exceeding two in number where a re-inspection is required	\$149.40	
Inspection outside normal working hours	actual cost	
Permit Extension Fee	10% of original fee or half of the minimum permit fee, whichever is greater	
<b>Fuel Switching</b> - The gas permit fee for decommissioning the existing gas installation will be \$0.00 for the sole purpose of switching fuel source for heating from gas to electric in existing residential buildings.		

<b>Blasting Permits</b>		
The fees payable for the issuance of a blasting permit for blasting on any one parcel are as follows:		
For a period not longer than ten days from the date issued	\$90.10	
For a period longer than ten days but no longer than thirty days from the date issued	\$149.40	
For a period longer than thirty days but no longer than sixty days from the date issued	\$222.60	

<b>Engineering Construction</b>		
Roadway Restoration		
Asphalt Paving (measured in square meters - m <sup>2</sup> )	\$190.00	Per m <sup>2</sup>
Asphalt Saw Cutting (measured in linear metres)	\$22.00	Per m
Concrete Works and Restoration		
Concrete Sidewalk - MMCD Standard		
Sidewalk Panels (measured in linear metres, up to 2.0 m wide):		
First 3 metres or portion	\$2,130.00	
Each subsequent metre	\$475.00	
Curb and Gutter - MMCD Standard (measured in linear metres):		
First 3 metres or portion	\$2,555.00	
Each subsequent metre	\$540.00	
Monolithic Concrete Curb / Sidewalk - District Standard		
Sidewalk Panels (measured in linear metres, up to 2.0 m wide):		
First 3 metres or portion	\$2,385.00	
Each subsequent metre	\$510.00	
Extruded Curb - District Standard (measured in linear metres, redevelopments above \$200,000 will require replacing existing concrete curbing with a new extruded driveway crossing and new extruded curbing along all Street fronts. On corner lots, this will include both frontages):		
First 3 metres or portion	\$740.00	
Each subsequent metre of extruded curb	\$105.00	

<b>Engineering Construction</b>		
Extruded Driveway Curb - District Standard		
First 6.0 m in length (does not include flare)	\$1,420.00	
Each subsequent metre of extruded driveway curb over 6 metres	\$135.00	
Concrete SW Driveway Crossing - District Standard (up to 6 metres wide, including driveway flares)	\$7,000.00	
Replacement of Survey Monument:		
Standard Integrated	\$2,646.00	per monument
Secondary Benchmark	\$4,410.00	per monument
Federal Benchmark	\$6,946.00	per monument
High Precision	\$9,923.00	per monument
GeoBC Registration	\$66.00	per monument
GeoBC Survey	\$500- \$1,000	per survey

<b>Development Applications</b>		
Peer review of a registered professional report or qualified professional report where it is required in the opinion of the General Manager – Planning, Properties, and Permits; General Manager - Engineering, Parks, and Facilities; the Chief Building Official; or Approving Officer. The peer reviewer will be retained by the District at the owner's expense.	Recovery of actual cost	
Corporate Search Fee – per company	\$34.00	

<b>Preliminary Planning Application</b>		
Base fee for most development applications	\$2,357.50	
Base fee for subdivisions resulting in no more than 2 additional lots	\$975.00	
Profiling Fee - Major	\$325.00	
Early Input Report to Council.  This applies to rezoning enquiries that, 1) require Official Community Plan Amendment (with the exception of amendment that is contemplated by policy, e.g. Lion Gate and Edgemont village areas); or 2) the District deems it necessary that an Early Input Report to Council is required.	\$2,357.50	
Early Input Public Meeting where required	\$3,520.00	Includes first bidirectional sign

<b>Utility Modelling</b>		
Where the District deems it necessary, hydraulic modelling fees will be charged at the Preliminary or subsequent stages of a development application for the District to assess the capacity of the District's water, sanitary and drainage infrastructure as follows:		
Water (plus Fire Hydrant Flow Test Fee, per Bylaw 2279)	\$3,650.00	plus Test Fee
Sanitary	\$3,650.00	
Drainage	\$3,650.00	



<b>Rezoning (including text or map amendments but not including Complex Site Rezoning), Heritage Revitalization Agreements</b>		
Base Fee	\$4,715.00	
Public Hearing Fee (refundable as per provisions in the "Refund of Fees" section)	\$3,960.00	Includes first bidirectional sign
Public Information Meeting Signage Fee (where required)	\$1,015.00	per bidirectional sign
	\$580.00	per single-sided sign
Profiling Fee - Major	\$325.00	
Proforma evaluation for applications within designated Centres where Community Amenity Contribution policy stipulates	\$17,775.00	Initial deposit for actual cost recovery
Multi-Family – base fee plus (only to be charged if application does not include Development Permit)	\$49.00	per residential unit

<b>Complex Site Rezoning</b>		
Where the Site is 6,000 square metres of area or greater and one or more of the following apply: <ul style="list-style-type: none"> <li>a. The proposal includes or results in multiple parcels and or mixed-use development;</li> <li>b. The proposal is for a CD zone or a split zone;</li> <li>c. There is a density bonus bylaw;</li> <li>d. The site includes a phased development agreement;</li> <li>e. There are new roads, park or other dedications;</li> <li>f. The proposal includes a housing agreement (other than strata rental protection).</li> </ul> Where an application is withdrawn prior to municipal notification of the public hearing, the Public Hearing Fee is refundable as per provisions in the "Refund of Fees" section. (Note for clarification: All applicable Development Permit fees, including multi-family per residential unit fee, will be charged with Development Permit application)	A minimum fee of \$150,000 for the first 10,000m <sup>2</sup> of site area plus \$350 per additional 100m <sup>2</sup> of site area or portion thereof, to a maximum fee of \$750,000	

<b>Official Community Plan Amendment</b>		
Base Fee	\$4,715.00	
Public Hearing Fee (refundable as per provisions in the "Refund of Fees" section)	\$3,960.00	Includes first bidirectional sign
Public Information Meeting Signage Fee (where required)	\$1,015.00	per bidirectional sign
	\$580.00	per single-sided sign
Profiling Fee – Major	\$325.00	
For change in land use or increased residential density - base fee plus this fee calculated based on the amount of the proposed increase from existing OCP designation to proposed overall FSR	\$76.00	per 100m <sup>2</sup> of floor area or portion thereof

<b>Additional Public Hearing Fees</b>		
Additional Public Hearing (where required for a Rezoning, or Official Community Plan Amendment application)	\$3,960.00	Includes first bidirectional sign
Additional Public Hearing, Public Information Meeting, or Early Input Meeting Signs (where required)	\$1,015.00	Per additional bidirectional sign
	\$580.00	per single-sided sign
Non-statutory Public Notifications Signs (where required)	\$1,015.00	Per additional bidirectional sign
	\$580.00	per single-sided sign

<b>Development Permit - Minor</b>		
Base fee for additions of less than 1,000 sq.ft. (93 m2) in DP area: Heritage Alteration Permit or Heritage Revitalization Agreement where no change to use or density	\$1,755.00	
Profiling Fee – Minor	\$43.00	
Minor Development Permit Exemption Letter	\$390.00	

<b>Development Permit – Major</b> (some applications may require more than one Development Permit application and fee)		
Form and Character:		
Form and character for multi-family, commercial or industrial developments;	\$4,785.00	
Profiling Fee - Major	\$325.00	
Multi family – base fee plus	\$49.00	per residential unit
Environmental or Hazardous Conditions:		
Single Family: (For single family (RS) zoned properties involving more than one Development Permit, where new development is occurring, the fee for all the Development Permits shall be the fee of the highest value Development Permit plus \$137 for each additional Development Permit type)		
Protection of the Natural Environment DPA	\$137.00	per parcel for renovations on the existing parcel
	\$670.00	per new single family dwelling or per new single family parcel in a proposed subdivision
Streamside Protection DPA – Single Family	\$137.00	per parcel for renovations on the existing parcel
	\$670.00	per new single family dwelling or per new single family parcel in a

<b>Development Permit – Major</b> (some applications may require more than one Development Permit application and fee)		
		proposed subdivision
Wildfire Hazards DPA:	\$330.00	per new single family dwelling or per new single family parcel in a proposed subdivision
Creek Hazards DPA:	\$137.00	per parcel for renovations on the existing parcel
	\$670.00	per new single family dwelling or per new single family parcel in a proposed subdivision
Slope Hazards DPA:	\$137.00	per parcel for renovations on the existing parcel
	\$670.00	per new single family dwelling or per new single family parcel in a proposed subdivision
Profiling Fee - Minor	\$43.00	
Other than single family:		
Environmental, or Hazardous Conditions (fee charged for each applicable Development Permit Area)"	\$775.00	per 10,000 sq.ft. (929 m2) or portion thereof, of affected site area with a minimum fee of \$775
Profiling Fee - Major	\$325.00	
Environment Development Permit Exemption Letter	\$58.00	

<b>Major Projects Development Review</b>		
In cases where a property owner requests design and development review by the District in relation to a major project for which a Form and Character Development Permit is not required, the following service fee will apply as provided under Section 194(1)(a) of the Community Charter. May include municipal, utility, school, recreation, and other land use review.	\$4,783.00	
Profiling Fee – Major	\$325.00	

<b>Development Variance Permit</b>		
Single Family:		
For three variances or less	\$790.00	
For four variances or more	\$1,145.00	
Profiling Fee – Minor	\$43.00	
Other than Single Family:		
Profiling Fee – Major	\$325.00	
Delegated Development Variance Permit	\$675.00	
Profiling Fee - Minor	\$43.00	

<b>Temporary Use Permit Fees</b>		
Temporary Use Permit	\$1,755.00	
Profiling Fee - Major	\$325.00	
Temporary Use Permit Extension	\$640.00	
Profiling Fee - Minor	\$43.00	

<b>Subdivision</b>		
Subdivisions creating new lots or applications for phased strata plan	\$2,426.55	base fee (includes parent parcels)
Fee per new lot created	\$595.00	per additional lot
Profiling Fee - Major	\$325.00	
Strata-titling of previously or currently occupied buildings	\$3,845.00	
Consolidation or lot-line adjustment	\$1,325.00	
Subdivision creating an air space parcel	\$5,370.00	Plus \$2,465.55 for each additional parcel
Profiling Fee - Major	\$325.00	
Subdivision Conditions Letter extension	\$640.00	
Signing Fee (payable with submission of subdivision plans for final approval)	\$1,325.00	

<b>Resubmissions</b>		
This fee may be levied for additional reviews of building, landscape, engineering, survey or tree plans.		
Per resubmission	\$640.00	

<b>Development Site Access</b>		
This fee is levied when District crews attend a development site to perform works (e.g. capping/stalling water/sewer/other works) but are forced to reschedule works due to inadequate side access and preparation (e.g. obstructions/missing survey pins) per s. 13.0 of the Development Servicing Bylaw 8145:		
1st attendance	\$1,215.00	
2nd attendance	\$1,820.00	
3rd attendance	\$2,430.00	

**Amendments**

Amendment to approved subdivision, restrictive covenant, or other legal documents where the amendment will require staff review and/or a public notification process.

\$795.00

**Sign Permits**

Application for new sign(s) or to amend an issued sign permit in accordance with the Sign Bylaw 7532 and that can be reviewed and issued by staff without a Minor Development Permit

\$170.00

for the first sign

Each additional sign

\$95.00

Minor Development Permit for a sign where the sign(s) are not in accordance with an approved Development Permit or an accepted sign package, but are otherwise compliant with the Sign Bylaw 7532

\$675.00

per site

Profiling Fee – Major

\$325.00

Development Variance Permit for a sign where the sign(s) are not in accordance with the Sign Bylaw 7532.

\$1,540.00

Profiling Fee – Major

\$325.00

**Liquor Related Applications**

Temporary change to a liquor licence

\$130.00

Permanent Liquor Licences:

Applications for a new liquor licence or a significant amendment to an existing licence

\$2,385.00

Applications for a minor permanent change to an existing licence (i.e. Operating hours)

\$1,190.00

Public Notification Fee

\$2,085.00

Profiling Fee - Minor

\$43.00

Permanent Cannabis Licences:

Applications for a new cannabis licence or an amendment to an existing licence

\$2,385.00

Public Notification Fee

\$2,085.00

Profiling Fee - Minor

\$43.00

**Wireless Telecommunications Facility Review Application**

Proposals requiring a District Wireless Telecommunications Facility Review Application

\$4,785.00

per facility

Profiling Fee – Major

\$325.00

Public notification fee (not part of a District Wireless Telecommunications Facility Review Application)

\$2,085.00

**Legal Documents**

Site Specific Legal Documentation:

Fees for legal documents will be based on the costs associated with their preparation. When possible, standardized documents will be used.

Standard Development Servicing Agreement

\$865.00

Renewal of Standard Development Servicing Agreement

\$865.00

<b>Special Services</b>		
Extraordinary Work	actual cost	
Custom Research: Requests for detailed research of one or more properties where municipal research is appropriate.	\$190.00	per hour
Confirmation Letters: Requests for letters confirming the land use designation in the Official Community Plan or the Zoning of a particular site are requested but where no additional research is required.	\$190.00	

<b>Refund of Fees</b>
A fee prescribed in the Development Applications section of Schedule B will be refunded to the applicant, upon request, in the following circumstances:
a) If an application is withdrawn by the applicant before public notification for a public hearing occurs, the Public Hearing Fee will be refunded
b) If an application is rejected by Council before public notification for a public hearing occurs, the Public Hearing Fee will be refunded
c) If an application is determined to not require a public hearing, the Public Hearing Fee will be refunded
d) If an application is withdrawn by the applicant and no significant staff work has occurred, Development Application fees may be considered for refund. Fees will not be refunded where significant staff work has been completed

<b>Development Conducted without a Permit</b>
If any development for which a permit is required by the District of North Vancouver is commenced without a permit, the applicant for the proposed development must pay double the fee prescribed in this bylaw.

<b>Administration Fees For Development Servicing</b>		
An administration fee required in connection with all administrative costs incurred by the District in connection with the "Works" as defined in the Development Servicing Bylaw.	5.1%	up to and including \$100,000
	4.1%	on amount in excess of \$100,000

Design revision fee required in connection with incomplete design drawing submissions for review costs incurred by the District - Minimum charge 1 hour	\$111.00	per hour
Administration fee required in connection with all administrative costs incurred by the District in connection with a crane swing agreement.	\$1,215.00	
Administration fee required in connection with all administrative costs incurred by the District in connection with an underpinning agreement.	\$1,215.00	



<b>Permits Pursuant to the Environmental Protection and Preservation Bylaw</b>		
Aquatic Area Permit	\$405.00	
Pesticide Permit:		
Single Family Residential	\$58.00	
Industrial, Commercial, Multi-family	\$115.00	
Soil Permit:		
Single Family Residential	\$240.00	
Industrial, Commercial, Multi-family	\$485.00	
Site Profile - for a Site Profile as specified on Schedule 1 of the Waste Management Act – Contaminated Sites Regulation	\$100.00	
Re-Inspection Fee:		
For each inspection exceeding two in number, made on the same site	\$149.40	
Works Conducted Without a Permit:		
If any works for which a permit is required by the Environmental Protection and Preservation Bylaw 6515 are commenced without a permit issued by the General Manager of Planning, Permits and Properties Division, the permit applicant for the proposed works shall pay double the fee prescribed as set out in the Fee section of this Bylaw.		
Preliminary Site Review:		
Environmental Requirements - A preliminary plan review and/or site inspection including required liaison with other jurisdictions. The service includes an analysis of a proposed development, building, or structure for compliance with the Environmental Protection and Preservation Bylaw 6515 and/or other requirements as related to stream or waterfront setbacks.	\$171.00	

<b>Tree Permits Pursuant to the Tree Protection Bylaw</b>		
<i>Cut or remove protected tree(s):</i>		
For each <i>protected tree</i> to be removed up to and including four trees	\$105.00	
Five or more <i>protected trees</i>	\$525.00	
For <i>development</i> involving <i>removal</i> of ten or more <i>protected trees</i> on a <i>parcel</i> greater than 1 hectare	\$2,625.00	
<i>Cut large diameter tree(s) – per tree</i>	\$105.00	
<i>Remove large diameter tree(s) - per tree</i>	\$525.00	
<b>**Above fees doubled for Retroactive Permit for work requiring <i>tree permit</i> done without obtaining <i>tree permit</i></b>		
Corporate Search Fee - per company	\$34.00	
Inspection and Re-inspection Fees:		
The following fees apply for inspections undertaken to determine whether or not to release a <i>security deposit</i> held under the Tree Protection Bylaw:		
For each inspection exceeding two in number made on the same site	\$149.40	
Where it has been determined that work or development permitted pursuant to the Tree Protection Bylaw 7671 has not been satisfactorily completed, the following fees apply with respect to inspections:		
Inspection relating to <i>tree protection barrier</i> , <i>retained tree</i> or <i>replacement tree</i>	\$149.40	
Inspection to determine compliance with <i>tree permit</i> or bylaw	\$149.40	

Tree Permits Pursuant to the Tree Protection Bylaw		
Environmental Compensation Fee	\$1,050.00	For all large <i>diameter</i> trees not a Douglas fir or Western red cedar
	\$2,100.00	For all large <i>diameter</i> trees that are Douglas fir or Western red cedar
Installation of Street Tree(s)	\$877.00	

Permits Pursuant to the Drinking Water Conservation Bylaw		
Fee for water sprinkling permit for new lawn	\$60.00	

Amended by: 7365 7516 7581 7632 7691 7740 7794 7814 7871 7911 7917 7960 8020 8037  
8088 8143 8200 8228 8218 8268 8318 8321 8357 8343 8401 8443 8463 8465 8495 8532 8534  
8581 8590 8584 8599 8611 8652



## Schedule C

### PARKS AND RECREATION FEES

<b>Cates Park Boat Launch</b>		
Annual Pass – non-resident	\$308.67	
Annual Pass – resident	\$201.67	
Daily Launch	\$24.00	

<b>Picnic Events</b>		
Covered Shelter 100+ people – 4 hours	\$145.45	
Covered Shelter 60 people – 4 hours	\$115.35	
Covered Shelter 40 people or less – 4 hours	\$84.10	

<b>Lynn Canyon Park</b>		
Metered Parking	\$3.00	per hour
Buses 24 seats and under	\$32.50	for two hours
Buses 25 seats and over	\$56.00	for two hours
Annual Bus Pass - (24 seats and under)	\$1,106.50	per bus per year
Annual Bus Pass - (25 seats and over)	\$1,518.50	per bus per year

<b>Ecology Centre</b>		
Eco-Quest, Forest Quest Activity (Individual)	\$3.00	
Individual Programs	\$12.00	
Children's Mini-Camps	\$91.50	
Birthday Parties 10 students (price per group)	\$195.00	
Groups:		
Students age 3 to 12 (12 students or less)	\$103.00	
Students age 3 to 12 (13 to 30 students)	\$183.00	
Students age 13 to adult (12 students or less)	\$120.00	
Students age 13 to adult (13 to 30 students)	\$223.50	
Ecology Centre Memberships:		
Family membership	\$50.00	
Adult	\$30.00	
Senior/Student/Volunteer	\$15.00	
Lynn Canyon Park Café Building - Mezzanine Level (Rental fee)	\$30.00	per hour; two hour minimum booking

<b>Maplewood Farm</b>		
Adult	\$9.43	
Child/Senior	\$5.57	
Peak Period (Adult)	\$11.14	
Peak Period (Child)	\$7.29	
Special Events (Adult)	\$11.14	
Special Events (Child)	\$7.29	
Annual Family Membership	\$162.76	
Behind the Scenes General	\$31.19	
Behind the Scenes Member	\$16.19	
Pony Ride	\$123.67	
Prepayment Plan:		

<b>Maplewood Farm</b>		
Group size 0-8	\$160.95	
Group size 9-15	\$320.95	
Group size 16-25	\$481.90	
Group size 26-50	\$963.29	
Group size 51-75	\$1,284.76	
Group size 76-100	\$1,605.67	
<b>Birthday Party Packages:</b>		
Basic Room Rental	\$66.29	per hour
<b>Themed Party Packages:</b>		
Bronze Package	\$165.52	
Silver Package	\$264.62	
Gold Package	\$369.95	
Platinum Package	\$535.38	
Private After Hours Farm Booking	\$600.00	per hour
Outdoor Covered Picnic Shelter Reservation	\$30.00	per hour, two hour minimum booking

<b>Outdoor Sports Facilities</b>		
<b>Market Rate:</b>		
All Outdoor Facilities (excl. Tennis/Pickle Ball and Artificial Turf)	\$23.49	per facility, per hour
Outdoor Tennis/Pickle Ball Courts	\$8.04	per facility, per hour
Artificial Turf	\$68.00	per field, per hour
<b>Community Groups:</b>		
All Outdoor Facilities excl. Tennis/Pickle Ball and Fields (ATF, Grass, All-Weather):		
Adult	\$11.75	per facility, per hour
Youth/Senior	\$5.85	per facility, per hour
Outdoor Tennis/Pickle Ball Courts	\$4.55	per facility, per hour
<b>Artificial Turf Fields:</b>		
Adult	\$30.00	per field, per hour
Youth/Senior	\$26.00	per field, per hour
<b>Grass Fields:</b>		
Adult	\$9.83	per field, per hour
Youth/Senior	\$3.62	per field, per hour
<b>All-Weather Fields:</b>		
Adult	\$5.18	per field, per hour
Youth/Senior	\$2.07	per field, per hour
<b>Field Lighting:</b>		
Adult	\$10.35	per field, per hour
Youth/Senior	\$4.14	per field, per hour

Amended by: 7296 7365 7433 7516 7581 7632 7691 7740 7814 7871 7917 7960 8020 8088  
8143 8200 8268 8357 8401 8465 8464 8534 8599 8652

## Schedule D

### PROTECTIVE SERVICES FEES

#### Fire and Rescue Services Bylaw 8511, 2021

Fire Services Fees Pursuant to Fire Services Bylaw		
File Search – Comfort Letter (Up to 2 Hours)	\$166.00	per 2 hours
Fire Safety Plan Review (Up to 2 Hours)	\$166.00	per 2 hours
Pre-Incident Fire Plan Review (Up to 2 Hours)	\$166.00	per 2 hours
Special Effects Application Review (Up to 2 Hours)	\$166.00	per 2 hours
Development Review Fee	0.11%	Based on value of Building Permit with a minimum fee of \$79
Information Reports	\$193.00	per hour
Fire Investigating Fee Cost Recovery:		
Structure Fire Incident	\$595.00	per investigation
Motor Vehicle Incident or Vehicle Fire Incident	\$140.00	per investigation
Hourly Fee (For Reviews, Inspections and File Searches):		
Straight Time	\$110.00	per hour
Time & Half	\$166.00	per hour
Double Time	\$221.00	per hour
Fire Investigation:		
Minimum Fee	\$827.00	per investigation
Damaged or Lost Equipment/Supplies	Replacement Cost	
After Hours Fire Investigation:		
Straight Time	\$110.00	per hour
Time & Half	\$166.00	per hour
Double Time	\$221.00	per hour
Fire Department Standby (Required by Fire Department):		
After Hours - Straight Time	\$110.00	per hour
After Hours - Time & Half	\$166.00	per hour
After Hours - Double Time	\$221.00	per hour
Vehicle/Apparatus	\$189.00	per hour

#### **Permit Fees:**

Permit fees must be paid to the Municipality by all applicants for any Permit required by the Fire and Rescue Services Bylaw 8511, 2021 or by the regulations passed pursuant to the *Fire Services Act* (1996) c. 144, as amended or replaced.

Permit Processing (up to 2 hours):

Hourly Fees for Permit Processing as per above "Hourly Fee"	\$166.00
Permit Inspections as per above "Hourly Fee"	\$166.00

#### **False Alarms and Nuisance Alarms (Based on Calendar Year):**

First False and/or Nuisance Alarm	\$0.00
Second False and/or Nuisance Alarm	\$166.00
Third False and/or Nuisance Alarm	\$276.00
Fourth False and/or Nuisance Alarm	\$441.00
Fifth False and/or Nuisance Alarm	\$662.00

<b>False Alarms and Nuisance Alarms (Based on Calendar Year):</b>		
Subsequent to Fifth False and/or Nuisance Alarm	\$992.00	

<b>North Vancouver RCMP Services</b>		
Criminal Record Check	\$58.70	
Criminal Record Check – Volunteers – Local Residents	\$0.00	
Police Certificate (Including prints if required)	\$57.50	
Fingerprints Taken (up to 2 sets – additional sets @ \$10 each)	\$58.70	
Local Police Records Checks	\$57.50	
Name Change Applications	\$57.50	
MV 6020 – Motor Vehicle Accident Report	\$57.50	
Preliminary Collision/Traffic Analyst Report	\$90.00	
Full Collision/Traffic Analyst Report	\$600.00	
Field Drawing Reproduction	\$40.00	in addition to cost
Measurements	\$207.00	
Crash Data Retrieval Report	\$180.00	
Mechanical Inspection Report	\$57.50	in addition to cost
Police Reports	\$57.50	
Passport Letters	\$57.50	
Insurance Claim Letter	\$57.50	
Court Ordered File Disclosure (in addition to copying charge)	\$57.50	
Photographs (each – 4 x 6)	\$4.00	
Video Reproduction:		
First hour	\$70.00	
Per hour after first hour	\$26.00	
Cost of CD/DVD	\$16.00	
Audio Reproduction:		
First hour	\$70.00	
Per hour after first hour	\$26.00	
Cost of CD/DVD	\$5.10	
Forensic Video Analysis – Cost per hour	\$200.00	per hour
File Research – Cost per hour	\$50.00	per hour
Visa Application	\$57.50	
Security Licencing	\$90.00	
Photocopying charge per page	\$0.75	per page
Shipping Charge	\$5.00	in addition to cost
CD of Photographs	\$40.00	

<b>Security False Alarms</b>		
First False Alarm	\$0.00	Within a calendar year
Second False Alarm	\$50.00	
Third False Alarm	\$150.00	
Fourth False Alarm	\$400.00	
Fifth False Alarm	\$600.00	
Subsequent to Fifth False Alarm	\$900.00	

Amended by: 7426 7434 7446 7581 7740 7814 7871 7917 7960 8020 8088 8134 8143 8200  
8268 8357 8401 8465 8513 8534 8579 8599 8652

**Schedule E  
LICENSING AND FILM FEES**

<b>Filming</b>		
Signature Park Fee (Full Day) – Cates Park, Lynn Canyon Park, Panorama Park	\$1,810.00	per day
Signature Park Fee (Half Day) – Cates Park, Lynn Canyon Park, Panorama Park	\$1,170.00	per half day, maximum 12 hrs
Signature Park Fee – Prep/Wrap – Cates Park, Lynn Canyon Park, Panorama Park	\$936.00	per day
Large Park Fee (Full Day) – Inter River Park, Bridgman Park, Princess Park, Murdo Frazer Park	\$1,170.00	per day
Large Park Fee (Half Day) – Inter River Park, Bridgman Park, Princess Park, Murdo Frazer Park	\$819.00	per half day, maximum 12 hrs
Large Park Fee – Prep/Wrap – Inter River Park, Bridgman Park, Princess Park, Murdo Frazer Park	\$585.00	per day
Neighbourhood Park Fee (Full Day)	\$527.00	per day
Neighbourhood Park Fee (Half Day)	\$410.00	per half day, maximum 12 hrs
Neighbourhood Park Fee – Prep/Wrap	\$265.00	per day
Park cancellation fee (if cancelled within 7 days of first day of activity)	\$125 - \$431	per day
Commercial Media Usage Per Film Day - Still Photography, Reality TV, Corporate, Gaming, Lifestyle segments	\$394.00	per day
Film Liaison Fee	Cost recovery	
RCMP Services – Constable	\$171.00	per hour
RCMP Services – Sergeant	\$204.00	per hour
Fire Services – Fire Officer	\$202.00	per hour
Fire Services – Firefighter	\$167.00	per hour
Fire Services – Vehicle	\$192.00	per hour
Fire Hydrant Usage	\$95.00	per day
Location Permit Fee	\$295.00	per location
Street filming user fee	\$205.00	
Parking – District streets	\$78.00	per 100 ft. per day
Parking lot only – Park or District property	\$441.00	per lot
Signage – new and replacement	\$18.00	per sign
Signage – Modify existing	\$6.00	per sign
Signage – Labour	\$65.00	per hour
District land/property fee – District Hall, Operations Centre, Libraries, Recreation Centres, Murdo Frazer Cabin, Museum and Archives, Fire Halls, Gallant Wharf, Northlands Golf Course	\$1,680 - \$5,250	per day
District land/property fee – Prep/Wrap – District Hall, Operations Centre, Libraries, Recreation Centres, Murdo Frazer Cabin, Museum and Archives, Fire Halls, Gallant Wharf, Northlands Golf Course	\$840 - \$2,625	per day
Inside Service - cost recovery of labour cost of DNV employee	\$90 - \$300	cost recovery + 20% benefits and admin costs
<b>Animal Control and Welfare Licences</b>		

Spayed or neutered dog	\$37.00	annual fee
Not spayed or neutered dog	\$86.00	annual fee
Not spayed or neutered dog 3 to 6 months of age	\$37.00	annual fee
Spayed or neutered aggressive dog	\$105.00	annual fee
Fee increase – On or after February 1, in the current year, the annual fees contained in this table are increased by	\$12.00	
Fee reduction - On or after September 1, in the current year, the annual fees contained in this table shall be reduced by 50 percent where an owner provides satisfactory proof to the Collector that; the owner only established residency in the District of North Vancouver within 30 days of the application date; or, the dog, for which the licence is sought, was acquired by the owner within 30 days of the application date.		
Replacement licence	\$6.40	

### **Impound and Maintenance**

#### **First Impoundment:**

Licensed Dog	\$124.60	
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Unlicensed Dog	\$205.60	
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#### **Second Impoundment within 365 days:**

Licensed Dog	\$353.40	
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Unlicensed Dog	\$353.40	
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#### **Subsequent Impoundment within 365 days:**

Licensed Dog	\$655.60	
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Unlicensed Dog	\$655.60	
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Maintenance	\$33.40	per day
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**Additional Impound Fees for Aggressive Dogs (licensed or unlicensed) (These fees are in addition to the impound and maintenance fees set out above):**

First Impoundment	\$268.70	
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Subsequent Impoundment	\$964.00	
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#### **Surrender Fees:**

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

With Medical Records	\$109.30	
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Without Medical Records	\$137.40	
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##### **Not Spayed or Neutered Dog:**

With Medical Records	\$282.70	
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Without Medical Records	\$353.40	
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##### **Spayed or Neutered Cat:**

With Medical Records	\$70.70	
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Without Medical Records	\$105.00	
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##### **Not Spayed or Neutered Cat:**

With Medical Records	\$199.20	
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Without Medical Records	\$228.90	
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Additional Fee for a Non-Resident of the District	\$405.00	
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### **Adoption**

Canines six months of age or older	\$269.70	
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Canines up to six months of age	\$411.40	
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Felines six months of age or older	\$173.70	
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Felines up to six months of age	\$237.70	
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<b>Annual Park Use Permit</b>		
Commercial Dog Walking Business - Located in the District of North Vancouver		
Number of Commercial Dog Walkers:		
1	\$719.90	
2	\$863.90	
3	\$1,014.20	
4	\$1,157.00	
Commercial Dog Walking Business - Not Located in the District of North Vancouver		
Number of Commercial Dog Walkers:		
1	\$1,066.90	
2	\$1,210.80	
3	\$1,367.60	
4	\$1,518.20	
Annual Commercial Dog Walker Permit Fees:		
Annual Permit Fee	\$77.10	
Replacement Permit Fee (for name change)	\$39.30	

<b>Horsekeeping Permit</b>		
Impounding, transportation and maintenance		recovery of full cost
Horse Permit Application Fee	\$154.10	

<b>Domestic Hens</b>		
Impound Fee	\$29.80	
Permit application fee	\$59.60	
Annual permit fee	\$59.60	

Fees For Business Licences		
Schedule of Licence Fees A		
Every person carrying on, maintaining, owning or operating within the municipality any business, trade, occupation, calling, undertaking or thing classified and set forth below shall pay to the municipality the amount of the licence fee set opposite to the business, trade, occupation, calling, undertaking or thing carried on, maintained, owned or operated by such person. The definitions in the Business Licence Bylaw 4567 apply to this bylaw.		
Unless otherwise indicated the licence fee is for a twelve-month period - January 1st to December 31st.		
Group 1 Miscellaneous		
Aquaculture	Environmental Technologist	
Advertising Agent	Funeral Parlour	
Agent or Canvasser	Golf Driving Range/Golf Course	
Auctioneer	Health Spa	
Banquet Hall	Ice Rink	
Bill Poster and Sign Company	Junk Yard	
Book Agent	Publishing	
Broker	Roller Rink	
Crematorium	Ski/Chairlift/Tram	
Dance Hall	Stevedoring	
Employment Agency	Tennis/Racquet Clubs	
Licence Fee:		
One or two persons engaged in the business	\$357.30	

<b>Fees For Business Licences</b>		
<b>Schedule of Licence Fees A</b>		
Three to five persons engaged in the business	\$525.20	
Six to ten persons engaged in the business	\$710.00	
Eleven to twenty persons engaged in the business	\$878.00	
Each additional ten persons engaged in the business	\$275.10	
<b>Group 2 Financing and Various</b>		
Banks	Mail Order	
Financing Agent	Money Lenders	
Guarantee or Bonding Company	Pawn Brokers	
Investment Company		
Licence Fee:		
One to twenty-five persons engaged in the business	\$1,744.90	
Twenty-six to fifty persons engaged in the business	\$2,470.20	
Fifty-one to one hundred persons engaged in the business	\$3,159.60	
Each additional ten persons engaged in the business	\$357.30	
<b>Group 3 Professional Services</b>		
Accountant	Physician	
Architect	Physiotherapist	
Barrister	Podiatrist	
Chiropractor	Psychiatrist	
Dental Technician	Psychologist	
Dentist/Dental Surgeon	Radiologist	
Engineer	Registered Massage Therapist	
Lawyer	Solicitor	
Medical Practitioner or Specialist	Surgeon	
Notary Public	Surveyor	
Optometrist	Veterinary Services	
Orthodontist	Professional Services - unclassified	
Licence Fee:		
One or two persons engaged in the business	\$357.30	
Three to five persons engaged in the business	\$996.20	
Six to ten persons engaged in the business	\$1,945.20	
Eleven to twenty persons engaged in the business	\$3,541.80	
Each additional ten persons engaged in the business	\$1,693.80	
<b>Group 4 Social Escort Services</b>		
Licence Fee	\$5,568.60	
<b>Group 5 Licenced Beverage Establishments</b>		
Liquor Primary Establishment:		
For the first ten seats	\$979.50	
For each additional ten seats or any portion thereof	\$113.90	
Food Primary Establishment:		
For the first ten seats	\$487.70	
For each additional ten seats or any portion thereof	\$34.90	
<b>Group 6 Cannabis Retail Store</b>		
Licence Fee	\$5,735.20	



<b>Schedule of Licence Fees B</b>		
<b>Group 1 Areas</b>		
Rental Properties:		
1 to 90 square metres	\$44.00	
Each additional 90 square metres or portion thereof	\$44.00	
Storage Areas:		
1 to 1,860 square metres of ground space	\$523.80	
1,861 to 4,650 square metres of ground space	\$1,229.70	
4,651 to 7,440 square metres of ground space	\$1,863.20	
7,441 to 10,230 square metres of ground space	\$2,487.10	
10,231 to 13,020 square metres of ground space	\$3,113.90	
13,021 to 15,810 square metres of ground space	\$3,765.50	
15,811 to 18,600 square metres of ground space	\$5,568.60	
Each additional 2,790 square metres of ground space or portion thereof	\$432.10	
Warehousing:		
1 to 930 square metres of floor space	\$774.00	
931 to 2,790 square metres of floor space	\$1,611.90	
2,791 to 4,650 square metres of floor space	\$2,470.20	
4,651 to 6,510 square metres of floor space	\$3,303.90	
6,511 to 8,370 square metres of floor space	\$4,141.80	
8,371 to 10,230 square metres of floor space	\$5,001.80	
10,231 to 12,090 square metres of floor space	\$5,557.40	
Each additional 1,860 square metres of floor space or portion thereof	\$690.50	
<b>Group 2 Units</b>		
Licence Fee:		
Apartment	\$32.00	each space
Automobile Parking Lot	\$6.90	each space
Bed and Breakfast	\$94.50	each room
Billiard/Pool Hall	\$69.30	each table
Boarding House	\$16.80	each room
Bowling Alley	\$69.30	each alley
Coin Operated Coat Hanger Stands	\$36.00	each stand
Coin Operated Laundromat/Dry-Clean	\$20.80	each machine
Curling Rink	\$69.30	each sheet
Dormitory	\$16.80	each room
Hotel/Rooming House	\$16.80	each room
Mobile Canteen	\$275.10	each unit
Motel	\$32.00	each unit
Marina:		
Up to 50 leased spaces	\$176.50	
51 to 100 leased spaces	\$273.80	
101 to 200 leased spaces	\$461.20	
201 to 300 leased spaces	\$624.10	
301 to 400 leased spaces	\$815.50	
401 to 500 leased spaces	\$983.70	
501 to 600 leased spaces	\$1,149.00	
601 to 700 leased spaces	\$1,339.30	

<b>Schedule of Licence Fees B</b>		
701 to 800 leased spaces	\$1,504.70	
801 to 900 leased spaces	\$1,692.20	
901 or more leased spaces	\$1,856.20	
Post Box Rental Agency	\$1.40	each post box
Theatre	\$1.40	each seat
Theatre - Drive-in	\$1.40	each stall
Vending Machine Fee:		
Group 1 - no coin to operate	\$82.00	for each machine
Group 2 - \$0.06 to \$0.25 to operate	\$44.40	for each machine
Group 3 - \$0.26 to \$0.99 to operate	\$89.00	for each machine
Group 4 - \$1.00 or more to operate	\$126.50	for each machine
Group 5 - music systems	\$126.50	for each machine
Group 6 - amusement machines	\$290.70	for each machine
<b>Group 3 Itinerants</b>		
Licence Fee:		
Carnival	\$158.60	for each day
Circus	\$158.60	for each day
Concert Hall	\$82.00	for each day
Dog or Cat Show	\$30.60	for each day
Exhibition	\$82.00	for each day
Horse or Pony Show	\$47.30	for each day
Musical Attraction	\$82.00	for each day
Promoter of Entertainment	\$158.60	for each day
Promoter of Sporting Event	\$318.00	for each day
Theatrical Show (when held in other than a duly licenced theatre)	\$18.10	for each day
Other form of itinerant show, entertainment, amusement or exhibition	\$82.00	for each day
Solicitation for Charity	\$6.90	for each day
Film Production (Non-Resident Business)	\$33.60	annually

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

<b>Schedule of Licence Fees C</b>		
Demolition	Refrigeration	
Disposal Service	Road Marking	
Ditching	Roofing	
Door Sales/Installation	Sandblasting	
Draft Sealing	Sanitary	
Drainage	Sash and Door	
Drilling	Siding	
Drywall	Sign Painter	
Electrical	Sprinkler	
Electronics	Structural/Reinforcing Steel	
Elevator/Skip Hoist	Tree Service	
Excavating/Backfill	Upholstery	
Fencing	Ventilation	
Finish Carpentry	Waterproofing	
Flooring	Weatherproofing	
Framing	Welding	
General Contractor	Window Sales/Installation	
Glazing	Wrecking	
Hauling	Wrought Iron	
Insulation		
Licence Fee:		
One or two persons engaged in the business	\$175.00	
Three to five persons engaged in the business	\$355.50	
Six to ten persons engaged in the business	\$525.20	
Eleven to twenty persons engaged in the business	\$878.00	
Each additional ten persons engaged in the business	\$355.50	
<b>Group 2 Services</b>		
Accounting Services	Insurance Agency	
Appraisal Services	Interior Decorator	
Auditing Services	Junk Pick-Up Services	
Audio/Video Production	Manufacturer's Agent	
Auto Accessories Sales/Installations	Marine Service	
Auto Marine Towing	Marine Service Station	
Automobile Body Repair Shop	Marketing	
Automobile Reconditioning/Polishing	Mobile Hairdressing	
Automobile Services Garage	Office Equipment Services	
Automobile Services (Mobile)	Pedlars/Hawkers/Hucksters	
Automobile Service Station	Pest Control	
Bookkeeper/Stenographer	Pet Services	
Business Office	Photographer	
Collection Agent	Property Management	
Commercial Art	Real Estate Sales	
Commercial/Industrial Sales	Recording Studio Representatives	
Computer Services	Research Laboratory	
Consulting Service	Restoration Services	
Courier Service	Security Services	
Disco Music Service	Swim School	

Schedule of Licence Fees C		
Distributors	Tanning Studios	
Dog-walking Business	Telephone Equipment Sales/Service	
Drafting and Design Services	Tire Sales and Service	
Driving School	Transfer/Express Company	
Electro-plating/polishing	Vacuum Cleaner Sales/Services/Installation	
Equipment rental	Vehicle Repair	
Fuel Dealer	Vehicle Undercoating	
Gold/Silversmiths	Vehicle/Boat Rental	
Gym/Steam Baths	Weight Control Services	
Importers/Exporters	Wheel Alignment	
Instrument Sales/Service	Word Processing	
Licence Fee:		
One or two persons engaged in the business	\$208.50	
Three to five persons engaged in the business	\$376.60	
Six to ten persons engaged in the business	\$562.70	
Eleven to twenty persons engaged in the business	\$921.20	
Each additional ten persons engaged in the business	\$376.60	
Group 3 General		
Appliance Repair	Music School	
Boat Builders/Repairs	Nursing Home	
Boat/Bus Charter	Oil Storage Depot	
Boiler Sales/Service	Outboard Motors Sales/Service	
Booming Ground	Piano Tuning/Repairs	
Business College or Trades School	Plating	
Carpet Cleaners	Pressure Cleaning	
Carpet Sales/Installation	Private Hospital	
Caterer	Printer	
Child Care Facilities	Processor	
Chimney Sweep	Pumps Sales/Service/Installation	
Dancing Academy	Public Stenographer	
Dental Mechanic	Recycling	
Dressmaker	Riding Academy	
Equipment Sales/Service/Installation	Salvage	
Film Production	Shipyard	
Fire Extinguishers Sales/Service	Spray Services	
Fireplace Sales/Installation	Storage Facility	
Furniture Stripping/Finishing	Taxi Services	
Gas, Oil, Installations	Teacher	
General Household Repairs	Tool Makers	
Grain Storage	Telephone Answering Service	
Heavy Duty Equipment, Sales/Service	Tour/Guide Services	
Hobby Beer and Wine Making Establishment	T.V./Radio Repairs/Service	
Home Crafts	Towel/Uniform Service	
Janitorial Service	Underwater Services	
Machinery Sales/Service Installation	Vacuum Cleaner Service	
Masseur	Venetian Blinds Sales/Service	
Mechanical Repairs	Watch Repair	

Schedule of Licence Fees C		
Milk and Delivery Sales	Wholesaler	
Manufacturer	Wood Stove Sales/Installation	
Licence Fee:		
One or two persons engaged in the business	\$175.00	
Three to five persons engaged in the business	\$355.50	
Six to ten persons engaged in the business	\$525.20	
Eleven to twenty persons engaged in the business	\$878.00	
Each additional ten persons engaged in the business	\$355.50	
Notwithstanding the number of persons engaged in a child care business, the fee payable shall not exceed \$175.00		
Registered Society		
Adult Care Facilities (includes facility in a Single Family Residential Unit)		
Child Care Facilities (includes facility in a Single Family Residential Unit)		
Day Care		
Hospitals		
Schools		
Places of Religious Worship		
Business Office		
The fee for operators in this section is \$0.		

Schedule of Licence Fees D		
Group 1 Shops and Stores		
Aesthetician	Restaurant	
Automobile Dealer	Retail Food Services	
Barber	Retail Trader	
Cleaner and Dryer	Recreation Vehicle Sales/Service	
Hair Salon	Second-Hand Dealer	
Laundry	Shoe Repair	
Mobile Home Sales/Service	Tailor	
Marine Sales and Chandlery	Travel Agent	
Nail Salon	Truck/Trailer Sales/Service	
Photographic Studio	Video Rentals/Sales	
Licence Fee:		
First 70 square metres of sales, service, display and storage space or any portion thereof contained within the building	\$208.50	
Each additional 90 square metres of sales, service, display and storage space or any portion thereof contained within the building, up to 900 square metres	\$127.80	
Each additional 90 square metres of sales, service, display and storage space or any portion thereof contained within the building, in excess of 900 square metres	\$52.80	
Each 90 square metres or portion thereof of outside ground storage area adjacent to the building	\$19.20	



<b>Schedule of Licence Fees E</b>		
<b>Group 1 Unclassified</b>		
Every person carrying on within the Municipality any business, trade, employment, occupation, or calling not hereinbefore enumerated, shall pay to the Municipality a fee as follows:		
One or two persons engaged in the business	\$175.00	
Three to five persons engaged in the business	\$355.50	
Six to ten persons engaged in the business	\$525.20	
Eleven to twenty persons engaged in the business	\$878.00	
Each additional ten persons engaged in the business	\$355.50	

<b>Schedule of Licence Fees F</b>
There is no Schedule of Licence Fees F

<b>Schedule of Licence Fees G</b>	
The fee payable by any person for an Inter-Municipal Business Licence is the fee applicable to the specific category of business plus an administration fee of \$60.00	
The categories of businesses which are eligible for an Inter-Municipal Business Licence are:	
Acoustical	Janitorial Service
Air Conditioning	Land Clearing
Alarm Systems	Landscape/Gardening
Alterations and Repairs	Land Surveyors
Appliance Repair	Lathing
Arborite (Counter Tops)	Locksmith
Architects	Logging
Awnings	Marble
Blacktopping	Mechanical/Mechanical Equipment Installation
Blasting	Metal Worker
Brickwork/Masonry	Millwork
Building	Moving (Building)
Building Movers	Oil Worker
Bulldozing	Ornamental Ironwork
Cabinets	Painting/Decorating
Cable Installation	Paving
Carpenter	Pest Control
Carpet Cleaner	Pile Driving
Caulking	Pipe Bending and Fabricating
Cement Finishing	Pipeline
Chimney Service	Plastering/Stucco
Cladding	Plastic
Concrete	Plumbing
Concrete Pumping	Power Sweeping/Vacuum
Construction Manager	Pressure Washing
Crane Operator	Pump Maintenance/Installation
Cutting and Coring	Rails
Decking	Refrigeration
Demolition	Reinforcing Steel
Disposal Service	Restoration
Ditching	Road Builders

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

<b>Other Fees applicable to all Business Licences</b>		
Where any licence or licences is or are transferred, a fee equal to 20% of the total fee for such a licence or licences shall be charged except that the minimum fee for a transfer is \$59.00.		
Business Licence Maximum Fee	\$5,735.20	
Re-Inspection Fee	\$102.90	

Amended by: 7365 7433 7632 7691 7740 7794 7814 7856 7871 7917 7960 8020 8035 8088 8143 8200 8224 8268 8357 8343 8401 8463 8465 8534 8599 8613 8652

**Schedule F  
TRANSPORTATION FEES**

<b>Permit</b>		
Building Zone Fee - Use of Road Allowance for adjacent Development or construction work related to public or private utilities.	\$141.00	plus \$0.25/m <sup>2</sup> /day**  **increased to \$0.50/m <sup>2</sup> /day (or \$1.00/m <sup>2</sup> for 2nd and subsequent violations) where fail to: (i) obtain Highway Use Permit; (ii) meet schedule dates in Highway Use Permit; or (iii) complete work or restore area to the satisfaction of the Municipal Engineer
Storage of Waste Disposal Bins or Containers on Road Allowance	\$61.00	plus \$25/week
Special Highway Use Permit fee:		
(i) First occurrence	\$1,500.00	per each 12 hours
(ii) Second occurrence	\$3,000.00	per each 12 hours
(iii) Third and any subsequent occurrences	\$5,000.00	per each 12 hours
Any other Construction/Activity on Road Allowance	\$78.00	per occurrence
Special Events and Community Signs	\$53.00	per occurrence
Highway Use Permit (block watch party)	\$0.00	
Highway Construction and Planting Permit	\$100.00	
E-Bike Share Permit Application Fee*	\$255.00	
E-Bike Share Permit Fee*	\$41.00	Paid annually; Per E-Bike deployed (not including E-Bikes in storage)
*These fees waived if paid to other municipality in inter-municipal E-bike share program		
E-Bike Security for Performance	\$10,000.00	
Borehole Application	\$459.00	
Newspaper Box Permit	\$57.00	
Resident Parking Only Decal	\$33.81	
DNV Resident Pay Parking Exemption Pass	\$10.00	per year
Congestion and Curbside Management Permit (Transportation Network Services)		
Vehicles other than Zero-emission Vehicles and Accessible Passenger Directed Vehicles	\$0.10	Per pick up and drop off
Zero-emission Vehicles	\$0.05	Per pick up and drop off



<b>Signage</b>		
Way-finding signage (design, manufacture and installation)	\$392.00	
Temporary no parking signage (minimum 2 signs):		
2 signs	\$114.00	
3 signs	\$172.00	
4 – 5 signs	\$229.00	
6 – 7 signs	\$287.00	
8 – 9 signs	\$344.00	
10 – 11 signs	\$401.00	
12 signs	\$459.00	
Each additional 4 signs	\$58.00	
Digital Message Boards	\$105.00	plus \$44/daily

<b>Removal and Detention of Chattels and Obstructions</b>		
The following fees, costs and expenses shall be paid by the owner of any chattel or obstruction removed, detained or impounded under this Bylaw:		
Removal of construction materials, furnishings, newspaper boxes, portable toilets, shopping carts, and other small items:		
Per person per hour	\$101.00	per hour
Per hour if excavating or lifting equipment required	\$171.00	
To Detain Per Day	\$12.50	per m <sup>3</sup>
Removal of Industrial Waste Container, Construction Trailer, Portable Building and other large items:		
To Remove	\$1,440.00	
To Detain Per Day	\$101.00	

<b>Traffic Operations</b>		
Staff for traffic operations after regular hours (M-F 8am to 4pm) when required for works related to development or private or public utilities.	\$179.00	per hour (minimum 1.5 hours charge)

<b>District-owned Electric Vehicle Charging Station User Fee</b>		
Public Level 2 Charging Station - Initial 2 hours	\$0.0333	per min; (\$2.00/hour)
Public Level 2 Charging Station - After 2 hours	\$0.0833	per min; (\$5.00/hour)
Public Direct Current Fast Charging (DCFC) Station	\$0.2666	per min; (\$16.00/hr)

Amended by: 7794 7814 7856 7871 7917 7960 8020 8088 8099 8143 8200  
8268 8357 8401 8432 8443 8463 8465 8499 8534 8581 8599 8652

**Schedule G  
WHARF AND ANCHORAGE FEES**

<b>Gallant Wharf – Prepaid Moorage Rates/Foot (based on length of vessel)</b>		
Winter	Rate per foot	
Monthly	\$9.86	
3 Months	\$26.81	
6 Months	\$48.62	
Summer		
Monthly	\$12.62	
3 Months	\$36.05	
6 Months	\$63.90	

<b>Gallant Wharf Ticket Machine Rates</b>		
Vessel up to 16 ft.	Rate	
2 hour	\$4.38	
6 hour	\$13.67	
12 hour	\$27.86	
Vessel 17 ft. up to 20 ft.		
2 hour	\$5.43	
6 hour	\$15.86	
12 hour	\$32.24	
Vessel 21 ft. up to 24 ft.		
2 hour	\$6.00	
6 hour	\$18.05	
12 hour	\$36.00	
Vessel 25 ft. up to 28 ft.		
2 hour	\$6.52	
6 hour	\$20.19	
12 hour	\$39.90	
Vessel 29 ft. up to 32 ft.		
2 hour	\$7.67	
6 hour	\$21.86	
12 hour	\$44.24	
Vessel 33 ft. up to 36 ft.		
2 hour	\$8.19	
6 hour	\$24.05	
12 hour	\$48.05	

<b>Anchor Buoys</b>		
All vessels up to 40 ft	\$1.15	per foot for each day or partial day of moorage

<b>School Water Taxis</b>		
Annual licence fee	\$56.00	
Additional landing fee, based on number of landings per year at Gallant Wharf:		
0-29 landings	\$0.00	
30-180 landings	\$168.50	

<b>School Water Taxes</b>			
	181-360 landings	\$281.50	
	361 or more landings	\$450.00	

<b>Emergency Vessel Moorage Licence Fee</b>			
Annual licence fee		\$56.00	

<b>Impoundment, Towing and Storage Fees</b>			
Impoundment		\$300.00	
Towing (tow or remove to storage location)		\$450.00	per hour or portion
Hauling out fee		\$10.00	per foot or portion
Launching fee		\$10.00	per foot or portion
Fee for placing on blocks and/or removing from trailer		\$100.00	per hour or portion
Disposal fee – rate per foot			
Sailboat		\$250.00	per foot
Speedboat		\$300.00	per foot
Storage fee for vessels – daily rate			
1-20 ft vessel		\$26.20	
21-30 ft vessel		\$52.40	
31-60 ft vessel		\$78.55	
Over 60 ft vessel		\$112.50	
Storage fee for non-vessels		\$50 per week or part there of if stored by District. To a maximum \$300	

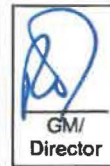
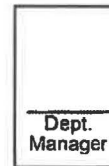
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## AGENDA INFORMATION

- ☐ Regular Meeting  
☐ Other:

Date: \_\_\_\_\_  
 Date: \_\_\_\_\_



## The District of North Vancouver REPORT TO COUNCIL

October 11, 2023

File:

**AUTHOR:** Sacha Jones, Section Manager, Financial Planning

**SUBJECT:** Annual Review of Fees and Charges - 2024

**RECOMMENDATION:**

THAT Fees and Charges Bylaw 6481, 1992 Amendment 8652, 2023 (Amendment 88) is given FIRST, SECOND, and THIRD Readings.

**REASON FOR REPORT:**

This report summarizes the annual review and establishment of fees and charges in accordance with financial plan objectives.

**SUMMARY:**

The rise in inflation through 2023 remains high at 4.1%<sup>1</sup>. While there has been some decline since its peak (8.1% May 2022), underlying inflationary pressures are expected to remain elevated throughout 2024. An annual review of fees for equity and cost recovery is conducted in alignment with best practices; the proposed fee structure for 2024 includes a 5%<sup>2</sup> cost of service adjustment to keep pace with rising costs.

High inflation challenges are not unique to North Vancouver, cost pressures are being felt all over the lower mainland. Some municipalities have chosen to increase fees as high as 15%, on average, to try to limit tax increases.

Table 1 provides a listing of proposed fees which have been further adjusted based upon more refined data or where another reasonable rationale applies. Table 2 provides a listing of newly proposed fees to be charged in 2024. Table 3 provides a list of housekeeping items. Table 4 provides a list of all deleted fees.

**REVENUE IMPACT:**

Revenues are estimated to increase by \$850,000 due to the 5% inflation increase. Each additional 1% increase is equivalent to approximately \$170,000 in additional revenue. It is

<sup>1</sup> Statistics Canada, August 2023 (year over year percentage change)

<sup>2</sup> 5% is calculated as approximately 3% for forecasted 2024 inflation plus an additional 2% "catch-up" from prior years.



important to note that fees and charges for Golf, Library, Properties, Recreation and Utilities are excluded from this review. These fees are determined through alternative approval processes in accordance with their governance structure or the adopted funding model.

**EXCEPTIONS / CHANGES TO FEES:**

Uniformity of fees is paramount in the yearly review process. Fees charged for private services requiring District resources are evaluated for their application and to ensure they support the recovery of costs. Comparability of fees to similar charges in other neighbouring municipalities ensures fees are not only competitive but reflect a user's ability to pay.

Exceptions to fees, higher or lower, than the 5% cost of service adjustment are noted below.

**Corporate & Finance**

Under building department record searches, the fees have been split into comfort letters (also known as zoning compliance letters) and searches for specific plan request. In addition, a new fee for digital permit plans has been added, the proposed fee amount is in-line with existing fees for scanning.

No increase in fees is proposed in the financial services section as current rates are consistent with other lower mainland municipalities and provide appropriate cost recovery.

**Development & Permitting Fees**

The Preliminary Plan Review fee within building permits has been updated to a "per hour" fee (with a minimum 2-hour charge) to provide more consistency with the "Re-check" fee.

A new fee for finishing permits has been introduced for completion of an expired permit that is no longer eligible for a permit extension as allowed under the Construction Bylaw. The fee is based on a percentage of the original permit fee but higher than extension fees, to encourage compliance with the prescribed process within the Construction Bylaw.

Mechanical permit fees for special inspections and installation of plumbing fixtures by someone other than the original permit holder, have been removed as these fees are no longer in use.

Annual Electrical Permit fees will be reduced by 50% for the purpose of operating energy management systems for EV charging infrastructure. Electrical operating permits are required under the B.C. Safety Standards Act for electrical services of a certain size. Reducing the fee for this operating permit reduces barriers to EV charging for residents of multi-family residential buildings.

Gas permit fees for re-inspection on any commercial or industrial installation due to faulty workmanship or materials, have been removed as these fees are no longer in use.

Permit fees relating to the installation, replacement or renewal of oil burning appliances or tanks have been removed as these are no longer in use. While some compressed gas appliances and tanks are still installed at times, they are captured as appliances under Gas Permits.

Fees relating to engineering construction of roadway restoration, sidewalk, curb and gutter installation have been increased to fully recover the cost of development processing and materials.

The fee for Water Utility modelling has been modified to show the "flow test" fee separately (was previously combined into one fee).

Fees for Site Disclosure Statements remains at a maximum of \$100 to ensure compliancy with the Environmental Management Act.

Inspection and re-inspection fees related to Environmental and Tree protection have been updated to be consistent with the same inspection services within Permits.

Signage fees for public meetings related to rezonings and OCP amendments have been updated to include options for single-sided signs.

Profiling fees in relation to development applications have been simplified to major and minor profiling fees.

### **Parks and Recreation Fees**

No inflation adjustment has been applied to the Metered Parking Rates at Lynn Canyon Park, as staff develop a more comprehensive paid-parking and demand management strategy for Parks this fee will be reviewed against market rates.

Ecology Centre membership fees have been introduced for family, adult, seniors, students and volunteers, providing more flexible pricing options for repeat visitors. Rental fees for the Mezzanine level at the Lynn Canyon Café have been added, as the operating of this rental space has been taken over by the Ecology Centre (was previously privately operated), the fee has been set in line with room rentals, for similar sized spaces, through North Vancouver Recreation and Culture Commission (NVRC).

A private after-hours booking fee has been introduced at Maplewood Farm, as well as covered picnic shelter rental fees.

Outdoor sports facilities rental fees have been added to this bylaw, however no increases to the existing fees are proposed for 2024. The fees have been added for increased transparency and to ensure they are reviewed annually in accordance with financial plan objectives. Fees for the rental of outdoor sports facilities are established in collaboration with the District and City of North Vancouver and are administered through NVRC. Together, these three partners are initiating an *Outdoor Sports &*

*Recreation Fees and Charges Framework Study.* The study will develop guiding principles for an appropriate level of subsidy and a supporting fee structure; make a recommendation on user fees and; develop a methodology for annual updates as fees should keep pace with rising costs and be reasonably predictable.

**Protective Services**

No fee increases are proposed for RCMP informational reporting services as the fees remain competitive and harmonized with the City of North Vancouver. This continues to provide consistency in fees on the North Shore.

**Licensing and Film**

Surrender Fees for non-spayed or neutered dogs, without medical records, have been updated to reflect a premium over those surrendered with medical records.

**Transportation**

No fee increase is proposed for Special Highway Use permits as the current rates already achieve an appropriate rate of recovery. Special Highway Use permit fees remain at a rate of \$100, as this fee is set at a rate to encourage compliance.

The E-Bike Share permits fees and related security performance fees remain unchanged as the fees are fixed for the duration of the pilot program. The pilot is due to conclude Dec 31 2023, a staff recommendation on the program is expected in November.

Congestion and Curbside management fees remain unchanged; Transportation will be working on a rate escalation table for future years to align with regional charges.

The DNV Parking Pass has been restored to \$10.00, in line with the recommendation to Council January 23, 2023.

A new user fee has been added for District-owned Electric Vehicle Charging Stations. This fee will allow for more equitable demand management of public charging by encouraging turn-over at the stations, allowing more charging opportunities for those who do not have access to private charging. The fee will also help recover costs for the operation and maintenance of this infrastructure. Implementing user fees for public charging is in alignment with existing practices in the region including in the City of North Vancouver and the District of West Vancouver.

**Wharf & Anchorage Fees**

Anchorage fees, for vessels up to 40 ft, have been increased to help recover the actual cost to maintain the designated anchorage area.

Impoundment, towing and storage fees have been increased in line with the actual cost of these services. A cap of \$300 has been added to the storage of non-vessels.



**Temporary Outdoor Business Areas**

All references and fee exemptions for temporary outdoor business areas have been removed, as Bylaw 8443 has now expired. All outdoor patios on road allowances are covered under the outdoor customer service area policy.

**BACKGROUND:**

In accordance with the authority granted by the Community Charter, the District charges fees for service or regulatory requirements. These fees are set on either a cost recovery basis considering the private utilization of District resources and/or a user's ability to pay. Additionally, these fees are reviewed to ensure comparability with fees charged by other municipalities in the region.

**EXISTING POLICY:**

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


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

In previous years, staff have presented an overview of the Long-term Financial Plan, which aims to bring the District's plans, strategies and finances into balance over the following ten years. The plan identified a fiscal imbalance, or funding gap, in the outer years of the plan. Staff continue to develop a robust long-term financial plan and along with the ongoing review of Fees and Charges, plan to undertake a full cost of service review of the fees and their associated cost recovery policies to ensure user fees are set appropriately. This review will be an ongoing process to better understand how these revenues can supplement the long-term financial plan along with existing and emerging revenue sources.

**Timing/Approval Process:**

Fees require approval before year-end, to take effect on January 1<sup>st</sup>, 2024. Timing of approval is critical so that notices can be delivered, and systems can be updated. The Fees and Charges Bylaw is scheduled for adoption at the Regular Council meeting on November 6<sup>th</sup>, 2023.

Respectfully submitted,



Sacha Jones  
Section Manager, Financial Planning

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	_____		
<input type="checkbox"/> Climate and Biodiversity	_____				

**Table 1 - Schedule of Exceptions to 5% Increase**

Schedule & Fee Description	2023 Bylaw	2024 Proposed	Y:Y Fee Change	% Change
<b>Schedule A - Corporate &amp; Finance</b>				
<b>Properties Department - Services</b>				
Registerable Documents (Land Title Office)	\$425.00	\$425.00	\$0.00	0%
Registerable Release Documents (including secondary suite covenants)	\$205.00	\$205.00	\$0.00	0%
Unregistered Documents	\$415.00	\$415.00	\$0.00	0%
Administration Recovery Fee (A fee to recover extraordinary staff time spent on processing instruments on behalf of private owners)	\$630.00	\$630.00	\$0.00	0%
<b>Copies</b>				
Copies of council minutes, reports, related correspondence and general photocopying (per page)	\$0.30	\$0.30	\$0.00	0%
<b>Financial Services</b>				
Tax demand notice	\$20.00	\$20.00	\$0.00	0%
Certificate of tax status and related information - obtained through the web tax certificate system	\$40.00	\$40.00	\$0.00	0%
Certificate of tax status and related information - prepared manually	\$45.00	\$45.00	\$0.00	0%
Tax refund to non-property owner	\$30.00	\$30.00	\$0.00	0%
Tax levy data file (electronic)	\$0.02	\$0.02	\$0.00	0%
Researching historical property related information	\$45.00	\$45.00	\$0.00	0%
Returned cheques or payments	\$30.00	\$30.00	\$0.00	0%
Interest on overdue (non-tax) accounts receivable	2%	2%	0%	0%
<b>Schedule B - Development &amp; Permitting Fees</b>				
<b>Building Permits</b>				
Preliminary Plan Review (minimum 2 hours)	\$171.40	\$90.10	-\$81.30	-47%
<b>Engineering Construction</b>				
<b>Roadway Restoration</b>				
Asphalt Paving (measured in square meters - m2)	\$175.00	\$190.00	\$15.00	9%
<b>Concrete Sidewalk - MMCD Standard</b>				
Sidewalk Panels (measured in linear metres, up to 2.0 m wide):				
First 3 metres or portion	\$1,975.00	\$2,130.00	\$155.00	8%
Each subsequent metre	\$435.00	\$475.00	\$40.00	9%
<b>Curb and Gutter - MMCD Standard (measured in linear metres):</b>				
First three metres or portion	\$2,375.00	\$2,555.00	\$180.00	8%
Each subsequent metre	\$495.00	\$540.00	\$45.00	9%
<b>Monolithic Concrete Curb / Sidewalk - District Standard</b>				
Sidewalk Panels (measured in linear metres, up to 2.0 m wide):				
First three metres or portion	\$2,215.00	\$2,385.00	\$170.00	8%
Each subsequent metre	\$470.00	\$510.00	\$40.00	9%
<b>Extruded Curb - District Standard</b>				
First 3 metres or portion	\$680.00	\$740.00	\$60.00	9%
Each subsequent metre of extruded curb (beyond 3 metres)	\$95.00	\$105.00	\$10.00	11%



**Table 1 - Schedule of Exceptions to 5% Increase – continued**

Schedule & Fee Description	2023 Bylaw	2024 Proposed	Y:Y Fee Change	% Change
<b>Extruded Driveway Curb - District Standard</b>				
First 6.0m in length (does not include flare)	\$1,300.00	\$1,420.00	\$120.00	9%
Each subsequent metre of extruded driveway curb over 6 metres	\$125.00	\$135.00	\$10.00	8%
<b>Concrete SW Driveway Crossing - District Standard (up to 6 metres wide, including driveway flares)</b>	\$6,550.00	\$7,000.00	\$450.00	7%
<b>Permits Pursuant to the Environmental Protection and Preservation Bylaw</b>				
Site Disclosure Statement for a Site Disclosure Statement/Site Profile under the Environmental Management Act, Contaminated Sites Regulation	\$100.00	\$100.00	\$0.00	0%
Re-Inspection Fee:				
For each inspection exceeding two in number, made on the same site	\$138.00	\$149.40	\$11.40	8%
<b>Tree Permits Pursuant to the Tree Protection Bylaw</b>				
The following fees apply for inspections undertaken to determine whether or not to release a security deposit held under the Tree Protection Bylaw:				
For each inspection exceeding two in number, made on the same site	\$132.00	\$149.40	\$17.40	13%
Where it has been determined that work or development permitted pursuant to the Tree Protection Bylaw 7671 has not been satisfactorily completed, the following fees shall apply with respect to inspections:				
Inspection relating to tree protection barrier, retained tree or replacement tree	\$132.00	\$149.40	\$17.40	13%
Inspection to determine compliance with tree permit or bylaw	\$132.00	\$149.40	\$17.40	13%
<b>Schedule C - Parks &amp; Recreation Fees</b>				
<b>Lynn Canyon Park</b>				
Metered Parking	\$3.00	\$3.00	\$0.00	0%
<b>Schedule D - Protective Service Fees</b>				
<b>North Vancouver RCMP Services</b>				
Criminal Record Check	\$58.70	\$58.70	\$0.00	0%
Criminal Record Check – Volunteers – Local Residents	\$0.00	\$0.00	\$0.00	0%
Police Certificate (Including prints if required)	\$57.50	\$57.50	\$0.00	0%
Fingerprints Taken (up to 2 sets – additional sets @ \$10 each)	\$58.70	\$58.70	\$0.00	0%
Local Police Records Checks	\$57.50	\$57.50	\$0.00	0%
Name Change Applications	\$57.50	\$57.50	\$0.00	0%
MV 6020 – Motor Vehicle Accident Report	\$57.50	\$57.50	\$0.00	0%
Preliminary Collision/Traffic Analyst Report	\$90.00	\$90.00	\$0.00	0%
Full Collision/Traffic Analyst Report	\$600.00	\$600.00	\$0.00	0%
Field Drawing Reproduction	\$40.00	\$40.00	\$0.00	0%
Measurements	\$207.00	\$207.00	\$0.00	0%
Crash Data Retrieval Report	\$180.00	\$180.00	\$0.00	0%
Mechanical Inspection Report	\$57.50	\$57.50	\$0.00	0%
Police Reports	\$57.50	\$57.50	\$0.00	0%
Passport Letters	\$57.50	\$57.50	\$0.00	0%
Insurance Claim Letter	\$57.50	\$57.50	\$0.00	0%
Court Ordered File Disclosure (in addition to copying charge)	\$57.50	\$57.50	\$0.00	0%
Photographs (each – 4 x 6)	\$4.00	\$4.00	\$0.00	0%

**Table 1 - Schedule of Exceptions to 5% Increase – continued**

Schedule & Fee Description	2023 Bylaw	2024 Proposed	Y:Y Fee Change	% Change
<b>Video Reproduction:</b>				
First hour	\$70.00	\$70.00	\$0.00	0%
Per hour after first hour	\$26.00	\$26.00	\$0.00	0%
Cost of CD/DVD	\$16.00	\$16.00	\$0.00	0%
<b>Audio Reproduction:</b>				
First hour	\$70.00	\$70.00	\$0.00	0%
Per hour after first hour	\$26.00	\$26.00	\$0.00	0%
Cost of CD/DVD	\$5.10	\$5.10	\$0.00	0%
Forensic Video Analysis – Cost per hour	\$200.00	\$200.00	\$0.00	0%
File Research – Cost per hour	\$50.00	\$50.00	\$0.00	0%
Visa Application	\$57.50	\$57.50	\$0.00	0%
Security Licencing	\$90.00	\$90.00	\$0.00	0%
Photocopying charge per page	\$0.75	\$0.75	\$0.00	0%
Shipping Charge	\$5.00	\$5.00	\$0.00	0%
CD of Photographs	\$40.00	\$40.00	\$0.00	0%
<b>North Vancouver RCMP Services</b>				
First False Alarm	\$0.00	\$0.00	\$0.00	0%
Second False Alarm	\$50.00	\$50.00	\$0.00	0%
Third False Alarm	\$150.00	\$150.00	\$0.00	0%
Fourth False Alarm	\$400.00	\$400.00	\$0.00	0%
Fifth False Alarm	\$600.00	\$600.00	\$0.00	0%
Subsequent to Fifth False Alarm	\$900.00	\$900.00	\$0.00	0%
<b>Schedule E - Licencing &amp; Film Fees</b>				
<b>Impound and Maintenance</b>				
<b>Surrender Fees - Not Spayed or Neutered Dog:</b>				
Without Medical Records	\$269.20	\$353.40	\$84.20	31%
<b>Schedule F - Transportation Fees</b>				
<b>Permit</b>				
<b>Special Highway Use Permit fee:</b>				
(i) First occurrence	\$1,500.00	\$1,500.00	\$0.00	0%
(ii) Second occurrence	\$3,000.00	\$3,000.00	\$0.00	0%
(iii) Third and any subsequent occurrences	\$5,000.00	\$5,000.00	\$0.00	0%
Highway Construction and Planting Permit	\$100.00	\$100.00	\$0.00	0%
E-Bike Share Permit Application Fee*	\$255.00	\$255.00	\$0.00	0%
E-Bike Share Permit Fee*	\$41.00	\$41.00	\$0.00	0%
*These fees waived if paid to other municipality in inter-municipal E-bike share program				
E-Bike Security for Performance	\$10,000.00	\$10,000.00	\$0.00	0%
<b>Congestion and Curbside Management Permit (Transportation Network Services)</b>				
Vehicles other than Zero-emission Vehicles and Accessible Passenger Directed Vehicles	\$0.10	\$0.10	\$0.00	0%
Zero-emission Vehicles	\$0.05	\$0.05	\$0.00	0%
DNV Resident Pay Parking Exemption Pass	\$10.70	\$10.00	-\$0.70	-7%

**Table 1 - Schedule of Exceptions to 5% Increase – continued**

Schedule & Fee Description	2023 Bylaw	2024 Proposed	Y:Y Fee Change	% Change
<b>Schedule G - Wharf and Anchorage Fees</b>				
<b>Anchor Buoys</b>				
All vessels up to 40 ft ( <i>per foot for each day or partial day of moorage</i> )	\$1.05	\$1.15	\$0.10	10%
<b>Impoundment, Towing and Storage Fees</b>				
Impoundment	\$214.00	\$300.00	\$86.00	40%
Towing (tow or remove to storage location)	\$268.00	\$450.00	\$182.00	68%
Hauling out fee	\$3.70	\$10.00	\$6.30	170%
Launching fee	\$3.70	\$10.00	\$6.30	170%
Fee for placing on blocks and/or removing from trailer	\$85.50	\$100.00	\$14.50	17%
Disposal fee – rate per foot				
Sailboat	\$166.00	\$250.00	\$84.00	51%
Speedboat	\$192.50	\$300.00	\$107.50	56%



**Table 2 - Schedule of Proposed New Fees for 2024**

Schedule & Fee Description		2024 Proposed Amount
<b>Building Department - Record Searches</b>		
Property summaries which may be referred to as comfort letters or zoning compliance letters:		
Single-family residential building		\$193.20
Non single-family residential		\$386.40 per unit
All other buildings		\$579.60 per building
Digital permit plan fee		\$10.10 per page
<b>Building Permits</b>		
Finishing Permit Fee: for completion of an expired permit that is no longer eligible for a permit extension as allowed under the Construction Bylaw. Approval for a finishing permit is required from the Chief Building Official.		25% of original fee or half of the minimum permit fee, whichever is greater
<b>Rezoning (including text or map amendments but not including Complex Site Rezoning), Heritage Revitalization Agreements</b>		
Public Information Meeting Signage Fee (where required)		\$580.00 per single-sided sign
<b>Official Community Plan Amendment</b>		
Public Information Meeting Signage Fee (where required)		\$580.00 per single-sided sign
<b>Additional Public Hearing Fees</b>		
Additional Public Hearing, Public Information Meeting, or Early Input Public Meeting Signs (where required)		\$580.00 per single-sided sign
Non-statutory Public Notifications Signs (where required)		\$580.00 per single-sided sign
<b>Ecology Centre</b>		
Ecology Centre Memberships		
Family membership		\$50.00
Adult		\$30.00
Senior/Student/Volunteer		\$15.00
Lynn Canyon Park Café Building - Mezzanine Level (Rental fee)	\$30.00	Min 2 hours
<b>Maplewood Farm</b>		
Themed Party Packages:		
Private After Hours Farm Booking		\$600.00 per hour
Outdoor Covered Picnic Shelter Reservation		\$30.00 per hour
<b>District-owned Electric Vehicle Charging Station User Fee</b>		
Public Level 2 Charging Station - Initial 2 hours		\$0.0333 per min; \$2.00/hour
Public Level 2 Charging Station - After 2 hours		\$0.0833 per min; \$5.00/hour
Public Direct Current Fast Charging (DCFC) Station		\$0.2666 per min; \$16/hour



**Table 3 – Schedule of Housekeeping Items**

Schedule & Fee Description		2024 Proposed Amount
<b>Schedule A - Corporate &amp; Finance</b>		
<b>Building Department - Record Searches</b>		
"Property records provided to solicitors, lending institutions and other individuals or organizations; includes provision of property summaries which may be referred to as comfort letters or zoning compliance letters:" changed to <b>"Property summaries which may be referred to as comfort letters or zoning compliance letters:"</b>		
New title for existing fees in section <b>"Property record searches relating to building permits:"</b>		
All other buildings	\$298.10	<b>per building</b>
<b>Schedule B - Development &amp; Permitting Fees</b>		
<b>Building Permits</b>		
Preliminary Plan Review (minimum 2 hours)	\$90.10	<b>per hour</b>
"Digital standard building plan or related plan" renamed to <b>"Scan building plans fee"</b>		
<b>Electrical Permits</b>		
Annual permits where the connected load in calculated horsepower is:		
1,000 HP or less		\$324.60
Each additional 100 HP or part thereof		\$29.50
Maximum fee		\$3,149.00
Description added to group of fees above: <b>"Electric Vehicle Energy Management Systems – The above annual electrical permit fees will be reduced by 50% where the permit applies to electric vehicle energy management systems."</b>		
<b>Preliminary Planning Application</b>		
"Required as a first step in most development applications" changed to <b>"Base fee for most development applications"</b>		
"Required as a first step in subdivisions resulting in no more than 2 additional lots" changed to <b>"Base fee for subdivisions resulting in no more than 2 additional lots"</b>		
<b>Early Input Report to Council.</b>		
<b>This applies to rezoning enquiries that, 1) require Official Community Plan Amendment (with the exception of amendment that is contemplated by policy, e.g., Lion Gate and Edgemont village areas); or 2) the District deems it necessary that an Early Input Report to Council is required.</b>		
Early Input <b>Public</b> Meeting where required		
<b>Utility Modelling</b>		
Water (plus Fire Hydrant Flow Test Fee, per Bylaw 2279)	\$3,650.00	<b>plus Test Fee</b>
<b>Rezoning (including text or map amendments but not including Complex Site Rezoning), Heritage Revitalization Agreements, and creation of new Temporary Use Permit Area</b>		
Above heading changed to: <b>"Rezoning (including text or map amendments but not including Complex Site Rezoning), Heritage Revitalization Agreements"</b>		
<b>Additional Public Hearing Fees</b>		
Additional Public Hearing, Public Information Meeting, or Early Input <b>Public</b> Meeting Signs (where required)		
<b>Base fee for</b> additions of less than 1,000 sq.ft. (93 m2) in DP area: Heritage Alteration Permit or Heritage Revitalization Agreement where no change to use or density		
<b>Development Permit - Minor</b>		
"Profiling Fee - Minor DP" changed to <b>"Profiling Fee - Minor"</b>		
<b>Development Permit – Major</b> (some applications may require more than one Development Permit application and fee)		
"Profiling Fee - DPA, Single Family" changed to <b>"Profiling Fee - Minor"</b>		
"Environment Development Permit Exemption Letter, except this fee shall be \$0.00 for the period commencing on the date of adoption of Bylaw 8443, 2020 and expiring on March 31, 2023 for developments required for activities associated with Temporary Outdoor Business Areas." changed to <b>"Environment Development Permit Exemption Letter"</b>		

Schedule & Fee Description	2024 Proposed Amount
In cases where a property owner requests design and development review by the District in relation to a major project for which a Form and Character Development Permit is not required, the following service fee will apply as provided under Section 194(1)(a) of the Community Charter. <i>May include municipal, utility, school, recreation, and other land use review.</i>	
Heading above changed to: <b>"Temporary Use Permit Fees"</b>	
"Applications to amend Subdivisions or Development Variance Permits; and", "Applications to amend existing restrictive covenants or other legal documents" consolidated into: <b>"Amendment to approved subdivision, restrictive covenant, or other legal documents where the amendment will require staff review and/or a public notification process."</b>	
<b>Schedule E - Licensing and Film Fees</b>	
<b>Filming</b>	
"District land/property fee – Old-Delbrook, District Hall, Operations Centre, Libraries, Recreation Centres, Murdo Frazer Cabin, Museum and Archives, Fire Halls, Gallant Wharf, Northlands Golf Course"	
"District land/property fee – Prep/Wrap – Old-Delbrook, District Hall, Operations Centre, Libraries, Recreation Centres, Murdo Frazer Cabin, Museum and Archives, Fire Halls, Gallant Wharf, Northlands Golf Course"	
<b>Schedule F - Transportation</b>	
<b>Permit Fees</b>	
Building Zone Fee - Use of Road Allowance for adjacent Development or construction work related to public or private utilities. <del>except this fee shall be \$0.00 for the period commencing on the date of adoption of Bylaw 8443, 2020 and expiring on June 1, 2022 for temporary activities in Temporary Outdoor Business Areas on road allowances where said temporary activities are associated with a business on a parcel adjacent to the road allowance</del>	
<b>Schedule G - Wharf and Anchorage Fees</b>	
<b>Impoundment, Towing, and Storage Fees</b>	
Storage fee for non-vessels	"actual costs of storage, or \$50 if stored by district" changed to: <b>"\$50 per week or part thereof if stored by District. To a maximum \$300"</b>



**Table 4 – Schedule of Deleted Fees**

Schedule & Fee Description
<b>Schedule B - Development &amp; Permitting Fees</b>
<b>Building Permits</b>
All of the fees under this heading shall be \$0.00 for the period commencing on the date of adoption of Bylaw 8443, 2020 and expiring on March 31, 2023 for building permits applied for or issued for temporary structures required for activities associated with Temporary Outdoor Business Areas. For this reduced fee to apply, the proposed structure must not be a fixture and must be completely removed by March 31, 2023.
<b>Mechanical Permits</b>
Special inspections to establish the fitness of the plumbing
For the installation of plumbing fixtures by other than the original permit holder
<b>Gas Permits</b>
<i>Commercial and Industrial Installations for each appliance installed on the one permit:</i>
For each re-inspection on any commercial or industrial installation due to faulty workmanship or materials
<b>Installation, Replacement, Renewal, Alteration or Repair of Oil Burning Appliances or Tanks</b>
Oil Burning Appliances:
20 kW or less
Greater than 20 kW to 60 kW
Over 60 kW
Oil Storage Tank
Compressed Gas Appliance and Storage Tank:
First appliance
Each additional appliance
Underground Storage Tank for the storage of gasoline
<b>Development Permit – Minor</b>
Profiling Fee - Minor DP
All of the fees under this heading are \$0.00 for the period commencing on the date of adoption of Bylaw 8443, 2020 and expiring on March 31, 2023 in relation to proposed Temporary Outdoor Business Areas."
<b>Development Permit – Major (some applications may require more than one Development Permit application and fee)</b>
In stream restoration or habitat enhancements
Profiling Fee - DPA, Single Family
<b>Development Permit – Major (some applications may require more than one Development Permit application and fee)</b>
developments required for activities associated with Temporary Outdoor Business Areas
<b>Development Variance Permit</b>
Profiling – DVP, SF, no DPA
<b>Temporary Use Permit Fees</b>
Profiling – DVP, SF, no DPA
<b>Resubmissions</b>
Profiling Fee - Major
<b>Liquor Related Applications</b>
The first four fees under this heading shall be \$0.00 for the period commencing on the date of adoption of Bylaw 8443, 2020 and expiring on March 31, 2023 for Liquor Control Regulation Branch licences issued or proposed to be issued under policy directive 20-13 associated with Temporary Outdoor Business Areas. For the purpose of this Bylaw, "Temporary Outdoor Business Area" means an outdoor area used or proposed to be used temporarily for an activity associated with a business on a parcel where the use of the area for the activity will facilitate such business's compliance with social distancing requirements and other orders, requirements or guidelines issued by any governmental authority to address Covid-19 during the period from the date that Bylaw 8443 is adopted to and including March 31, 2023. Temporary Outdoor Business Areas may be located on the parcel or on an adjacent parcel or on a road allowance.

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

**Bylaw 8652**

A bylaw to amend Fees and Charges Bylaw 6481, 1992

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

**Citation**

1. This bylaw may be cited as "Fees and Charges Bylaw 6481, 1992 Amendment Bylaw 8652, 2023 (Amendment 88)".

**Amendments**

2. Fees and Charges Bylaw 6481, 1992 is amended as follows:
  - a) By deleting Schedules A through G in their entirety and replacing them with Schedules A through G as attached to this Bylaw as Schedule 1.

**Effective Date**

3. The effective date of this bylaw is January 1, 2024

**READ** a first time

**READ** a second time

**READ** a third time

**ADOPTED**

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Mayor

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Municipal Clerk

Certified a true copy

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Municipal Clerk

## Schedule 1 to Bylaw 8652

### Schedule A

#### CORPORATE AND FINANCE FEES

<b>Copies</b>		
Council minutes, reports, related correspondence and general photocopying	\$0.30	per page

<b>Human Resources</b>		
Request from solicitors for employment information	\$138.10	

<b>Fees for Maps and Digital Data Products</b>		
Standard paper map (small to medium size), standard paper building or related plan	\$13.00	per page

<b>Properties Department - Services</b>		
Registerable Documents (Land Title Office)	\$425.00	
Registration of Registerable Documents including any required title searches		recovery of actual Land Title Office costs
Registerable Release Documents (including secondary suite covenants)	\$205.00	review, preparation and recovery of related Land Title Office costs
Unregistered Documents	\$415.00	
Administration Recovery Fee (A fee to recover extraordinary staff time spent on processing instruments on behalf of private owners)	\$630.00	
Administration for Highway Abandonments (sale of laneways)	\$2,760.00	flat fee
Documentation/Advertising fee for leases and lease renewals		recovery of actual Land Title Office costs

<b>Building Department - Record Searches</b>		
Property summaries which may be referred to as comfort letters or zoning compliance letters:		
Single-Family Residential Buildings	\$193.20	
Non single-family residential	\$386.40	per unit
All other buildings	\$579.60	per building
Property record searches relating to building permits:		
Single-Family Residential Buildings	\$145.20	
All other buildings	\$289.10	per building
Property Record searches for "All other buildings" exceeding three hours shall be charged an additional fee of \$96.60/hour for each additional hour.		
Digital permit plan fee	\$10.10	per page

<b>Change of Address and New Address</b>		
Change of Address and New Address	\$637.40	

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

Amended by: 6835 7349 7365 7432 7433 7516 7581 7632 7691 7740 7814 7871 7917 7960  
8020 8088 8143 8200 8268 8357 8401 8438 8465 8534 8599 8652

## Schedule B

### DEVELOPMENT AND PERMITTING FEES

<b>Building Permits</b>		
Building Permit Fee		
First \$1,000 value of the work	\$90.10	
Each \$1,000 or part thereof by which the value of work exceeds the sum of \$1,000 up to a maximum of \$15,000, add	\$18.30	
Each \$1,000 or part thereof by which the value of the work exceeds the sum of \$15,000 up to a maximum of \$50,000, add	\$15.90	
Each \$1,000 or part thereof by which the value of the work exceeds the sum of \$50,000, add	\$14.50	
Recheck fee (minimum 1 hour)	\$90.10	per hour
The Building Permit Fee is increased where construction commenced before the Building Inspector issued a permit by:		
For work valued up to \$15,000	\$369.00	
For work valued up to \$50,000	\$743.30	
For work valued up to \$100,000	\$1,486.30	
For work valued up to \$500,000	\$2,970.60	
For work valued up to \$1,000,000	\$7,426.10	
For work valued greater than \$1,000,000	\$14,849.00	
Corporate Search Fee – per company	\$34.00	
Permit Transfer Fee		
Single Family Residential Building	\$90.10	
Other building type	\$180.50	
Preliminary Plan Review (minimum 2 hours)	\$90.10	per hour
Review of Alternate Solutions		
Up to two alternate solutions items included in one submission (this includes a single review of a single revision required from the primary review)	\$555.20	
For each alternate solutions equivalency item review exceeding the first two items included in the single submission	\$180.50	
Each additional revision submission of any single item	\$90.10	
Plan Review and Summary Letter (reviewed for Board of Variance application)	\$305.80	
Provisional Occupancy Permit		
Residential occupancy, per dwelling unit, to a maximum of \$5,000.00	\$121.70	per 30 days or part thereof
Other occupancies, per building or part thereof	\$596.70	per 30 days or part thereof
Temporary Building Fee	\$596.70	
Green Demolition Permit Fee	\$262.50	
Land Title Search Fee	\$34.30	
Removal of Bylaw Contravention Notice on Property Title	\$596.70	
Scan building plans fee	\$10.10	per page
For each inspection exceeding two in number where a re-inspection is required	\$149.40	
Inspection outside normal working hours	actual cost	



<b>Building Permits</b>		
Permit Extension Fee		10% of original fee or half of the minimum permit fee, whichever is greater
Finishing Permit Fee: for completion of an expired permit that is no longer eligible for a permit extension as allowed under the Construction Bylaw. Approval for a finishing permit is required from the Chief Building Official.		25% of original fee or half of the minimum permit fee, whichever is greater

<b>Properties Involving Controlled Substances</b>		
<b>Inspection Fees:</b>		
Each time the District enters on a Parcel to inspect in the exercise of the District's authority to regulate, prohibit or impose requirements under the Properties Involving Controlled Substances Bylaw 7494 or another enactment, the Owner must pay the District an administration and inspection fee of:	\$642.90	If the Owner inspects and reports a contravention under Section 13 of Bylaw 7494 this fee will be waived in respect of that incident.
For a subsequent inspection undertaken if the Owner or occupier has failed to undertake action ordered by the Fire Chief, the District or a person authorized under the Properties Involving Controlled Substances Bylaw 7494 to order the action, the Owner must pay an additional fee of:	\$3,213.60	If the Owner inspects and reports a contravention under Section 13 of Bylaw 7494 this fee will be waived in respect of that incident.
Before confirmation is provided by the Chief Building Inspector that a satisfactory inspection of the building by the District's Building Department has been completed the Owner must pay to the District:		
For the first inspection:	\$642.90	If the Owner inspects and reports a contravention under Section 13 of Bylaw 7494 this fee will be waived in respect of that incident.
For an inspection with an architect or professional engineer to certify that the subject Building may be occupied under applicable enactments, if the Owner has not first engaged his or her own architect for that purpose:	\$3,213.60	If the Owner inspects and reports a contravention under Section 13 of Bylaw 7494 this fee will be waived in respect of that incident.
For a Special Safety Inspection	\$642.90	

<b>Properties Involving Controlled Substances</b>		
For each inspection prior to issuance of a Re-occupancy Permit:	\$385.70	If the Owner inspects and reports a contravention under Section 13 of Bylaw 7494 this fee will be waived in respect of that incident.
To obtain a Re-occupancy Permit:	\$321.40	If the Owner inspects and reports a contravention under Section 13 of Bylaw 7494 this fee will be waived in respect of that incident.
If the Owner inspects and reports a contravention under Section 13 of the Properties Involving Controlled Substances Bylaw 7494:		
The fee for a Special Safety Inspection in respect of that incident is as follows:	\$321.40	

<b>Board of Variance</b>		
Application Fee	\$509.10	

<b>Chimney and Fuel Burning Appliances</b>		
A chimney with one flue, including factory-built chimney	\$90.10	
Each additional flue or chimney in a building	\$26.10	
A fireplace and flue, including factory-built fireplace	\$90.10	
Solid fuel burning appliances	\$90.10	

<b>Mechanical Permits</b>		
For the installation of fixtures, each roof drain, hot water tank, sump and interceptor being classed as a fixture, as follows:		
One fixture	\$90.10	
Each additional fixture up to ten	\$32.80	
Each additional fixture over ten	\$28.80	
Re-piping of an existing building:	40% of the equivalent fixture installation fee	
For the installation or replacement of water service	\$90.10	
For the installation of perimeter drains:		
For single family residential buildings	\$90.10	
For other than single family residential buildings, up to 150 metres	\$90.10	
Each additional 75 metres or part thereof	\$47.00	
For the alteration of plumbing where no fixtures are involved, for each 10 metres of house drain installed or portion thereof	\$90.10	

<b>Mechanical Permits</b>		
In every case where, due to non-compliance with the provisions of this bylaw or to unsatisfactory workmanship, more than two inspections are necessary, for each inspection after the second inspection	\$149.40	
For the installation of domestic water for fire lines in other than single family dwellings:		
For the first 30 metres or portion thereof	\$90.10	
For each additional 30 metres	\$47.00	
For each fire hydrant, alarm valve, dry valve and flow switch	\$45.80	
For each hose outlet/connection and/or fire department connection	\$45.80	
For the connection of the municipal water supply to a hydraulic equipment	\$90.10	
For the installation of pressure vacuum breakers, approved double check valve assemblies and reduced pressure backflow preventers	\$90.10	
For the installation of a sanitary or storm sewer:		
Up to 30 metres	\$90.10	
Each additional 30 metres or part thereof	\$47.00	
For the installation of Sprinkler System:		
Fee for the first head	\$90.10	
For each additional head	\$5.00	
For the installation of a forced air heating duct distribution system:		
Per 1,000 btu	\$4.20	
Minimum	\$90.10	
Maximum	\$296.00	
For the installation of a hydronic heating pipe distribution system:		
Per 1,000 btu	\$4.20	
Minimum	\$90.10	
Maximum	\$296.00	
For each inspection exceeding two in number where a re-inspection is required	\$149.40	
Inspection outside normal working hours	actual cost	
Permit Extension Fee	10% of original fee or half of the minimum permit fee, whichever is greater	

<b>Electrical Permits</b>		
The fees payable for the issuance of an electrical permit are based on the total value of the proposed electrical installation including all material and labour as follows:		
Value of installation up to a maximum of \$500	\$90.10	
Value of installation exceeds \$500 up to a maximum of \$750	\$127.60	
Value of installation exceeds \$750	\$163.20	
Each \$100 or part thereof by which the value of installation exceeds the sum of \$1,000 up to a maximum of \$2,000, add	\$13.70	
Each \$100 or part thereof by which the value of installation exceeds the sum of \$2,000 up to a maximum of \$3,500, add	\$10.70	
Each \$100 or part thereof by which the value of installation exceeds the sum of \$3,500 up to a maximum of \$7,000, add	\$8.10	

<b>Electrical Permits</b>		
Each \$100 or part thereof by which the value of installation exceeds the sum of \$7,000 up to a maximum of \$10,000, add	\$6.30	
Each \$100 or part thereof by which the value of installation exceeds the sum of \$10,000 up to a maximum of \$50,000, add	\$4.90	
Each \$100 or part thereof by which the value of installation exceeds the sum of \$50,000 up to a maximum of \$100,000, add	\$3.70	
Each \$100 or part thereof by which the value of installation exceeds the sum of \$100,000 up to a maximum of \$250,000, add	\$2.90	
Each \$100 or part thereof by which the value of installation exceeds the sum of \$250,000 up to a maximum of \$500,000, add	\$2.10	
Each \$100 or part thereof by which the value of installation exceeds the sum of \$500,000 up to a maximum of \$750,000, add	\$1.70	
Each \$100 or part thereof by which the value of installation exceeds the sum of \$750,000 up to a maximum of \$1,000,000, add	\$1.40	
Each \$100 or part thereof by which the value of installation exceeds the sum of \$1,000,000, add	\$0.90	
If applicant makes an erroneous declaration of the permit value to obtain a lesser permit fee, the permit shall be revoked and a new permit issued using the corrected value. The new permit shall be calculated according to the corrected permit value and a 50% administrative fee shall be added to the calculated fee.		
<b>Solar Photovoltaic Panels</b> – The above electrical permit fees will be reduced by 50% for the sole purpose of installation of solar photovoltaic panels in residential buildings		
Electrical Sign Connection	\$90.10	
<b>Temporary Permits:</b>		
Temporary Power Pole - for a maximum period of 120 days (an extension is the same rate)	\$90.10	
Temporary to Permanent Connection	\$90.10	
Circus, Carnivals, Trade, Conventions, Exhibit, or similar shows	\$159.60	
Annual permits where the connected load in calculated horsepower is:		
1,000 HP or less	\$324.60	
Each additional 100 HP or part thereof	\$29.50	
Maximum fee	\$3,149.00	
Electric Vehicle Energy Management Systems – The above annual electrical permit fees will be reduced by 50% where the permit applies to electric vehicle energy management systems.		
<b>Movie Locations - Temporary Permits:</b>		
One location (valid for 90 days from the first day of filming)	\$90.10	
Two locations (valid for 90 days from the first day of filming)	\$179.20	
Three locations (valid for 90 days from the first day of filming)	\$267.20	
Four locations (valid for 180 days from the first day of filming)	\$355.70	
Movie Locations - Annual permit - unlimited locations:	\$917.60	
For each inspection exceeding two in number where a re-inspection is required	\$149.40	
Inspection outside normal working hours	actual cost	
Permit Extension Fee (not applicable to Temporary or Annual permits)	10% of original fee or half of the minimum permit fee, whichever is greater	

<b>Gas Permits</b>		
Domestic Type Installations:		
For the first appliance	\$90.10	
For each additional appliance	\$37.90	
Commercial and Industrial Installations for each appliance installed on the one permit:		
Equipment with input of 30 kW or less	\$90.10	
Equipment with input greater than 30 kW	\$100.90	
For piping (no appliance):		
For first 30 metres or part thereof	\$90.10	
Each additional 30 metres or part thereof	\$39.30	
For each inspection exceeding two in number where a re-inspection is required	\$149.40	
Inspection outside normal working hours	actual cost	
Permit Extension Fee	10% of original fee or half of the minimum permit fee, whichever is greater	
<b>Fuel Switching</b> - The gas permit fee for decommissioning the existing gas installation will be \$0.00 for the sole purpose of switching fuel source for heating from gas to electric in existing residential buildings.		

<b>Blasting Permits</b>		
The fees payable for the issuance of a blasting permit for blasting on any one parcel are as follows:		
For a period not longer than ten days from the date issued	\$90.10	
For a period longer than ten days but no longer than thirty days from the date issued	\$149.40	
For a period longer than thirty days but no longer than sixty days from the date issued	\$222.60	

<b>Engineering Construction</b>		
Roadway Restoration		
Asphalt Paving (measured in square meters - m <sup>2</sup> )	\$190.00	Per m <sup>2</sup>
Asphalt Saw Cutting (measured in linear metres)	\$22.00	Per m
Concrete Works and Restoration		
Concrete Sidewalk - MMCD Standard		
Sidewalk Panels (measured in linear metres, up to 2.0 m wide):		
First 3 metres or portion	\$2,130.00	
Each subsequent metre	\$475.00	
Curb and Gutter - MMCD Standard (measured in linear metres):		
First 3 metres or portion	\$2,555.00	
Each subsequent metre	\$540.00	
Monolithic Concrete Curb / Sidewalk - District Standard		
Sidewalk Panels (measured in linear metres, up to 2.0 m wide):		
First 3 metres or portion	\$2,385.00	
Each subsequent metre	\$510.00	
Extruded Curb - District Standard (measured in linear metres, redevelopments above \$200,000 will require replacing existing concrete curbing with a new extruded driveway crossing and new extruded curbing along all Street fronts. On corner lots, this will include both frontages):		
First 3 metres or portion	\$740.00	
Each subsequent metre of extruded curb	\$105.00	

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<b>Engineering Construction</b>		
Extruded Driveway Curb - District Standard		
First 6.0 m in length (does not include flare)	\$1,420.00	
Each subsequent metre of extruded driveway curb over 6 metres	\$135.00	
Concrete SW Driveway Crossing - District Standard (up to 6 metres wide, including driveway flares)	\$7,000.00	
Replacement of Survey Monument:		
Standard Integrated	\$2,646.00	per monument
Secondary Benchmark	\$4,410.00	per monument
Federal Benchmark	\$6,946.00	per monument
High Precision	\$9,923.00	per monument
GeoBC Registration	\$66.00	per monument
GeoBC Survey	\$500- \$1,000	per survey

<b>Development Applications</b>		
Peer review of a registered professional report or qualified professional report where it is required in the opinion of the General Manager – Planning, Properties, and Permits; General Manager - Engineering, Parks, and Facilities; the Chief Building Official; or Approving Officer. The peer reviewer will be retained by the District at the owner's expense.	Recovery of actual cost	
Corporate Search Fee – per company	\$34.00	

<b>Preliminary Planning Application</b>		
Base fee for most development applications	\$2,357.50	
Base fee for subdivisions resulting in no more than 2 additional lots	\$975.00	
Profiling Fee - Major	\$325.00	
Early Input Report to Council.  This applies to rezoning enquiries that, 1) require Official Community Plan Amendment (with the exception of amendment that is contemplated by policy, e.g. Lion Gate and Edgemont village areas); or 2) the District deems it necessary that an Early Input Report to Council is required.	\$2,357.50	
Early Input Public Meeting where required	\$3,520.00	Includes first bidirectional sign

<b>Utility Modelling</b>		
Where the District deems it necessary, hydraulic modelling fees will be charged at the Preliminary or subsequent stages of a development application for the District to assess the capacity of the District's water, sanitary and drainage infrastructure as follows:		
Water (plus Fire Hydrant Flow Test Fee, per Bylaw 2279)	\$3,650.00	plus Test Fee
Sanitary	\$3,650.00	
Drainage	\$3,650.00	



<b>Rezoning (including text or map amendments but not including Complex Site Rezoning), Heritage Revitalization Agreements</b>		
Base Fee	\$4,715.00	
Public Hearing Fee (refundable as per provisions in the "Refund of Fees" section)	\$3,960.00	Includes first bidirectional sign
Public Information Meeting Signage Fee (where required)	\$1,015.00	per bidirectional sign
	\$580.00	per single-sided sign
Profiling Fee - Major	\$325.00	
Proforma evaluation for applications within designated Centres where Community Amenity Contribution policy stipulates	\$17,775.00	Initial deposit for actual cost recovery
Multi-Family – base fee plus (only to be charged if application does not include Development Permit)	\$49.00	per residential unit

<b>Complex Site Rezoning</b>		
<p>Where the Site is 6,000 square metres of area or greater and one or more of the following apply:</p> <ul style="list-style-type: none"> <li>a. The proposal includes or results in multiple parcels and or mixed-use development;</li> <li>b. The proposal is for a CD zone or a split zone;</li> <li>c. There is a density bonus bylaw;</li> <li>d. The site includes a phased development agreement;</li> <li>e. There are new roads, park or other dedications;</li> <li>f. The proposal includes a housing agreement (other than strata rental protection).</li> </ul> <p>Where an application is withdrawn prior to municipal notification of the public hearing, the Public Hearing Fee is refundable as per provisions in the "Refund of Fees" section. (Note for clarification: All applicable Development Permit fees, including multi-family per residential unit fee, will be charged with Development Permit application)</p>	<p>A minimum fee of \$150,000 for the first 10,000m<sup>2</sup> of site area plus \$350 per additional 100m<sup>2</sup> of site area or portion thereof, to a maximum fee of \$750,000</p>	

<b>Official Community Plan Amendment</b>		
Base Fee	\$4,715.00	
Public Hearing Fee (refundable as per provisions in the "Refund of Fees" section)	\$3,960.00	Includes first bidirectional sign
Public Information Meeting Signage Fee (where required)	\$1,015.00	per bidirectional sign
	\$580.00	per single-sided sign
Profiling Fee – Major	\$325.00	
For change in land use or increased residential density - base fee plus this fee calculated based on the amount of the proposed increase from existing OCP designation to proposed overall FSR	\$76.00	per 100m <sup>2</sup> of floor area or portion thereof



<b>Additional Public Hearing Fees</b>		
Additional Public Hearing (where required for a Rezoning, or Official Community Plan Amendment application)	\$3,960.00	Includes first bidirectional sign
Additional Public Hearing, Public Information Meeting, or Early Input Meeting Signs (where required)	\$1,015.00	Per additional bidirectional sign
	\$580.00	per single-sided sign
Non-statutory Public Notifications Signs (where required)	\$1,015.00	Per additional bidirectional sign
	\$580.00	per single-sided sign

<b>Development Permit - Minor</b>		
Base fee for additions of less than 1,000 sq.ft. (93 m2) in DP area: Heritage Alteration Permit or Heritage Revitalization Agreement where no change to use or density	\$1,755.00	
Profiling Fee – Minor	\$43.00	
Minor Development Permit Exemption Letter	\$390.00	

<b>Development Permit – Major</b> (some applications may require more than one Development Permit application and fee)		
Form and Character:		
Form and character for multi-family, commercial or industrial developments;	\$4,785.00	
Profiling Fee - Major	\$325.00	
Multi family – base fee plus	\$49.00	per residential unit
Environmental or Hazardous Conditions:		
Single Family: (For single family (RS) zoned properties involving more than one Development Permit, where new development is occurring, the fee for all the Development Permits shall be the fee of the highest value Development Permit plus \$137 for each additional Development Permit type)		
Protection of the Natural Environment DPA	\$137.00	per parcel for renovations on the existing parcel
	\$670.00	per new single family dwelling or per new single family parcel in a proposed subdivision
Streamside Protection DPA – Single Family	\$137.00	per parcel for renovations on the existing parcel
	\$670.00	per new single family dwelling or per new single family parcel in a

<b>Development Permit – Major</b> (some applications may require more than one Development Permit application and fee)		
		proposed subdivision
Wildfire Hazards DPA:	\$330.00	per new single family dwelling or per new single family parcel in a proposed subdivision
Creek Hazards DPA:	\$137.00	per parcel for renovations on the existing parcel
	\$670.00	per new single family dwelling or per new single family parcel in a proposed subdivision
Slope Hazards DPA:	\$137.00	per parcel for renovations on the existing parcel
	\$670.00	per new single family dwelling or per new single family parcel in a proposed subdivision
Profiling Fee - Minor	\$43.00	
Other than single family:		
Environmental, or Hazardous Conditions (fee charged for each applicable Development Permit Area)"	\$775.00	per 10,000 sq.ft. (929 m2) or portion thereof, of affected site area with a minimum fee of \$775
Profiling Fee - Major	\$325.00	
Environment Development Permit Exemption Letter	\$58.00	

<b>Major Projects Development Review</b>		
In cases where a property owner requests design and development review by the District in relation to a major project for which a Form and Character Development Permit is not required, the following service fee will apply as provided under Section 194(1)(a) of the Community Charter. May include municipal, utility, school, recreation, and other land use review.	\$4,783.00	
Profiling Fee – Major	\$325.00	

<b>Development Variance Permit</b>		
Single Family:		
For three variances or less	\$790.00	
For four variances or more	\$1,145.00	
Profiling Fee – Minor	\$43.00	
Other than Single Family:	\$1,540.00	
Profiling Fee – Major	\$325.00	
Delegated Development Variance Permit	\$675.00	
Profiling Fee - Minor	\$43.00	

<b>Temporary Use Permit Fees</b>		
Temporary Use Permit	\$1,755.00	
Profiling Fee - Major	\$325.00	
Temporary Use Permit Extension	\$640.00	
Profiling Fee - Minor	\$43.00	

<b>Subdivision</b>		
Subdivisions creating new lots or applications for phased strata plan	\$2,426.55	base fee (includes parent parcels)
Fee per new lot created	\$595.00	per additional lot
Profiling Fee - Major	\$325.00	
Strata-titling of previously or currently occupied buildings	\$3,845.00	
Consolidation or lot-line adjustment	\$1,325.00	
Subdivision creating an air space parcel	\$5,370.00	Plus \$2,465.55 for each additional parcel
Profiling Fee - Major	\$325.00	
Subdivision Conditions Letter extension	\$640.00	
Signing Fee (payable with submission of subdivision plans for final approval)	\$1,325.00	

<b>Resubmissions</b>		
This fee may be levied for additional reviews of building, landscape, engineering, survey or tree plans.		
Per resubmission	\$640.00	

<b>Development Site Access</b>		
This fee is levied when District crews attend a development site to perform works (e.g. capping/stalling water/sewer/other works) but are forced to reschedule works due to inadequate side access and preparation (e.g. obstructions/missing survey pins) per s. 13.0 of the Development Servicing Bylaw 8145:		
1st attendance	\$1,215.00	
2nd attendance	\$1,820.00	
3rd attendance	\$2,430.00	

<b>Amendments</b>		
Amendment to approved subdivision, restrictive covenant, or other legal documents where the amendment will require staff review and/or a public notification process.	\$795.00	

<b>Sign Permits</b>		
Application for new sign(s) or to amend an issued sign permit in accordance with the Sign Bylaw 7532 and that can be reviewed and issued by staff without a Minor Development Permit	\$170.00	for the first sign
Each additional sign	\$95.00	
Minor Development Permit for a sign where the sign(s) are not in accordance with an approved Development Permit or an accepted sign package, but are otherwise compliant with the Sign Bylaw 7532	\$675.00	per site
Profiling Fee – Major	\$325.00	
Development Variance Permit for a sign where the sign(s) are not in accordance with the Sign Bylaw 7532.	\$1,540.00	
Profiling Fee – Major	\$325.00	

<b>Liquor Related Applications</b>		
Temporary change to a liquor licence	\$130.00	
<b>Permanent Liquor Licences:</b>		
Applications for a new liquor licence or a significant amendment to an existing licence	\$2,385.00	
Applications for a minor permanent change to an existing licence (i.e. Operating hours)	\$1,190.00	
Public Notification Fee	\$2,085.00	
Profiling Fee - Minor	\$43.00	
<b>Permanent Cannabis Licences:</b>		
Applications for a new cannabis licence or an amendment to an existing licence	\$2,385.00	
Public Notification Fee	\$2,085.00	
Profiling Fee - Minor	\$43.00	

<b>Wireless Telecommunications Facility Review Application</b>		
Proposals requiring a District Wireless Telecommunications Facility Review Application	\$4,785.00	per facility
Profiling Fee – Major	\$325.00	
Public notification fee (not part of a District Wireless Telecommunications Facility Review Application)	\$2,085.00	

<b>Legal Documents</b>		
<b>Site Specific Legal Documentation:</b>		
Fees for legal documents will be based on the costs associated with their preparation. When possible, standardized documents will be used.		
Standard Development Servicing Agreement	\$865.00	
Renewal of Standard Development Servicing Agreement	\$865.00	

<b>Special Services</b>		
Extraordinary Work	actual cost	
Custom Research: Requests for detailed research of one or more properties where municipal research is appropriate.	\$190.00	per hour
Confirmation Letters: Requests for letters confirming the land use designation in the Official Community Plan or the Zoning of a particular site are requested but where no additional research is required.	\$190.00	

<b>Refund of Fees</b>
A fee prescribed in the Development Applications section of Schedule B will be refunded to the applicant, upon request, in the following circumstances:
a) If an application is withdrawn by the applicant before public notification for a public hearing occurs, the Public Hearing Fee will be refunded
b) If an application is rejected by Council before public notification for a public hearing occurs, the Public Hearing Fee will be refunded
c) If an application is determined to not require a public hearing, the Public Hearing Fee will be refunded
d) If an application is withdrawn by the applicant and no significant staff work has occurred, Development Application fees may be considered for refund. Fees will not be refunded where significant staff work has been completed

<b>Development Conducted without a Permit</b>
If any development for which a permit is required by the District of North Vancouver is commenced without a permit, the applicant for the proposed development must pay double the fee prescribed in this bylaw.

<b>Administration Fees For Development Servicing</b>		
An administration fee required in connection with all administrative costs incurred by the District in connection with the "Works" as defined in the Development Servicing Bylaw.	5.1%	up to and including \$100,000
	4.1%	on amount in excess of \$100,000

Design revision fee required in connection with incomplete design drawing submissions for review costs incurred by the District - Minimum charge 1 hour	\$111.00	per hour
Administration fee required in connection with all administrative costs incurred by the District in connection with a crane swing agreement.	\$1,215.00	
Administration fee required in connection with all administrative costs incurred by the District in connection with an underpinning agreement.	\$1,215.00	

<b>Permits Pursuant to the Environmental Protection and Preservation Bylaw</b>		
Aquatic Area Permit	\$405.00	
<b>Pesticide Permit:</b>		
Single Family Residential	\$58.00	
Industrial, Commercial, Multi-family	\$115.00	
<b>Soil Permit:</b>		
Single Family Residential	\$240.00	
Industrial, Commercial, Multi-family	\$485.00	
Site Profile - for a Site Profile as specified on Schedule 1 of the Waste Management Act – Contaminated Sites Regulation	\$100.00	
<b>Re-Inspection Fee:</b>		
For each inspection exceeding two in number, made on the same site	\$149.40	
<b>Works Conducted Without a Permit:</b>		
If any works for which a permit is required by the Environmental Protection and Preservation Bylaw 6515 are commenced without a permit issued by the General Manager of Planning, Permits and Properties Division, the permit applicant for the proposed works shall pay double the fee prescribed as set out in the Fee section of this Bylaw.		
<b>Preliminary Site Review:</b>		
Environmental Requirements - A preliminary plan review and/or site inspection including required liaison with other jurisdictions. The service includes an analysis of a proposed development, building, or structure for compliance with the Environmental Protection and Preservation Bylaw 6515 and/or other requirements as related to stream or waterfront setbacks.	\$171.00	

<b>Tree Permits Pursuant to the Tree Protection Bylaw</b>		
<i>Cut or remove protected tree(s):</i>		
For each <i>protected tree</i> to be removed up to and including four trees	\$105.00	
Five or more <i>protected trees</i>	\$525.00	
For <i>development</i> involving <i>removal</i> of ten or more <i>protected trees</i> on a parcel greater than 1 hectare	\$2,625.00	
<i>Cut large diameter tree(s) – per tree</i>	\$105.00	
<i>Remove large diameter tree(s) - per tree</i>	\$525.00	
<b>**Above fees doubled for Retroactive Permit for work requiring tree permit done without obtaining tree permit</b>		
Corporate Search Fee - per company	\$34.00	
<b>Inspection and Re-inspection Fees:</b>		
The following fees apply for inspections undertaken to determine whether or not to release a <i>security deposit</i> held under the Tree Protection Bylaw:		
For each inspection exceeding two in number made on the same site	\$149.40	
Where it has been determined that work or development permitted pursuant to the Tree Protection Bylaw 7671 has not been satisfactorily completed, the following fees apply with respect to inspections:		
Inspection relating to <i>tree protection barrier, retained tree or replacement tree</i>	\$149.40	
Inspection to determine compliance with <i>tree permit</i> or bylaw	\$149.40	



Tree Permits Pursuant to the Tree Protection Bylaw		
Environmental Compensation Fee	\$1,050.00	For all large <i>diameter</i> trees not a Douglas fir or Western red cedar
	\$2,100.00	For all large <i>diameter</i> trees that are Douglas fir or Western red cedar
Installation of Street Tree(s)	\$877.00	

Permits Pursuant to the Drinking Water Conservation Bylaw		
Fee for water sprinkling permit for new lawn	\$60.00	

Amended by: 7365 7516 7581 7632 7691 7740 7794 7814 7871 7911 7917 7960 8020 8037  
8088 8143 8200 8228 8218 8268 8318 8321 8357 8343 8401 8443 8463 8465 8495 8532 8534  
8581 8590 8584 8599 8611 8652

## Schedule C

### PARKS AND RECREATION FEES

<b>Cates Park Boat Launch</b>		
Annual Pass – non-resident	\$308.67	
Annual Pass – resident	\$201.67	
Daily Launch	\$24.00	

<b>Picnic Events</b>		
Covered Shelter 100+ people – 4 hours	\$145.45	
Covered Shelter 60 people – 4 hours	\$115.35	
Covered Shelter 40 people or less – 4 hours	\$84.10	

<b>Lynn Canyon Park</b>		
Metered Parking	\$3.00	per hour
Buses 24 seats and under	\$32.50	for two hours
Buses 25 seats and over	\$56.00	for two hours
Annual Bus Pass - (24 seats and under)	\$1,106.50	per bus per year
Annual Bus Pass - (25 seats and over)	\$1,518.50	per bus per year

<b>Ecology Centre</b>		
Eco-Quest, Forest Quest Activity (Individual)	\$3.00	
Individual Programs	\$12.00	
Children's Mini-Camps	\$91.50	
Birthday Parties 10 students (price per group)	\$195.00	
Groups:		
Students age 3 to 12 (12 students or less)	\$103.00	
Students age 3 to 12 (13 to 30 students)	\$183.00	
Students age 13 to adult (12 students or less)	\$120.00	
Students age 13 to adult (13 to 30 students)	\$223.50	
Ecology Centre Memberships:		
Family membership	\$50.00	
Adult	\$30.00	
Senior/Student/Volunteer	\$15.00	
Lynn Canyon Park Café Building - Mezzanine Level (Rental fee)	\$30.00	per hour; two hour minimum booking

<b>Maplewood Farm</b>		
Adult	\$9.43	
Child/Senior	\$5.57	
Peak Period (Adult)	\$11.14	
Peak Period (Child)	\$7.29	
Special Events (Adult)	\$11.14	
Special Events (Child)	\$7.29	
Annual Family Membership	\$162.76	
Behind the Scenes General	\$31.19	
Behind the Scenes Member	\$16.19	
Pony Ride	\$123.67	
Prepayment Plan:		

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<b>Maplewood Farm</b>		
Group size 0-8	\$160.95	
Group size 9-15	\$320.95	
Group size 16-25	\$481.90	
Group size 26-50	\$963.29	
Group size 51-75	\$1,284.76	
Group size 76-100	\$1,605.67	
<b>Birthday Party Packages:</b>		
Basic Room Rental	\$66.29	per hour
<b>Themed Party Packages:</b>		
Bronze Package	\$165.52	
Silver Package	\$264.62	
Gold Package	\$369.95	
Platinum Package	\$535.38	
Private After Hours Farm Booking	\$600.00	per hour
Outdoor Covered Picnic Shelter Reservation	\$30.00	per hour, two hour minimum booking

<b>Outdoor Sports Facilities</b>		
<b>Market Rate:</b>		
All Outdoor Facilities (excl. Tennis/Pickle Ball and Artificial Turf)	\$23.49	per facility, per hour
Outdoor Tennis/Pickle Ball Courts	\$8.04	per facility, per hour
Artificial Turf	\$68.00	per field, per hour
<b>Community Groups:</b>		
<b>All Outdoor Facilities excl. Tennis/Pickle Ball and Fields (ATF, Grass, All-Weather):</b>		
Adult	\$11.75	per facility, per hour
Youth/Senior	\$5.85	per facility, per hour
Outdoor Tennis/Pickle Ball Courts	\$4.55	per facility, per hour
<b>Artificial Turf Fields:</b>		
Adult	\$30.00	per field, per hour
Youth/Senior	\$26.00	per field, per hour
<b>Grass Fields:</b>		
Adult	\$9.83	per field, per hour
Youth/Senior	\$3.62	per field, per hour
<b>All-Weather Fields:</b>		
Adult	\$5.18	per field, per hour
Youth/Senior	\$2.07	per field, per hour
<b>Field Lighting:</b>		
Adult	\$10.35	per field, per hour
Youth/Senior	\$4.14	per field, per hour

Amended by: 7296 7365 7433 7516 7581 7632 7691 7740 7814 7871 7917 7960 8020 8088  
8143 8200 8268 8357 8401 8465 8464 8534 8599 8652

## Schedule D

### PROTECTIVE SERVICES FEES

#### Fire and Rescue Services Bylaw 8511, 2021

Fire Services Fees Pursuant to Fire Services Bylaw		
File Search – Comfort Letter (Up to 2 Hours)	\$166.00	per 2 hours
Fire Safety Plan Review (Up to 2 Hours)	\$166.00	per 2 hours
Pre-Incident Fire Plan Review (Up to 2 Hours)	\$166.00	per 2 hours
Special Effects Application Review (Up to 2 Hours)	\$166.00	per 2 hours
Development Review Fee	0.11%	Based on value of Building Permit with a minimum fee of \$79
Information Reports	\$193.00	per hour
Fire Investigating Fee Cost Recovery:		
Structure Fire Incident	\$595.00	per investigation
Motor Vehicle Incident or Vehicle Fire Incident	\$140.00	per investigation
Hourly Fee (For Reviews, Inspections and File Searches):		
Straight Time	\$110.00	per hour
Time & Half	\$166.00	per hour
Double Time	\$221.00	per hour
Fire Investigation:		
Minimum Fee	\$827.00	per investigation
Damaged or Lost Equipment/Supplies	Replacement Cost	
After Hours Fire Investigation:		
Straight Time	\$110.00	per hour
Time & Half	\$166.00	per hour
Double Time	\$221.00	per hour
Fire Department Standby (Required by Fire Department):		
After Hours - Straight Time	\$110.00	per hour
After Hours - Time & Half	\$166.00	per hour
After Hours - Double Time	\$221.00	per hour
Vehicle/Apparatus	\$189.00	per hour

#### **Permit Fees:**

Permit fees must be paid to the Municipality by all applicants for any Permit required by the Fire and Rescue Services Bylaw 8511, 2021 or by the regulations passed pursuant to the *Fire Services Act* (1996) c. 144, as amended or replaced.

Permit Processing (up to 2 hours):

Hourly Fees for Permit Processing as per above "Hourly Fee"	\$166.00	
Permit Inspections as per above "Hourly Fee"	\$166.00	

#### **False Alarms and Nuisance Alarms (Based on Calendar Year):**

First False and/or Nuisance Alarm	\$0.00	
Second False and/or Nuisance Alarm	\$166.00	
Third False and/or Nuisance Alarm	\$276.00	
Fourth False and/or Nuisance Alarm	\$441.00	
Fifth False and/or Nuisance Alarm	\$662.00	

<b>False Alarms and Nuisance Alarms (Based on Calendar Year):</b>		
Subsequent to Fifth False and/or Nuisance Alarm	\$992.00	

<b>North Vancouver RCMP Services</b>		
Criminal Record Check	\$58.70	
Criminal Record Check – Volunteers – Local Residents	\$0.00	
Police Certificate (Including prints if required)	\$57.50	
Fingerprints Taken (up to 2 sets – additional sets @ \$10 each)	\$58.70	
Local Police Records Checks	\$57.50	
Name Change Applications	\$57.50	
MV 6020 – Motor Vehicle Accident Report	\$57.50	
Preliminary Collision/Traffic Analyst Report	\$90.00	
Full Collision/Traffic Analyst Report	\$600.00	
Field Drawing Reproduction	\$40.00	in addition to cost
Measurements	\$207.00	
Crash Data Retrieval Report	\$180.00	
Mechanical Inspection Report	\$57.50	in addition to cost
Police Reports	\$57.50	
Passport Letters	\$57.50	
Insurance Claim Letter	\$57.50	
Court Ordered File Disclosure (in addition to copying charge)	\$57.50	
Photographs (each – 4 x 6)	\$4.00	
Video Reproduction:		
First hour	\$70.00	
Per hour after first hour	\$26.00	
Cost of CD/DVD	\$16.00	
Audio Reproduction:		
First hour	\$70.00	
Per hour after first hour	\$26.00	
Cost of CD/DVD	\$5.10	
Forensic Video Analysis – Cost per hour	\$200.00	per hour
File Research – Cost per hour	\$50.00	per hour
Visa Application	\$57.50	
Security Licencing	\$90.00	
Photocopying charge per page	\$0.75	per page
Shipping Charge	\$5.00	in addition to cost
CD of Photographs	\$40.00	

<b>Security False Alarms</b>		
First False Alarm	\$0.00	Within a calendar year
Second False Alarm	\$50.00	
Third False Alarm	\$150.00	
Fourth False Alarm	\$400.00	
Fifth False Alarm	\$600.00	
Subsequent to Fifth False Alarm	\$900.00	

Amended by: 7426 7434 7446 7581 7740 7814 7871 7917 7960 8020 8088 8134 8143 8200  
8268 8357 8401 8465 8513 8534 8579 8599 8652

**Schedule E  
LICENSING AND FILM FEES**

<b>Filming</b>		
Signature Park Fee (Full Day) – Cates Park, Lynn Canyon Park, Panorama Park	\$1,810.00	per day
Signature Park Fee (Half Day) – Cates Park, Lynn Canyon Park, Panorama Park	\$1,170.00	per half day, maximum 12 hrs
Signature Park Fee – Prep/Wrap – Cates Park, Lynn Canyon Park, Panorama Park	\$936.00	per day
Large Park Fee (Full Day) – Inter River Park, Bridgman Park, Princess Park, Murdo Frazer Park	\$1,170.00	per day
Large Park Fee (Half Day) – Inter River Park, Bridgman Park, Princess Park, Murdo Frazer Park	\$819.00	per half day, maximum 12 hrs
Large Park Fee – Prep/Wrap – Inter River Park, Bridgman Park, Princess Park, Murdo Frazer Park	\$585.00	per day
Neighbourhood Park Fee (Full Day)	\$527.00	per day
Neighbourhood Park Fee (Half Day)	\$410.00	per half day, maximum 12 hrs
Neighbourhood Park Fee – Prep/Wrap	\$265.00	per day
Park cancellation fee (if cancelled within 7 days of first day of activity)	\$125 - \$431	per day
Commercial Media Usage Per Film Day - Still Photography, Reality TV, Corporate, Gaming, Lifestyle segments	\$394.00	per day
Film Liaison Fee	Cost recovery	
RCMP Services – Constable	\$171.00	per hour
RCMP Services – Sergeant	\$204.00	per hour
Fire Services – Fire Officer	\$202.00	per hour
Fire Services – Firefighter	\$167.00	per hour
Fire Services – Vehicle	\$192.00	per hour
Fire Hydrant Usage	\$95.00	per day
Location Permit Fee	\$295.00	per location
Street filming user fee	\$205.00	
Parking – District streets	\$78.00	per 100 ft. per day
Parking lot only – Park or District property	\$441.00	per lot
Signage – new and replacement	\$18.00	per sign
Signage – Modify existing	\$6.00	per sign
Signage – Labour	\$65.00	per hour
District land/property fee – District Hall, Operations Centre, Libraries, Recreation Centres, Murdo Frazer Cabin, Museum and Archives, Fire Halls, Gallant Wharf, Northlands Golf Course	\$1,680 - \$5,250	per day
District land/property fee – Prep/Wrap – District Hall, Operations Centre, Libraries, Recreation Centres, Murdo Frazer Cabin, Museum and Archives, Fire Halls, Gallant Wharf, Northlands Golf Course	\$840 - \$2,625	per day
Inside Service - cost recovery of labour cost of DNV employee	\$90 - \$300	cost recovery + 20% benefits and admin costs
<b>Animal Control and Welfare Licences</b>		

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Spayed or neutered dog	\$37.00	annual fee
Not spayed or neutered dog	\$86.00	annual fee
Not spayed or neutered dog 3 to 6 months of age	\$37.00	annual fee
Spayed or neutered aggressive dog	\$105.00	annual fee
Fee increase – On or after February 1, in the current year, the annual fees contained in this table are increased by	\$12.00	
Fee reduction - On or after September 1, in the current year, the annual fees contained in this table shall be reduced by 50 percent where an owner provides satisfactory proof to the Collector that; the owner only established residency in the District of North Vancouver within 30 days of the application date; or, the dog, for which the licence is sought, was acquired by the owner within 30 days of the application date.		
Replacement licence	\$6.40	

<b>Impound and Maintenance</b>		
First Impoundment:		
Licensed Dog	\$124.60	
Unlicensed Dog	\$205.60	
Second Impoundment within 365 days:		
Licensed Dog	\$353.40	
Unlicensed Dog	\$353.40	
Subsequent Impoundment within 365 days:		
Licensed Dog	\$655.60	
Unlicensed Dog	\$655.60	
Maintenance	\$33.40	per day
Additional Impound Fees for Aggressive Dogs (licensed or unlicensed) (These fees are in addition to the impound and maintenance fees set out above):		
First Impoundment	\$268.70	
Subsequent Impoundment	\$964.00	
Surrender Fees:		
Spayed or Neutered Dog (requires proof of spayed/ or neuter):		
With Medical Records	\$109.30	
Without Medical Records	\$137.40	
Not Spayed or Neutered Dog:		
With Medical Records	\$282.70	
Without Medical Records	\$353.40	
Spayed or Neutered Cat:		
With Medical Records	\$70.70	
Without Medical Records	\$105.00	
Not Spayed or Neutered Cat:		
With Medical Records	\$199.20	
Without Medical Records	\$228.90	
Additional Fee for a Non-Resident of the District	\$405.00	

<b>Adoption</b>		
Canines six months of age or older	\$269.70	
Canines up to six months of age	\$411.40	
Felines six months of age or older	\$173.70	
Felines up to six months of age	\$237.70	

<b>Annual Park Use Permit</b>		
Commercial Dog Walking Business - Located in the District of North Vancouver		
Number of Commercial Dog Walkers:		
1	\$719.90	
2	\$863.90	
3	\$1,014.20	
4	\$1,157.00	
Commercial Dog Walking Business - Not Located in the District of North Vancouver		
Number of Commercial Dog Walkers:		
1	\$1,066.90	
2	\$1,210.80	
3	\$1,367.60	
4	\$1,518.20	
Annual Commercial Dog Walker Permit Fees:		
Annual Permit Fee	\$77.10	
Replacement Permit Fee (for name change)	\$39.30	

<b>Horsekeeping Permit</b>		
Impounding, transportation and maintenance		recovery of full cost
Horse Permit Application Fee	\$154.10	

<b>Domestic Hens</b>		
Impound Fee	\$29.80	
Permit application fee	\$59.60	
Annual permit fee	\$59.60	

Fees For Business Licences		
Schedule of Licence Fees A		
Every person carrying on, maintaining, owning or operating within the municipality any business, trade, occupation, calling, undertaking or thing classified and set forth below shall pay to the municipality the amount of the licence fee set opposite to the business, trade, occupation, calling, undertaking or thing carried on, maintained, owned or operated by such person. The definitions in the Business Licence Bylaw 4567 apply to this bylaw.		
Unless otherwise indicated the licence fee is for a twelve-month period - January 1st to December 31st.		
Group 1 Miscellaneous		
Aquaculture	Environmental Technologist	
Advertising Agent	Funeral Parlour	
Agent or Canvasser	Golf Driving Range/Golf Course	
Auctioneer	Health Spa	
Banquet Hall	Ice Rink	
Bill Poster and Sign Company	Junk Yard	
Book Agent	Publishing	
Broker	Roller Rink	
Crematorium	Ski/Chairlift/Tram	
Dance Hall	Stevedoring	
Employment Agency	Tennis/Racquet Clubs	
Licence Fee:		
One or two persons engaged in the business	\$357.30	

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<b>Fees For Business Licences</b>		
<b>Schedule of Licence Fees A</b>		
Three to five persons engaged in the business	\$525.20	
Six to ten persons engaged in the business	\$710.00	
Eleven to twenty persons engaged in the business	\$878.00	
Each additional ten persons engaged in the business	\$275.10	
<b>Group 2 Financing and Various</b>		
Banks	Mail Order	
Financing Agent	Money Lenders	
Guarantee or Bonding Company	Pawn Brokers	
Investment Company		
Licence Fee:		
One to twenty-five persons engaged in the business	\$1,744.90	
Twenty-six to fifty persons engaged in the business	\$2,470.20	
Fifty-one to one hundred persons engaged in the business	\$3,159.60	
Each additional ten persons engaged in the business	\$357.30	
<b>Group 3 Professional Services</b>		
Accountant	Physician	
Architect	Physiotherapist	
Barrister	Podiatrist	
Chiropractor	Psychiatrist	
Dental Technician	Psychologist	
Dentist/Dental Surgeon	Radiologist	
Engineer	Registered Massage Therapist	
Lawyer	Solicitor	
Medical Practitioner or Specialist	Surgeon	
Notary Public	Surveyor	
Optometrist	Veterinary Services	
Orthodontist	Professional Services - unclassified	
Licence Fee:		
One or two persons engaged in the business	\$357.30	
Three to five persons engaged in the business	\$996.20	
Six to ten persons engaged in the business	\$1,945.20	
Eleven to twenty persons engaged in the business	\$3,541.80	
Each additional ten persons engaged in the business	\$1,693.80	
<b>Group 4 Social Escort Services</b>		
Licence Fee	\$5,568.60	
<b>Group 5 Licenced Beverage Establishments</b>		
Liquor Primary Establishment:		
For the first ten seats	\$979.50	
For each additional ten seats or any portion thereof	\$113.90	
Food Primary Establishment:		
For the first ten seats	\$487.70	
For each additional ten seats or any portion thereof	\$34.90	
<b>Group 6 Cannabis Retail Store</b>		
Licence Fee	\$5,735.20	

<b>Schedule of Licence Fees B</b>		
<b>Group 1 Areas</b>		
<b>Rental Properties:</b>		
1 to 90 square metres	\$44.00	
Each additional 90 square metres or portion thereof	\$44.00	
<b>Storage Areas:</b>		
1 to 1,860 square metres of ground space	\$523.80	
1,861 to 4,650 square metres of ground space	\$1,229.70	
4,651 to 7,440 square metres of ground space	\$1,863.20	
7,441 to 10,230 square metres of ground space	\$2,487.10	
10,231 to 13,020 square metres of ground space	\$3,113.90	
13,021 to 15,810 square metres of ground space	\$3,765.50	
15,811 to 18,600 square metres of ground space	\$5,568.60	
Each additional 2,790 square metres of ground space or portion thereof	\$432.10	
<b>Warehousing:</b>		
1 to 930 square metres of floor space	\$774.00	
931 to 2,790 square metres of floor space	\$1,611.90	
2,791 to 4,650 square metres of floor space	\$2,470.20	
4,651 to 6,510 square metres of floor space	\$3,303.90	
6,511 to 8,370 square metres of floor space	\$4,141.80	
8,371 to 10,230 square metres of floor space	\$5,001.80	
10,231 to 12,090 square metres of floor space	\$5,557.40	
Each additional 1,860 square metres of floor space or portion thereof	\$690.50	
<b>Group 2 Units</b>		
<b>Licence Fee:</b>		
Apartment	\$32.00	each space
Automobile Parking Lot	\$6.90	each space
Bed and Breakfast	\$94.50	each room
Billiard/Pool Hall	\$69.30	each table
Boarding House	\$16.80	each room
Bowling Alley	\$69.30	each alley
Coin Operated Coat Hanger Stands	\$36.00	each stand
Coin Operated Laundromat/Dry-Clean	\$20.80	each machine
Curling Rink	\$69.30	each sheet
Dormitory	\$16.80	each room
Hotel/Rooming House	\$16.80	each room
Mobile Canteen	\$275.10	each unit
Motel	\$32.00	each unit
<b>Marina:</b>		
Up to 50 leased spaces	\$176.50	
51 to 100 leased spaces	\$273.80	
101 to 200 leased spaces	\$461.20	
201 to 300 leased spaces	\$624.10	
301 to 400 leased spaces	\$815.50	
401 to 500 leased spaces	\$983.70	
501 to 600 leased spaces	\$1,149.00	
601 to 700 leased spaces	\$1,339.30	

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<b>Schedule of Licence Fees B</b>		
701 to 800 leased spaces	\$1,504.70	
801 to 900 leased spaces	\$1,692.20	
901 or more leased spaces	\$1,856.20	
Post Box Rental Agency	\$1.40	each post box
Theatre	\$1.40	each seat
Theatre - Drive-in	\$1.40	each stall
<b>Vending Machine Fee:</b>		
Group 1 - no coin to operate	\$82.00	for each machine
Group 2 - \$0.06 to \$0.25 to operate	\$44.40	for each machine
Group 3 - \$0.26 to \$0.99 to operate	\$89.00	for each machine
Group 4 - \$1.00 or more to operate	\$126.50	for each machine
Group 5 - music systems	\$126.50	for each machine
Group 6 - amusement machines	\$290.70	for each machine
<b>Group 3 Itinerants</b>		
<b>Licence Fee:</b>		
Carnival	\$158.60	for each day
Circus	\$158.60	for each day
Concert Hall	\$82.00	for each day
Dog or Cat Show	\$30.60	for each day
Exhibition	\$82.00	for each day
Horse or Pony Show	\$47.30	for each day
Musical Attraction	\$82.00	for each day
Promoter of Entertainment	\$158.60	for each day
Promoter of Sporting Event	\$318.00	for each day
Theatrical Show (when held in other than a duly licenced theatre)	\$18.10	for each day
Other form of itinerant show, entertainment, amusement or exhibition	\$82.00	for each day
Solicitation for Charity	\$6.90	for each day
Film Production (Non-Resident Business)	\$33.60	annually

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

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<b>Schedule of Licence Fees C</b>		
Demolition	Refrigeration	
Disposal Service	Road Marking	
Ditching	Roofing	
Door Sales/Installation	Sandblasting	
Draft Sealing	Sanitary	
Drainage	Sash and Door	
Drilling	Siding	
Drywall	Sign Painter	
Electrical	Sprinkler	
Electronics	Structural/Reinforcing Steel	
Elevator/Skip Hoist	Tree Service	
Excavating/Backfill	Upholstery	
Fencing	Ventilation	
Finish Carpentry	Waterproofing	
Flooring	Weatherproofing	
Framing	Welding	
General Contractor	Window Sales/Installation	
Glazing	Wrecking	
Hauling	Wrought Iron	
Insulation		
Licence Fee:		
One or two persons engaged in the business	\$175.00	
Three to five persons engaged in the business	\$355.50	
Six to ten persons engaged in the business	\$525.20	
Eleven to twenty persons engaged in the business	\$878.00	
Each additional ten persons engaged in the business	\$355.50	
<b>Group 2 Services</b>		
Accounting Services	Insurance Agency	
Appraisal Services	Interior Decorator	
Auditing Services	Junk Pick-Up Services	
Audio/Video Production	Manufacturer's Agent	
Auto Accessories Sales/Installations	Marine Service	
Auto Marine Towing	Marine Service Station	
Automobile Body Repair Shop	Marketing	
Automobile Reconditioning/Polishing	Mobile Hairdressing	
Automobile Services Garage	Office Equipment Services	
Automobile Services (Mobile)	Pedlars/Hawkers/Hucksters	
Automobile Service Station	Pest Control	
Bookkeeper/Stenographer	Pet Services	
Business Office	Photographer	
Collection Agent	Property Management	
Commercial Art	Real Estate Sales	
Commercial/Industrial Sales	Recording Studio Representatives	
Computer Services	Research Laboratory	
Consulting Service	Restoration Services	
Courier Service	Security Services	
Disco Music Service	Swim School	

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Schedule of Licence Fees C		
Distributors	Tanning Studios	
Dog-walking Business	Telephone Equipment Sales/Service	
Drafting and Design Services	Tire Sales and Service	
Driving School	Transfer/Express Company	
Electro-plating/polishing	Vacuum Cleaner Sales/Services/Installation	
Equipment rental	Vehicle Repair	
Fuel Dealer	Vehicle Undercoating	
Gold/Silversmiths	Vehicle/Boat Rental	
Gym/Steam Baths	Weight Control Services	
Importers/Exporters	Wheel Alignment	
Instrument Sales/Service	Word Processing	
Licence Fee:		
One or two persons engaged in the business	\$208.50	
Three to five persons engaged in the business	\$376.60	
Six to ten persons engaged in the business	\$562.70	
Eleven to twenty persons engaged in the business	\$921.20	
Each additional ten persons engaged in the business	\$376.60	
Group 3 General		
Appliance Repair	Music School	
Boat Builders/Repairs	Nursing Home	
Boat/Bus Charter	Oil Storage Depot	
Boiler Sales/Service	Outboard Motors Sales/Service	
Booming Ground	Piano Tuning/Repairs	
Business College or Trades School	Plating	
Carpet Cleaners	Pressure Cleaning	
Carpet Sales/Installation	Private Hospital	
Caterer	Printer	
Child Care Facilities	Processor	
Chimney Sweep	Pumps Sales/Service/Installation	
Dancing Academy	Public Stenographer	
Dental Mechanic	Recycling	
Dressmaker	Riding Academy	
Equipment Sales/Service/Installation	Salvage	
Film Production	Shipyard	
Fire Extinguishers Sales/Service	Spray Services	
Fireplace Sales/Installation	Storage Facility	
Furniture Stripping/Finishing	Taxi Services	
Gas, Oil, Installations	Teacher	
General Household Repairs	Tool Makers	
Grain Storage	Telephone Answering Service	
Heavy Duty Equipment, Sales/Service	Tour/Guide Services	
Hobby Beer and Wine Making Establishment	T.V./Radio Repairs/Service	
Home Crafts	Towel/Uniform Service	
Janitorial Service	Underwater Services	
Machinery Sales/Service Installation	Vacuum Cleaner Service	
Masseur	Venetian Blinds Sales/Service	
Mechanical Repairs	Watch Repair	

Document: 6115394

Schedule of Licence Fees C		
Milk and Delivery Sales	Wholesaler	
Manufacturer	Wood Stove Sales/Installation	
Licence Fee:		
One or two persons engaged in the business	\$175.00	
Three to five persons engaged in the business	\$355.50	
Six to ten persons engaged in the business	\$525.20	
Eleven to twenty persons engaged in the business	\$878.00	
Each additional ten persons engaged in the business	\$355.50	
Notwithstanding the number of persons engaged in a child care business, the fee payable shall not exceed \$175.00		
Registered Society		
Adult Care Facilities (includes facility in a Single Family Residential Unit)		
Child Care Facilities (includes facility in a Single Family Residential Unit)		
Day Care		
Hospitals		
Schools		
Places of Religious Worship		
Business Office		
The fee for operators in this section is \$0.		

Schedule of Licence Fees D		
Group 1 Shops and Stores		
Aesthetician	Restaurant	
Automobile Dealer	Retail Food Services	
Barber	Retail Trader	
Cleaner and Dryer	Recreation Vehicle Sales/Service	
Hair Salon	Second-Hand Dealer	
Laundry	Shoe Repair	
Mobile Home Sales/Service	Tailor	
Marine Sales and Chandlery	Travel Agent	
Nail Salon	Truck/Trailer Sales/Service	
Photographic Studio	Video Rentals/Sales	
Licence Fee:		
First 70 square metres of sales, service, display and storage space or any portion thereof contained within the building	\$208.50	
Each additional 90 square metres of sales, service, display and storage space or any portion thereof contained within the building, up to 900 square metres	\$127.80	
Each additional 90 square metres of sales, service, display and storage space or any portion thereof contained within the building, in excess of 900 square metres	\$52.80	
Each 90 square metres or portion thereof of outside ground storage area adjacent to the building	\$19.20	

<b>Schedule of Licence Fees E</b>		
<b>Group 1 Unclassified</b>		
Every person carrying on within the Municipality any business, trade, employment, occupation, or calling not hereinbefore enumerated, shall pay to the Municipality a fee as follows:		
One or two persons engaged in the business	\$175.00	
Three to five persons engaged in the business	\$355.50	
Six to ten persons engaged in the business	\$525.20	
Eleven to twenty persons engaged in the business	\$878.00	
Each additional ten persons engaged in the business	\$355.50	

<b>Schedule of Licence Fees F</b>
There is no Schedule of Licence Fees F

<b>Schedule of Licence Fees G</b>	
The fee payable by any person for an Inter-Municipal Business Licence is the fee applicable to the specific category of business plus an administration fee of \$60.00	
The categories of businesses which are eligible for an Inter-Municipal Business Licence are:	
Acoustical	Janitorial Service
Air Conditioning	Land Clearing
Alarm Systems	Landscape/Gardening
Alterations and Repairs	Land Surveyors
Appliance Repair	Lathing
Arborite (Counter Tops)	Locksmith
Architects	Logging
Awnings	Marble
Blacktopping	Mechanical/Mechanical Equipment Installation
Blasting	Metal Worker
Brickwork/Masonry	Millwork
Building	Moving (Building)
Building Movers	Oil Worker
Bulldozing	Ornamental Ironwork
Cabinets	Painting/Decorating
Cable Installation	Paving
Carpenter	Pest Control
Carpet Cleaner	Pile Driving
Caulking	Pipe Bending and Fabricating
Cement Finishing	Pipeline
Chimney Service	Plastering/Stucco
Cladding	Plastic
Concrete	Plumbing
Concrete Pumping	Power Sweeping/Vacuum
Construction Manager	Pressure Washing
Crane Operator	Pump Maintenance/Installation
Cutting and Coring	Rails
Decking	Refrigeration
Demolition	Reinforcing Steel
Disposal Service	Restoration
Ditching	Road Builders

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

<b>Other Fees applicable to all Business Licences</b>		
Where any licence or licences is or are transferred, a fee equal to 20% of the total fee for such a licence or licences shall be charged except that the minimum fee for a transfer is \$59.00.		
Business Licence Maximum Fee	\$5,735.20	
Re-Inspection Fee	\$102.90	

Amended by: 7365 7433 7632 7691 7740 7794 7814 7856 7871 7917 7960 8020 8035 8088 8143  
8200 8224 8268 8357 8343 8401 8463 8465 8534 8599 8613 8652

**Schedule F  
TRANSPORTATION FEES**

<b>Permit</b>		
Building Zone Fee - Use of Road Allowance for adjacent Development or construction work related to public or private utilities.	\$141.00	plus \$0.25/m <sup>2</sup> /day**  **increased to \$0.50/m <sup>2</sup> /day (or \$1.00/m <sup>2</sup> for 2nd and subsequent violations) where fail to: (i) obtain Highway Use Permit; (ii) meet schedule dates in Highway Use Permit; or (iii) complete work or restore area to the satisfaction of the Municipal Engineer
Storage of Waste Disposal Bins or Containers on Road Allowance	\$61.00	plus \$25/week
Special Highway Use Permit fee:		
(i) First occurrence	\$1,500.00	per each 12 hours
(ii) Second occurrence	\$3,000.00	per each 12 hours
(iii) Third and any subsequent occurrences	\$5,000.00	per each 12 hours
Any other Construction/Activity on Road Allowance	\$78.00	per occurrence
Special Events and Community Signs	\$53.00	per occurrence
Highway Use Permit (block watch party)	\$0.00	
Highway Construction and Planting Permit	\$100.00	
E-Bike Share Permit Application Fee*	\$255.00	
E-Bike Share Permit Fee*	\$41.00	Paid annually; Per E-Bike deployed (not including E- Bikes in storage)
*These fees waived if paid to other municipality in inter-municipal E-bike share program		
E-Bike Security for Performance	\$10,000.00	
Borehole Application	\$459.00	
Newspaper Box Permit	\$57.00	
Resident Parking Only Decal	\$33.81	
DNV Resident Pay Parking Exemption Pass	\$10.00	per year
Congestion and Curbside Management Permit (Transportation Network Services)		
Vehicles other than Zero-emission Vehicles and Accessible Passenger Directed Vehicles	\$0.10	Per pick up and drop off
Zero-emission Vehicles	\$0.05	Per pick up and drop off

<b>Signage</b>		
Way-finding signage (design, manufacture and installation)	\$392.00	
Temporary no parking signage (minimum 2 signs):		
2 signs	\$114.00	
3 signs	\$172.00	
4 – 5 signs	\$229.00	
6 – 7 signs	\$287.00	
8 – 9 signs	\$344.00	
10 – 11 signs	\$401.00	
12 signs	\$459.00	
Each additional 4 signs	\$58.00	
Digital Message Boards	\$105.00	plus \$44/daily

<b>Removal and Detention of Chattels and Obstructions</b>		
The following fees, costs and expenses shall be paid by the owner of any chattel or obstruction removed, detained or impounded under this Bylaw:		
Removal of construction materials, furnishings, newspaper boxes, portable toilets, shopping carts, and other small items:		
Per person per hour	\$101.00	per hour
Per hour if excavating or lifting equipment required	\$171.00	
To Detain Per Day	\$12.50	per m <sup>3</sup>
Removal of Industrial Waste Container, Construction Trailer, Portable Building and other large items:		
To Remove	\$1,440.00	
To Detain Per Day	\$101.00	

<b>Traffic Operations</b>		
Staff for traffic operations after regular hours (M-F 8am to 4pm) when required for works related to development or private or public utilities.	\$179.00	per hour (minimum 1.5 hours charge)

<b>District-owned Electric Vehicle Charging Station User Fee</b>		
Public Level 2 Charging Station - Initial 2 hours	\$0.0333	per min; (\$2.00/hour)
Public Level 2 Charging Station - After 2 hours	\$0.0833	per min; (\$5.00/hour)
Public Direct Current Fast Charging (DCFC) Station	\$0.2666	per min; (\$16.00/hr)

Amended by: 7794 7814 7856 7871 7917 7960 8020 8088 8099 8143 8200  
8268 8357 8401 8432 8443 8463 8465 8499 8534 8581 8599 8652



**Schedule G  
WHARF AND ANCHORAGE FEES**

<b>Gallant Wharf – Prepaid Moorage Rates/Foot (based on length of vessel)</b>		
Winter	Rate per foot	
Monthly	\$9.86	
3 Months	\$26.81	
6 Months	\$48.62	
Summer		
Monthly	\$12.62	
3 Months	\$36.05	
6 Months	\$63.90	

<b>Gallant Wharf Ticket Machine Rates</b>		
Vessel up to 16 ft.	Rate	
2 hour	\$4.38	
6 hour	\$13.67	
12 hour	\$27.86	
Vessel 17 ft. up to 20 ft.		
2 hour	\$5.43	
6 hour	\$15.86	
12 hour	\$32.24	
Vessel 21 ft. up to 24 ft.		
2 hour	\$6.00	
6 hour	\$18.05	
12 hour	\$36.00	
Vessel 25 ft. up to 28 ft.		
2 hour	\$6.52	
6 hour	\$20.19	
12 hour	\$39.90	
Vessel 29 ft. up to 32 ft.		
2 hour	\$7.67	
6 hour	\$21.86	
12 hour	\$44.24	
Vessel 33 ft. up to 36 ft.		
2 hour	\$8.19	
6 hour	\$24.05	
12 hour	\$48.05	

<b>Anchor Buoys</b>		
All vessels up to 40 ft	\$1.15	per foot for each day or partial day of moorage

<b>School Water Taxis</b>		
Annual licence fee	\$56.00	
Additional landing fee, based on number of landings per year at Gallant Wharf:		
0-29 landings	\$0.00	
30-180 landings	\$168.50	

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<b>School Water Taxes</b>		
181-360 landings	\$281.50	
361 or more landings	\$450.00	

<b>Emergency Vessel Moorage Licence Fee</b>		
Annual licence fee	\$56.00	




<b>Impoundment, Towing and Storage Fees</b>		
Impoundment	\$300.00	
Towing (tow or remove to storage location)	\$450.00	per hour or portion
Hauling out fee	\$10.00	per foot or portion
Launching fee	\$10.00	per foot or portion
Fee for placing on blocks and/or removing from trailer	\$100.00	per hour or portion
Disposal fee – rate per foot		
Sailboat	\$250.00	per foot
Speedboat	\$300.00	per foot
Storage fee for vessels – daily rate		
1-20 ft vessel	\$26.20	
21-30 ft vessel	\$52.40	
31-60 ft vessel	\$78.55	
Over 60 ft vessel	\$112.50	
Storage fee for non-vessels	\$50 per week or part there of if stored by District. To a maximum \$300	

Amended by: 8464 8534 8599 8652

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AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>November 6, 2023</u>
<input type="checkbox"/> Other:	Date: _____

8.3

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

October 25, 2023  
File: 09.3900.20/000.000

**AUTHOR:** Genevieve Lanz, Deputy Municipal Clerk

**SUBJECT:** Bylaws 8645, 8646 and 8647: OCP Amendment, Rezoning and Development Cost Charges Waiver for a Future Social Housing Development at Lillooet West

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### RECOMMENDATION:

THAT "District of North Vancouver Official Community Plan Bylaw 7900, 2011, Amendment Bylaw 8645, 2023 (Amendment 50)" is given SECOND and THIRD Readings;

AND THAT "District of North Vancouver Rezoning Bylaw 1431 (Bylaw 8646)" is given SECOND Reading as amended;

AND THAT "District of North Vancouver Rezoning Bylaw 1431 (Bylaw 8646)" is given THIRD Reading;

AND THAT "Lillooet West Development Cost Charges Waiver Bylaw 8647, 2023." is given SECOND and THIRD Readings.

### BACKGROUND:

Bylaw 8645, 8646 and 8647 received First Readings on October 3, 2023. A Public Hearing was held and closed on October 24, 2023 for Bylaws 8645 and 8646.

Bylaw 8646 requires a minor administrative amendment to correct the existing reference to Schedule A in the bylaw. The amendment is as follows:

- d) The Zoning Map is amended in the case of the lands illustrated on the attached map (Schedule ~~B-A~~) by rezoning the land from Interim Industrial Zone (I4) to Comprehensive Development Zone 146 (CD146).

The bylaws are now ready to be considered for Second and Third Readings by Council.

**SUBJECT: Bylaws 8645, 8646 and 8647: OCP Amendment, Rezoning and Development Cost Charges Waiver for a Future Social Housing Development at Lillooet West**

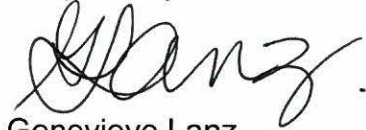
October 25, 2023

Page 2

**OPTIONS:**

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

Respectfully submitted,



Genevieve Lanz  
Deputy Municipal Clerk

**Attachments:**

1. Bylaw 8645
2. Bylaw 8646
3. Bylaw 8647
4. Public Meeting Report
5. Bylaw 8646 redline version
6. Staff report dated September 18, 2023

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 checked="" type="checkbox"/> Planning	<u>D. H. Y2</u>		
<input type="checkbox"/> Climate and Biodiversity	_____				

**The Corporation of the District of North Vancouver****Bylaw 8645**

A bylaw to amend District of North Vancouver  
Official Community Plan Bylaw 7900, 2011

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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 Official Community Plan Bylaw 7900, 2011, Amendment Bylaw 8645, 2023 (Amendment 50)".

**Amendments**

2. District of North Vancouver Official Community Plan Bylaw 7900, 2011 is amended as follows:
  - a) Map 2 Land Use: as illustrated on Schedule A, by changing the land use designation of the properties on Map 2 from "Commercial Residential Mixed-Use Level 1" (CRMU1) and "Parks Open Space and Natural Areas" (POSNA) to "Residential Level 5" (RES5).

**READ** a first time October 3, 2023

**PUBLIC HEARING** held October 24, 2023

**READ** a second time

**READ** a third time

**ADOPTED**

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Mayor

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Municipal Clerk

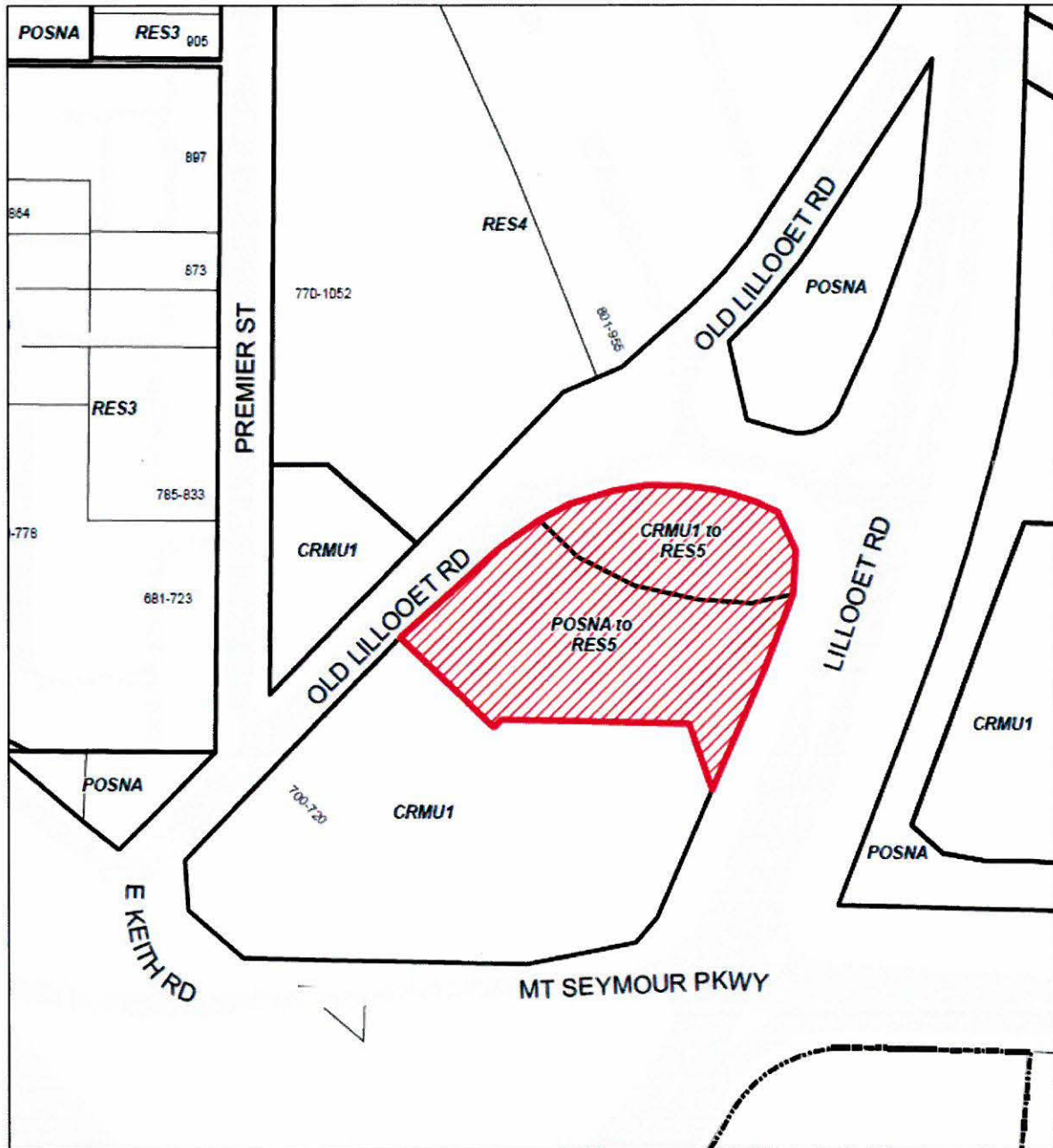
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## Schedule A to Bylaw 8645

### District of North Vancouver Official Community Plan Bylaw 7900, 2011, Amendment Bylaw 8645, 2023 (Amendment 50)



**Map 2** Land Use: as illustrated on Schedule A, by changing the land use designation, on Map 2, of the properties from "Commercial Residential Mixed Use Level 1 (CRMU1) and Parks Open Space and Natural Areas (POSNA)" to "Residential Level 5: Low Density Apartment" (RES5)



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# The Corporation of the District of North Vancouver

## Bylaw 8646

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

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

### 1. Citation

This bylaw may be cited as "District of North Vancouver Rezoning Bylaw 1431 (Bylaw 8646)".

### 2. Amendments

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

- (a) Part 2A, Definitions is amended by adding Comprehensive Development 146 (CD146) to the list of zones that Part 2A applies to.
- (b) Section 301 (2) by inserting the following zoning designation:  

"Comprehensive Development Zone 146                      CD146"
- (c) Part 4B Comprehensive Development Zone Regulations by inserting the following:

**"4B 146 Comprehensive Development Zone 146                      CD146"**

**The CD146 zone is applied to:**

Those District owned properties listed below:

A portion of: Lot 8, Except Part on SRW Plan 17782, District Lots 612 and 620, Plan 15038, PID:007-698-038.

#### **4B 146 – 1 Intent**

The purpose of the Comprehensive Development 146 Zone (CD146) is to permit multi-family social housing projects that are generally up to 6-storeys in height and may also include a mix of accessory and complementary uses.

#### **4B 146 – 2 Permitted Uses:**

The following *principal* uses shall be permitted in the CD146 zone:

- a) Uses Permitted without Conditions:  
NA
- b) *Conditional uses:*
  - i. Childcare use;
  - ii. Community Garden use;
  - iii. Office use;
  - iv. Personal service use;
  - v. Recreation/ community centre use;
  - vi. Residential use;
  - vii. Restaurant use;
  - viii. Retail use; and
  - ix. Social-gathering use

#### **4B 146 - 3 Conditions of Use**

- a. All uses other than *Residential use* are only permitted, either singly or in combination, when 75% or more of the permitted gross floor area is *residential use*.
- b. *Residential use*: the use of land, buildings, and structures for *residential use* is permitted when the following condition is met:
  - i. Each dwelling unit has access to private or shared outdoor amenity space.

#### **5 – CD146 - 4 Accessory Use**

- a) *Accessory uses* customarily ancillary to the principal uses are permitted.
- b) *Home occupations* are permitted in *dwelling units*.
- c) Support services and common areas related to the operation of the affordable rental residential buildings are permitted as accessory uses.

#### **4B 146 – 5 Density**

- a) The maximum permitted density is:1.75 floor space ratio.
- b) For the purpose of calculating *gross floor area* the following are exempted:
  - i. Any floor area below finished grade;

- ii. Service and mechanical rooms;
- iii. Bicycle, 2-wheel scooter, and wheelchair scooter facilities including parking and charging areas, washing and repair areas, and end of trip facilities which may include showers and changing facilities;
- iv. Storage areas located outside of private units;
- v. Communal living areas including shared kitchen, dining and living areas;
- vi. Residential support services including counseling or healthcare office space;
- vii. Residential amenity areas including meeting spaces;
- viii. For residential units achieving an “enhanced” level of accessibility 50 sq. ft per “enhanced” unit is excluded.

#### **4B 146 – 6 Setbacks**

Shall be in accordance with the Development Permit requirements.

#### **4B 146 – 7 Height**

- a) The maximum number of storeys permitted is 6 storeys, excluding the parking level.

#### **4B 146 – 8 Coverage**

- a) Building Coverage: The maximum building coverage is 80%.
- b) Site Coverage: The maximum site coverage is 85%.

#### **4B 146 – 9 Landscaping**

- a) All land areas not occupied by buildings and patios shall be landscaped in accordance with a landscape plan approved by the District of North Vancouver.

#### **4B 146- 10 Parking, Loading and Servicing Regulations**

- a) Projects in the CD146 Zone are exempted from the minimum parking and loading requirements of Part 10 of this Bylaw.
- b) Except as specifically provided in 4B 146-10 (a), all other Parking and Loading requirements shall be provided in accordance with Part 10 of this Bylaw.”

(End of CD146 Zone)



- (d) The Zoning Map is amended in the case of the lands illustrated on the attached map (Schedule A) by rezoning the land from Interim Industrial Zone (I4) to Comprehensive Development Zone 146 (CD146).

**READ** a first time October 3, 2023

**PUBLIC HEARING** held October 24, 2023

**READ** a second time

**READ** a third time

Certified a true copy of "Rezoning Bylaw 1431 (Bylaw 8646)" as at Third Reading

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Municipal Clerk

**APPROVED** by the Ministry of Transportation and Infrastructure on

**ADOPTED**

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Mayor

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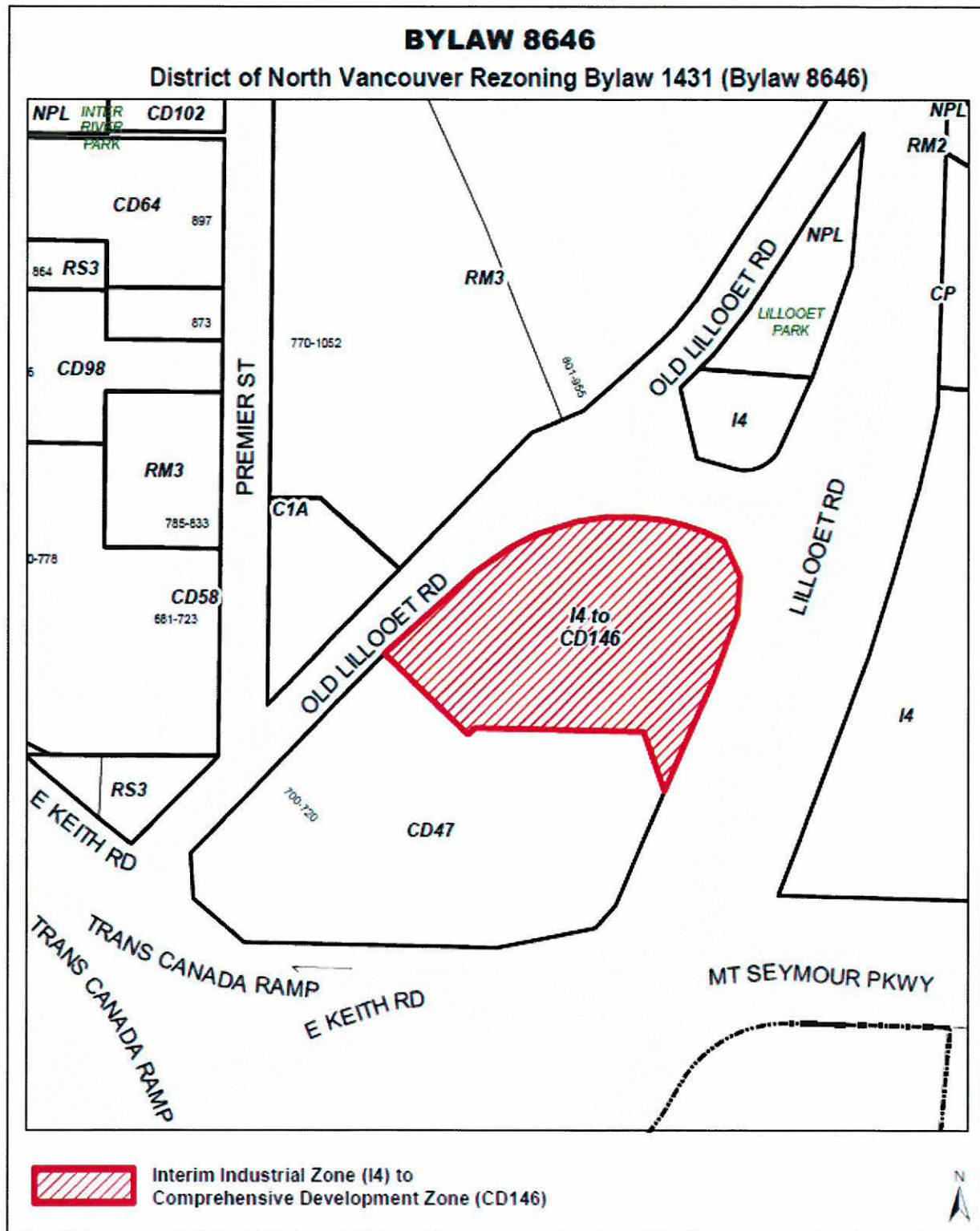
Municipal Clerk

Certified a true copy

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Municipal Clerk

Schedule A to Bylaw 8646



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

**Bylaw 8647**

A bylaw to waive Development Cost Charges

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

**1. Citation**

This bylaw may be cited as "Lillooet West Development Cost Charges Waiver Bylaw 8647, 2023."

**Waiver**

1. Development Cost Charges are hereby waived in relation to the Eligible Development proposed to be constructed on the site as shown outlined in red on the attached map (Schedule A), and the development cost charge rates for the Eligible Development are hereby set at zero.
2. For the purpose of this Bylaw "Eligible Development" means social housing units where the rental rate structure is secured by way of a lease agreement, affordable housing agreement bylaw, Section 219 land use covenant or other measure acceptable to the Municipal Solicitor.

**READ** a first time October 3, 2023

**READ** a second time

**READ** a third time

**ADOPTED**

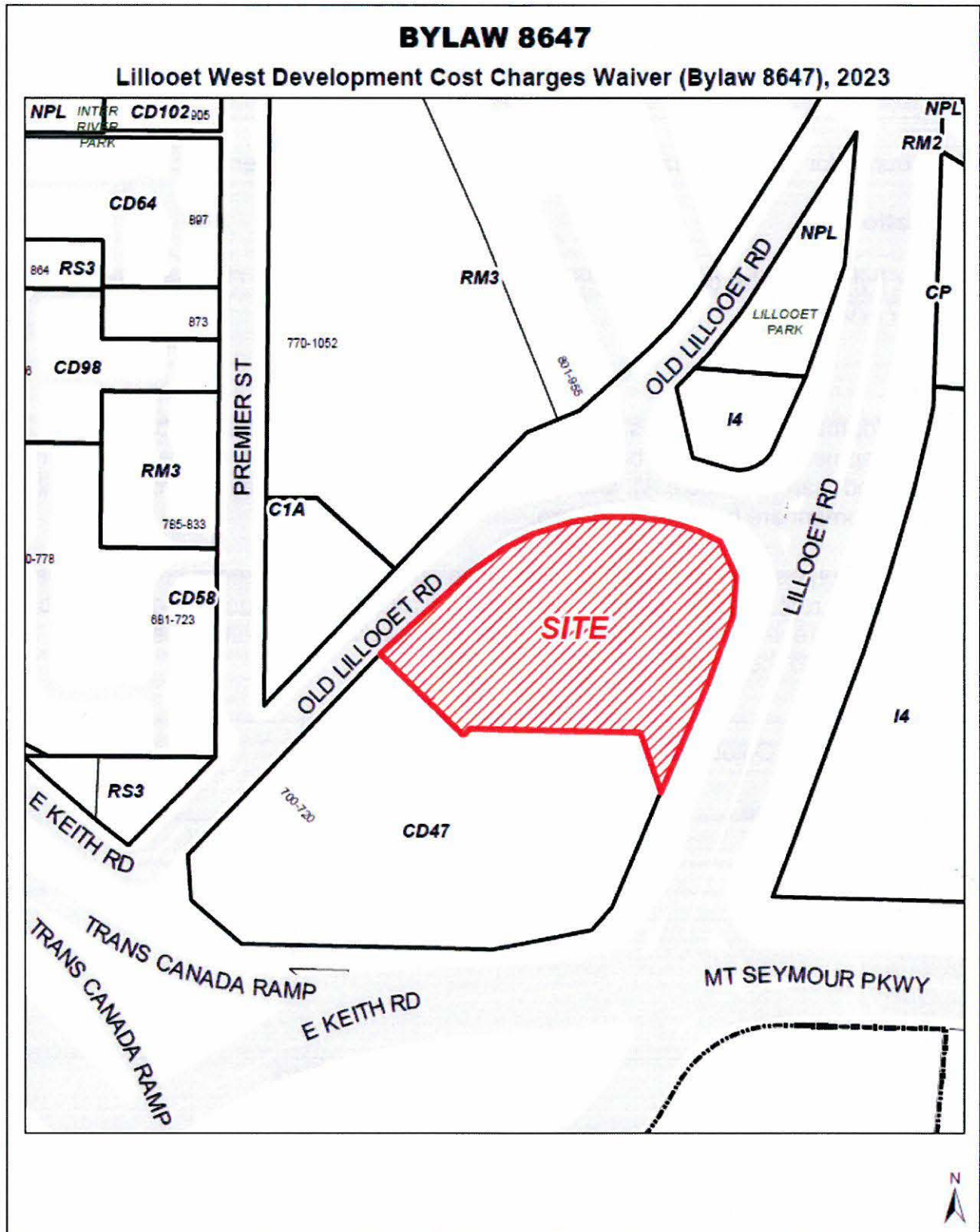
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Mayor

\_\_\_\_\_  
Municipal Clerk

Certified a true copy

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Municipal Clerk

# Schedule A to Bylaw 8647



**DISTRICT OF NORTH VANCOUVER  
PUBLIC HEARING**

**Unaddressed District-Owned Lot at Old Lillooet and Lillooet Roads  
OCP and Zoning Bylaw Amendments**

REPORT of the Public Hearing held on Tuesday, October 24, 2023 commencing at 7:00 p.m. in the Council Chamber of the District Hall, 355 West Queens Road, North Vancouver, British Columbia.

**Present:** Mayor Mike Little  
Councillor Jordan Back (via Zoom)  
Councillor Betty Forbes (via Zoom)  
Councillor Jim Hanson (via Zoom)  
Councillor Herman Mah (via Zoom)  
Councillor Lisa Muri (via Zoom)  
Councillor Catherine Pope

**Staff:** Dan Milburn, General Manager – Planning, Properties and Permits  
Jennifer Paton, Assistant General Manager - Planning  
Tina Atva, Manager – Community Planning  
Steve Carney, Section Manager – Regional Transportation  
Genevieve Lanz, Deputy Municipal Clerk  
Tamsin Guppy, Senior Development Planner  
Banafsheh Rahmani, Project Engineer – Transportation  
Cheryl Archer, Confidential Council Clerk  
Chris Reynolds, Committee Clerk  
Mina Sami, Planning Assistant

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**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.

He further noted that this Public Hearing is being convened pursuant to Section 464 of the *Local Government Act*.

Mayor Little stated that:

- Members of Council, staff, and the public are participating in person and via Zoom;
- 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;
- Any additional presentations will only be allowed at the discretion of the Chair;
- Please do not repeat information from your previous presentations and ensure your comments remain focused on the bylaw under consideration this evening;



- If a written submission has been provided, 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 the 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;
- Council is here to listen to the public, not to debate the merits of the bylaw;
- Council may ask clarifying questions;
- The Municipal Clerk has a binder containing documents and submissions related to the bylaw, which Council has received and which members of the public are welcome to review, available online at [DNV.org/agenda](http://DNV.org/agenda).
- Everyone at the hearing will be provided an opportunity to speak. If necessary, the hearing will continue on a second night;
- At the conclusion of the public input Council may request further information from staff, which may or may not require an extension of the hearing, or Council may close the hearing, after which Council should not receive further new information from the public; and,
- 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. Genevieve Lanz, Deputy Municipal Clerk, introduced the proposed bylaws, stating that Bylaw 8645 proposes to amend the Official Community Plan (OCP) land use designation of the subject site from Commercial Residential Mixed-Use Level 1 (CRMU1) and Parks Open Space and Natural Area (POSNA) to Residential Level 5 (RES5). Bylaw 8646 proposes to amend the District's Zoning Bylaw by rezoning the site from Interim Industrial (I4) to Comprehensive Development Zone 146 (CD146). The CD146 Zone addresses permitted and accessory uses and conditions of use, and zoning provisions such as density, setbacks, height, building and site coverage, landscaping, and parking, loading and service requirements.

Mayor Little advised that there is no proposed design for the site as the District is the applicant and the proposed bylaw amendments would enable the District to seek grant funding.

## **3. PRESENTATION BY STAFF**

Tamsin Guppy, Senior Development Planner provided an overview of the proposal elaborating on the introduction by the Municipal Clerk. Ms. Guppy advised that:

- The proposal is to redesignate and rezone the District-owned lands at the southwest corner of Old Lillooet and Lillooet Roads to allow for the construction of multifamily residential housing in an apartment building form up to six storeys in height;
- Bylaw 8645 proposes to amend the OCP to redesignate the majority of the site from Commercial Residential Mixed use to Residential Level 5, with no change to the permitted density;
- The rear of the site is proposed to be redesignated from Parks Open Space and Natural Area to Residential Level 5 to provide greater flexibility on how the site is developed;
- Bylaw 8646 proposes to rezone the site from Interim Industrial to Comprehensive Development CD146, which would permit residential apartment buildings of up to six storeys and with a floor space ratio (FSR) of 1.75;

- The proposed zone is intended for social and affordable housing;
- Social housing is typically operated by a non-profit housing provider and the units are usually rental and at more affordable rates than market housing;
- Housing is considered affordable when a household spends less than 30 percent of their pre-tax income on housing;
- Ms. Guppy provided examples of local social housing projects in Lynn Creek and Lynn Valley;
- Social housing is intended for people with low to moderate incomes whose income is not sufficient to pay market rents, which in the current market is up to \$85,000;
- Social housing is also intended for North Shore residents who need better options such as seniors and workers in retail, education, trades, home care and child care;
- The housing market in the Greater Vancouver area is expensive and often out of reach for working families to safely house their family and have money for cost-of-living expenses;
- Rents for one-bedroom units range from \$2,500 to \$3,500 and three-bedroom units in the \$5,000 per month range, which is cost prohibitive for many working families;
- Social housing is needed in every neighbourhood of the District;
- The District is helping facilitate more affordable options for District residents by providing lands for projects;
- Social housing is being built on District land in Upper Delbrook, Lynn Creek, and Maplewood;
- Social housing has been constructed as part of private redevelopment in Lynn Valley and Parkgate;
- Public engagement was undertaken in October 2023, both in person and virtually;
- Letters were sent to 1,454 residents and approximately 100 people attended in person and many others participated virtually;
- Comments were received via comment sheets, emails and telephone calls;
- Approximately 10-15 percent of those who expressed an opinion are unequivocally in support and an equal percentage are unequivocally opposed;
- The majority support and understand the need for social housing, but have concerns or questions;
- Transportation was the most common concern and District staff and a consultant team gathered current traffic statistics in the area;
- The proposed project will have a relatively small impact on existing traffic volumes;
- A more detailed traffic impact assessment would be required at the design phase;
- The roads in the area currently handle over 2,500 local residents, Capilano University students and staff, and a variety of park visitors;
- District Transportation staff are in attendance at the Public Hearing to provide additional detail and answer questions;
- Potential updates to the intersection of Old Lillooet and Lillooet Roads were identified by staff to improve traffic flow, including an extended northbound left turn lane and advanced left turn signal phase;
- Traffic volumes to Capilano University have decreased as a result of the U-Pass program, resulting in increased road capacity;
- The District and TransLink are also working on a future RapidBus extension direct to Metrotown, which could increase use of transit by students in the future;
- In response to the concern regarding that there is one way in and out of the neighbourhood, it was noted that the traffic evaluation shows that there is a relatively small population compared to some neighbourhoods, the road network has capacity, the

2016 Transportation Study looks for methods of improving the area around Lynnmour School, and improvements at Old Lillooet and Lillooet Roads would increase safety and capacity;

- In response to a question regarding regional planning, it was noted that regional planning includes the extension of RapidBus service to Metrotown, future rapid transit to the North Shore, improvements to the Upper Levels and Ironworkers Memorial Bridge crossing, the Spirit Trail eastern extension from Lynn Creek to Deep Cove, and Mt. Seymour Parkway safety improvements;
- In response to the concern that existing residents rely on on-street parking, it was noted that many of the existing housing complexes from the 60s and early 70s do not have sufficient parking and that a future project would provide its own on-site parking for residents and visitors;
- In response to the concern regarding the loss of greenery and trees, it was noted that the site has a variety of trees, shrubs and invasive plants that have grown since the lands were cleared in the 1990s and it appears when passing by to be a lush, green space;
- Environmental professionals have inspected the site and not found any key specimens, and have identified a stand of trees on the bluff at the south end of the site for retention next to a steep slope where construction would not usually take place;
- Development would be focused on the north side of the site, which would allow for retention of certain trees;
- There is a boulevard on the northwest side of the site that will allow for more landscaping around the edges of the site;
- A detailed landscape plan is required at the design phase, which would consider biodiversity and other environmental issues;
- In response to concerns regarding the proposed density and heights, it was noted that design can soften the impact of a project through stepping building heights, having larger setbacks, working with the topography of the site, and using landscaping to screen the building;
- In response to concerns regarding the capacity of Lynnmour Elementary School to accommodate future residents, it was noted that District staff have been working with the North Vancouver School District for the past 20 years to keep the school open as it was one of the schools that was considered to be closed and by adding townhouses around the school, the number of families in the area and school enrolment have increased;
- Lynnmour Elementary School is at the top of the School District's capital funding plan for expansion and replacement, which will facilitate the anticipated growth in the area;
- In response to concerns regarding planning and infrastructure, it was noted that the District prepares detailed plans that are coordinated with other levels of government and with all teams to ensure infrastructure keeps pace with change;
- Next steps in the process are Council consideration of moving the bylaws forward;
- If the bylaws are adopted, the District would apply to the BC Housing Community Housing Fund, then if successful, the detailed design phase would commence; and,
- The District would retain ownership of the land and enter into a lease agreement with a housing provider, which would allow for conditions to be included.

#### 4. REPRESENTATIONS FROM THE PUBLIC

##### 4.1. Geordan Hankinson:

- Spoke in **support** of the proposal;
- Advised that he had difficulty finding housing and was only able to secure housing due to the higher density and lower cost in the neighbourhood;

- Stated that area residents have benefited from decisions on increased density by previous Councils and should not shut out others coming after;
- Noted that many improvements in the area are due to the higher density and population, such as trail networks and upgrades to the highway interchange, and that more improvements will come with an increased population;
- Commented on commuting times, noting that he is able to travel to downtown Vancouver in less than 30 minutes by bicycle, car, or transit;
- Noted that the Ministry of Transportation and Infrastructure reported that the new interchange has been designed to handle future traffic levels and stated that vehicle infrastructure is not a reason to oppose the proposal;
- Acknowledged traffic around the Phibbs Exchange Improvement Project is currently difficult and noted that transit will be improved when the project is completed;
- Noted the planned capacity increase and seismic improvements to Lynnmour Elementary School;
- Commented on increased enrolment at the school due to the construction of Seylenn towers, noting positive impacts to his children, including having more diversity and more friends;
- Noted that BC Housing has a very long wait list, including many seniors in need of housing;
- Stated that social housing is critical and needs to be constructed; and,
- Questioned where social housing should be built if not on the proposed site.

#### **4.2. Andrea McHugh:**

- Spoke in **support** of the proposal and affordable housing;
- Advised that her family lives in the neighbourhood;
- Stated the increased school capacity will be a benefit;
- Noted that she has concerns regarding ingress and egress as there is only one road to access the area;
- Opined that there would be a negative impact to commuting time;
- Noted the road is already busy;
- Stated that staff have not provided enough detail to support the conclusion that the road has sufficient capacity.

#### **4.3. Christine Brooks:**

- Advised that she lives in the neighbourhood;
- Commented on the sense of community in the area;
- Stated that she is not opposed to affordable housing and acknowledged that municipalities are under pressure from the Province to increase housing;
- Noted there is Provincial supported housing at the end of Premier Street;
- Suggested other neighbourhoods such as Delbrook or Edgemont be considered instead of Lynnmour and that affordable housing should be distributed throughout the District;
- Commented on the impact of incidents on the Ironworkers Memorial Bridge (IMB), noting that the area in front of the proposed site is used as a u-turn route;
- Questioned if the site is appropriate for the proposed use and if there is another site with existing zoning that would be better suited;
- Opined that area residents are experiencing construction fatigue;

- Noted that trees were removed from the perimeter of Digger Park for a townhouse development; and,
- Stated that redesignating the site from POSNA is not climate positive.

**4.4. Judith Brook:**

- Spoke in support of the proposal and the proposed income mix;
- Advised that she is a District resident and a former resident of the Lynnmour neighbourhood;
- Commented on the large area of the property;
- Expressed concern that a development at the site could affect the amount of sunlight on the local community garden and encouraged the District to keep the garden in mind;
- Stated that the additional units of social housing would benefit many people currently experiencing difficulties finding rental housing;
- Noted the proximity to transit, parks, shopping, and the elementary school;
- Stated that funding to improve the community school is welcome;
- Noted that the District would retain ownership of the property;
- Expressed understanding for concerns regarding density and traffic;
- Suggested any development at the site have an east-west roofline to maximize the efficiency of solar panels, noting her household electricity is solar; and,
- Encouraged Council to proceed with the bylaws to allow more people to access safe and affordable housing.

**4.5. Don Peters:**

- Spoke in support of the proposal as the Chair of North Shore Community Housing Action Committee (CHAC), noting that all 27 members of CHAC unanimously support the proposal;
- Advised that CHAC advocates for housing affordability on the North Shore;
- Noted that the bylaws are required in order to apply for funding through the BC Housing Community Fund to develop the site and that the District has been successful securing funding for two other proposals;
- Stated that social housing is desperately needed in the District and commented on how difficult it is to find affordable rental housing;
- Expressed support for social housing as a District resident, noting that he lives adjacent to this type of housing;
- Commented on the suitability of the location, noting the neighbourhood is walkable and in proximity to shopping, transit, parkland, and other amenities;
- Acknowledged neighbourhood concerns regarding traffic and expressed confidence that the District will address those concerns;
- Stated that there is no data that supports the idea that this type of development will have a negative impact on property values; and,
- Urged Council to move forward with the bylaws.

**4.6. Rowan Sylvester:**

- Spoke in support of the proposal;
- Advised that she owns a home near the site and feels privileged to own a home;
- Stated that she would not be able to afford to live in the area if she did not already own a home or without two income earners in the household;

- Stated that she would like others to have the opportunity to live in the neighbourhood;
- Noted that ownership is not an option for her friends and many who were raised on the North Shore have been forced to leave;
- Expressed excitement about the proposal;
- Commented on the current housing crisis, noting that many working professionals face potential renovation, unsafe housing, and deal with unscrupulous landlords;
- Stated that communities need to create space for additional housing where people can live and still afford groceries;
- Noted there is some confusion regarding what affordable housing means;
- Questioned how many students, retired persons, families with children or working professionals can afford housing in the District;
- Stated that other levels of government have stopped building affordable rental housing;
- Encouraged the District to continue to advocate for improved transit and increased hours of operation with TransLink;
- Noted that street parking concerns have been addressed and any new development on the site would be required to have its own resident and visitor parking;
- Expressed support for the proposed income mix and unit sizes;
- Wished the District luck with any future funding application for the site;
- Acknowledged change can be difficult and stated that the proposed change is necessary.

#### **4.7. Barry Fenton:**

- Spoke in support of the proposal;
- Advised that he is a longtime District resident and a member of CHAC;
- Expressed support for affordable and social housing;
- Expressed support for the proposed Development Cost Charge Waiver Bylaw;
- Stated that the proposal will allow for much needed social housing and the bylaws are required to be adopted prior to applying for funding;
- Commented on the proposed income mix;
- Noted the proposal leverages District-owned land to provide affordable housing and that the provision of housing requires external funding, which is very competitive;
- Commented on the proposal's alignment with the OCP and OCP Action Plan;
- Encouraged Council to vote in favour of the proposed bylaws.

#### **4.8. Fred Cantor:**

- Advised that he is a longtime neighbourhood resident;
- Commented on changes in the neighbourhood over time;
- Noted that he has attended public hearings for developments in the area, including building heights south of Highway 1;
- Commended the improvements to the highway interchange;
- Commented on the site's value to the community;
- Stated that he is opposed to changing the Zoning from commercial to fully residential and the site should be developed for commercial use;
- Commented on the proximity to two local rivers, Highway 1, local mountains, and the ocean;



- Suggested consulting with the Ministry of Tourism, Arts, Culture and Sport on how to develop the site; and,
- Recommended building social housing south of Highway 1.

**4.9. Ben Johnson:**

- Advised that he is a District resident;
- Acknowledged that even people in the middle- and upper middle-classes have issues finding affordable housing;
- Stated that he is grateful for past opportunities to access affordable housing;
- Questioned if there is potential for the housing to be similar to single room occupancy units (SROs), noting that there are associated issues with property crime and an increased need for social services for this type of housing; and,
- Stated that if SRO-type units are not part of the proposal, he is in unequivocal support of the proposal.

**4.10. Colm Keating:**

- Spoke in **support** of the proposal;
- Advised that he attended a Public Information Meeting (PIM) for the proposal and was disturbed by the amount of negativity expressed at the meeting;
- Stated that the need for housing and especially affordable housing is well known;
- Noted that although he has a reasonable income, he is unlikely to be able to buy a home at any point;
- Stated that the rising cost of living is resulting in fewer people being able to buy a home;
- Opined that renting needs to be destigmatized and made affordable, and this type of housing would be welcome;
- Commented on the need for diversity in the neighbourhood, noting that the District is becoming more and more expensive and that exclusivity is not a positive feature;
- Stated that small concerns he had have been addressed by the staff presentation;
- Commented on a possible environmental study should development proceed at the site and stated that it should be standard practice;
- Expressed concern about future affordability and asked if private interests could assume the lease if the non-profit dissolved and if there are guarantees that the units would remain affordable; and,
- Encouraged Council to proceed with the proposed bylaws.

**4.11. Hazen Colbert:**

- Stated that the proposed housing is needed;
- Opined that there will be negative outcomes but that this is the current reality;
- Opined that there is a concern regarding Councillor Hanson voting on the bylaws as his children could be eligible for residency;
- Opined that the public hearing process allows him qualified privilege;
- Stated that Council and staff may contact him if they want more information on his experience from other jurisdictions;
- Cautioned Council to be careful regarding who is allowed to live in these types of facilities;
- Retracted his comment regarding Councillor Hanson following Mayor Little's clarification of the selection process for residents with non-profit housing providers;

- Expressed concern that social housing should not become a place for elected officials or staff of any level of government to address family problems; and,
- Stated that there is a need to care for people whose needs are not attended to by a social safety net.

Mayor Little clarified that the District would not have any influence on who qualifies for residency in housing operated by a non-profit housing provider.

Councillor Pope left the meeting at 8:10 p.m. and returned at 8:13 p.m.

**4.12. Janice R:**

- Stated that she is not opposed to the proposed type of development and does not support it in the proposed location;
- Commented on the amount of development in the area over the past 30 years;
- Encouraged Council to read comment sheets from the PIM;
- Opined that everyone at the PIM was opposed to the proposal;
- Noted that there has been a loss of some sunlight due to Seylynn Towers;
- Stated that the area has development fatigue;
- Expressed opposition to building on the site as it provides a buffer from vehicle pollution and is pleasant for children walking to school;
- Suggested locating the proposed housing in a neighbourhood where there has been less development; and,
- Commented on traffic issues during rush hour.

**4.13. Stephen:**

- Advised that he is a resident in the neighbourhood;
- Expressed support for affordable housing and stated that it is needed;
- Expressed concern with the scale of the project and suggested noting that a smaller proposal such as 30 to 40 units would be a better fit for the neighbourhood;
- Opined that the proposed site is too small for the proposal;
- Commented on the character of the neighbourhood, noting that it is family-oriented and primarily townhouses;
- Expressed doubt regarding the conclusion by District staff that traffic would not be impacted; and,
- Commented on the existing difficulties with street parking and urged Council to consider parking issues in the neighbourhood.

**4.14. Eric Gomez:**

- Advised that he is an area resident;
- Expressed concern regarding the location;
- Noted that access to and from the area is via one road;
- Advised that he works from home and is not impacted by traffic to commute;
- Stated that there are other considerations than commuting times such as hospital capacity, the number of people who would be added to the neighbourhood, and parking and transportation issues;
- Opined that the property is not large enough to accommodate the proposal;
- Commented on affordable housing on the other side of Highway 1, noting that he has observed an increase in graffiti and vandalism in that neighbourhood; and,

- Opined that there are other locations with infrastructure in place to better support this type of project.

**4.15. Elizabeth:**

- Advised that she is a resident in the neighbourhood;
- Stated that she is in favour of affordable housing;
- Noted that she attended the PIM;
- Stated that there has been limited information on the environmental impact on the site, noting that it is currently occupied by greenery and used as a wildlife corridor;
- Requested an environmental impact study prior to development;
- Commented on traffic issues when Highway 1 is congested, noting that it is sometimes not possible to leave the area;
- Stated that Phibbs Exchange is not a walkable distance for many people;
- Commented on the need for a private vehicle for many people in the area; and,
- Requested specific information on the location of vehicular access to and from the site.

**4.16. Archie McKinnon:**

- Advised that he is a longtime resident of the area;
- Acknowledged that change is needed and social needs must be addressed;
- Stated that location of Seylynn Towers is appropriate, noting it is constructed at a low elevation;
- Noted there is a proposal to build additional housing behind Capilano University and there is existing social housing on Premier Street;
- Stated that the proposal would be large in comparison to the existing neighbourhood;
- Expressed concern regarding ingress and egress during rush hour, road capacity, and parking;
- Commented on the local community garden, noting it is supported by the community and development on the site would block needed sunshine from the garden; and,
- Opined that the area is not suitable for the proposal.

**4.17. Paul Root:**

- Spoke in opposition to the proposal;
- Advised that he is a neighbourhood resident;
- Opined that the proposal would add too many units to a small community;
- Commented on traffic issues with the IWB, noting that his commute time increased following the interchange improvements;
- Stated that he is a first responder for the City of Vancouver and sees crime and drug use in social housing buildings he attends as part of his work;
- Stated that he does not want to have his children exposed to those issues;
- Acknowledged there would be families in the proposed housing;
- Commented on ongoing issues with a drug dealer and a person feeding wildlife that the District has not been able to address and expressed doubt that the District or police could handle any additional problems that arise due to the proposed development;
- Expressed concern that a social housing development at the site could become slum apartments;

- Stated that property values would be adversely affected;
- Expressed opposition to the proposed location;
- Acknowledged the high cost of living in the District;
- Stated that he works hard to provide housing for his family and requested Council not take away what he has.

**4.18. Corrie Kost:**

- Spoke in support of the proposal;
- Advised that he has lived in a privileged area in Edgemont Village for a long time;
- Noted that buying a home was not easy at the time he did so due to very high interest rates;
- Acknowledged that housing affordability is far worse than in the past;
- Stated that the proposal shows compassion to District residents most in need of housing;
- Commented on the OCP goal of 10,000 new jobs in the District by 2030;
- Noted that the proposal will not increase employment in the District;
- Commented on the existing Zoning of the site, noting that permitted uses in the I4 Zone include mining, disposal of garbage, and soil screening;
- Commented on the need for additional parkland for the number of units proposed, noting that the proposal does not include Community Amenity Contributions or Development Cost Charges that would compensate for the lack of parkland; and,
- Encouraged Council to address the traffic issues brought forward by local residents.

**4.19. Ed:**

- Stated that social housing is not a negative and he grew up in this type of housing;
- Questioned the scale of the proposal and whether it is too much for one area;
- Commented on the amount of development in the area, noting that a significant portion of projected housing needed in the District is proposed for the neighbouring area south of Highway 1, of which less than ten percent are proposed to be for lower income housing;
- Suggested more affordable housing be included in the proposed developments south of Highway 1 in order to preserve the subject site as green space;
- Expressed concern that there were speakers in favour of the proposal from a housing advocacy group;
- Opined that representatives from housing advocacy groups should provide their feedback to Council outside of the Public Hearing process;
- Opined that multifamily homes are not family homes, which would be defined as one or more parents living with one or more children;
- Stated that families need larger houses;
- Stated that more than 3,000 units are proposed south of Highway 1;
- Stated that 300 additional vehicles would have a negative impact on traffic;
- Commented on current traffic congestion, noting that incidents on the IWB create more congestion;
- Suggested reducing the size of the proposal; and,
- Commented on the personal attack on Councillor Hanson by a previous speaker.

#### **4.20. Trent:**

- Advised that he is a lifetime North Shore resident and has resided in the neighbourhood for several years;
- Commented on changes in the neighbourhood, including increased density, which have revitalized the area;
- Noted that not all homes in the neighbourhood have off-street parking and highway interchange upgrades removed some street parking;
- Expressed concern regarding ingress, egress, and street parking;
- Stated that he is not opposed to social housing;
- Commented on the use of the street to make u-turns during times of heavy traffic congestion;
- Noted that drivers cut through private property on Premier Street when unable to travel the main route due to snow or a tree down; and,
- Requested more information be provided prior to committing to up to 180 units.

#### **4.21. Erik:**

- Advised that he is a longtime resident of the District, with most of that time in the neighbourhood;
- Commented on changes in the neighbourhood;
- Noted that construction traffic frequently blocked the road for the new development on Premier Street;
- Expressed concern that details of vehicular access for the site have not been provided;
- Noted that drivers cut through private property during snow events when unable to travel the main route;
- Stated that he is not opposed to social housing and that the site is not appropriate for that use;
- Commented on construction fatigue experienced by area residents; and,
- Noted there is only one road to access the neighbourhood.

The Public Hearing recessed at 8:47 p.m. and resumed at 8:58 p.m.

#### **4.22. Eric Gomez SPEAKING FOR A SECOND TIME:**

- Expressed concern regarding the type of people that will move into the proposed development;
- Noted a previous speaker stated that he has seen crime and violence in social housing;
- Stated that his school age child was attacked at school by a classmate who lives in social housing;
- Stated that the intent is to have people who will make a positive impact on the community use the housing and there is no assurance that this will be the case;
- Opined that affordable housing in other countries is used by people who are taking advantage or not contributing to the community;
- Noted that while traffic is annoying, the bigger issue is the impact on the neighbourhood;
- Expressed concern regarding safety if more people move into the area;
- Stated that the location is not appropriate for the use;
- Noted that there is only one road to access the area; and,

- Stated that after listening to other speakers, he is concerned about what kind of people would move in and stated that he is not claiming that they would be bad people.

Mayor Little clarified that the proposal does not include low-barrier housing and is intended for worker housing. Mayor Little noted that based on his personal experience, socio-economic status is not indicative of violence.

#### **4.23. Kelly Mallin:**

- Advised that she is a longtime resident of the Lynnmour West strata development;
- Noted that the property has several buildings and many units, each with only one parking space and one visitors parking pass;
- Noted that many residents have more than one vehicle;
- Stated that the current generation of families with children is the largest of the last three;
- Noted that assessments increased significantly when some units sold;
- Acknowledged that people are struggling in the current conditions;
- Stated that Lynnmour West is affordable housing and the strata takes steps to maintain affordability;
- Commented on wildlife, noting that there are more mice in the area since the construction of Seylynn Towers, and that a bear has been spotted in the area;
- Suggested the grass and shrubs on the subject site are a good location for the mice and other wildlife;
- Opined that all the housing in the Lynnmour area is affordable;
- Suggested scaling back the size of the proposal;
- Noted that Lillooet Road is busy, has no street parking, and has several bus stops between Purcell Way and the end of the road; and,
- Expressed reservations about increasing the population of the area.

#### **4.24. Kathleen:**

- Advised that she has lived in the neighbourhood for many years;
- Stated that area residents are experiencing construction fatigue;
- Stated that she supports social housing and questioned where else it could be constructed if not on the subject site;
- Noted that it is not possible to drive up or down Old Lillooet Road in the snow;
- Commented on the signs of climate change she has observed walking along Lynn Creek and expressed concern regarding the possibility of a forest fire;
- Questioned how emergency services would access the area and how residents would be evacuated if there were a forest fire;
- Stated the only reliable way to leave the area in an emergency is on foot due to the extreme road congestion; and,
- Expressed concern that people making u-turns in the area do so aggressively when frustrated by traffic congestion.

#### **4.25. Maryam:**

- Spoke in support of / opposition to / commented on the proposal;
- Advised that she is a longtime resident of the area;
- Commented on the amount of change in the area over the years and opined that the area has undergone more change than any other in the District;



- Acknowledged to need for social housing;
- Opined that the location is not suitable;
- Commented on building heights in the neighbourhood, noting that most are two to three storeys;
- Stated that six storeys would be too many and it would take over the area;
- Commented on traffic and safety, noting that there is no space for riding bicycles on the street;
- Noted that there is only one local park;
- Advised that she has past experience working with low-income and at-risk families in a professional capacity;
- Stated that traffic and safety would be negatively impacted and expressed concern that the ATF at Inter River Park will also increase vehicle traffic;
- Noted that she would not allow a child to walk to Superstore alone due to the busy intersection on the route;
- Commented on difficulties leaving Premier Street, noting that there was another route out that has since been blocked; and,
- Suggested that there be no construction in the neighbourhood for a few years.

**4.26. Rowan Sylvester SPEAKING FOR A SECOND TIME:**

- Remarked on the negative comments by previous speakers;
- Stated that those who purchased in the area years earlier are privileged and now want to stop others from coming into the neighbourhood;
- Commented on the greenery currently on the site, noting that there are blackberry bushes and that the proposal includes retaining some of the trees;
- Acknowledged residents' frustrations with development and stated that it is necessary due to the housing crisis;
- Stated that the project will provide desperately needed homes; and,
- Noted that rental housing has not been constructed to meet demand and stated that more construction is needed to make up for lost time.

**4.27. Fred Castor SPEAKING FOR A SECOND TIME:**

- Commented on the differences between neighbourhoods on the two sides of Highway 1;
- Opined that the neighbourhood has reached maximum density;
- Noted that there are many young families in the neighbourhood;
- Questioned the capacity of Lynnmour Elementary School to accommodate existing families in the neighbourhood;
- Commented on traffic impacts
- Noted that the Provincial Government has made significant investments in highway interchange upgrades; and,
- Recommended that more consideration be given to the future of the site.

**4.28. Olivia Horrell:**

- Advised that she lives close to the site and is a renter;
- Commented on the need for additional rental housing;
- Noted that she could not afford to live in the neighbourhood if there were not two income earners in the household or if they needed to find rental accommodation again;

- Stated that if people do not support social housing in their own neighbourhoods, they do not support social housing;
- Noted that social housing can be built in other locations as well, rather than instead of this site;
- Stated that there are few housing choices for people those without the means to purchase a large home or who did not buy in the area ten years ago;
- Commented on the cost of townhomes in the neighbourhood and stated that they are not affordable at one to two million dollars; and,
- Stated that traffic issues can be resolved.

**4.29. Fred Castor SPEAKING FOR A THIRD TIME:**

- Commented on the types of businesses that are typically within close proximity of highway interchanges in North America, noting that they provide employment opportunities; and,
- Stated that the District of North Vancouver is unique.

**4.30. Gail Roberts:**

- Advised that she is a longtime North Vancouver resident and that her children cannot afford to live on the North Shore;
- Stated that property sizes in the Lynnmour neighbourhood are small;
- Noted that she lives in a strata unit in the neighbourhood that has only one reserved parking space;
- Commented on parking issues in her complex, noting that visitors and services park in fire lanes due to the lack of parking and that there is insufficient parking to have friends and family visit;
- Stated that the proposed development would negatively impact quality of life and take away the sense of being a small neighbourhood near the forest;
- Stated that she is not privileged; and,
- Opined that the privileged residents of the District live in Delbrook and Capilano and suggested building social housing in those neighbourhoods, not in Lynnmour.

**4.31. Oscar SPEAKING FOR A SECOND TIME:**

- Requested the District provide a proposal for an alternative route in and out of the area; and,
- Suggested reducing the size of the proposal to 50 to 70 units.

**5. QUESTIONS FROM COUNCIL**

In response to a question from Council, staff advised that traffic to the artificial turf fields at Inter River Park will not be via Premier Street as the route between Premier Street and Inter River Park is intended for service and emergency vehicles and has a gate to prevent other access.

In response to a question from Council, staff advised reviewed studies that have been or are being undertaken, including a master planning exercise being led by Capilano University, a review of the Upper Levels with the Ministry of Transportation and Infrastructure, an upcoming review of the Second Narrows crossing, including possibilities for bridge replacement and incorporating rapid transit in the design, and traffic impact studies. Staff further advised that the District is advocating for rapid transit to the North Shore and a rapid bus to Metrotown is anticipated in the near future.

In response to a question from Council, staff advised that there was a parking and traffic analysis completed for the Inter River Park ATF and that the master planning exercise led by Capilano University is looking at area traffic. Staff further advised that feedback from the public hearing will help provide focus areas for further study.

Mayor Little noted a transportation study would be required for this site at the design phase if the proposal proceeds to that stage.

In response to a question from Council, staff advised that traffic impacts of development of the District-owned site on St. Denis Avenue will be reviewed when a development application for the site is received.

In response to a question from Council, staff advised that Council has been provided with the full set of comments from the PIM, including comment sheets and emails. Staff noted that Council received the full, unredacted versions and redacted copies are included in the Public Hearing materials in the binder and online.

In response to a question from Council, staff advised that the staff presentation at the PIM focused on the specific proposal, not other properties in the area. Staff further advised that engagement was undertaken in 2022 regarding the District-owned site on St. Denis Avenue and the community was generally in support of affordable housing on the site. Information on the public engagement is available on the District website. Staff noted that the site would require amendments to the OCP and Zoning Bylaw as well as public engagement.

## **6. COUNCIL RESOLUTION**

**MOVED by Councillor MURI**

**SECONDED by Councillor HANSON**

THAT the October 24, 2023 Public Hearing is closed;

AND THAT "District of North Vancouver Official Community Plan Bylaw 7900, 2011, Amendment Bylaw 8645, 2023 (Amendment 50)" is returned to Council for further consideration;

AND THAT "District of North Vancouver Rezoning Bylaw 1431 (Bylaw 8646)" is returned to Council for further consideration.

**CARRIED**  
(9:43 p.m.)

**CERTIFIED CORRECT:**

  
Confidential Council Clerk

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

**Bylaw 8646**

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

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

**1. Citation**

This bylaw may be cited as "District of North Vancouver Rezoning Bylaw 1431 (Bylaw 8646)".

**2. Amendments**

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

(a) Part 2A, Definitions is amended by adding Comprehensive Development 146 (CD146) to the list of zones that Part 2A applies to.

(b) Section 301 (2) by inserting the following zoning designation:

"Comprehensive Development Zone 146                      CD146"

(c) Part 4B Comprehensive Development Zone Regulations by inserting the following:

**"4B 146 Comprehensive Development Zone 146                      CD146**

**The CD146 zone is applied to:**

Those District owned properties listed below:

A portion of: Lot 8, Except Part on SRW Plan 17782, District Lots 612 and 620, Plan 15038, PID:007-698-038.

**4B 146 – 1 Intent**

The purpose of the Comprehensive Development 146 Zone (CD146) is to permit multi-family social housing projects that are generally up to 6-storeys in height and may also include a mix of accessory and complementary uses.



#### **4B 146 – 2 Permitted Uses:**

The following *principal* uses shall be permitted in the CD146 zone:

- a) Uses Permitted without Conditions:  
NA
- b) *Conditional uses:*
  - i. Childcare use;
  - ii. Community Garden use;
  - iii. Office use;
  - iv. Personal service use;
  - v. Recreation/ community centre use;
  - vi. Residential use;
  - vii. Restaurant use;
  - viii. Retail use; and
  - ix. Social-gathering use

#### **4B 146 - 3 Conditions of Use**

- a. All uses other than *Residential use* are only permitted, either singly or in combination, when 75% or more of the permitted gross floor area is *residential use*.
- b. *Residential use*: the use of land, buildings, and structures for *residential use* is permitted when the following condition is met:
  - i. Each dwelling unit has access to private or shared outdoor amenity space.

#### **5 – CD146 - 4 Accessory Use**

- a) *Accessory uses* customarily ancillary to the principal uses are permitted.
- b) *Home occupations* are permitted in *dwelling units*.
- c) Support services and common areas related to the operation of the affordable rental residential buildings are permitted as accessory uses.

#### **4B 146 – 5 Density**

- a) The maximum permitted density is:1.75 floor space ratio.
- b) For the purpose of calculating *gross floor area* the following are exempted:
  - i. Any floor area below finished grade;

- ii. Service and mechanical rooms;
- iii. Bicycle, 2-wheel scooter, and wheelchair scooter facilities including parking and charging areas, washing and repair areas, and end of trip facilities which may include showers and changing facilities;
- iv. Storage areas located outside of private units;
- v. Communal living areas including shared kitchen, dining and living areas;
- vi. Residential support services including counseling or healthcare office space;
- vii. Residential amenity areas including meeting spaces;
- viii. For residential units achieving an “enhanced” level of accessibility 50 sq. ft per “enhanced” unit is excluded.

#### **4B 146 – 6 Setbacks**

Shall be in accordance with the Development Permit requirements.

#### **4B 146 – 7 Height**

- a) The maximum number of storeys permitted is 6 storeys, excluding the parking level.

#### **4B 146 – 8 Coverage**

- a) Building Coverage: The maximum building coverage is 80%.
- b) Site Coverage: The maximum site coverage is 85%.

#### **4B 146 – 9 Landscaping**

- a) All land areas not occupied by buildings and patios shall be landscaped in accordance with a landscape plan approved by the District of North Vancouver.

#### **4B 146- 10 Parking, Loading and Servicing Regulations**

- a) Projects in the CD146 Zone are exempted from the minimum parking and loading requirements of Part 10 of this Bylaw.
- b) Except as specifically provided in 4B 146-10 (a), all other Parking and Loading requirements shall be provided in accordance with Part 10 of this Bylaw.”

(End of CD146 Zone)



- (d) The Zoning Map is amended in the case of the lands illustrated on the attached map (Schedule **B A**) by rezoning the land from Interim Industrial Zone (I4) to Comprehensive Development Zone 146 (CD146).

**READ** a first time October 3, 2023

**PUBLIC HEARING** held October 24, 2023

**READ** a second time

**READ** a third time

Certified a true copy of "Rezoning Bylaw 1431 (Bylaw 8646)" as at Third Reading

---

Municipal Clerk

**APPROVED** by the Ministry of Transportation and Infrastructure on

**ADOPTED**

---

Mayor

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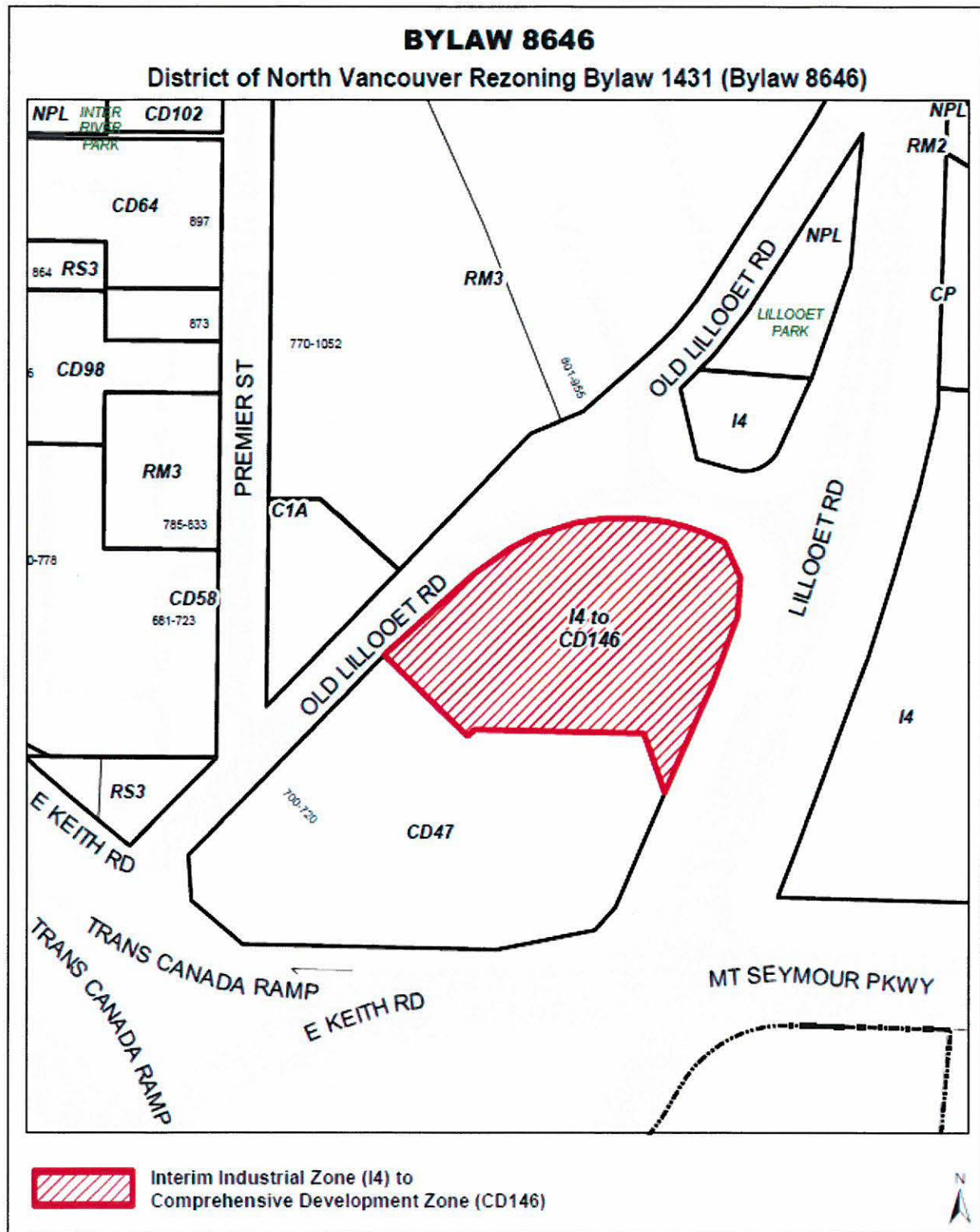
Municipal Clerk

Certified a true copy

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Municipal Clerk

# Schedule A to Bylaw 8646



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AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>Oct. 3, 2023</u>
<input type="checkbox"/> Other:	Date: _____

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

## The District of North Vancouver REPORT TO COUNCIL

September 18, 2023  
File: PLN2023-00044

**AUTHOR:** Tamsin Guppy, Development Planner

**SUBJECT:** Bylaws 8645, 8646 and 8647: OCP Amendment, Rezoning and Development Cost Charges Waiver for a Future Social Housing Development at Lillooet West

---

### RECOMMENDATION:

THAT "District of North Vancouver Official Community Plan Amendment Bylaw 8645 (Amendment 50)" to redesignate the District lands on Old Lillooet Road from Commercial Residential Mixed Use (CRMU1) and Parks Open Space and Natural Areas to Residential Level 5 (RES5) be given FIRST reading; and

THAT "District of North Vancouver Rezoning Bylaw 1431 (Bylaw 8646)" to rezone the District lands on Old Lillooet Road from Interim Industrial (I4) to Comprehensive Development 146 Zone be given FIRST reading; and

THAT "Lillooet West Development Cost Charges Waiver Bylaw 8647" be given FIRST reading; and

THAT Bylaws 8645 and 8646 be referred to a Public Hearing; and

THAT Council has specifically considered, in respect of proposed Bylaw 8645, whether consultation is required with the listed entities in subsection 475(2)(b) of the Local Government Act, and considers that such consultation is not required;

AND THAT in accordance with Section 477 of the Local Government Act, Council has considered Bylaw 8645 in conjunction with its Financial Plan and applicable Waste Management Plans.



**SUBJECT: Bylaws 8645, 8646 and 8647: OCP Amendment, Rezoning and Cost Charge Waiver For a Future Social Housing Development at Lillooet West**

September 18, 2023

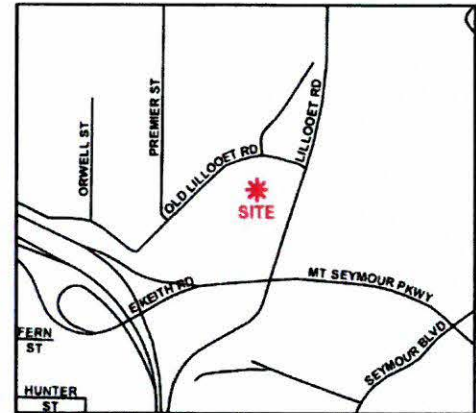
Page 2

**REASON FOR REPORT:**

To bring forward for Council's consideration Bylaws to facilitate future grant opportunities for the development of social rental housing at the site located at the southwest corner of Old Lillooet and Lillooet Roads.

**SUMMARY:**

In keeping with Council's direction to explore and facilitate opportunities for social housing projects, the District is proposing an amendment to the Official Community Plan and Zoning Bylaw that would redesignate and rezone the subject lands for low-rise multi-family social housing. (This process is similar to that undertaken for the Riverside Drive properties.) Such a rezoning will position the site well for grant applications.



The proposed OCP amendment and rezoning bylaw are in keeping with the character of the Lynnmour Inter River neighbourhood and would achieve housing potential in the order of 100-180 social housing rental units.

The District is submitting this site to BC Housing's Community Housing Fund (CHF) this fall as a potential site for social housing. If successful, this site would provide a mix of social housing units to address North Vancouver's housing needs and targets, and include 20% *Deep Subsidy*, 50% *Rent Geared to Income*, and 30% *Affordable Market* housing. (See the Background section for more details on these BC Housing CHF terms.)

To further facilitate future social housing on this site, a Development Cost Charge Waiver Bylaw is proposed.

**BACKGROUND:**

Council has demonstrated a continued commitment to the strategy of leveraging District-owned lands to provide housing not typically delivered by the market (e.g., social, and supportive housing). The continued success of this strategy relies, in part, on having suitable District-owned lands identified and available for social housing.

In 2018, the Province launched the Building BC Community Housing Fund (CHF) program, focused on the development of mixed income rental housing projects. The program includes capital grants, interim construction financing, and limited operating subsidies. The affordability of projects under the program is ensured through 60-year operational agreements, and proposals are expected to reflect a mix of incomes by utilizing a 20/50/30% distribution of affordable rental housing, which BC Housing defines as:

- **20% Deep Subsidy:** For residential units with less than two (2) bedrooms, a gross household income that does not exceed the maximum Old Age Security (OAS) plus



**SUBJECT: Bylaws 8645, 8646 and 8647: OCP Amendment, Rezoning and Cost Charge Waiver For a Future Social Housing Development at Lillooet West**

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Guaranteed Income Supplement (GIS) amount, as determined by BC Housing from time to time. For 2023, this figure is \$22,935 (compared to \$21,946 last year). And for residential units with two (2) or more bedrooms, a gross household income that does not exceed the income threshold for residential units with less than two (2) bedrooms plus 25%, as determined by BC Housing from time to time. For 2023, this figure is \$28,669 (compared to \$26,600 last year).

- **50% of units at Rent Geared to Income** (RGI): A type of subsidized housing where the housing provider matches the rent to how much income a qualified tenant has.
- **30% of units at Affordable Market:** Rents are considered *affordable* when 30 per cent or less of the household's gross income goes towards paying for housing costs. These units are leased to low and moderate income households, 2023 income thresholds are \$82,310 (less than 2 bedrooms) and \$128,810 (2 or more bedrooms).

CHF funding is allocated through a competitive Request for Proposals process. The first and second CHF funding cycles closed in 2019 and 2021. The District successfully secured CHF funding over the last two funding calls and both projects are currently under active construction:



- Salal Apartments at Oxford and Orwell: 90 units managed by Terra Housing on behalf of Sanford Affordable Housing Society in partnership with Hollyburn Community Services Society (photo of construction site left).
- Delbrook at 600 W. Queens Rd: 86 units operated by Hollyburn Community Services Society (rendering on the right).

Note: The Kiwanis Lynn Woods senior housing project next to Kirkstone Park was also a successful recipient of CHF funding.

In December 2021, staff presented for Council's consideration conceptual development scenarios for social housing on several District-owned sites. One of the sites was Lillooet Road West and it was determined to be a suitable site for social housing given the development potential of the lands, ease of access to transit, proximity to a local school, and a mix of multi-family housing in the area.



**SUBJECT: Bylaws 8645, 8646 and 8647: OCP Amendment, Rezoning and Cost Charge Waiver For a Future Social Housing Development at Lillooet West**

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A new call for CHF funding proposals was announced August 28, 2023, and will close November 17, 2023. Lillooet (West) has been identified as the priority site for the District's submission to the 2023 CHF funding call for proposals.

**POLICY ALIGNMENT:**

Official Community Plan (2011)

The Official Community Plan (OCP) includes the following goals and policies related to housing:

- Goal 2:** Encourage and enable a diverse mix of housing types and tenure and affordability to accommodate the lifestyles and needs of people at all stages of life.
- Goal 3:** Foster a safe, socially inclusive and supportive community that enhances the health and well-being of all residents.
- Policy 7.3.3** Apply incentives (including, but not limited to density bonusing, pre-zoning and reduced parking requirements) as appropriate, to encourage the development of affordable housing.
- Policy 7.4.4:** Consider the use of District land, where appropriate, to contribute towards and leverage other funding for the development of social and affordable housing.

OCP Action Plan (2021)

The OCP Action Plan, approved by Council on July 26, 2021, and the result of the Targeted OCP Review, includes the following housing-related priority action:

- Priority Action 3:** Prioritize rental, social, and supportive housing projects to increase the range of housing options.

Rental and Affordable Housing Strategy (2016)

The Rental and Affordable Housing Strategy (RAHS) has a focus on low and moderate income households and contains the following goals.

- Housing Goal 2:** Expand the supply of new rental and affordable housing.
- Housing Goal 6:** Partner with other agencies to help deliver affordable housing through strategic use of District-owned lands, which may involve a long term lease to leverage senior government funding

**SUBJECT: Bylaws 8645, 8646 and 8647: OCP Amendment, Rezoning and Cost Charge Waiver For a Future Social Housing Development at Lillooet West**

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**ANALYSIS:**

Site and Context:

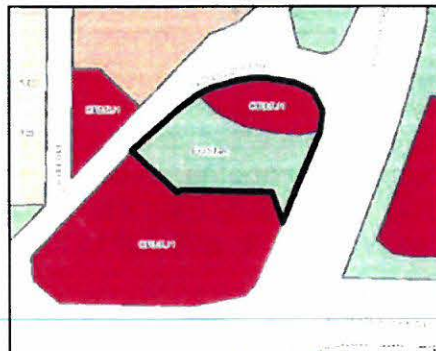
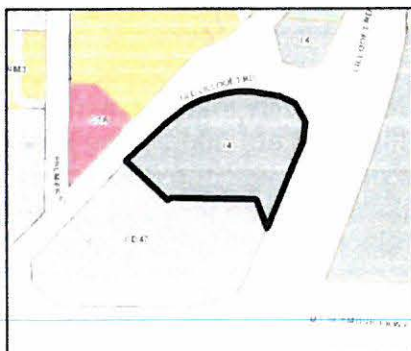
This District-owned site is located at the southwest corner of Old Lillooet Road and Lillooet Road on the upper plateau above the Holiday Inn. The site is approximately 2.4 acres (9,900m<sup>2</sup>) in size.

The southern edge of the site, next to the Holiday Inn is steeply sloped but the grade flattens out towards the north. There are some mature trees around the perimeter of the site and adjacent to the Holiday Inn, but the northern area, where development will be focused is more sparsely vegetated with invasive blackberries. (See context image section on the next page.)



The site is located in the Lynn timer Inter-River neighbourhood which is currently a mix of townhouses and low-rise apartments (see context images on the next page). Lynn timer Elementary School is approximately 3 blocks away (a five-minute walk) and has capacity for more students. Superstore grocery store is one block away.

This neighbourhood is well served by Transit because of the proximity to Capilano University.



The site is zoned Interim Industrial (I4), and designated Commercial Residential Mixed Use (CRMU1) and Parks Open Space and Natural Areas.



**SUBJECT: Bylaws 8645, 8646 and 8647: OCP Amendment, Rezoning and Cost Charge Waiver For a Future Social Housing Development at Lillooet West**

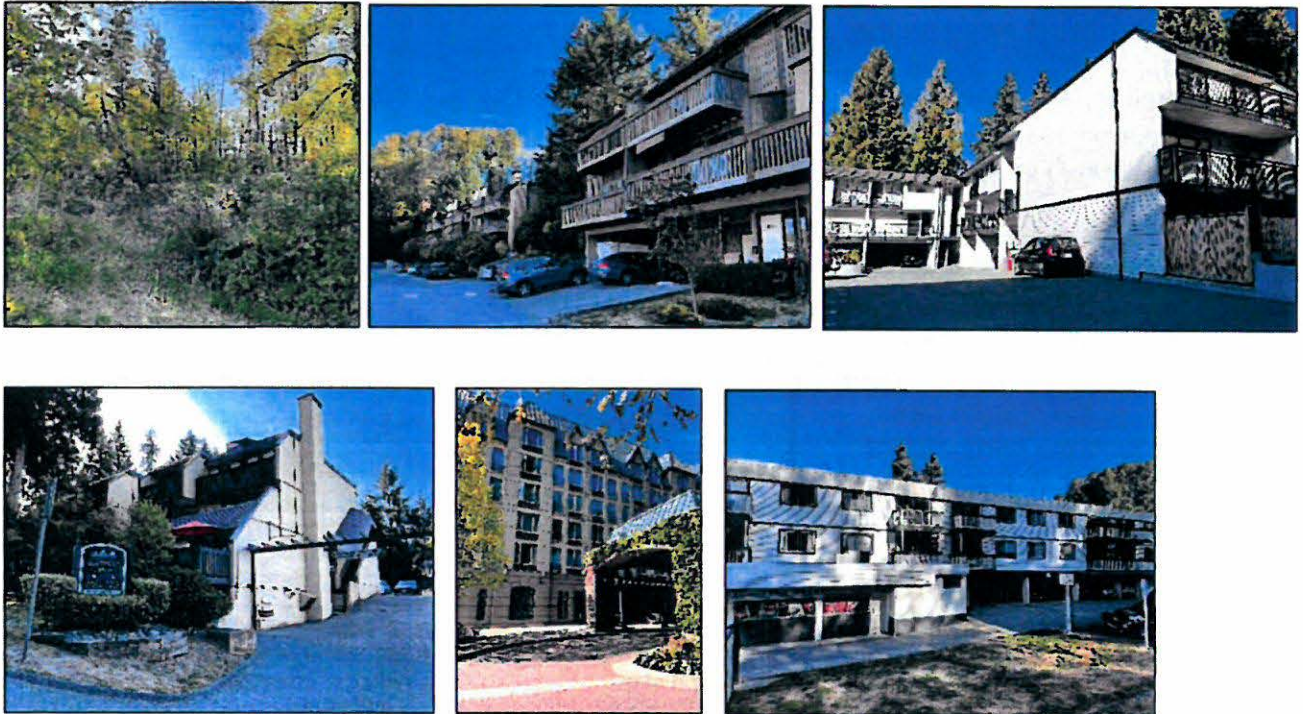
September 18, 2023

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Context images:

*Top left - Subject site - Illustrating the scrub and bush cover of the potential building site.*

*Other images - Illustrating the existing low-rise building character in the Lynnmour Inter-River neighbourhood.*



**Proposal:**

The proposal is to redesignate and rezone the site in order to facilitate a grant application for future social housing that respects the established and changing character of the area.

OCP amendment Bylaw 8645 proposes to redesignate the site to Residential Level 5. The proposed designation permits predominantly residential development in a low-rise apartment building form (up to 6 storeys) and with an associated density of 1.75 FSR. Depending on the unit mix, this site could accommodate approximately 100-180 units focused at the northern end of the site, and still enable the treed slope at the southern edge of the site to be protected. Though the southern part of the site was designated Parks Open Space and Natural Areas in the Official Community Plan it is not land that was intended to be parkland and has not been used as parkland, in part due to the abundance of better park space in the immediate area.

Rezoning Bylaw 8646 proposes to rezone the site to a Comprehensive Development zone (CD146) that similarly permits a low-rise apartment building form. This bylaw is intended for



**SUBJECT: Bylaws 8645, 8646 and 8647: OCP Amendment, Rezoning and Cost Charge Waiver For a Future Social Housing Development at Lillooet West**

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social housing projects on District lands and as such includes a mix of potential complimentary uses that may be appropriate over the lifetime of future housing projects including on-site amenities such as, childcare, health care, counselling, and so on. Minimum parking requirements are removed, so that the parking can be based on the needs of the project type.

As no detailed architectural drawings have been developed yet, **shown below** are some comparable examples of social housing projects in the Lower Mainland, with the Lynn Valley's Kiwanis project being shown in the upper left.



Any future development on this land would be subject to a Development Permit process, which requires Council approval, and require a Licence Agreement with the District.

**Timing/Approval Process:**

The Community Housing Fund call for applications closes on November 17<sup>th</sup>, 2023. The District's application will have a higher likelihood of success if the land is zoned for social housing.

**Concurrence:**

This proposal has been reviewed by Finance, Legal, Real Estate and Properties, and Community Planning.

**SUBJECT: Bylaws 8645, 8646 and 8647: OCP Amendment, Rezoning and Cost Charge Waiver For a Future Social Housing Development at Lillooet West**

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Consultation with the School District and other agencies will be conducted prior to the Public Hearing.

**Financial Impacts:**

There are several financial implications for the District:

- Land: The District is proposing to offer this 2.4-acre District-owned land available for future social housing, in one or more projects (depending on size and grant opportunities).
- DCC Waiver: Bylaw 8647 proposes to waive the Development Cost Charges that would be associated with a future housing project on this site, which are estimated in the order of \$3.2 million (2023 fees).
- And, Off-site Servicing Cost: The District will explore options for reducing costs of off-site servicing, including cost sharing. Additional analysis will be required regarding site servicing and access.

The District can accommodate fees, services and costs by allocating funds to cover these items.

**Public Input:**

Following Bylaw Introduction, a public consultation process would unfold, including all standard steps in accordance with statutory requirements and the District's public notification policy. Of note, an in-person public information meeting is tentatively planned on October 11, 2023, at the Holiday Inn. Full details of the public information meeting process will be provided in a separate report.

**Conclusion:**

To implement Council's direction, and support needed housing in the community, this site and the associated bylaws are being put forward as a potential candidate for social housing. The proposed bylaws will facilitate changes that addresses the District's housing needs, while remaining in keeping with the character of the Lynnmour Inter-River neighbourhood.

**Options:**

1. That Bylaws 8645, 8646 and 8647 be given First Reading and that Bylaws 8645 and 8646 be referred to a Public Hearing; (staff recommendation); or
2. Refer one or more bylaws back to staff for amendments; or
3. Give the bylaws no readings.



**SUBJECT: Bylaws 8645, 8646 and 8647: OCP Amendment, Rezoning and Cost Charge Waiver For a Future Social Housing Development at Lillooet West**

September 18, 2023

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Respectfully submitted,



Tamsin Guppy  
Development Planner

Attachments:

- A. Bylaw 8645
- B. Bylaw 8646
- C. Bylaw 8647



**SUBJECT: Bylaws 8645, 8646 and 8647: OCP Amendment, Rezoning and Cost Charge Waiver For a Future Social Housing Development at Lillooet West**

September 18, 2023

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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 8645**

A bylaw to amend District of North Vancouver  
Official Community Plan Bylaw 7900, 2011

---

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 Official Community Plan Bylaw 7900, 2011, Amendment Bylaw 8645, 2023 (Amendment 50)".

**Amendments**

2. District of North Vancouver Official Community Plan Bylaw 7900, 2011 is amended as follows:
  - a) Map 2 Land Use: as illustrated on Schedule A, by changing the land use designation of the properties on Map 2 from "Commercial Residential Mixed-Use Level 1" (CRMU1) and "Parks Open Space and Natural Areas" (POSNA) to "Residential Level 5" (RES5).

**READ** a first time

**PUBLIC HEARING** held

**READ** a second time

**READ** a third time

**ADOPTED**

---

Mayor

---

Municipal Clerk

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Certified a true copy

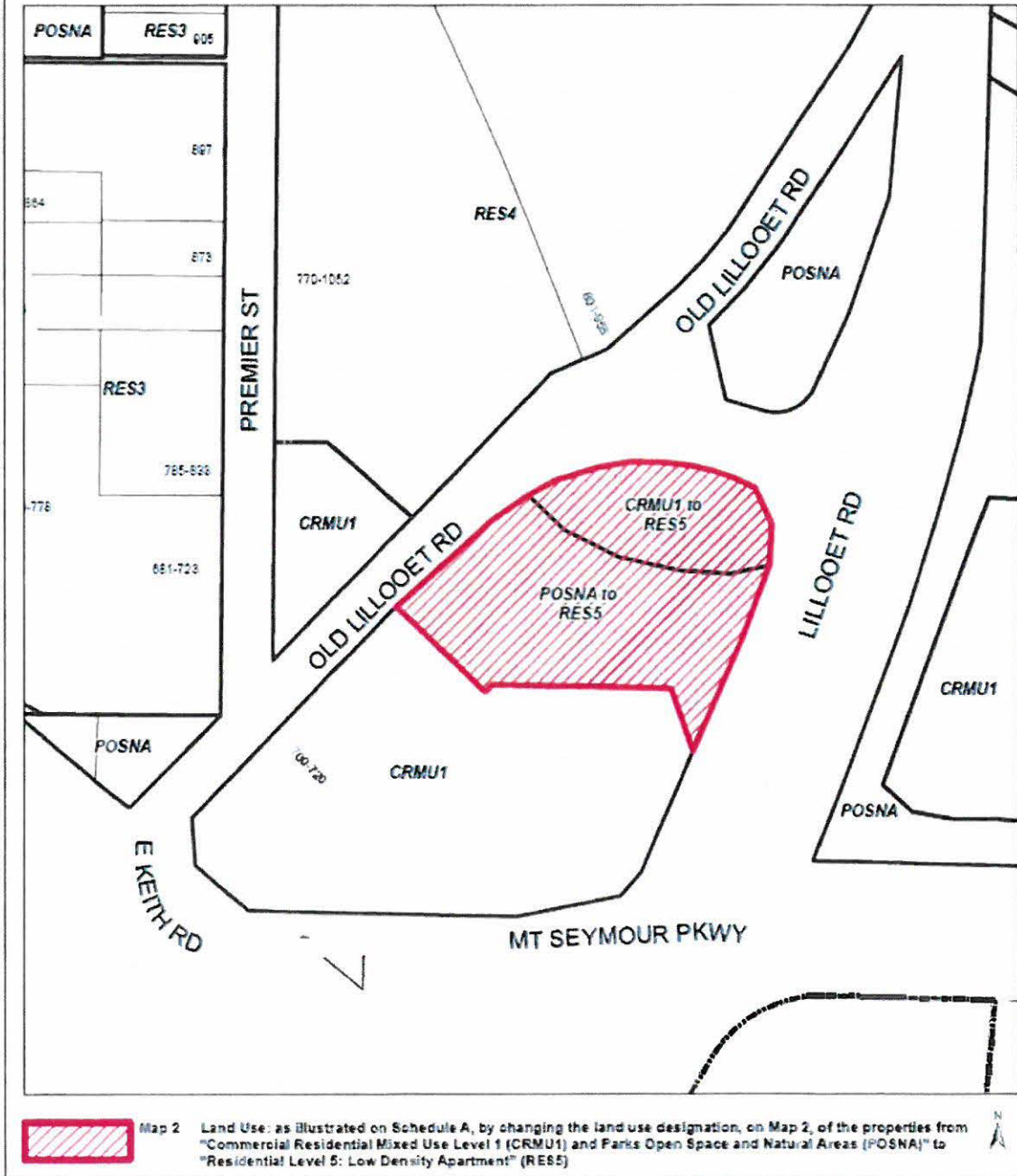
  

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Municipal Clerk

## Schedule A to Bylaw 8645

### District of North Vancouver Official Community Plan Bylaw 7900, 2011, Amendment Bylaw 8645, 2023 (Amendment 50)



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## **The Corporation of the District of North Vancouver**

### **Bylaw 8646**

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

---

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

#### **1. Citation**

This bylaw may be cited as "District of North Vancouver Rezoning Bylaw 1431 (Bylaw 8646)".

#### **2. Amendments**

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

- (a) Part 2A, Definitions is amended by adding Comprehensive Development 146 (CD 146) to the list of zones that Part 2A applies to.
- (b) Section 301 (2) by inserting the following zoning designation:

"Comprehensive Development Zone 146            CD 146"

- (c) Part 4B Comprehensive Development Zone Regulations by inserting the following:

**"4B 146 Comprehensive Development Zone 146            CD 146**

**The CD 146 zone is applied to:**

Those District owned properties listed below:

A portion of: Lot 8, Except Part on SRW Plan 17782, District Lots 612 and 620, Plan 15038, PID:007-698-038.

#### **4B 146 – 1 Intent**

The purpose of the Comprehensive Development 146 Zone (CD 146) is to permit multi-family social housing projects that are generally up to 6-storeys in height and may also include a mix of accessory and complementary uses.



#### **4B 146 – 2 Permitted Uses:**

The following *principal* uses shall be permitted in the CD 146 zone:

- a) Uses Permitted without Conditions:  
NA
- b) *Conditional uses:*
  - i. Childcare use;
  - ii. Community Garden use;
  - iii. Office use;
  - iv. Personal service use;
  - v. Recreation/ community centre use;
  - vi. Residential use;
  - vii. Restaurant use;
  - viii. Retail use; and
  - ix. Social-gathering use

#### **4B 146 - 3 Conditions of Use**

- a. All uses other than *Residential use* are only permitted, either singly or in combination, when 75% or more of the permitted gross floor area is *residential use*.
- b. *Residential use*: the use of land, buildings, and structures for *residential use* is permitted when the following condition is met:
  - i. Each dwelling unit has access to private or shared outdoor amenity space.

#### **5 – CD 146 - 4 Accessory Use**

- a) *Accessory uses* customarily ancillary to the principal uses are permitted.
- b) *Home occupations* are permitted in *dwelling units*.
- c) Support services and common areas related to the operation of the affordable rental residential buildings are permitted as accessory uses.

#### **4B 146 – 5 Density**

- a) The maximum permitted density is:1.75 floor space ratio.
- b) For the purpose of calculating *gross floor area* the following are exempted:
  - i. Any floor area below finished grade;

- ii. Service and mechanical rooms;
- iii. Bicycle, 2-wheel scooter, and wheelchair scooter facilities including parking and charging areas, washing and repair areas, and end of trip facilities which may include showers and changing facilities;
- iv. Storage areas located outside of private units;
- v. Communal living areas including shared kitchen, dining and living areas;
- vi. Residential support services including counseling or healthcare office space;
- vii. Residential amenity areas including meeting spaces;
- viii. For residential units achieving an "enhanced" level of accessibility 50 sq. ft per "enhanced" unit is excluded.

#### **4B 146 – 6 Setbacks**

Shall be in accordance with the Development Permit requirements.

#### **4B 146 – 7 Height**

- a) The maximum number of storeys permitted is 6 storeys, excluding the parking level.

#### **4B 146 – 8 Coverage**

- a) Building Coverage: The maximum building coverage is 80%.
- b) Site Coverage: The maximum site coverage is 85%.

#### **4B 146 – 9 Landscaping**

- a) All land areas not occupied by buildings and patios shall be landscaped in accordance with a landscape plan approved by the District of North Vancouver.

#### **4B 146- 10 Parking, Loading and Servicing Regulations**

- a) Projects in the CD 146 Zone are exempted from the minimum parking and loading requirements of Part 10 of this Bylaw.
- b) Except as specifically provided in 4B 146-10 (a), all other Parking and Loading requirements shall be provided in accordance with Part 10 of this Bylaw."

---

(End of CD 146 Zone)

- (d) The Zoning Map is amended in the case of the lands illustrated on the attached map (Schedule B) by rezoning the land from Interim Industrial Zone (I4) to Comprehensive Development Zone 146 (CD 146).

**READ** a first time

**PUBLIC HEARING** held

**READ** a second time

**READ** a third time

Certified a true copy of "Rezoning Bylaw 1431 (Bylaw 8645)" as at Third Reading

\_\_\_\_\_  
Municipal Clerk

**APPROVED** by the Ministry of Transportation and Infrastructure on

**ADOPTED**

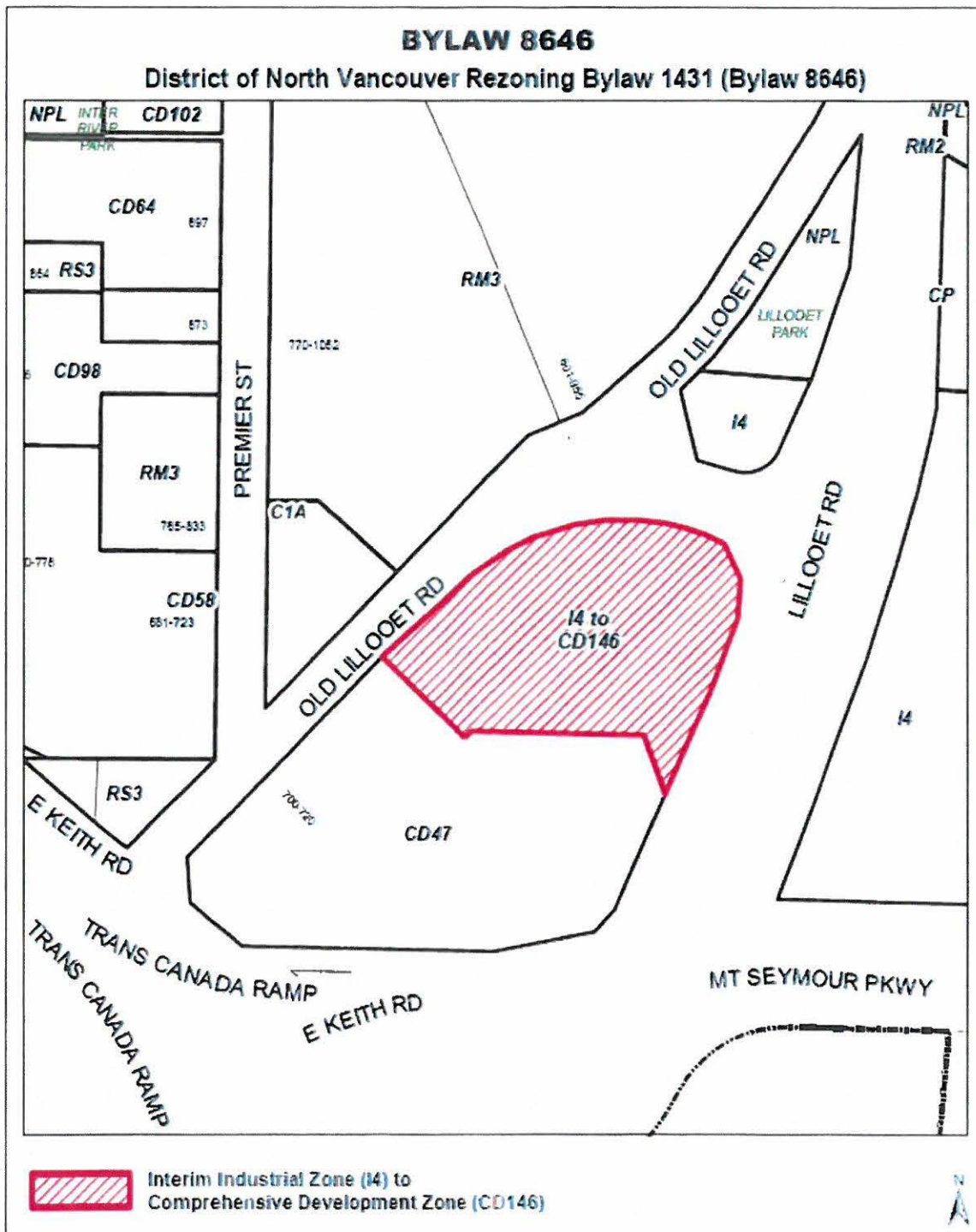
\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Municipal Clerk

Certified a true copy

\_\_\_\_\_  
Municipal Clerk

# Schedule A to Bylaw 8646



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

**Bylaw 8647**

**A bylaw to waive Development Cost Charges**

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

**1. Citation**

This bylaw may be cited as "Lillooet West Development Cost Charges Waiver Bylaw 8647, 2023."

**Waiver**

1. Development Cost Charges are hereby waived in relation to the Eligible Development proposed to be constructed on the site as shown outlined in red on the attached map (Schedule A), and the development cost charge rates for the Eligible Development are hereby set at zero.
2. For the purpose of this Bylaw "Eligible Development" means social housing units where the rental rate structure is secured by way of a lease agreement, affordable housing agreement bylaw, Section 219 land use covenant or other measure acceptable to the Municipal Solicitor.

**READ** a first time

**READ** a second time

**READ** a third time

**ADOPTED**

---

Mayor

---

Municipal Clerk

Certified a true copy

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Municipal Clerk



**Lillooet West Development Cost Charges Waiver (Bylaw 8647), 2023**



AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>November 6, 2023</u>
<input type="checkbox"/> Other:	Date: _____

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

## The District of North Vancouver REPORT TO COUNCIL

October 23, 2023  
File: 08.3060.20/044.23

**AUTHOR:** Genevieve Lanz, Deputy Municipal Clerk

**SUBJECT:** Bylaw 8643: East Keith Supportive Housing - Administrative Correction

**RECOMMENDATION:**

THAT "District of North Vancouver Rezoning Bylaw 1430 (Bylaw 8643)" is given SECOND Reading as amended.

**REASON FOR REPORT:**

To amend Bylaw 8643 at Second Reading to clarify an amendment to the Zoning Map in Rezoning Bylaw 1430.

**SUMMARY:**

A minor administrative correction is required to Bylaw 8643 to clarify an amendment to the Zoning map. The proposed amendment does not impact land use, density or any of the public processes underway. The map and proposed zone included in the Bylaw and referenced in this section are correct. The amendment is as follows:

- (d) The Zoning Map is amended in the case of the lands illustrated on the attached map (Schedule **B A**) by rezoning the land from Single Family Residential (RS4) to **Multi-Family Housing (MF-H) Comprehensive Development (CD 146)**.

**TIMING/APPROVAL PROCESS:**

There are no timing impacts to the public hearing process for Bylaw 8643 and does not impede on Council's ability to alter, adopt or defeat the proposed bylaw.

**OPTIONS:**

THAT "District of North Vancouver Rezoning Bylaw 1430 (Bylaw 8643)" is given SECOND Reading as amended.

Respectfully submitted,




Genevieve Lanz  
Deputy Municipal Clerk

**Attachments:**

1. Bylaw 8643
2. Bylaw 8643 redline version

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 _____	
	<input type="checkbox"/> Planning _____	



## The Corporation of the District of North Vancouver

### Bylaw 8643

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

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

#### 1. Citation

This bylaw may be cited as "District of North Vancouver Rezoning Bylaw 1430 (Bylaw 8643)".

#### 2. Amendments

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

(a) Part 2A, Definitions is amended by adding Comprehensive Development 146 (CD146) to the list of zones that Part 2A applies to.

(b) Section 301 (2) by inserting the following zoning designation:

"Comprehensive Development Zone 146                      CD146"

(c) Part 4B Comprehensive Development Zone Regulations by inserting the following:

**"4B 146 Comprehensive Development Zone 146                      CD146**

**The CD146 zone is applied to:**

Those District owned properties listed below:

Lots 6, Block 122, District Lot 553, Plan 4458 Except Plan EPP 6791, PID:011-549-751

Lots 7, Block 122, District Lot 553, Plan 4458 Except Plan EPP 6791, PID:011-549-777

Lots 8, Block 122, District Lot 553, Plan 4458 Except Plan EPP 6791, PID:011-549-785

Lots 9, Block 122, District Lot 553, Plan 4458 Except Plan EPP 6791, PID:011-549-807

#### **4B 146 – 1 Intent**

The purpose of the Comprehensive Development 146 Zone (CD146) is to permit multi-family social housing projects that are generally up to 6-storey in height and may also include a mix of accessory and complementary uses.



#### **4B 146 – 2 Permitted Uses:**

The following *principal* uses shall be permitted in the CD146 zone:

- a) Uses Permitted without Conditions:  
NA
- b) *Conditional uses:*
  - i. Childcare use;
  - ii. Community Garden use;
  - iii. Office use;
  - iv. Personal service use;
  - v. Recreation/ community centre use;
  - vi. Residential use;
  - vii. Restaurant use;
  - viii. Retail use; and
  - ix. Social-gathering use

#### **4B 146 - 3 Conditions of Use**

- a. All uses other than *Residential use* are only permitted, either singly or in combination, when 75% or more of the permitted gross floor area is *residential use*.
- b. *Residential use*: the use of land, buildings, and structures for *residential use* is permitted when the following condition is met:
  - i. Each dwelling unit has access to private or shared outdoor amenity space.

#### **5 – CD146 - 4 Accessory Use**

- a) *Accessory uses* customarily ancillary to the principal uses are permitted.
- b) *Home occupations* are permitted in *dwelling units*.
- c) Support services and common areas related to the operation of the affordable rental residential buildings are permitted as accessory uses.

#### **4B 146 – 5 Density**

- a) The maximum permitted density is: 1.75 floor space ratio.
- b) For the purpose of calculating *gross floor area* the following are exempted:

- i. Any floor area below finished grade;
- ii. Service and mechanical rooms;
- iii. Bicycle, 2-wheel scooter, and wheelchair scooter facilities including parking and charging areas, washing and repair areas, and end of trip facilities which may include showers and changing facilities;
- iv. Storage areas located outside of private units;
- v. Communal living areas including shared kitchen, dining and living areas;
- vi. Residential support services including counseling or healthcare office space;
- vii. Residential amenity areas including meeting spaces;
- viii. For residential units achieving an “enhanced” level of accessibility 50 sq. ft per “enhanced” unit is excluded.

#### **4B 146 – 6 Setbacks**

Shall be in accordance with the Development Permit requirements.

#### **4B 146 – 7 Height**

- a) The maximum number of storeys permitted is 6 storeys, excluding the parking level.

#### **4B 146 – 8 Coverage**

- a) Building Coverage: The maximum building coverage is 80%.
- b) Site Coverage: The maximum site coverage is 85%.

#### **4B 146 – 9 Landscaping**

- a) All land areas not occupied by buildings and patios shall be landscaped in accordance with a landscape plan approved by the District of North Vancouver.

#### **4B 146- 10 Parking, Loading and Servicing Regulations**

- a) Projects in the CD146 Zone are exempted from the minimum parking and loading requirements of Part 10 of this Bylaw.
- b) Except as specifically provided in 4B 146-10 (a), all other Parking and Loading requirements shall be provided in accordance with Part 10 of this Bylaw.”



(End of CD146 Zone)

- (d) The Zoning Map is amended in the case of the lands illustrated on the attached map (Schedule A) by rezoning the land from Single Family Residential (RS4) to Comprehensive Development (CD 146).

**READ** a first time October 3, 2023

**PUBLIC HEARING** held

**READ** a second time

**READ** a third time

Certified a true copy of "Rezoning Bylaw 1430 (Bylaw 8643)" as at Third Reading

---

Municipal Clerk

**APPROVED** by the Ministry of Transportation and Infrastructure on

**ADOPTED**

---

Mayor

---

Municipal Clerk

Certified a true copy

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Municipal Clerk

# Schedule A to Bylaw 8643



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

**Bylaw 8643**

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

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

**1. Citation**

This bylaw may be cited as "District of North Vancouver Rezoning Bylaw 1430 (Bylaw 8643)".

**2. Amendments**

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

- (a) Part 2A, Definitions is amended by adding Comprehensive Development 146 (CD146) to the list of zones that Part 2A applies to.
- (b) Section 301 (2) by inserting the following zoning designation:  
  
"Comprehensive Development Zone 146                      CD146"
- (c) Part 4B Comprehensive Development Zone Regulations by inserting the following:

**"4B 146 Comprehensive Development Zone 146                      CD146"**

**The CD146 zone is applied to:**

Those District owned properties listed below:

Lots 6, Block 122, District Lot 553, Plan 4458 Except Plan EPP 6791, PID:011-549-751  
 Lots 7, Block 122, District Lot 553, Plan 4458 Except Plan EPP 6791, PID:011-549-777  
 Lots 8, Block 122, District Lot 553, Plan 4458 Except Plan EPP 6791, PID:011-549-785  
 Lots 9, Block 122, District Lot 553, Plan 4458 Except Plan EPP 6791, PID:011-549-807

**4B 146 – 1 Intent**

The purpose of the Comprehensive Development 146 Zone (CD146) is to permit multi-family social housing projects that are generally up to 6-storey in height and may also include a mix of accessory and complementary uses.

#### **4B 146 – 2 Permitted Uses:**

The following *principal* uses shall be permitted in the CD146 zone:

- a) Uses Permitted without Conditions:  
NA
- b) *Conditional uses:*
  - i. Childcare use;
  - ii. Community Garden use;
  - iii. Office use;
  - iv. Personal service use;
  - v. Recreation/ community centre use;
  - vi. Residential use;
  - vii. Restaurant use;
  - viii. Retail use; and
  - ix. Social-gathering use

#### **4B 146 - 3 Conditions of Use**

- a. All uses other than *Residential use* are only permitted, either singly or in combination, when 75% or more of the permitted gross floor area is *residential use*.
- b. *Residential use*: the use of land, buildings, and structures for *residential use* is permitted when the following condition is met:
  - i. Each dwelling unit has access to private or shared outdoor amenity space.

#### **5 – CD146 - 4 Accessory Use**

- a) *Accessory uses* customarily ancillary to the principal uses are permitted.
- b) *Home occupations* are permitted in *dwelling units*.
- c) Support services and common areas related to the operation of the affordable rental residential buildings are permitted as accessory uses.

#### **4B 146 – 5 Density**

- a) The maximum permitted density is: 1.75 floor space ratio.
- b) For the purpose of calculating *gross floor area* the following are exempted:



- i. Any floor area below finished grade;
- ii. Service and mechanical rooms;
- iii. Bicycle, 2-wheel scooter, and wheelchair scooter facilities including parking and charging areas, washing and repair areas, and end of trip facilities which may include showers and changing facilities;
- iv. Storage areas located outside of private units;
- v. Communal living areas including shared kitchen, dining and living areas;
- vi. Residential support services including counseling or healthcare office space;
- vii. Residential amenity areas including meeting spaces;
- viii. For residential units achieving an “enhanced” level of accessibility 50 sq. ft per “enhanced” unit is excluded.

#### **4B 146 – 6 Setbacks**

Shall be in accordance with the Development Permit requirements.

#### **4B 146 – 7 Height**

- a) The maximum number of storeys permitted is 6 storeys, excluding the parking level.

#### **4B 146 – 8 Coverage**

- a) Building Coverage: The maximum building coverage is 80%.
- b) Site Coverage: The maximum site coverage is 85%.

#### **4B 146 – 9 Landscaping**

- a) All land areas not occupied by buildings and patios shall be landscaped in accordance with a landscape plan approved by the District of North Vancouver.

#### **4B 146- 10 Parking, Loading and Servicing Regulations**

- a) Projects in the CD146 Zone are exempted from the minimum parking and loading requirements of Part 10 of this Bylaw.
- b) Except as specifically provided in 4B 146-10 (a), all other Parking and Loading requirements shall be provided in accordance with Part 10 of this Bylaw.”



(End of CD146 Zone)

- (d) The Zoning Map is amended in the case of the lands illustrated on the attached map (Schedule **BA**) by rezoning the land from Single Family Residential (RS4) to Multi-family Housing Zone (MFH) Comprehensive Development (CD 146).

**READ** a first time October 3, 2023

**PUBLIC HEARING** held

**READ** a second time

**READ** a third time

Certified a true copy of "Rezoning Bylaw 1430 (Bylaw 8643)" as at Third Reading

\_\_\_\_\_  
Municipal Clerk

**APPROVED** by the Ministry of Transportation and Infrastructure on

**ADOPTED**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Municipal Clerk

Certified a true copy

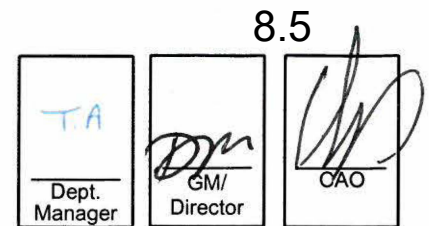
\_\_\_\_\_  
Municipal Clerk

# Schedule A to Bylaw 8643



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AGENDA INFORMATION	
<input checked="checked" type="checkbox"/> Regular Meeting	Date: November 6, 2023
<input type="checkbox"/> Other:	Date: _____



## The District of North Vancouver REPORT TO COUNCIL

October 19, 2023  
File: 13.6440.20/006.000

**AUTHOR:** Jessica Lee, Community Planner

**SUBJECT:** Bylaw 8525: Proposed Changes to Secondary Suite Regulations – Second and Third Readings

**RECOMMENDATION:**

THAT “District of North Vancouver Rezoning Bylaw 1412 (Bylaw 8525)” is given SECOND and THIRD Readings.

**REASON FOR REPORT:**

Bylaw 8525 (**Attachment 1**) was considered for Second and Third Readings on October 16, 2023. Council referred the bylaw back to staff to provide clarification on changes to the bylaw that were made at First Reading on June 5, 2023. This report provides clarification and recommends that Bylaw 8525 is given Second and Third Readings.

**BACKGROUND:**

Bylaw 8525 was introduced for First Reading on June 5, 2023<sup>1</sup> to propose changes to the Zoning Bylaw regarding secondary suite regulations. These changes included:

- Increasing the maximum secondary suite size;
- Introducing a minimum secondary suite size;
- Introducing location requirements for the exterior entrance of a secondary suite;
- Updating the definition of “secondary suite”;
- Adding clarifying language on secondary suite use in certain zones; and
- Updating enforcement fines to include minimum size and entrance location requirements.

At First Reading, Council raised concerns about introducing a new minimum size and location requirements for exterior entrances. Subsequently, the following resolution was passed by Council to amend the bylaw:

*THAT “District of North Vancouver Rezoning Bylaw 1412 (Bylaw 8525)” is amended by striking all references to minimum secondary suite size and exterior entrance requirements.*

<sup>1</sup> First Reading staff report to Council dated May 23, 2023:

<http://app.dnv.org/OpenDocument/Default.aspx?docNum=6020342>

At the June 5, 2023 Council meeting, Council amended Bylaw 8525 at First Reading to remove all references to minimum size and exterior entrance requirements in accordance with the above motion. A Public Hearing for the bylaw, as amended, was held on September 26, 2023. The Public Hearing minutes are included as **Attachment 2**.

**CLARIFYING INFORMATION:**

The following sections provide clarification on two topics discussed at the October 16, 2023 Regular Council meeting.

**Changes to Bylaw 8525****Table: Summary of Changes to Bylaw 8525**

<b>Original proposed regulations</b>	<b>Current proposed regulations</b> (changes highlighted in <i>red</i> )
Maximum size: lesser of 130 m <sup>2</sup> (1,399 ft <sup>2</sup> ) or 49% of the building's net floor area	No change
Minimum size: 25 m <sup>2</sup> (269 ft <sup>2</sup> )	<i>Deleted as per June 5, 2023 Council resolution</i>
Location requirements for exterior entrance of a secondary suite	<i>Deleted as per June 5, 2023 Council resolution</i>
Update definition of "secondary suite"	No change
Add clarifying language on secondary suite use in certain zones	No change
Update enforcement fines to include minimum size and entrance location requirements	<i>Deleted to align with June 5, 2023 Council resolution*</i>

\* With the removal of references to a minimum secondary suite size and location requirements for exterior entrances, references to updated enforcement fines were no longer necessary and therefore removed from the bylaw.

A redline version of the bylaw is included as **Attachment 3**.

**Existing secondary suite use regulations related to boarders or lodgers**

The District's Zoning Bylaw currently states that a single family residential building containing more than one boarder or lodger may not have a secondary suite. At consideration of Second and Third Readings on October 16, 2023, a member of Council questioned the merits of this regulation. This existing provision is intended to manage potential impacts of both uses in a single family building. Bylaw 8525 does not propose to change this provision. Such a change to the bylaw would require a new Public Hearing as per the *Local Government Act*. Staff, however, will review secondary suite provisions further as part of the Zoning Bylaw update process.



**NEXT STEPS:**

Should Council give Bylaw 8525 Second and Third Readings, the bylaw will be sent to the Ministry of Transportation for approval prior to Council considering the bylaw for Fourth Reading (adoption).

**CONCLUSION:**

The proposed Zoning Bylaw amendments contained in Bylaw 8525 to increase secondary suite size are supported by various District policies and previous public engagement results. These changes will provide greater flexibility to homeowners and support larger rental options across the District.

Bylaw 8525 is ready to be considered for Second and Third Readings by Council.

**OPTIONS:**

The following options are available for Council's consideration:

1. Give Bylaw 8525 Second and Third Readings; or
2. Give no further Readings to the bylaw and abandon the bylaw; or
3. Advise staff on any additional amendments to the bylaw at Second and Third Readings and return the bylaw to a new Public Hearing if required.

Respectfully submitted,



Jessica Lee  
Community Planner

**Attachment 1:** District of North Vancouver Rezoning Bylaw 1412 (Bylaw 8525)

**Attachment 2:** September 26, 2023 Public Hearing Minutes

**Attachment 3:** Redline version of Bylaw 8525

**Hyperlinks:**

1. [First Reading staff report to Council, dated May 23, 2023](#)



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	_____		
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<input type="checkbox"/> Review and Compliance	_____	<input type="checkbox"/> Planning	_____		
<input type="checkbox"/> Climate and Biodiversity	_____				

**The Corporation of the District of North Vancouver****Bylaw 8525**

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

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

**1. Citation**

This bylaw may be cited as "District of North Vancouver Rezoning Bylaw 1412 (Bylaw 8525)".

**2. Amendments**

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

a) In Part 2 Interpretation:

- i. Deleting the definition "secondary suite" and replacing it with the following:

"secondary suite" means a non-stratified, accessory dwelling unit contained within a single-family residential building which contains only one principal dwelling unit;

b) In Part 4B Comprehensive Development Zone Regulations:

- i. Deleting Section 4B88-3(c) and replacing it with the following:

"(c) secondary suites subject to the following regulations:

- i. secondary suites are permitted only in single-family zones;
- ii. only one secondary suite dwelling unit is permitted on a single-family lot;
- iii. the owner of a single-family residential building containing a secondary suite dwelling unit shall be a resident of either the secondary suite dwelling unit or the principal residential dwelling unit;
- iv. a single-family residential building containing more than one boarder or lodger may not have a secondary suite;

- v. the secondary suite dwelling unit must be an accessory use that is subordinate in area, extent and purpose; and
  - vi. the principal dwelling unit and the secondary suite dwelling unit must constitute a single real estate entity;"
- ii. Deleting Section 4B88-4(b) and replacing it with the following:
  - "(b) Size of Secondary Suites:
    - i. subject to Subsection 4B88-4(b)(ii), a secondary suite must not exceed in gross floor area the lesser of 130m<sup>2</sup> (1,399 sq.ft.) or 49% of the net floor area of the single-family residential building within which the secondary suite is located, and for the purpose of this Section 4B88-4(b):
      - a) the calculation of the gross floor area of a secondary suite includes all otherwise exempt floor area, including, without limitation, all gross floor area in the said single-family residential building located below the natural or finished grade otherwise exempted by Section 4B88-5; and
      - b) the calculation of the net floor area of the single-family residential building within which the secondary suite is located equals the gross floor area of the said building less all floor area exemptions permitted under Section 4B88-5; and
    - ii. despite Subsection 4B88-4(b)(i), if the maximum permitted gross floor area of a secondary suite calculated under Subsection 4B88-4(b)(i) is less than 90m<sup>2</sup> (969 sq.ft.) then the maximum permitted gross floor area of the secondary suite shall be 90m<sup>2</sup> (969 sq.ft.)."
- iii. Deleting Section 4B172(1)(c) and replacing it with the following:
  - "(c) secondary suites subject to the following regulations:
    - i. secondary suites are permitted only in single-family zones;
    - ii. only one secondary suite dwelling unit is permitted on a single-family lot;
    - iii. the owner of a single-family residential building containing a secondary suite dwelling unit shall be a resident of either the secondary suite dwelling unit or the principal residential dwelling unit;

- iv. a single-family residential building containing more than one boarder or lodger may not have a secondary suite;
- v. the secondary suite dwelling unit must be an accessory use that is subordinate in area, extent and purpose; and
- vi. the principal dwelling unit and the secondary suite dwelling unit must constitute a single real estate entity;"

iv. Deleting Section 4B173(4) and replacing it with the following:

"(4) Size of Secondary Suites:

- i. subject to Subsection 4B173(4)(ii), a secondary suite must not exceed in gross floor area the lesser of 130m<sup>2</sup> (1,399 sq.ft.) or 49% of the net floor area of the single-family residential building within which the secondary suite is located, and for the purpose of this Section 4B173(4):
  - a) the calculation of the gross floor area of a secondary suite includes all otherwise exempt floor area, including, without limitation, all gross floor area in the said single-family residential building located below the natural or finished grade otherwise exempted by Section 4B173(1)(d); and
  - b) the calculation of the net floor area of the single-family residential building within which the secondary suite is located equals the gross floor area of the said building less all floor area exemptions permitted under Section 4B173(1)(d); and
- ii. despite Subsection 4B173(4)(i), if the maximum permitted gross floor area of a secondary suite calculated under Subsection 4B173(4)(i) is less than 90m<sup>2</sup> (969 sq.ft.) then the maximum permitted gross floor area of the secondary suite shall be 90m<sup>2</sup> (969 sq.ft.)."

c) In Part 5 Residential Zone Regulations,

i. Deleting section 501.1(b)(iii) and replacing it with the following:

"iii. secondary suites subject to the following regulations:

- a) secondary suites are permitted only in single-family residential zones;

- b) only one secondary suite dwelling unit 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 dwelling unit shall be a resident of either the secondary suite dwelling unit 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;
- f) the secondary suite dwelling unit must be an accessory use that is subordinate in area, extent and purpose; and
- g) the principal dwelling unit and the secondary suite dwelling unit must constitute a single real estate entity;"

ii. Deleting Section 502.4 and replacing it with the following:

"502.4 Size of Secondary Suites:

- i. subject to Subsection 502.4(ii), a secondary suite must not exceed in gross floor area the lesser of 130m<sup>2</sup> (1,399 sq.ft.) or 49% of the net floor area of the single-family residential building within which the secondary suite is located, and for the purpose of this Section 502.4:
  - a) the calculation of the gross floor area of a secondary suite includes all otherwise exempt floor area, including, without limitation, all gross floor area in the said single-family residential building located below the natural or finished grade otherwise exempted by Section 410; and
  - b) the calculation of the net floor area of the single-family residential building within which the secondary suite is located equals the gross floor area of the said building less all floor area exemptions permitted under Section 410; and
- ii. despite Subsection 502.4(i), if the maximum permitted gross floor area of a secondary suite calculated under Subsection 502.4(i) is less than 90m<sup>2</sup> (969 sq.ft.) then the maximum permitted gross floor area of the secondary suite shall be 90m<sup>2</sup> (969 sq.ft.)."

iii. Deleting Section 551.2(a)(ii)2) and replacing it with the following:

“2) secondary suites subject to the following regulations:

- a) only one secondary suite dwelling unit is permitted on a single-family residential lot;
- b) the owner of a single-family residential building containing a secondary suite dwelling unit shall be a resident of either the secondary suite dwelling unit or the principal residential dwelling unit;
- c) a single-family residential building containing more than one boarder or lodger may not have a secondary suite;
- d) the secondary suite dwelling unit must be an accessory use that is subordinate in area, extent and purpose; and
- e) the principal dwelling unit and the secondary suite dwelling unit must constitute a single real estate entity;”

iv. Deleting Section 552.4 and replacing it with the following:

“552.4 Size of Secondary Suites:

- i. subject to Subsection 552.4(ii), a secondary suite must not exceed in gross floor area the lesser of 130m<sup>2</sup> (1,399 sq.ft.) or 49% of the net floor area of the single-family residential building within which the secondary suite is located, and for the purpose of this Section 552.4:
  - a) the calculation of the gross floor area of a secondary suite includes all otherwise exempt floor area, including, without limitation, all gross floor area in the said single-family residential building located below the natural or finished grade otherwise exempted by Section 410; and
  - b) the calculation of the net floor area of the single-family residential building within which the secondary suite is located equals the gross floor area of the said building less all floor area exemptions permitted under Section 410; and
- ii. despite Subsection 552.4(i), if the maximum permitted gross floor area of a secondary suite calculated under Subsection 552.4(i) is less than 90m<sup>2</sup> (969 sq.ft.) then the



maximum permitted gross floor area of the secondary suite shall be 90m<sup>2</sup> (969 sq.ft.).”

**READ** a first time June 5<sup>th</sup>, 2023

**PUBLIC HEARING** held September 26<sup>th</sup>, 2023

**READ** a second time

**READ** a third time

Certified a true copy of “Rezoning Bylaw 1412 (Bylaw 8525)” 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**

**Coach Houses and Secondary Suites  
Amendments to the Zoning Bylaw**

REPORT of the Public Hearing held on Tuesday, September 26, 2023 commencing at 7:02 p.m. in the Council Chamber of the District Hall, 355 West Queens Road, North Vancouver, British Columbia.

**Present:** Mayor Mike Little  
Councillor Jordan Back  
Councillor Betty Forbes (via Zoom)  
Councillor Jim Hanson (via Zoom)  
Councillor Herman Mah  
Councillor Lisa Muri (via Zoom)  
Councillor Catherine Pope

**Staff:** James Gordon, Manager – Administrative Services  
Ryan Gilmore, Community Planner  
Brienne Labute, Community Planner  
Jessica Lee, Community Planner  
Jason Smith, Community Planner  
Cheryl Archer, Confidential Council Clerk  
Kaitlin Hebron, Confidential Council Clerk  
Chris Reynolds, Committee Clerk

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**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 bylaws as outlined in the Notice of Public Hearing.

He further noted that this Public Hearing is being convened pursuant to Section 464 of the *Local Government Act*. Members of Council, staff, and the public are participating in person and via Zoom.

Mayor Little stated that:

- 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;
- Any additional presentations will only be allowed at the discretion of the Chair;
- Please do not repeat information from your previous presentations and ensure your comments remain focused on the bylaws under consideration this evening;

- If a written submission has been provided, 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 the bylaws 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;
- Council is here to listen to the public, not to debate the merits of the bylaws;
- Council may ask clarifying questions;
- The Municipal Clerk has a binder containing documents and submissions related to the bylaws, which Council has received and which members of the public are welcome to review, available in the Council Chamber and online at [DNV.org/agenda](http://DNV.org/agenda).
- Everyone at the hearing will be provided an opportunity to speak. If necessary, the hearing will continue on a second night;
- At the conclusion of the public input Council may request further information from staff, which may or may not require an extension of the hearing, or Council may close the hearing, after which Council should not receive further new information from the public; and,
- The Public Hearing is being streamed live over the internet and recorded in accordance with the *Freedom of Information and Protection of Privacy Act*; and,

## 2. INTRODUCTION OF BYLAWS BY CLERK

Mr. James Gordon, Municipal Clerk, introduced the proposed bylaws, stating that Bylaw 8525 proposes to amend the Zoning Bylaw to update the definition of "secondary suite"; add clarifying language to Section 4B88-3(c) regarding the residency of the owner within a single-family residential building, accessory use of the secondary suite, and legal designation of the principal dwelling unit and secondary suite; and revise the size requirements for secondary suites. Bylaw 8615 proposes to amend the Zoning Bylaw to allow a secondary suite and coach house on the same property in single-family zones except within Town and Village Centres and update the off-street parking requirements for single-family homes with a secondary suite or a coach house, and a secondary suite and a coach house. Bylaw 8635 proposes to amend the Zoning Bylaw to change the permitted roof height of coach houses.

## 3. PRESENTATION BY STAFF

Jessica Lee, Community Planner, provided an overview of the proposal regarding secondary suites. Ms. Lee advised that:

- Secondary suites are an important component of the District's rental housing stock;
- There are more than 6,500 secondary suites in single-family Zones, as well as some comprehensive development and multifamily Zones;
- Approximately 205 new secondary suites are constructed in the District per year;
- Under current regulations, secondary suites may be a maximum of 90 square metres or 40 percent of the single-family home, approximately the size of a two-bedroom unit;
- Council has directed staff to review the District's secondary suite program in recent years;
- The Official Community Plan (OCP) contains direction to increase the maximum permitted size of secondary suites;
- The OCP Action Plan identifies the need to increase housing diversity and encourage more rental housing in single-family neighbourhoods;

- In 2019, the Provincial Government revised the *BC Building Code* to remove size restrictions for secondary suites;
- Prior to this revision, the *BC Building Code* prevented municipalities from expanding secondary suite size regulations;
- In Spring 2022, the District conducted public engagement on housing options for single-family neighbourhoods;
- Feedback from participants indicated strong support for increasing the maximum size of secondary suites to accommodate families and provide flexibility to homeowners;
- Feedback also indicated support for implementing a minimum floor area for secondary suites to improve liveability;
- A summary of the feedback received is available in the Public Hearing materials;
- Bylaw 8525 regarding secondary suite size received First Reading on June 5, 2023;
- At First Reading, Council passed a resolution to remove references in the bylaw to minimum secondary suite size and exterior entrance requirements;
- The bylaw under consideration includes increasing the maximum size of secondary suites to the lesser of 130 square metres or 49 percent of the building's floor area and housekeeping amendments to update the definition of secondary suite and clarify language within some Zones;
- The proposed amendments would provide flexibility to homeowners and create additional rental stock; and,
- The answer to a question raised by Council regarding District fees for secondary suites has been provided in the Public Hearing materials.

Ryan Gilmore, Community Planner, provided an overview of the proposal regarding coach houses. Mr. Gilmore advised that:

- The District has several policies that support the creation and expansion of sensitive infill housing options such as coach houses, including the OCP, which notes opportunities to introduce housing options that respect and enhance neighbourhood character, and the OCP Action Plan;
- The District has taken a gradual approach to coach houses, which have been permitted since 2014;
- When first permitted, coach houses required a Development Variance Permit (DVP), which varied the location of a secondary suite on a lot, and all applications were considered by Council on a case-by-case basis;
- After several years of the coach house program, there were still few coach houses in the District;
- Council directed staff to create a simplified application and approvals process, which was approved by Council in 2020 after a public engagement process;
- One-storey coach houses on lots at least 15 metres (or 49 ft.) wide that have either open lane access or that are corner lots on a local street, are eligible for the simplified building permit-only process, with other coach houses requiring a Council-approved DVP;
- Current regulations do not permit a coach house and secondary suite on the same lot;
- Since the introduction of the coach house program in 2014, 37 coach houses have been approved in the District;
- Of these, 18 were approved prior to the simplified building permit-only process and 19 following the introduction of the simplified process in 2020;
- Approximately half of the coach houses approved since 2020 have required a DVP;
- The most common variances approved were for lot access; height, to allow a second storey, and lot coverage;

- Eleven variances have been approved for building height, approximately 30 percent of all coach houses approvals;
- During Spring 2022 public engagement, feedback included strong support for allowing both secondary suites and coach houses on the same lot as well as support for this to be allowed in all residential neighbourhoods in the District;
- Feedback also indicated support for both one- and two-storey coach houses;
- Bylaw 8615, which proposes to allow a secondary suite on the same lot as a coach house, except within the four priority growth centres where higher density is intended, received First Reading on July 24, 2023;
- Proposed amendments also include changes to the off-street parking regulations to require one additional space where the lot includes both a secondary suite and coach house to strike a balance between reducing barriers to coach house development and impacts to on-street parking;
- Bylaw 8635, which proposes to increase the maximum permitted height of eligible coach houses, also received First Reading on July 24, 2023;
- If Bylaw 8635 is adopted, this would allow coach houses up to 6.7 metres in height on lots with open lane access or on corner lots on local streets to proceed via the streamlined building permit-only process;
- Coach house applications for other lot types would still require a Council-approved DVP; and,
- If the proposed bylaw amendments are adopted, staff will update the District's Coach House Guide to include mitigation of privacy impacts related to higher coach house buildings.

#### **4. REPRESENTATIONS FROM THE PUBLIC**

##### **4.1. Robert Armstrong:**

- Advised that his daughter owns property in the District and would like to build a coach house;
- Noted that the proposal does not include an increase in floor space ratio (FSR), which impacts the capacity to build a coach house;
- Stated this will encourage owners to build secondary suites below ground level as a basement more than four feet above ground level counts as part of the maximum FSR for the property;
- Noted that homes with existing basements above four feet will not have additional room within the maximum FSR to build a coach house;
- Noted that the City of Vancouver has different limits; and,
- Expressed support for increasing the allowable FSR for coach houses.

##### **4.2. Erik Jensen:**

- Advised he is a District resident and a builder;
- Stated that the proposed changes will not be effective without an increase to the maximum allowable FSR;
- Stated he disagrees with the requirement for properties to have open lane access or be on a corner to qualify for the building permit-only coach house application process as long as there is sufficient parking;
- Questioned the reason for the provision regarding boarders and lodgers;
- Recommended increasing allowable roof heights to accommodate additional dwelling units;



- Opined that the District's stormwater management requirements are a barrier and that tanking basements is not effective or affordable;
- Recommended that the District consult with the Homebuilders Association of Vancouver (HAVAN) regarding this proposal;
- Expressed support for increasing the size of secondary suites;
- Noted that floor area may be calculated to the outside of the foundation wall, which results in the loss of approximately one foot of floor space around the perimeter of the building where this is the case;
- Cautioned Council to consider the potential unintended consequences of the proposal; and,
- Stated that the District has staffing difficulties in the Planning Department and recommended that processes not be complicated.

**4.3. Paul Arman:**

- Queried if the proposal is in conjunction with provincial housing initiatives; and,
- Queried whether an increase to FSR is being considered.

Mayor Little advised that the Province has not provided details on multi-family housing initiatives.

Mayor Little advised that an application for a DVP may be submitted for proposals that do not conform to the Zoning Bylaw and that some coach house application types have been delegated to staff.

**4.4. Sebastian Spoke:**

- Expressed support for increasing the maximum FSR for coach houses to improve housing affordability; and,
- Noted that it is difficult for young families to find liveable housing with sufficient space.

**4.5. Al Sutton:**

- Expressed concern regarding the parking impacts of allowing a coach house and secondary suite on the same property;
- Stated he is not opposed to the proposal;
- Noted that he drives and parks frequently in all areas of the and it appears that off-street parking is not being used on properties with coach houses; and,
- Commented on parking issues in areas with higher density, such as in the Lonsdale area of the City of North Vancouver.

**4.6. Sid Mirhashemy:**

- Expressed confusion regarding the proposed changes;
- Complained about property taxes; and,
- Spoke in support of allowing the subdivision of large lots or allowing higher density housing forms such as duplexes.



**4.7. Robert Tap:**

- Queried if the changes to the bylaw would comply with or apply to areas with neighbourhood-specific Zoning;
- Expressed support for coach houses;
- Noted that the variance between the eave heights on neighbouring properties are included in the some Neighbourhood Zones; and,
- Noted that a coach house on a sloped lot may have a significant difference between eave heights on the neighbouring property.

Staff advised that coach house regulations would apply to all Zones and that there may be fewer eligible properties in areas that do not have lanes. Staff noted that the intention of the proposal is that all residential areas of the District would have equal allowable coach house heights.

**4.8. Hooman Keyhan:**

- Requested details on the projected timeline of the proposed bylaw changes.

**4.9. John Hamilton:**

- Advised he is a Blueridge resident;
- Expressed support for the proposed bylaw changes;
- Stated he would have liked the changes to go further;
- Opined the proposal will not increase the available housing stock;
- Expressed disappointment that the proposal will not increase the number of eligible properties;
- Noted that the City of Vancouver allows two homes on one lot in most neighbourhoods; and,
- Commented on changes that may be coming forward from the Province.

**4.10. Spencer Tuttle:**

- Expressed concern regarding the impact of the proposal on street parking;
- Recommended requiring two parking spots for additional housing units; and,
- Expressed concern that the proposed changes will have a negative impact on the composition of neighbourhoods.

**4.11. Janin Al:**

- Advised that she is a resident near an elementary school; and,
- Advised that she has a tenant in a secondary suite and would like to build a coach house to provide housing for other young families who could benefit by living in proximity to the school.

**4.12. Jordan Levine:**

- Advised that he is a District resident;
- Spoke in the support of the proposed bylaw changes as they will reduce barriers to increasing available housing stock;
- Suggested making additional changes to further reduce barriers;
- Acknowledged the process is ongoing;
- Recommended monitoring parking impacts; and,
- Commented on the housing crisis.

**4.13. Erik Jensen, SPEAKING FOR A SECOND TIME:**

- Stated that applying for a DVP is a long process that is uncertain, stressful, and expensive;
- Expressed concern that the proposed bylaw changes may have unintended consequences;
- Recommended referring the bylaws back to staff to increase the allowable FSR; and,
- Noted that parking provisions are important.

**4.14. Robert Armstrong, SPEAKING FOR A SECOND TIME:**

- Questioned why an increase to allowable FSR was not included in the proposal;
- Stated that allowable FSR is lower in the District than in the City of North Vancouver or the City of Vancouver;
- Opined that it is impossible to build a coach house on a property that has an existing above-ground basement; and,
- Opined that builders will be forced to locate basements underground.

**4.15. Angel Gonzalez:**

- Commented on the DVP process, noting that there is uncertainty for the applicant;
- Advised that he would like to construct a coach house on his property and has not been able to do so;
- Encouraged Council to increase the allowable FSR on properties to accommodate coach houses; and,
- Stated he is in favour of the bylaws and that they do not go far enough.

**4.16. Dana Christie:**

- Commented on parking issues in the Riverside Drive area;
- Encouraged Council to consider the parking impacts of the proposal.
- Commented on the high price of rental housing, noting there are basement suites renting for over \$3,000;
- Questioned whether the proposal would result in an increase in small units or family housing;
- Suggesting allowing greater height while respecting the privacy of neighbouring properties; and,
- Asked if incentives could be offered to property owners to offer units at below-market rents.

**4.17. Janin Al, SPEAKING FOR A SECOND TIME:**

- Stated that the proposal is a positive step;
- Opined that more is needed; and,
- Noted that what she would like to build on her property is not currently permitted under the Zoning Bylaw, despite having available space.

**4.18. Avneet, City of North Vancouver Resident:**

- Commented on the cost and time required for applications to the Board of Variance.

**4.19. Sebastian Spoke, SPEAKING FOR A SECOND TIME:**

- Stated that the impact of the proposed amendments are limited, noting that fourteen percent of single-family homes in the District would qualify;
- Recommended increasing the allowable FSR to accommodate coach houses;
- Commented on the housing crisis and housing affordability.

**4.20. Erik Jensen SPEAKING FOR A SECOND TIME:**

- Queried how many of the fourteen percent of eligible properties in the District have sufficient remaining FSR to allow the construction of a coach house.

**4.21. Sid Mirhashemy SPEAKING FOR A SECOND TIME:**

- Requested clarification of what makes a property eligible to have a coach house;
- Opined that fewer than the fourteen percent of District single-family properties stated by staff will be eligible;
- Recommended increasing the allowable FSR to accommodate coach houses; and,
- Commented on traffic and new development in Lion Gate Village.

**4.22. Brian Rhys:**

- Requested information on maximum coach house size and whether a larger coach house would be permitted on a large lot with available FSR.

**4.23. District Resident:**

- Advised that he is an architect, urban designer and builder;
- Advised that he will require a variance for his coach house application;
- Noted that sloped properties will still require variances;
- Expressed support for continuing to require Council approval for two-storey coach houses and stated that they should not be delegated to staff;
- Stated that a move to smaller houses is necessary for the environment and municipal infrastructure;
- Noted that FSR can be divided between different parts of a property; and,
- Expressed support for allowing a secondary suite on the same lot as a coach house as this would add more legal suites to the available housing stock.

**4.24. Paul Armand:**

- Expressed support for allowing a secondary suite on the same lot as a coach house as this would increase available housing and be a benefit to the community; and,
- Noted that he cannot currently offer the suite in his home for rent as he has a coach house.

**4.25. Angel Gonzalez: SPEAKING FOR A SECOND TIME**

- Commented on the potential opportunity for economic benefits to homeowners; and,
- Noted that housing with more space is needed for large families.

**5. QUESTIONS FROM COUNCIL**

In response to a question from Council, staff advised that an increase to allowable FSR has not been proposed at this point. Staff further advised that FSR and lot coverage increases could be proposed in a future phase and staff will report back to Council.

In response to a question from Council, staff advised that the possibility of removing driveways to accommodate coach houses is being reviewed by the Engineering Department and that this is currently possible with a DVP.

In response to a question from Council, staff advised that the Homebuilders Association of Vancouver was included in the stakeholder outreach that took place in Spring 2022.

In response to a question from Council, staff advised that an estimated 2,700 lots currently qualify for coach houses in the District and that future phases may increase the number of eligible lots.

In response to a question from Council, staff advised that a Councillor has provided information on a new grant program from the Provincial government for owners to build new secondary suites or coach houses rented at below market rates.

**6. COUNCIL RESOLUTION**

**MOVED by Councillor BACK**

**SECONDED by Mayor LITTLE**

THAT the September 26, 2023 Public Hearing is closed;

AND THAT "District of North Vancouver Rezoning Bylaw 1412 (Bylaw 8525)" is returned to Council for further consideration;

AND THAT "District of North Vancouver Rezoning Bylaw 1424 (Bylaw 8615)" is returned to Council for further consideration;

AND THAT "District of North Vancouver Rezoning Bylaw 1427 (Bylaw 8635)" is returned to Council for further consideration.

**CARRIED**  
(8:28 p.m.)

**CERTIFIED CORRECT:**

  
Confidential Council Clerk

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

**Bylaw 8525 (redline version of revisions)**

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

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

**1. Citation**

This bylaw may be cited as "District of North Vancouver Rezoning Bylaw 1412 (Bylaw 8525)".

**2. Amendments**

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

a) In Part 2 Interpretation:

- i. Deleting the definition "secondary suite" and replacing it with the following:

"secondary suite" means a non-stratified, accessory dwelling unit contained within a single-family residential building which contains only one principal dwelling unit;

b) In Part 4B Comprehensive Development Zone Regulations:

- i. Deleting Section 4B88-3(c) and replacing it with the following:

~~"(c) i.~~ secondary suites subject to the following regulations:

- i. secondary suites are permitted only in single-family zones;
- ii. only one secondary suite dwelling unit is permitted on a single-family lot;
- iii. the owner of a single-family residential building containing a secondary suite dwelling unit shall be a resident of either the secondary suite dwelling unit or the principal residential dwelling unit;
- iv. a single-family residential building containing more than one boarder or lodger may not have a secondary suite;



- v. the secondary suite dwelling unit must be an accessory use that is subordinate in area, extent and purpose; and
- vi. the principal dwelling unit and the secondary suite dwelling unit must constitute a single real estate entity; and
- ~~vii. the exterior entrance of the secondary suite must be incidental and subordinate to and must not be located on the same building face or elevation, nor face the same road or street, as the entrance of the principal residential dwelling unit;~~

ii. Deleting Section 4B88-4(b) and replacing it with the following:

“(b) Size of Secondary Suites:

- i. subject to Subsection 4B88-4(b)(~~ii~~ iii), a secondary suite must not exceed in gross floor area the lesser of 130m<sup>2</sup> (1,399 sq.ft.) or 49% of the net floor area of the single-family residential building within which the secondary suite is located, and for the purpose of this Section 4B88-4(b):
  - a) the calculation of the gross floor area of a secondary suite includes all otherwise exempt floor area, including, without limitation, all gross floor area in the said single-family residential building located below the natural or finished grade otherwise exempted by Section 4B88-5; and
  - b) the calculation of the net floor area of the single-family residential building within which the secondary suite is located equals the gross floor area of the said building less all floor area exemptions permitted under Section 4B88-5; and
- ~~ii. a secondary suite must have a minimum gross floor area of 25m<sup>2</sup> (269 sq.ft.); and~~
- ~~ii. -iii.~~ despite Subsection 4B88-4(b)(i), if the maximum permitted gross floor area of a secondary suite calculated under Subsection 4B88-4(b)(i) is less than 90m<sup>2</sup> (969 sq.ft.) then the maximum permitted gross floor area of the secondary suite shall be 90m<sup>2</sup> (969 sq.ft.).”

iii. Deleting Section 4B172(~~4~~)(1)(c) and replacing it with the following:

“(c) secondary suites subject to the following regulations:

- i. secondary suites are permitted only in single-family zones;
- ii. only one secondary suite dwelling unit is permitted on a single-family lot;
- iii. the owner of a single-family residential building containing a secondary suite dwelling unit shall be a resident of either the secondary suite dwelling unit or the principal residential dwelling unit;
- iv. a single-family residential building containing more than one boarder or lodger may not have a secondary suite;
- v. the secondary suite dwelling unit must be an accessory use that is subordinate in area, extent and purpose; and
- vi. the principal dwelling unit and the secondary suite dwelling unit must constitute a single real estate entity; and
- ~~vii. the exterior entrance of the secondary suite must be incidental and subordinate to and must not be located on the same building face or elevation, nor face the same road or street, as the entrance of the principal residential dwelling unit;~~

iv. Deleting Section 4B173(4) and replacing it with the following:

“(4) Size of Secondary Suites:

- i. subject to Subsection 4B173(4)(~~ii~~ ~~iii~~), a secondary suite must not exceed in gross floor area the lesser of 130m<sup>2</sup> (1,399 sq.ft.) or 49% of the net floor area of the single-family residential building within which the secondary suite is located, and for the purpose of this Section 4B173(4):
  - a) the calculation of the gross floor area of a secondary suite includes all otherwise exempt floor area, including, without limitation, all gross floor area in the said single-family residential building located below the natural or finished grade otherwise exempted by Section 4B173(1)(d); and
  - b) the calculation of the net floor area of the single-family residential building within which the secondary suite is located equals the gross floor area of the said building less all floor area



exemptions permitted under Section 4B173(1)(d);  
and

~~ii. — a secondary suite must have a minimum gross floor area of 25m<sup>2</sup> (269 sq.ft.); and~~

~~ii. —~~ despite Subsection 4B173(4)(i), if the maximum permitted gross floor area of a secondary suite calculated under Subsection 4B173(4)(i) is less than 90m<sup>2</sup> (969 sq.ft.) then the maximum permitted gross floor area of the secondary suite shall be 90m<sup>2</sup> (969 sq.ft.).”

c) In Part 5 Residential Zone Regulations,

i. Deleting section 501.1(b)(iii) and replacing it with the following:

“iii. secondary suites subject to the following regulations:

- a) secondary suites are permitted only in single-family residential zones;
- b) only one secondary suite dwelling unit 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 dwelling unit shall be a resident of either the secondary suite dwelling unit 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;
- f) the secondary suite dwelling unit must be an accessory use that is subordinate in area, extent and purpose; and
- g) the principal dwelling unit and the secondary suite dwelling unit must constitute a single real estate entity; ~~— and~~
- ~~h) — the exterior entrance of the secondary suite must be incidental and subordinate to and must not be located on the same building face or elevation, nor face the same road or street, as the entrance of the principal residential dwelling unit;”~~

ii. Deleting Section 502.4 and replacing it with the following:

“502.4 Size of Secondary Suites:

- i. subject to Subsection 502.4(~~ii~~ ~~iii~~), a secondary suite must not exceed in gross floor area the lesser of 130m<sup>2</sup> (1,399 sq.ft.) or 49% of the net floor area of the single-family residential building within which the secondary suite is located, and for the purpose of this Section 502.4:
  - a) the calculation of the gross floor area of a secondary suite includes all otherwise exempt floor area, including, without limitation, all gross floor area in the said single-family residential building located below the natural or finished grade otherwise exempted by Section 410; and
  - b) the calculation of the net floor area of the single-family residential building within which the secondary suite is located equals the gross floor area of the said building less all floor area exemptions permitted under Section 410; and
- ~~ii.~~ ~~a secondary suite must have a minimum gross floor area of 25m<sup>2</sup> (269 sq.ft.); and~~
- ~~ii.~~ ~~iii.~~ despite Subsection 502.4(i), if the maximum permitted gross floor area of a secondary suite calculated under Subsection 502.4(i) is less than 90m<sup>2</sup> (969 sq.ft.) then the maximum permitted gross floor area of the secondary suite shall be 90m<sup>2</sup> (969 sq.ft.).”
- iii. Deleting Section 551.2(a)(ii)2) and replacing it with the following:
  - “2) secondary suites subject to the following regulations:
    - a) only one secondary suite dwelling unit is permitted on a single-family residential lot;
    - b) the owner of a single-family residential building containing a secondary suite dwelling unit shall be a resident of either the secondary suite dwelling unit or the principal residential dwelling unit;
    - c) a single-family residential building containing more than one boarder or lodger may not have a secondary suite;
    - d) the secondary suite dwelling unit must be an accessory use that is subordinate in area, extent and purpose; and



- e) the principal dwelling unit and the secondary suite dwelling unit must constitute a single real estate entity; ~~and~~
- f) ~~the exterior entrance of the secondary suite must be incidental and subordinate to and must not be located on the same building face or elevation, nor face the same road or street, as the entrance of the principal residential dwelling unit;~~

iv. Deleting Section 552.4 and replacing it with the following:

**“552.4 Size of Secondary Suites:**

- i. subject to Subsection 552.4(~~ii~~ ~~iii~~), a secondary suite must not exceed in gross floor area the lesser of 130m<sup>2</sup> (1,399 sq.ft.) or 49% of the net floor area of the single-family residential building within which the secondary suite is located, and for the purpose of this Section 552.4:
  - a) the calculation of the gross floor area of a secondary suite includes all otherwise exempt floor area, including, without limitation, all gross floor area in the said single-family residential building located below the natural or finished grade otherwise exempted by Section 410; and
  - b) the calculation of the net floor area of the single-family residential building within which the secondary suite is located equals the gross floor area of the said building less all floor area exemptions permitted under Section 410; ~~and~~
- ~~ii. a secondary suite must have a minimum gross floor area of 25m<sup>2</sup> (269 sq.ft.); and~~
- ~~ii. -iii.~~ despite Subsection 552.4(i), if the maximum permitted gross floor area of a secondary suite calculated under Subsection 552.4(i) is less than 90m<sup>2</sup> (969 sq.ft.) then the maximum permitted gross floor area of the secondary suite shall be 90m<sup>2</sup> (969 sq.ft.).”

~~e) In Part 12 Enforcement, Section 1207 Ticketing,~~

~~i. Deleting the following two rows below “Un-permitted Boarder/Lodger”:~~

<del>Un-permitted Secondary Suite</del>	<del>502.3</del>	<del>\$200.00</del>
<del>Secondary Suite Exceed Floor Area</del>	<del>502.4</del>	<del>\$200.00</del>

and replacing with the following three rows:

<del>Un-permitted Exterior Entrance</del>	<del>501.1(b)(iii)(h)</del>	<del>\$200.00</del>
<del>Un-permitted Secondary Suite</del>	<del>502.3</del>	<del>\$200.00</del>
<del>Secondary Suite Size Not Compliant</del>	<del>502.4</del>	<del>\$200.00</del>

**READ** a first time

**PUBLIC HEARING** held

**READ** a second time

**READ** a third time

Certified a true copy of "Rezoning Bylaw 1412 (Bylaw 8525)" 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



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AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>November 6, 2023</u>
<input type="checkbox"/> Other:	Date: _____

*[Signature]*  
Dept.  
Manager

*[Signature]*  
GM/  
Director

*[Signature]*  
CAO

## The District of North Vancouver REPORT TO COUNCIL

October 20, 2023  
Case: PLN2022-00049  
File: 08.3060.20/049.22

**AUTHOR:** Taylor Jenks, Development Planner

**SUBJECT:** Development Permit 49.22 – 900 Block Lytton Street (Site 3 of Baden Park Project)

### RECOMMENDATION:

THAT Development Permit 49.22 (Attachment 1) to allow for the construction of a 31-unit townhouse development at 930-940 Lytton Street is ISSUED.

### REASON FOR REPORT:

The subject site is in Development Permit Areas for Form and Character of Ground-Oriented Housing, Energy and Water Conservation and GHG Emission Reduction, and Wildfire Hazard. The proposed construction requires issuance of a Development Permit by Council.

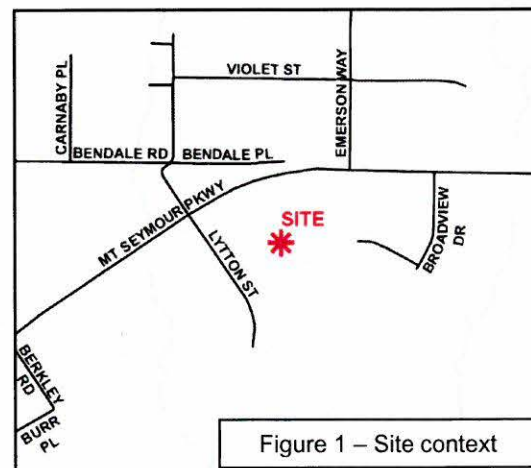


Figure 1 – Site context

### SITE AND CONTEXT:

The subject site (Site 3) is approximately 6,444 m<sup>2</sup> (69,358 sq. ft.) and is located internal to the larger Baden Park development property at the corner of Lytton Street and Mount Seymour Parkway. Surrounding properties include single-family zoned lots to the east and north, Windsor Secondary School to the south, Ron Andrews Recreation Centre to the west, and a gas station and multi-family development to the northwest. Maplewood Village Centre is approximately 1.5 kms to the west.

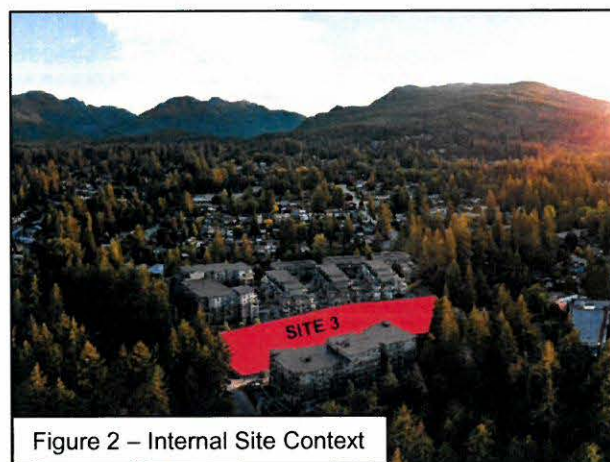


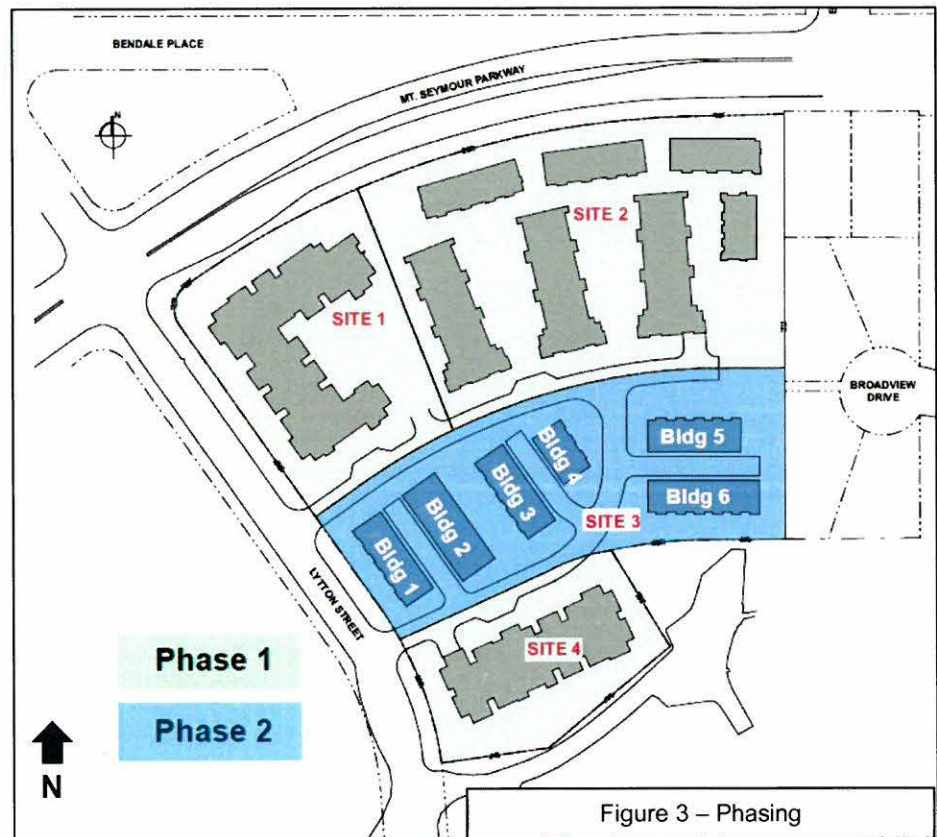
Figure 2 – Internal Site Context

## BACKGROUND

On June 21, 2021, [Bylaw 8423 was adopted](#) which rezoned the property to a new Comprehensive Development Zone (CD 118). Following the rezoning, the property was subdivided into four lots to reflect project phasing shown on Figure 3. Phase 1 was approved on October 18, 2021 under [Development Permit 25.17](#). Phase 2 was earmarked for 31 townhouse units, and was anticipated to proceed as a separate development permit application at a later date. The applicant, Anthem Properties, has now applied to develop Phase 2.

### Phase 1

- Site 1 – One six-storey apartment building with 119 strata units (excavation under way).
- Site 2 – Six 4-storey stacked townhouse buildings and one 3-storey townhouse buildings (excavation under way).
- Site 4 – One 6-storey apartment building with 56 market rental and 33 non-market rental units and a small 88 m<sup>2</sup> (947 sq. ft.) commercial space (foundations being constructed)



### Phase 2

- Site 3 – 31 strata townhouse units (subject site of this DP).

## POLICY ALIGNMENT

### Official Community Plan

The site is designated in the OCP as “Residential Level 5: Low Density Apartment” which provides for low rise apartments and some townhouses at a density of up to approximately 1.75 FSR.

The density across the entire Baden Park development site, including Phase 1 and Phase 2, is 1.37 FSR and is consistent with the OCP land use designation.



### Zoning

CD118 provides for the construction of up to 341 residential units across the entirety of the Baden Park project, and a maximum floor area of 34,733 m<sup>2</sup> (373,862 sq. ft.). For Phase 2, the CD zone permits 31 ground-oriented townhouse units for the site and the Development Covenant establishes a maximum floor area of 5,800 m<sup>2</sup> (62,426 sq. ft.). The application complies with OCP, the requirements of CD118 and the Development Covenant No variances are proposed.

### **PROPOSAL**

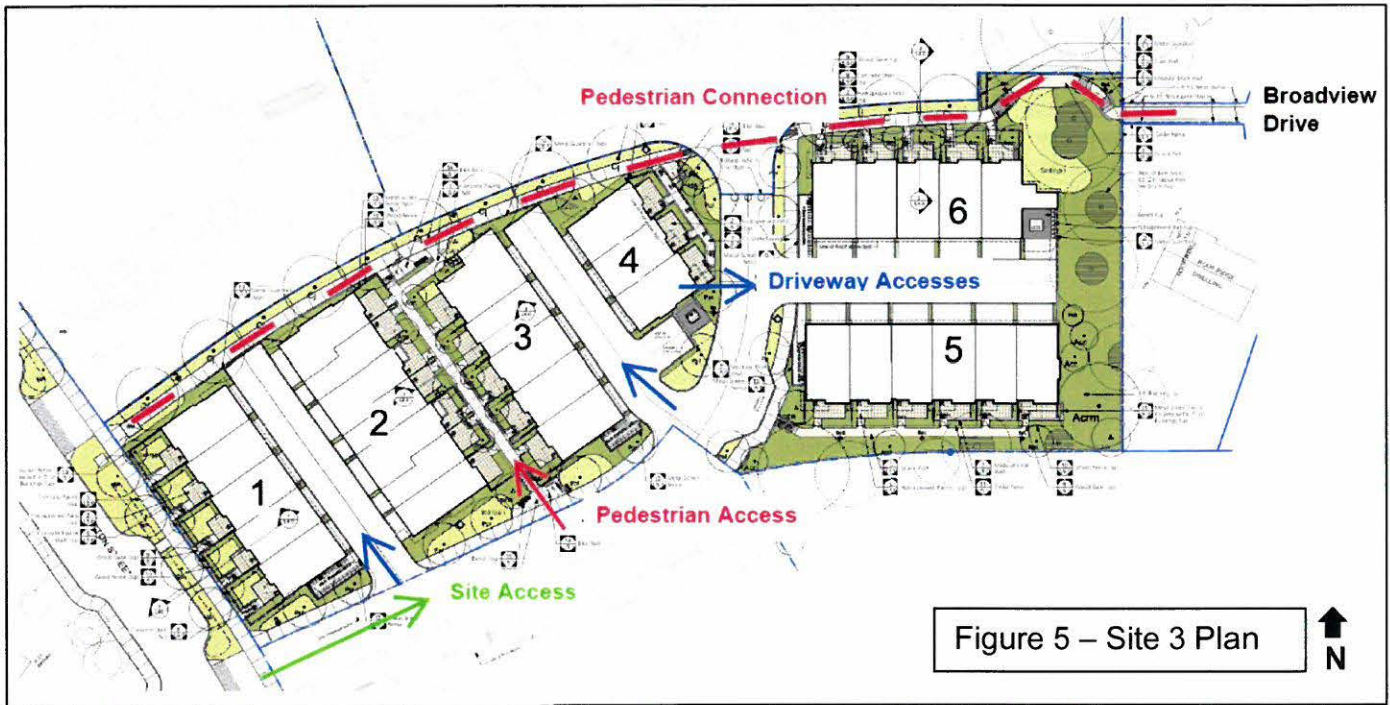
The application proposes six, three-storey townhouse buildings with a total of 31 units. The units include a mix of three and four bedrooms ranging in size from 164 m<sup>2</sup> (1,769 sq. ft.) to 205 m<sup>2</sup> (2,205.32 sq. ft.). The buildings range in height from 9.3 m (30.4 ft) to 11.3 m (37.1 ft). The unit mix varies slightly from the mix that was proposed during the rezoning process. The applicant has removed the two-bedroom unit, reduced the number of three-bedroom units and is now providing more four bedrooms units. A summary is below:

	<b>Two-bedroom units</b>	<b>Three-bedroom units</b>	<b>Four-bedroom units</b>	<b>Total units</b>
Rezoning Application	1	6	24	31
Development Permit Application	0	4	27	31





Access to the site is provided from Lytton Street to an internal road. The road provides circulation through the site and access to three shared driveways which serve each of the individual units and their surface-level garages.



The proposal includes a pedestrian connection through the site from Lytton Street to the neighbouring Broadview Drive, as well as a treed buffer area and 1.8 m (6 ft.) fence between the development site and single-family properties to the east. This connection can be seen on Figure 5 below. Pedestrian access is also provided to each unit from the fronting streets, or in the case of buildings 2 and 3, by a shared pedestrian entrance.

Additional amenities are shared throughout the remainder of the larger development site and will include the children's play area on Site 1 and a series of three outdoor open spaces on Site 2, all connected by a walkway.





## **ANALYSIS:**

### Parking

CD118 zone requires two spaces per unit plus three visitor surface stalls for Site 3. The proposal provides the required parking in individual garages, located at grade with three additional surface visitor stalls at the end of buildings four and five. Four of the parking spaces in Building 2 are provided in a tandem arrangement as permitted in the CD zone.

The Development Covenant outlines the requirement for Site 3 to include energized outlets for Level 1 Electric Vehicle charging in 100% of the parking stalls. The applicant has proposed energized outlets for Level 2 charging in each of the units, which exceeds the requirement.

### Bicycle Parking

The proposal also includes 62 Class 1 (long-term) bicycle parking spaces, and 16 Class 2 (short-term) bicycle parking spaces as well as electric bicycle charging for each of the class 1 spaces. This proposal meets the requirements of the District's Bicycle Parking and End of Trip Facilities policy.

<b>Type of Bike Parking</b>	<b>Number of Bike Parking Spaces Provided</b>	<b>Required in CD118</b>	<b>Recommended in Bicycle Parking Policy</b>
Class 1 (Long-Term)	<b>62</b>	62	62
Class 2 (Short-Term)	<b>16</b>	16	4
<b>TOTAL</b>	<b>78</b>	78	66

### Acoustic Performance

Development Permit 49.22 includes the District's residential acoustic regulations for maximum noise levels in the bedrooms, living areas and other areas of the units. Prior to issuance of a Building Permit, the applicant will be required to submit a report from a qualified noise consultant demonstrating that the building will enable these standards to be met.

### Accessible Units

In accordance with the Development Covenant, the ground floor of Unit 3 will provide enhanced accessibility features as outlined on page 5 of the Architectural drawings (Attachment1). The nature of the multi-storey townhouse form located on a sloped site limits the ability to include further accessible design features in the units.



### Development Permit Areas

The property is designated in the OCP as Development Permit Areas (DPAs) for the following purposes:

- Form and Character of Multi-Family Development (Ground-Oriented Housing);
- Energy and Water Conservation and Green House Gas Emission Reduction; and
- Protection from Hazardous Conditions: Wildfire Hazard.

All new development within these DPAs is required to obtain a development permit, and development proposals are measured against the OCP's Schedule B Development Permit Area Guidelines. The project has also been reviewed against the Maplewood Local Plan Reference Policy Document. The project meets the various guideline objectives as outlined in this report and attachments.

### **Development Permit for the Form and Character of Multi-family Development (Ground-Oriented Housing)**

The project has been reviewed against Guidelines for Ground-Oriented Housing. Notable highlights from the guidelines include:

C1.1 and 3.1: Height and Massing: The proposed building heights are all below 12 metres (39.4 ft.) as recommended by the form and character guidelines, and the buildings include varying depths in the façade to reduce massing and bulk.

#### C3.4: Varied Rooflines:

The project includes secondary roof elements as well as stepped building heights to maintain the pedestrian scale along the building frontages and provide distinction between units.

C1.6: Setbacks: The setback on Lytton Street is designed in coordination with the development of Sites 1 and 4 to the north and south, all of which provide a 6.1 metre setback.



Figure 7 – Rendering of Building 1 from the Northwest

Site Planning and Landscaping: Landscaping design on Site 3 is defined largely by the stand of trees being retained at the east end of the site, which will act as a buffer to the neighbouring single-family zoned properties and has informed the orientation of buildings on site. Additional landscaping is provided around the perimeter of the internal road, as well as along pedestrian mews between the townhouse buildings.



A prominent feature of the site is the pedestrian connection from Lytton Street, through the site, to a new pathway which connects to Broadview Drive. This pathway is lined with pedestrian lighting and additional planting such as small trees and shrubs. A statutory right of way secures the public use of the path.

*C2.1: Tree Retention:* The proposal to retain a stand of trees including seven large diameter Douglas fir trees on the eastern end of the site, maintaining the natural environment and providing privacy to existing homes to the east.

*C2.5: Shared Outdoor Space:* A small outdoor space has been provided at the end of buildings 2 and which serves as an informal gathering space and entrance to the courtyards for each unit. A common forested and grass area is located on the east end of the site which provides access to the outdoors, and additional outdoor amenity spaces are provided on Site 1 such as a children's play area.

*C2.6: Private Outdoor Space:* Each unit has been provided with a ground floor patio of between 8 m<sup>2</sup> and 13m<sup>2</sup> (90 and 140 sq. ft.) as well as additional second and third-storey deck space.

*C2.11: Parking:* Parking has been provided in private at-grade garages accessed off of internal driveways, mitigating visual impact from Lytton Street and the internal road.



Figure 8 – Rendering of courtyard entrance from the south

*C2.12 and C2.13: Parking Access and Shared Driveways:* The number of entrances has been consolidated by providing shared driveways. This reduces the safety concerns for vehicles and pedestrians and allows the space fronting the buildings to be used for landscaping, sidewalks, and seating.

### **Development Permit for Energy and Water Conservation and Greenhouse Gas Emission Reductions**

In accordance with the Energy and Water Conservation and Greenhouse Gas Emission Reduction Development Permit Area Guidelines, the project is designed to reduce energy consumption and incorporate building performance measures that will result in reduced costs for future owners. All space heating and domestic hot water systems will use energy sourced from BC Hydro without the use of fossil fuels.

Other notable highlights include:

*Energy Conservation: An integrated design process should be utilized to identify opportunities to reduce a building's energy consumption, and overall building energy performance and interior thermal comfort should be maximized through a combination of passive design strategies.*

The application proposes:

- installation of high efficiency heating systems in each unit including heat recover ventilators and electric baseboards as well as individual electric hot water tanks;
- low energy lighting and Energy Star® appliances;
- installation of in-unit window coverings for passive temperature control; and
- on-site tree planting to provide solar shading.

*Water Conservation: An integrated design process should be utilized to identify opportunities to reduce a building's water consumption.*

The application proposes:

- water saving faucets, toilets, and washers to reduce daily water consumption;
- storm water detention tanks to accommodate fluctuation in rain and water supply; and
- automated and low-demand irrigation such as moisture sensors, timers, and drip heads.

*Greenhouse Gas Emission Reduction: A construction waste management plan should be developed and areas for the collection of recyclable materials during construction should be provided on-site, and the use of regionally sourced building materials is encouraged.*

The application proposes:

- durable materials such as decking, flooring, and cementitious siding; and
- a waste management company to haul, sort and recycle materials from construction of all phases of the development.

As the entire Baden Park site was rezoned prior to the implementation of the Climate Ready Rezoning Policy, the application is not subject to the requirement for carbon reporting.

### **Development Permit for the Protection of Development from Hazardous Conditions – Wildfire**

The intent of the wildfire hazard development permit area is to reduce risk to properties and people by encouraging the use of fire-resistant building materials, and managing and maintaining the fuel sources in close proximity to buildings. The applicant has provided a wildfire hazard report which suggests that there is low-to-moderate risk to the site.

The existing risk is largely due to the forested area located southwest and west of the site which is comprised of mixed conifer and deciduous stands. The following is a summary of fire prevention measures of this application:

- ignition-resistant siding and roofing;
- non-combustible soffits, vents, gates and decks;
- construction waste materials removal on a regular basis;
- removal of all flammable vegetation and no new conifer trees within 10m of a building; and
- irrigation sprinklers.

With the implementation of the report's recommendations, the application will achieve a FireSmart hazard score of "Low". These measures are acceptable to staff and will be confirmed with building permit application.

#### **OFF-SITE IMPROVEMENTS:**

As part of the larger Baden Park project, the applicant is responsible for off-site improvements such as the following:

- improved street frontages on Lytton Street and Mount Seymour Parkway including pedestrian lighting, curb, gutter, sidewalks, streetlights, and paving;
- widened bike lane, bus pull-out and new bus shelter on Mount Seymour Parkway;
- extended southbound left turn lane; and
- pedestrian connection eastbound from the site to Broadview Drive.

The estimated total value of off-site works (engineering and landscaping) for the entire Baden Park project is approximately \$5,766,600. The estimated value of on-site works associated with this application is \$522,780. These estimates have been provided by the applicant and will be reviewed through the detailed design work of the Building Permit.

District of North Vancouver DCC's and Regional Transportation DCCs will be payable for this phase, at the applicable rate at time of Building Permit application. Partial credit is applied from the overall site for pre-existing units.

#### **COMMUNITY AMENITY CONTRIBUTION:**

The District's Community Amenity Contribution (CAC) Policy requires an amenity contribution for projects including an increase in residential density. A CAC of \$3,386,385 was secured as part of the rezoning of the entire project and was already paid prior to issuance of the building permit for the rental building on Site 4. The CACs from this site may be used towards affordable housing, public art, or improvements to public parks, plazas, facilities, trails and greenways.



Construction Traffic Management Plan:

In order to reduce development's impact on pedestrian and vehicular movements, the applicant is required to provide a Construction Traffic Management Plan (CTMP) prior to approval of a building permit application.

In particular, the Construction Traffic Management Plan must:

1. Provide safe passage for pedestrians, cyclists, and vehicle traffic;
2. Outline roadway efficiencies (i.e. location of traffic management signs and flaggers);
3. Make provisions for trade vehicle parking which is acceptable to the District and minimizes impacts to neighbourhoods;
4. Provide a point of contact for all calls and concerns;
5. Provide a sequence and schedule of construction activities;
6. Identify methods of communication with other developments in the area;
7. Address silt/dust control and cleaning up from adjacent streets;
8. Provide a plan for litter clean-up and street sweeping adjacent to site;
9. Include a communication plan to notify surrounding businesses and residents; and,
10. Commit to install cameras where necessary to assist staff in monitoring construction activities.

A CTMP was submitted with phase one of the project, which was accepted by staff, and will be updated to reflect construction timelines for this application as secured in the Development Permit.

The CTMP includes the following measures:

- Trades parking will be accommodated on-site, in the parkades of Sites 2 and 4 as they will be constructed prior to Site 3;
- Significant off-site works on Lytton Street in particular will be coordinated with the summer closures of Windsor Secondary School wherever possible to avoid disruptions; and
- Pedestrian improvements will be provided on the west side of Lytton Street to accommodate the sidewalk closure on the east side.

The nearest construction activity is the Maplewood Fire and Rescue Centre, located on Dollarton Highway, approximately 2.5 kilometres travel distance from the subject site.

**CONCURRENCE:**

Staff

The project has been reviewed by staff from Building, Parks, Development Engineering, Urban Design, Transportation, Fire, Traffic Management, and Environment.

Advisory Design Panel

The application was considered by the Advisory Design Panel on March 9, 2023, and the Panel recommended approval of the project subject to addressing the remaining



comments to the satisfaction of staff. The applicant has addressed the panels comments by:

- continuing the balcony around the ends of buildings 1, 2 and 5, and adding glazing on the north facades of buildings 3 and 4 to enhance the connection to the streets and the surrounding residential context;
- increasing the proportion of wood material to break up the grey façade and help in enhancing unit identity; and
- adding articulation and wood material to break up the verticality of the end units and enhancing the pedestrian scale of the buildings.

Staff are satisfied with the resolution of these items.

#### **PUBLIC INPUT:**

The applicant held a virtual Public Information Meeting from February 22 to March 8, 2023. In accordance with the District's policy on Non-Statutory Public Consultation for Development Applications, notices were distributed to owners and occupants of approximately 825 addresses within 100m of the site.

Three signs were placed on the property to notify passersby of the meeting, with one double-sided sign located on Mount Seymour Parkway, one single-sided sign on Lytton Street, and one double-sided sign on the corner of the two streets. Advertisements were also placed in two editions of the North Shore News, and a webpage was established for the project on the District's website.

139 visitors accessed the virtual PIM webpage, and eight responses were received online or via email. Key topics included a desire for additional parking and market rental town homes, as well as concerns regarding tree removal, traffic, parking and visitor parking. Questions were raised regarding the project's source of energy, wildfire protection measures and the pedestrian connection through the site to Broadview Drive.

Additional emails were sent to staff and council generally in support of the proposal, with questions regarding the pedestrian connection, fencing, and impacts to wildlife. A summary of the virtual meeting is included as Attachment 2 and includes comments both from the website, and those emailed to staff during the PIM.

#### **Staff Response:**

The application meets the requirements set out for the entire Baden Park project at rezoning as well as specific requirements related to Site 3.

Staff note that the proposal meets the requirements for residential and visitor parking as outlined in the CD 118 zone. Parking for the overall project was based on a Transportation Impact Assessment provided by Bunt, and with the implementation of

Traffic Demand Management measures as supported by council. The proposal provides adequate parking and is supported by staff.

Phase 1 (Site 4) of the project includes market rental and below-market rental units including 35 rent-to-own units, and Site 2 includes a partnership with Habitat for humanity. While this application on Site 3 is of an ownership housing tenure, alternative housing tenures have been offered throughout the project, and this site it is serving the need for an expanded supply and diversity of housing options.

Staff followed up with the remaining members of the public to clarify the wildfire protection measures, and the details of the pedestrian pathway, as well as the rental and affordable options that are being provided in Phase 1 of the project.

**CONCLUSION:**

The project has been developed in accordance with the CD118 zone regulations, and the Development Permit Area Guidelines for Form and Character of Ground-Oriented Housing; Energy and Water Conservation and Greenhouse Gas Emission Reduction; and Wildfire Hazard. Development Permit 49.22 is now ready for Council's consideration.

**OPTIONS:**

The following options are available for Council's consideration:

1. Issue Development Permit 49.22 (Attachment 1) to allow for the construction of a 31-unit townhouse development (staff recommendation); or
2. Deny Development Permit 49.22 and provide direction to staff.

Respectfully submitted,



Taylor Jenks  
Development Planner

**ATTACHMENTS:**

1. Development Permit 49.22 and attachments
2. Summary of Virtual Public Information Meeting and Redacted Input

**SUBJECT: DEVELOPMENT PERMIT 49.22 – 900 Block Lytton Street (Site 3 of Baden Park Project)**

October 20, 2023

Page 13

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	_____
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**THE CORPORATION OF THE DISTRICT OF NORTH VANCOUVER**

**DEVELOPMENT PERMIT 49.22**

This Development Permit 49.22 is hereby issued by The Corporation of the District of North Vancouver to the registered owner(s) for the development of 31 townhouse units in six buildings on the property located at 930-940 Lytton Street, legally described as Lot 3 Block X District Lot 580 Group 1 New Westminster District Plan EPP109314 (PID: 031-952-551) subject to the following terms and conditions:

A. The following requirement is imposed under Subsection 490 (1) (c) of the Local Government Act:

1. Substantial construction as determined by the Manager of Permits and Licenses shall commence within two years of the date of this permit or the permit shall lapse.
2. A Construction Management Plan is required prior to issuance of the Building Permit and Excavation Permit and should reflect the plan submitted by Anthem on December 5, 2022. This plan will require amendments to reflect timing of Phase Two and may require amendments during the course of construction to ensure that construction impacts are minimized.

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

1. No work shall take place except to the limited extent shown on the attached plans (DP 49.22 1 through 23) and in accordance with the following specifications:
  - i. The site shall be developed in accordance with the recommendations of the Wildfire Report prepared by Diamond Head Consulting dated June 25, 2021 and updated July 11, 2023.
  - ii. A qualified professional shall confirm that the building permit drawings meet the recommendations of the Wildfire Report referenced above or meets and equivalent or higher degree of protection.

C. The following requirements are imposed under Subsections 491 (7) and (8) of the Local Government Act:

1. The site shall be developed in accordance with the attached plans (DP 49.22 1 through 23).



2. Prior to the issuance of a Building Permit, the following shall be submitted to:

i. Building Department:

- a. A complete report prepared by a qualified acoustic professional outlining the measures to be incorporated in the building(s) to ensure:
- compliance with District of North Vancouver Noise Regulation Bylaw for any rooftop mechanical equipment.
  - that noise levels for dwelling unit occupants will not exceed those listed below:

Portion of Dwelling Unit	Noise Level (Decibels)*
bedrooms	35
living, dining, recreation rooms	40
kitchen, bathrooms, hallways	45

\*For the purpose of this section the noise level is the A-weighted 24-hour equivalent (Leq) sound level and will be defined simply as the noise level in decibels

- b. Confirmation that the accessible design measures as outlined in attachment DP49.22 - 5 are included in the building permit drawings.

ii. Parks Department:

- a. A permit to remove the three beech trees slated for removal in the Mount Seymour Parkway median.
- b. Three copies of a final detailed landscape plan prepared by a Landscape Architect registered in British Columbia for the approval of the General Manager of Engineering or their designate
- c. A written landscape estimate in accordance with District format, submitted by the Landscape Architect for approval by the Parks and Engineering Services Department for the installation of all landscaping as shown on the final approved landscape plan; and
- d. A completed "Permission to Enter" agreement to provide evidence that a Landscape Architect has been retained to supervise the installation of the landscape works and the written authorization for the District or its agents to enter the premises and expend any or all of the deposit monies to complete the landscape works in accordance with the approved landscape plan.

iii. Engineering Department:

- a. Finalized civil and electrical engineering plans designed by a Professional Engineer, for review and acceptance by the Engineering Department.
- D. The following requirements are imposed under Subsections 491 (9) and (10) of the Local Government Act:
  - 1. Prior to issuance of the Building Permit the following is required:
    - i. Confirmation of the green building features included in the project to fulfil the Energy and Water Conservation and Greenhouse Gas Emission Reduction Development Permit area guidelines as outlined in the report provided by E3 Eco Group, dated September 21, 2023.
- E. The following requirements are imposed under Subsection 502 of the Local Government Act:
  - 1. Prior to issuance of the Building Permit the following deposits are required:
    - i. A security deposit equal to the greater of 125% of the estimated cost of all on-site landscaping, in accordance with the approved cost estimate or \$100,000. The deposit must be provided prior to issuance of a Building Permit for the development on the Land and will be held as security for landscaping, building (hazard mitigation) and environmental works.
    - ii. Engineering security deposit(s), in an amount specified in the Engineering Services Agreement, to cover the construction and installation of all off-site engineering and landscaping requirements.
- F. Nothing in this Development Permit alters or affects in any way any of the preconditions to issuance of a Building Permit as set out in section 219 Covenants, if any, registered against the Land in favour of the District.

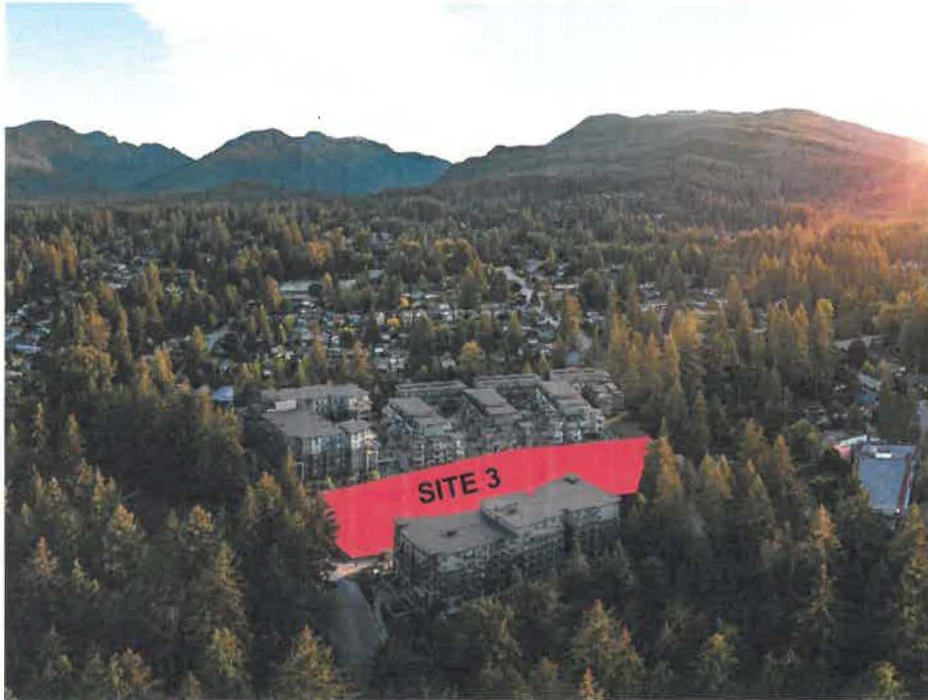
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**Mayor**

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**Municipal Clerk**

Dated this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_



SITE 2: VIEW ALONG MT. SEYMOUR PARKWAY



SITE 4: VIEW FROM LYTTON STREET



SITE 1: VIEW ALONG MT. SEYMOUR PARKWAY



SITE 2: COURTYARD VIEW



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Fax: 604.681.1235



**Anthem**

REYMOUR ESTATES - B177  
(BLOBS 1 TO 8)  
1000 LYTTON STREET  
DISTRICT OF PORTLAND/OLIVER  
BRITISH COLUMBIA

**PROPOSED  
BUILDINGS ON  
ADJACENT SITES**

1000-0

Not To Scale

2023-09-12

B - DP RESUBMISSION

1

A-0.120

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BUILDINGS 1, 2 - VIEW OF THE SHARED DRIVEWAY



BUILDING 2 - VIEW FROM THE MEWS



BUILDINGS 1, 2, 3 - VIEW FROM LOWER RING ROAD



BUILDING 2, 1 - VIEW OF THE MEWS FROM THE INTERNAL ROAD



**Integra**  
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**Anthem**

REYNOLDS ESTATES - SITE  
(BLDGS 1 TO 6)  
1000 LYTON STREET  
DISTRICT OF NORTH VANCOUVER  
B.C. CANADA

**PERSPECTIVES**

10388-3

Plot To Scale

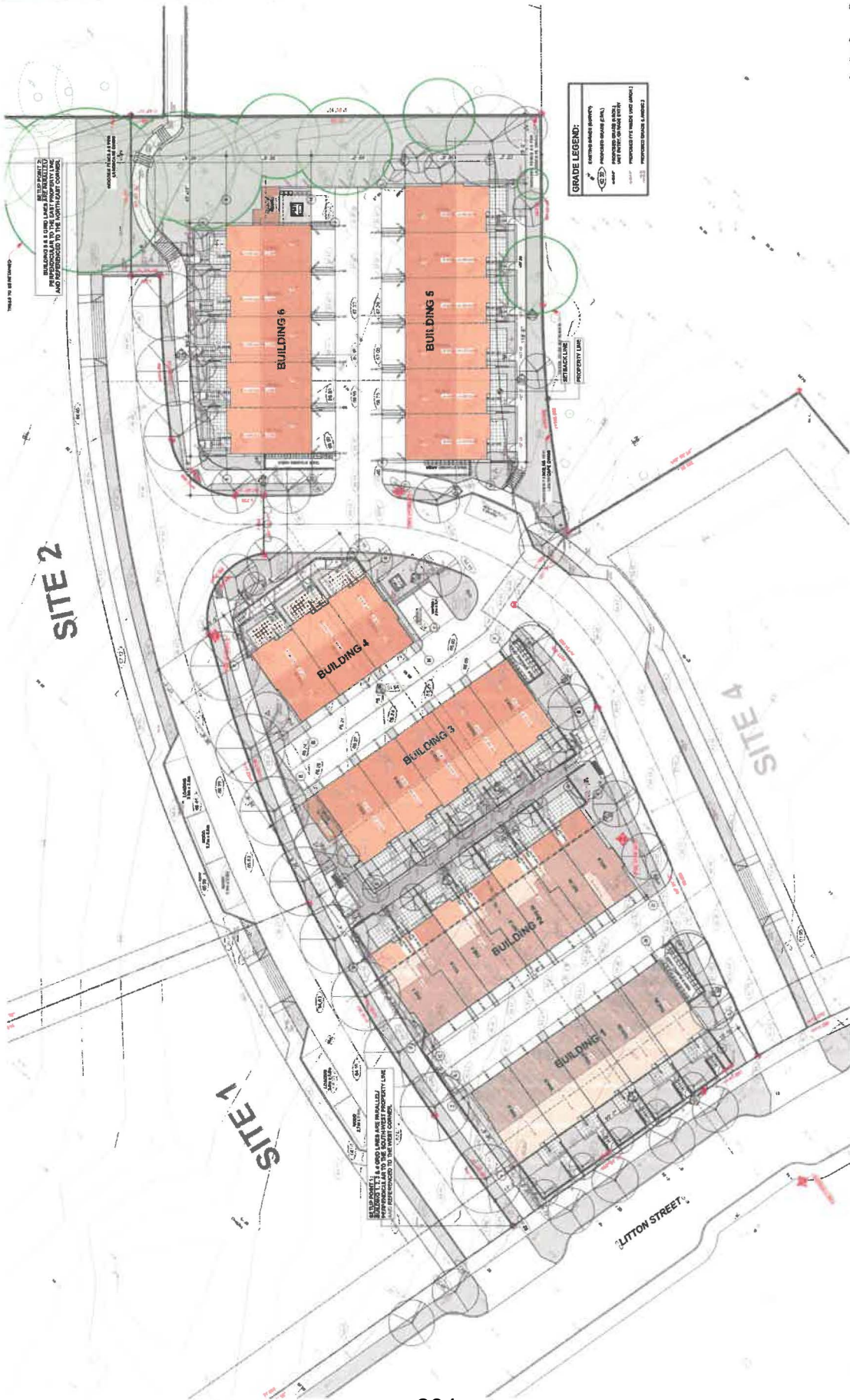
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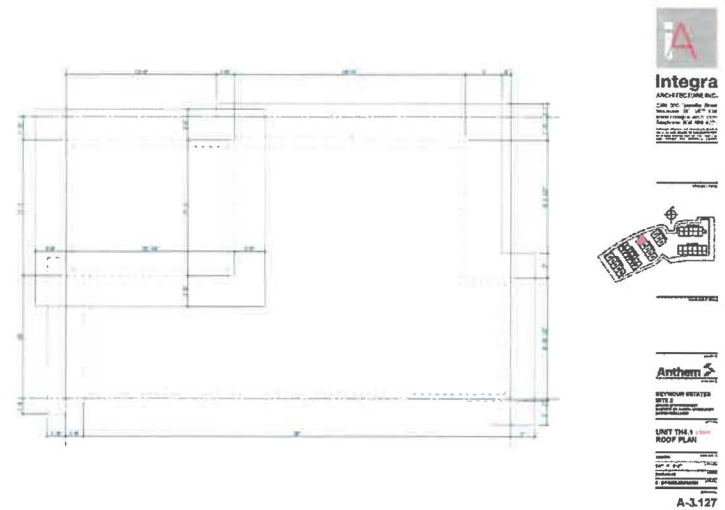
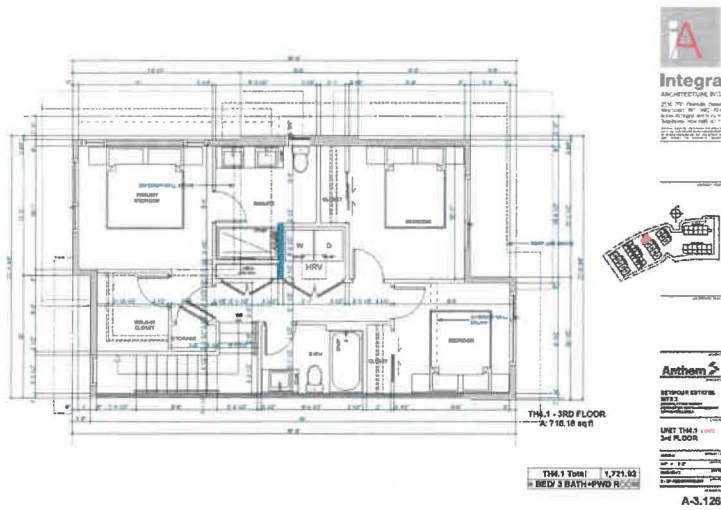
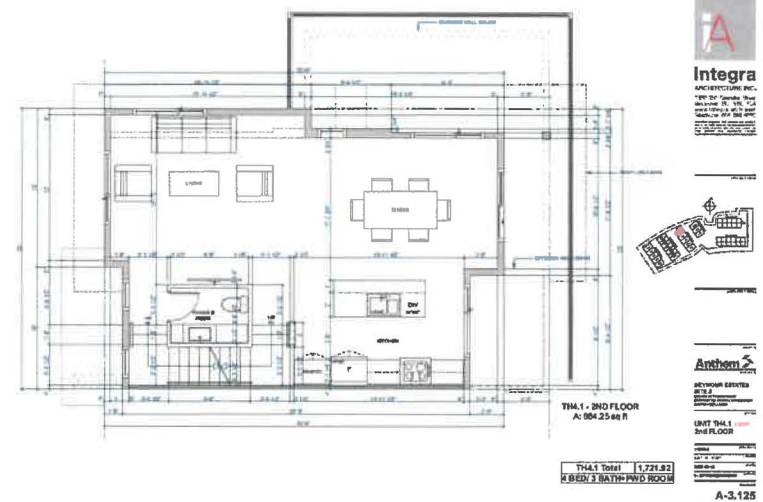
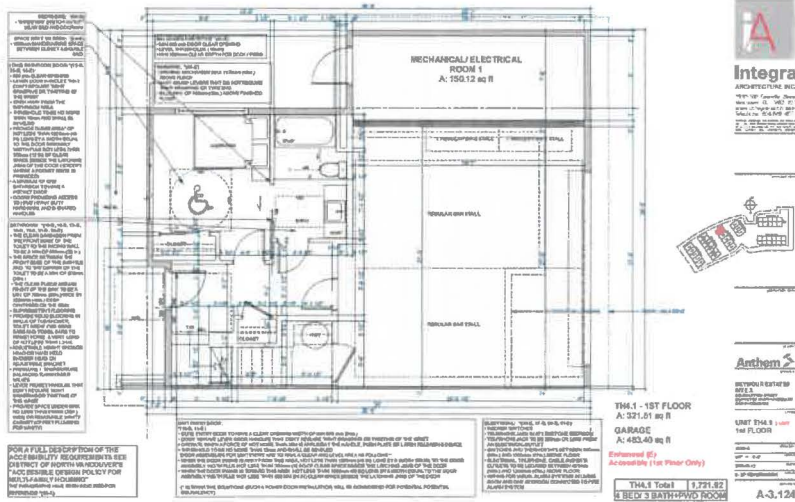
0 - DP RESUBMISSION

A-0.23

ANTHEM PROJECT, 1000 LYTON STREET, NORTH VANCOUVER, B.C. V6H 1Y4





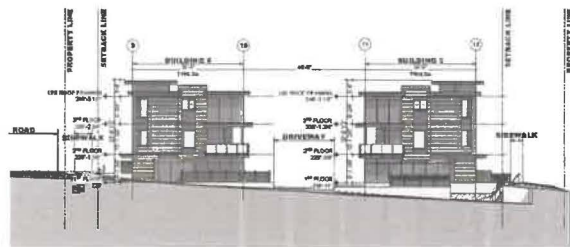




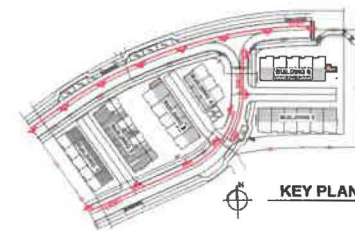
1 STREETScape ELEVATION - UPPER RING ROAD (URR)  
SCALE: 1/16" = 1'-0"



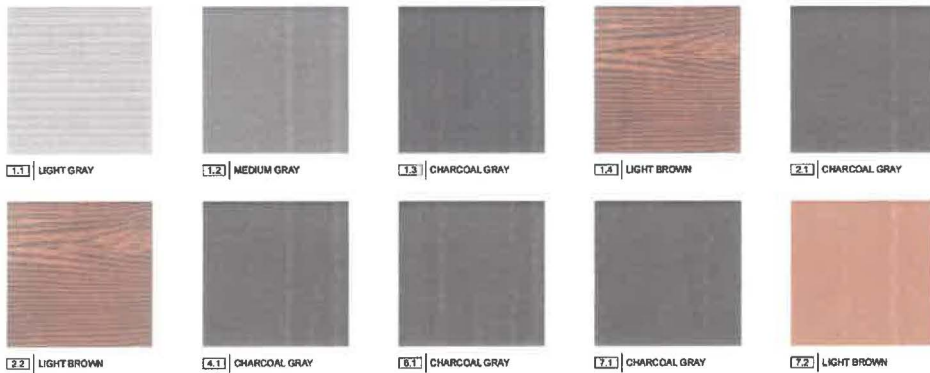
2 STREETScape ELEVATION - LOWER RING ROAD (LRR1)  
SCALE: 1/16" = 1'-0"



3 STREETScape ELEVATION - LOWER RING ROAD (LRR2)  
SCALE: 1/16" = 1'-0"







Material and Colour Legend - Side 1			
Material (Exterior)	Material (Interior)	Material (Interior)	Location
<b>CLADDING</b>			
1.1 Light Gray	CharcoalBlue Lap Siding	Light Gray	Exterior Walls
1.2 Medium Gray	CharcoalBlue Lap Siding	Medium Gray	Exterior Walls
1.3 Charcoal Gray	CharcoalBlue Lap Siding	Charcoal Gray	Exterior Walls
1.4 Light Brown	CharcoalBlue Lap Siding	Light Brown, Wood Grain Texture	Exterior Walls
<b>ROOFING/FASCIA</b>			
2.1 Charcoal Gray	CharcoalBlue Lap Siding	Charcoal Gray	Roof Siding/Fascia
2.2 Light Brown	CharcoalBlue Lap Siding	Light Brown, Wood Grain Texture	Roof Siding/Fascia
<b>FINISHES</b>			
3.1 Charcoal Gray	Pre-Adhesive Metal Finishing	Charcoal Gray	Roof Overhang, Entryway Edge, Wall Cap Finishing
<b>GUARDRAILS/INTERIOR PARTITIONING</b>			
4.1 Charcoal Gray	Aluminum Railings	To match 1.1 & 1.2	Exterior / Interior (Landscape Walls - Walls)
<b>ROOFING/DECK</b>			
5.1 Gray	Waterproof Deck Membrane	Gray	Exterior
<b>WINDOWS</b>			
6.1 Charcoal Gray	Vinyl Windows (Double Glazed)	Charcoal Gray	Windows
<b>DOORS</b>			
7.1 Charcoal Gray	Vinyl Doors (4" Temporary Glass)	Charcoal Gray	Entryway Doors
7.2 Light Brown	Wood Doors (4" Temporary Glass)	Light Brown	Entryway Doors





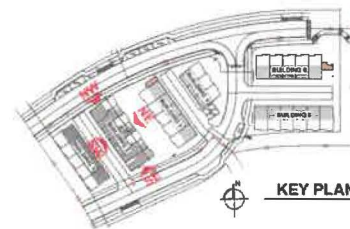


**KEY PLAN**





2 NORTH-WEST ELEVATION (NW)  
SCALE: 1/8" = 1'-0"





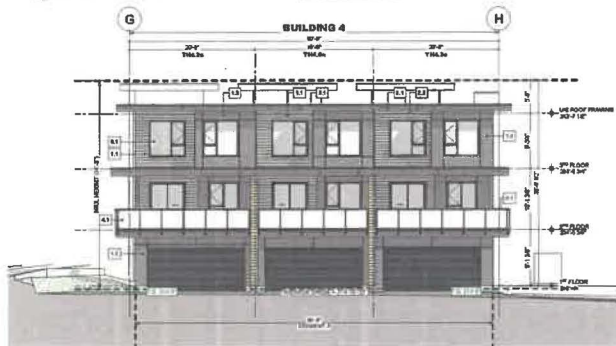
**KEY PLAN**







1 NORTH-EAST ELEVATION (NE)  
SCALE: 1/8" = 1'-0"



3 SOUTH-WEST ELEVATION (SW)  
SCALE: 1/8" = 1'-0"

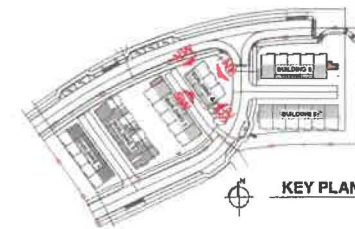


2 NORTH-WEST ELEVATION (NW)  
SCALE: 1/8" = 1'-0"



4 SOUTH-EAST ELEVATION (SE)  
SCALE: 1/8" = 1'-0"

Material and Color Legend			
CLADDING			
1.1	Light Gray	Charcoal Gray	Light Gray
1.2	Medium Gray	Charcoal Gray	Medium Gray
1.3	Charcoal Gray	Charcoal Gray	Charcoal Gray
1.4	Light Gray	Charcoal Gray	Light Gray
1.5	Light Gray	Charcoal Gray	Light Gray
2.1	Charcoal Gray	Charcoal Gray	Charcoal Gray
2.2	Light Gray	Charcoal Gray	Light Gray
3.1	Charcoal Gray	Charcoal Gray	Charcoal Gray
4.1	Charcoal Gray	Charcoal Gray	Charcoal Gray
5.1	Charcoal Gray	Charcoal Gray	Charcoal Gray
6.1	Charcoal Gray	Charcoal Gray	Charcoal Gray
7.1	Charcoal Gray	Charcoal Gray	Charcoal Gray
7.2	Light Gray	Charcoal Gray	Light Gray



KEY PLAN





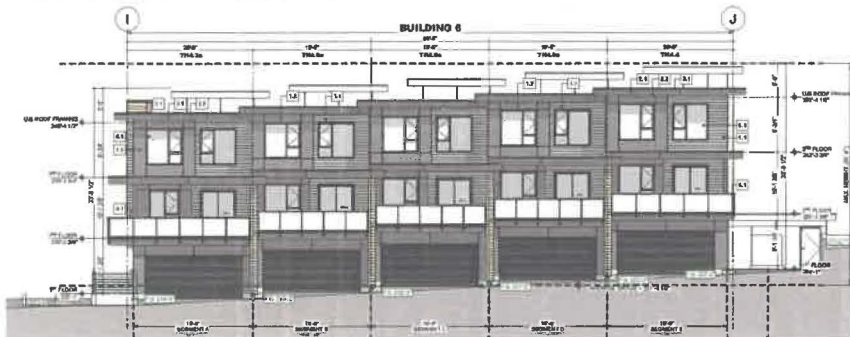
**KEY PLAN**







1 NORTH ELEVATION (N)  
SCALE: 1/8" = 1'-0"

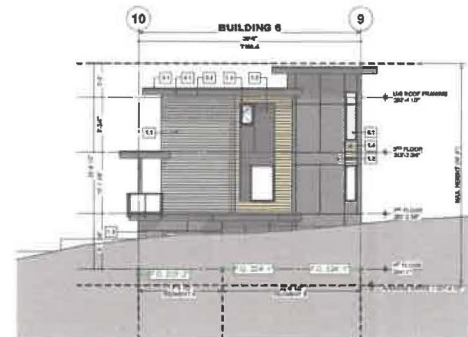


3 SOUTH ELEVATION (S)  
SCALE: 1/8" = 1'-0"

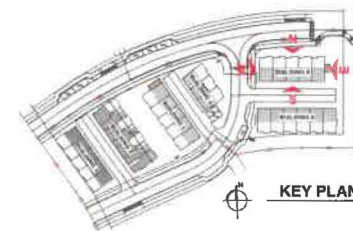
Material Schedule - Building 6			
Item	Description	Material	Notes
11	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
12	Dark Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
13	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
14	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
15	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
16	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
17	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
18	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
19	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
20	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
21	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
22	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
23	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
24	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
25	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
26	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
27	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
28	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
29	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
30	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
31	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
32	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
33	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
34	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
35	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
36	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
37	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
38	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
39	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
40	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
41	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
42	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
43	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
44	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
45	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
46	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
47	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
48	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
49	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
50	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
51	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
52	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
53	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
54	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
55	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
56	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
57	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
58	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
59	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
60	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
61	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
62	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
63	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
64	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
65	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
66	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
67	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
68	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
69	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
70	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
71	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
72	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
73	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
74	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
75	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
76	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
77	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
78	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
79	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
80	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
81	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
82	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
83	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
84	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
85	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
86	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
87	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
88	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
89	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
90	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
91	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
92	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
93	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
94	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
95	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
96	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
97	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
98	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
99	Charcoal Gray	Exterior Walling	Smooth Finish, 1/2" Dimension
100	Light Gray	Exterior Walling	Smooth Finish, 1/2" Dimension



2 WEST ELEVATION (W)  
SCALE: 1/8" = 1'-0"



4 EAST ELEVATION (E)  
SCALE: 1/8" = 1'-0"



KEY PLAN



**Integra**  
ARCHITECTURE INC.

2020 (2021) 1000 West  
Vancouver, BC V6C 1S4  
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Fax: 604.681.4235



**Anthem**

SEYMOUR ESTATES - SITE 3  
(Bldgs 1 to 6)  
800 AND LYTON STREET  
DISTRICT OF NORTH VANCOUVER  
BRITISH COLUMBIA

**BUILDING 6 ELEVATIONS**

19200-3  
1/8" = 1'-0"  
2023-08-12  
S - DP RESUBMISSION  
A-4.60

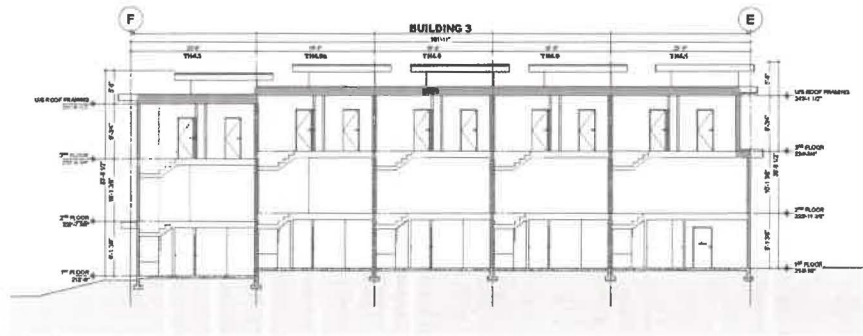




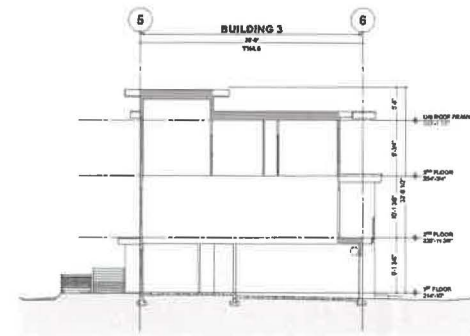
BUILDING 1  
BUILDING 2  
SECTIONS

A-5 100

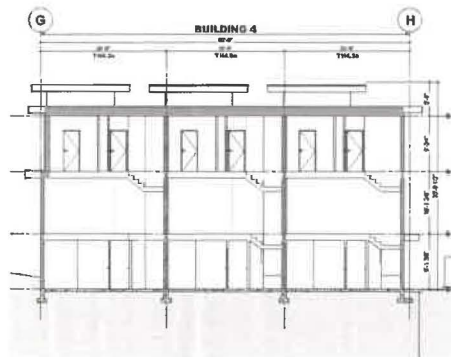
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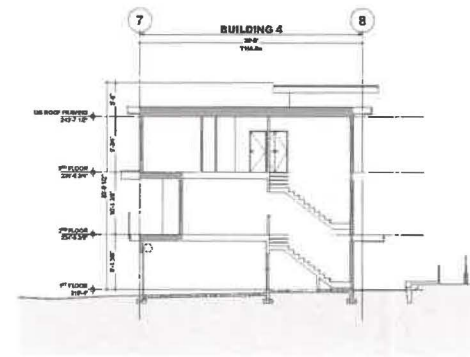
1 BUILDING 3 SECTION 1 (B3 S1)  
SCALE: 1/8" = 1'-0"



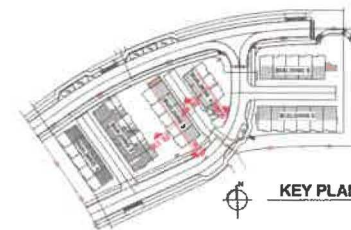
2 BUILDING 3 SECTION 2 (B3 S2)  
SCALE: 1/8" = 1'-0"



3 BUILDING 4 SECTION 1 (B4 S1)  
SCALE: 1/8" = 1'-0"



4 BUILDING 4 SECTION 2 (B4 S2)  
SCALE: 1/8" = 1'-0"



KEY PLAN



Integra  
ARCHITECTURE INC.  
2023-08-12  
1/8" = 1'-0"



Anthem  
P.E.

SEYMOUR ESTATES - SITE 3  
(BUDGS 1 TO 6)  
802 486 LYTON STREET  
DISTRICT OF KERNAN MANOUEVER  
BRITISH COLUMBIA

BUILDING 3  
BUILDING 4  
SECTIONS

15338-3

1/8" = 1'-0"

2023-08-12

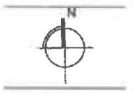
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A-5.20

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2011, 2012, 2013







**Anthem** EMERALD

**SEYMOUR ESTATES - SITES 1 TO 4**  
303 HILL LYTON STREET  
DISTRICT OF NORTH VANCOUVER  
BRITISH COLUMBIA

**KEY PLAN**

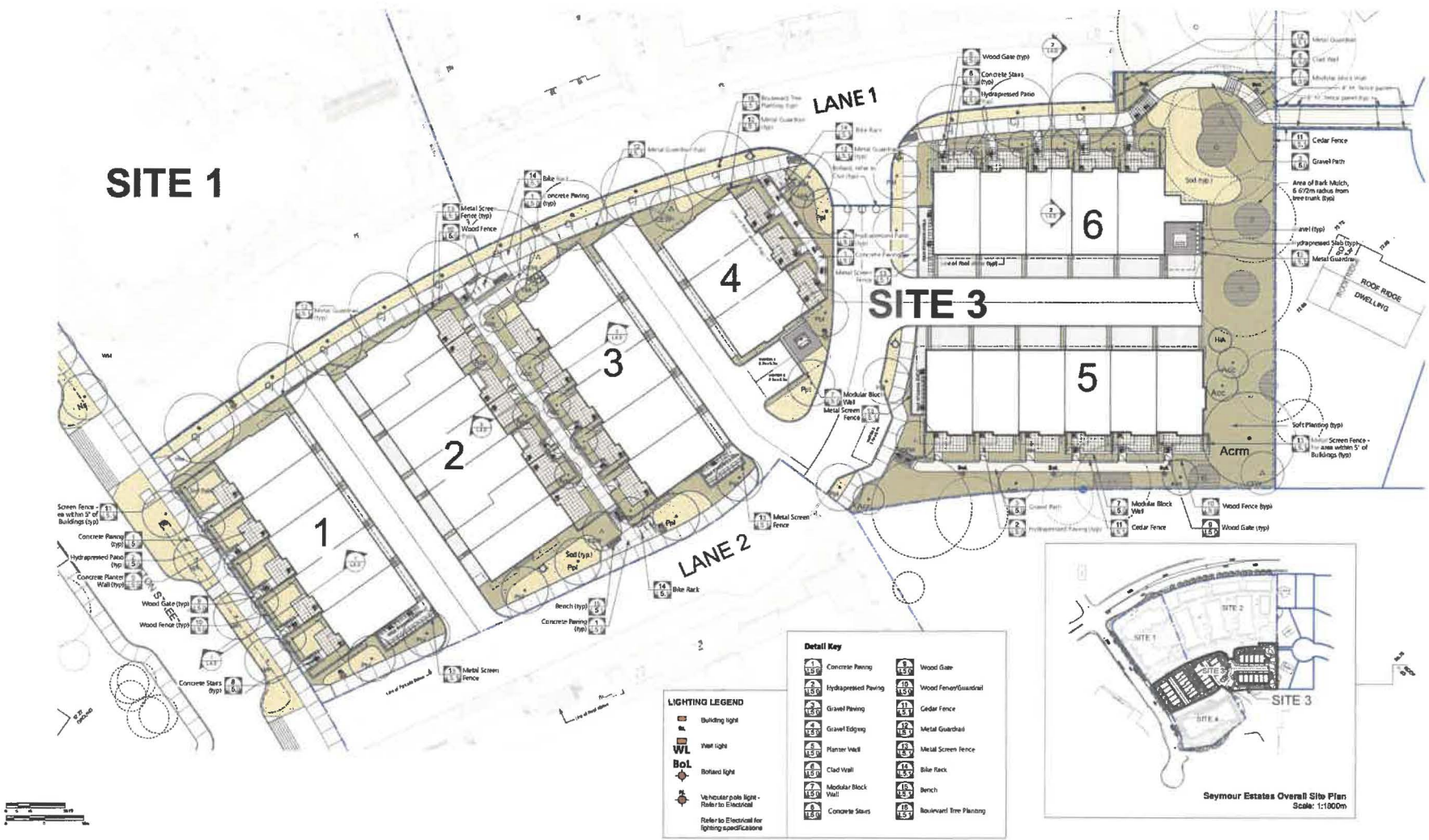
18339-3 DWG NO.  
1:2000m SCALE  
2023.06-11 DATE  
REBBUE FOR DP PREPARED BY  
L-1.18

**SITE 1**

**LANE 1**

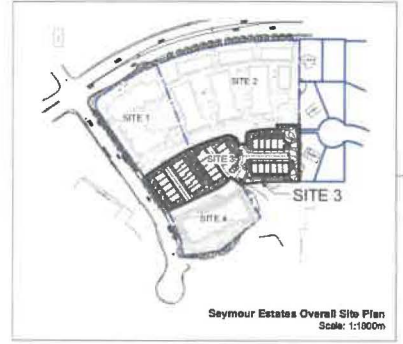
**SITE 3**

**LANE 2**



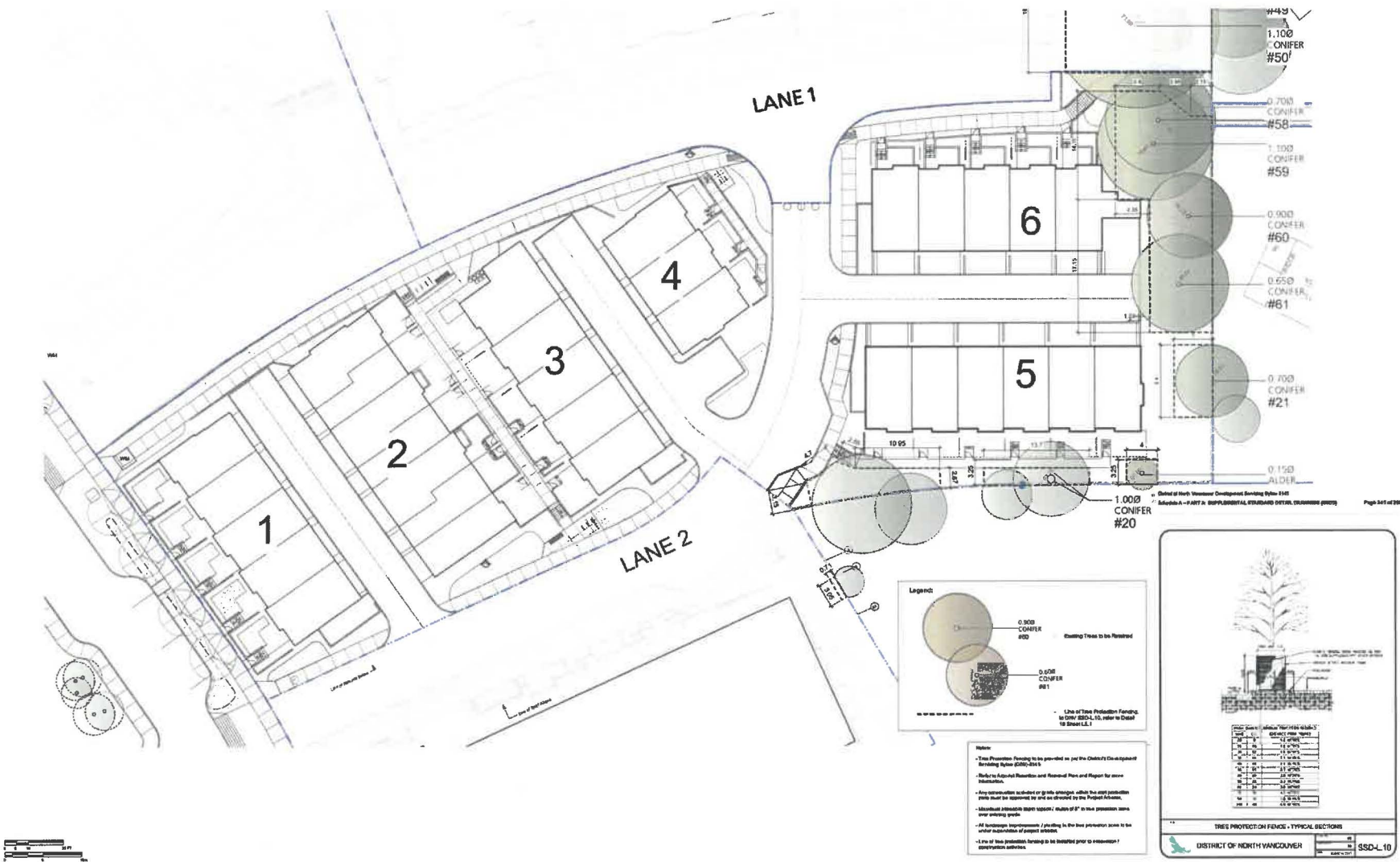
Detail Key	
1. Concrete Paving	10. Wood Gate
2. Hydropressed Paving	11. Wood Fence/Guardrail
3. Gravel Paving	12. Cedar Fence
4. Gravel Edging	13. Metal Guardrail
5. Planter Vault	14. Metal Screen Fence
6. Clad Wall	15. Bike Rack
7. Modular Block Wall	16. Bench
8. Concrete Stairs	17. Noninvasive Tree Planting
9. Wood Gate	
10. Wood Fence/Guardrail	
11. Cedar Fence	
12. Metal Guardrail	
13. Metal Screen Fence	
14. Bike Rack	
15. Bench	
16. Noninvasive Tree Planting	

LIGHTING LEGEND	
1. Building light	
2. Wall light	
3. Bollard light	
4. Vehicular pole light - Refer to Electrical	
5. Refer to Electrical for lighting specifications	









**Anthem**

SEYMOUR ESTATES - SITE  
(BLOKS 1 TO 6)  
 808 808 LYTON STREET  
 DISTRICT OF NORTH VANCOUVER  
 BRITISH COLUMBIA

**TREE RETENTION PLAN**

16389-3

1:200m

2022-09-11

REVISION FOR DP

SSD-L-10

SSD-L-10

SSD-L-10

SSD-L-10

SSD-L-10

SSD-L-10

SSD-L-10

SSD-L-10

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SSD-L-10

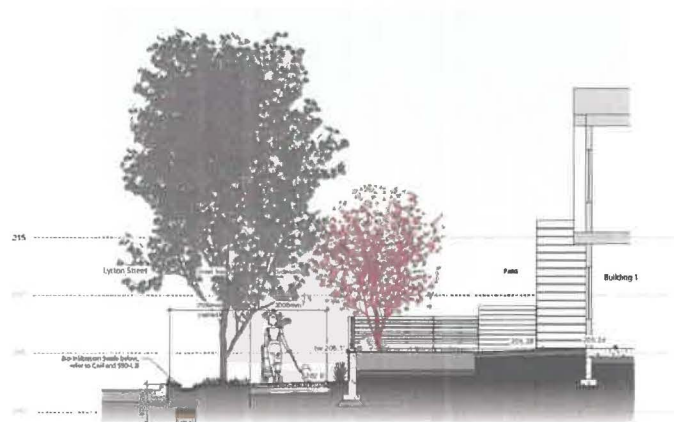
SSD-L-10

SSD-L-10

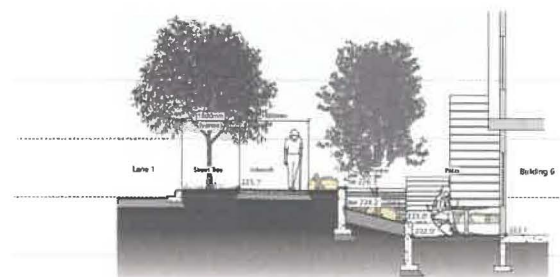
SSD-L-10

**P+A**

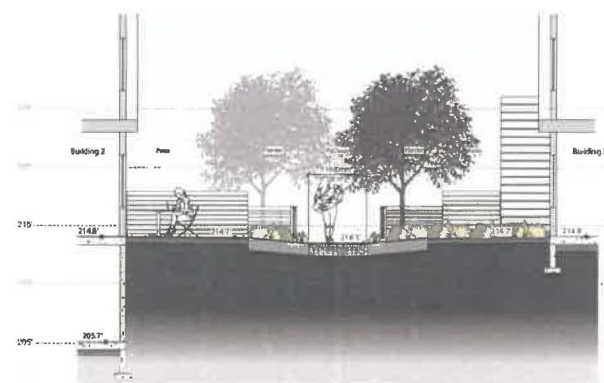
Landscaping Architecture  
Site Planning  
P. 300 Perry & Associates Inc.  
111 East Broadway  
Vancouver, BC V6T 1V9  
T 604 728 4148  
F 604 728 4149  
www.perryandassociates.com



1 Lytton Street to Building 1  
L4.0 Scale = 1:50m



2 Lane 1 to Building 6  
L4.0 Scale = 1:50m



3 Building 2 to Building 3 Through Lane  
L4.0 Scale = 1:50m



ANTHEM PROJECT

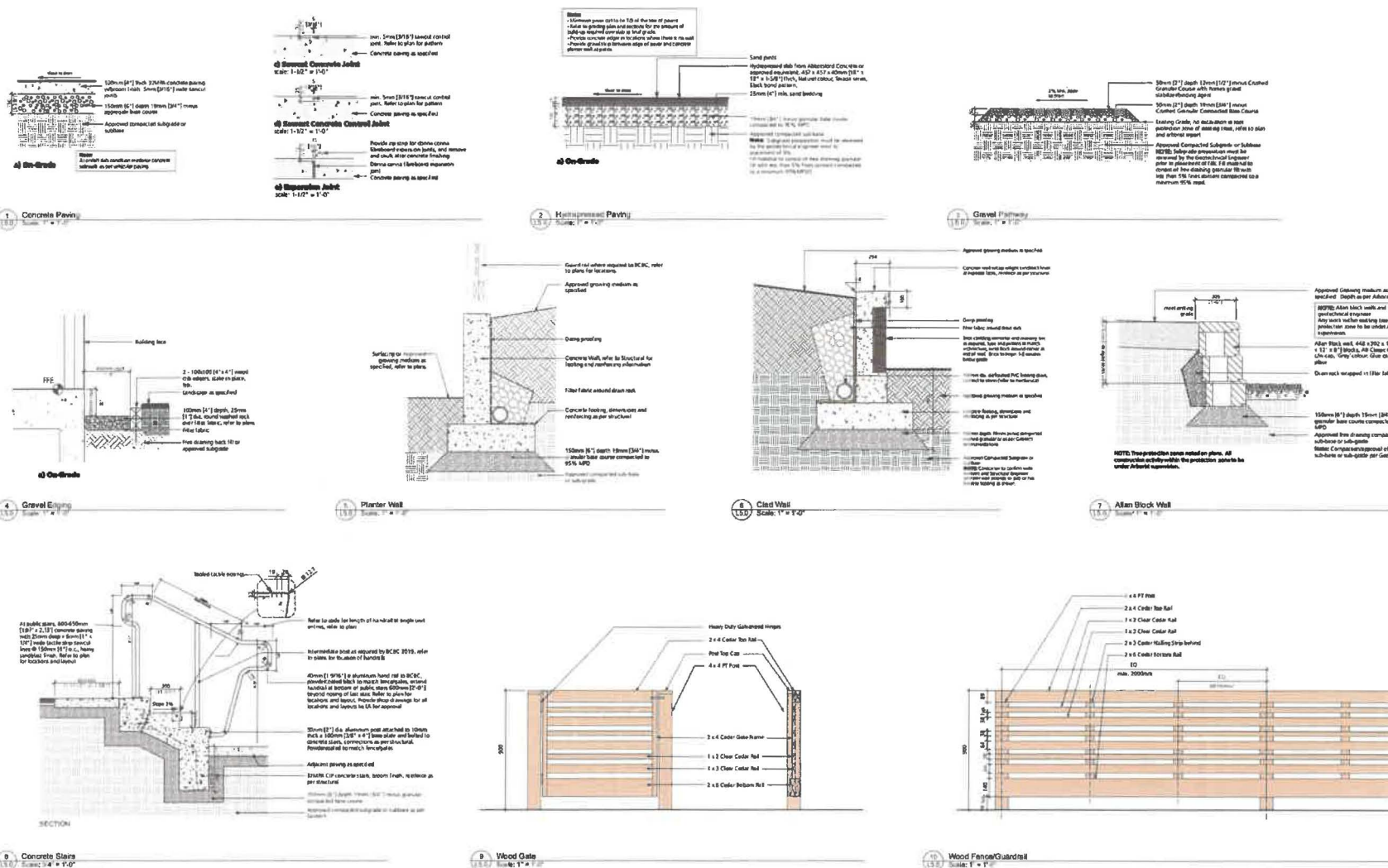
SEYMOUR ESTATES - SITE  
(BLOBS 1 TO 6)  
2023-09-11  
BRITISH COLUMBIA

SECTIONS

16388-3  
2023-09-11  
REVISION FOR OP

L4.0

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**Anthem**

SEYMOUR ESTATES - SITE 3  
(BLOKS 1 TO 4)  
102-488 LYTON STREET  
DISTRICT OF NORTH VANCOUVER  
BRITISH COLUMBIA

**DETAILS**

16389-3 (24/09/21)  
As noted (16/04/21)  
2025-08-11 (04/21)  
REBID FOR DP (04/21)

**L-5.0**





18389-3	(PHEMCT)
as noted	TOEALC
2823-09-11	(COTY)
REVISUE FOR DP	(16004)
	(DPAP140)

L-5.1

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## 902-968 Lytton Street Development Permit Application

### Virtual Public Information Meeting Summary Report

**Event Date:** February 22 – March 8, 2023  
**Website:** DNV.org/public-meeting  
**Attendance:** 139 visitors to the virtual meeting landing page  
**Video View:** 44 people viewed the applicant's video presentation  
**Comments:** 8 responses with comments and questions were received online and via email.  
**Meeting Purpose:** 1) To present development proposal materials to neighbours  
2) To provide an opportunity for the public to ask questions about the proposal  
3) To provide an opportunity for neighbours to comment on the proposal

#### **Notification:**

In accordance with District of North Vancouver policies:

#### Invitation Brochures

notification flyers were delivered to approximately 825 addresses within a 100m radius of the site.

Appendix A includes a copy of this package and a map of the distribution area.

#### Newspaper Ad

A newspaper ad was placed in the North Shore News on Wednesday, February 22, 2021 and Wednesday, March 8, 2021. A copy of the ads are included in Appendix A: Notification.

#### Signs

One single-sided sign was installed on Lytton Street and two bidirectional signs were installed adjacent to the site – one at the corner of Mount Seymour Parkway and Lytton and the other further east on Mount Seymour Parkway.

#### **Attendance:**

139 visitors accessed the virtual PIM web page. The video presentation was viewed 44 times.

The following District staff and project team members supported the virtual public information meeting:

District of North Vancouver:

- Taylor Jenks, Development Planner

Applicant:

- Brent Carlson, Anthem Properties

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**Overview:**

The meeting was held in a virtual Public Information Meeting format. Meeting participants could view a video presentation and browse display boards prepared by the project team on the virtual meeting web page. Participants were also provided the opportunity to submit questions and comments to the project team and Development Planner through the virtual meeting web page for a two-week period from February 22<sup>nd</sup> to March 8<sup>th</sup>, 2023.

**Comment Summary:**

Participants were invited to submit comments until March 8<sup>th</sup>, 2023. Eight responses were received which included a variety of comments and questions on the application.

Summary of comments and questions with responses from the applicant:

**Response 1:**

**Question:** U need to make more parkin... average person has 2 cars and u will have rich people living there. U rent will be out of range for the average person.

**Applicant response:** The subject of this public information meeting is Phase 2, which includes 31 stratified for-sale, or owned, townhomes. Each home will have two resident parking spaces in an attached garage. In addition, the site plan includes three spaces designated for surface visitor parking. The parking provided is in compliance with the rezoning bylaw adopted for this project on June 21, 2021...

**Response 2:**

**Question:** Is there an actual virtual public meeting or just a box where you can enter your comments and someone will get back to you in a few days?

**Staff response:** Thank you for your question. Public Information Meetings are currently being held in this online format with a video presentation from the applicant, and an opportunity to provide and receive written comments over the course of two weeks. The applicant and I are available if you would like to schedule a discussion in-person or over the phone, and contact information is available at the following link:  
<https://www.dnv.org/building-development/902-968-lytton-street-seymour-estates-phase-2>

There is an additional opportunity for public input during the Council meeting at which this Development Permit application will be considered. The date for such will be updated at the link above as well.

**Response 3:**

**Comment/Question:** I share my appreciation for Habitat for Humanity consideration, and for 100% electrical energy. Can you confirm, for clarity-will there be NO gas line to this development? ie. no gas stove - info on unhealthy aspects at this link,



[https://carbonswitch.com/how-bad-is-my-gas-stove-part-two/?mkt\\_tok=Nzc0LVNlTy0yMjgAAAGB\\_QR4BPqYC2TBdNA1n\\_SyXZISAMbRXH0ZB6P9OtaVvUxtj0bEWL9atNhnBZpuYTVK8aPB1AR98EORW-36o5Yd-B\\_8i9YwAWtYXZgRNH3Z73s](https://carbonswitch.com/how-bad-is-my-gas-stove-part-two/?mkt_tok=Nzc0LVNlTy0yMjgAAAGB_QR4BPqYC2TBdNA1n_SyXZISAMbRXH0ZB6P9OtaVvUxtj0bEWL9atNhnBZpuYTVK8aPB1AR98EORW-36o5Yd-B_8i9YwAWtYXZgRNH3Z73s)

**Applicant response:** Thank you for your comment and question. There will be no gas line to this development – to address the specific example provided, stoves/cooktops will be electric.

**Response 4:**

**Comment/Question:** Ground oriented affordable family-sized housing units are an important part of the housing continuum. While I thank the applicant for including them in the overall project, the affordability level will be out of reach for many. A key missing piece in our continuum are purpose built RENTAL townhome communities that would replace those torn down on similarly sized properties such as Emery Place. DNV please consider replacing pbr ground oriented family housing on District owned lands.

**Staff Response:** Thank you for your comments regarding purpose-built rentals. The District continues to explore opportunities where feasible, to provide housing options that align with the needs identified in our Rental and Affordable Housing Strategy. Phase 1 of this project secured 89 purpose-built rental units and while phase 2 secured an ownership model, it aligns with the above-noted strategy by expanding the supply and diversity of housing by providing ground-oriented multifamily units in townhouse form.

**Comment/Question:** The HFH partnership is well-appreciated. I do like the classic look and proposed materials for the homes. The access roads to the garages look pretty tight. What are the road measurements? What is the proposed lighting for the internal access roads? Requirements for accessible units in townhouse developments should be greater; DNV please revisit this requirement moving forward. What are the homes estimated to sell at? DP for wildfire protection also required. Has this been fully met?

**Applicant Response:** The access roads are approx. 6 metres wide. It is anticipated that street lighting poles will be provided beside the main ring road that loops around on both Phase 1 and 2 of this development; access roads to the garages, which branch off the ring road, will have a light provided above each garage door. The homes are estimated to be completed in 2025 and will be sold at prevailing market prices.

**Response 5:**

**Question:** How many of the trees are going to be cut down to support this project? We are in an environmental crisis, and we need to be preserving every green space. I do not see how this is affordable. This looks like it will be targeting the wealthy who can afford to purchase housing. More focus should be put on rental units for the low income. How will this impact traffic? During rush hour, cars are already sitting at a standstill along Mt Seymour Parkway, and it will get worse with this many units.

**Applicant Response:** The tree retention numbers for Phase 2 are anticipated to be as follows: six trees will be retained, five trees will be removed, and 58 new trees will be planted. A condition of the rezoning of this site was that a tree preservation covenant be signed prior to any construction beginning on site, requiring that certain trees be



retained and protected; any trees being removed have an accepted tree replacement plan in place with the District. Phase 2, which is the subject of this public information meeting, includes 31 owned townhomes; Phase 1 of the development was approved by the District in 2021 and includes 89 rental homes, 33 of which will be rented at below-market rates. When taking both phases of the project into account, over 25% of the homes being offered will be purpose-built, secure rental homes, and approximately 10% of the total homes will be below market (affordable) rental

**Response 6:**

**Comment:** Three visitor spots for 31 townhouses is far too few. There is no street parking on Lytton or Mt. Seymour and there will be no parking on site except for the owners. Everyone will have guests: friends, family, tradesmen, delivery people and they will not be taking public transit to get there ! The result will be everyone using the parking lot at Ron Andrews which is already overcrowded from actual rec facility users. This project has too much density and not enough parking.

**Applicant response:** Thank you for your comment. Phase 2 meets the District's parking requirements as determined at the rezoning stage in 2021. These requirements were based in part on the results of a transportation impact assessment that was vetted by the District. In addition to the three visitor parking stalls for Phase 2, there are also 65 visitor parking stalls in Phase 1 of the development, for a total of 68 visitor parking stalls across the project.

**Response 7: (Received via email).**

**Comment/Question 1:** "...I noticed that the phase 2 application for this site has been submitted. I am hoping to get further details on the pedestrian connection that is shown between this development site and the end of Broadview Drive on the DNV land. I looked online but there is no landscape drawings for this connection (or any drawings). I am happy to see a connection being made through here but curious as to the details - especially any plans for fencing along this connection. Thanks for your time.

**Staff Response:** Thank you for your questions regarding the Development Permit at 902 Lytton. The Pedestrian connection is shown below on a clip from the proposed landscape drawings. The connection includes a sidewalk along the frontage of building 5, which turns to a gravel path as it enters the trees, and connects to the cul-de-sac on Broadview. The property is delineated from neighbouring sites by a proposed 4' tall Cedar fence and gate, shown in image 2. Please note that the specifics of design are subject to change during review, however the concept remains the same, and the path itself is secured under covenant.

**Comment/Question 2:** Thank you for the response (and late on a Friday night too!). The area I am most interested in is actually the area I have clouded below - the connection from the development to Broadview - as no details have been shown for this area. It is currently not a pathway so I am hoping that the developer would be required to provided fencing along the

property lines of 915 Broadview and 911 Broadview to maintain privacy. I am also hoping the developer could provide 6' fence panels instead of 4' along these properties as well - this is the height of the existing panels and while 4' is nice at the gate for visibility, it is too low to provide privacy for the yards of 915 and 911 Broadview Drive. I am also curious about the gate at the path as I would have assumed that this pathway could be used as a public access through the development lands to walk to Ron Andrews and the commercial unit being provided by the development but the gate with a latch will not allow passage from east to west.

**Staff Response:** I wanted to make sure I didn't end the week without getting you a response! Thank you for the follow-up questions; please allow me some time to confirm details of the connection east of the property line, as this was largely secured through the rezoning process, and I will get back to you as soon as I can to discuss further.

**Response 8: (Received via Email)**

**Comment/Question 3:** "...We are happy to see the development progressing and hopeful to see it filled with new families. When looking at the website however, there were no plans shared for this phase so I contacted the planner who sent me the below drawings (which I have attached and commented on in red). The area I am most interested in is the DNV owned parcel to the south of our property that I have clouded below. I am happy to see it being turned into a pathway but I am hoping that the developer would be required to provide fencing along the property lines of 915 Broadview and 911 Broadview to maintain privacy. I am also hoping the developer could provide 6' fence panels instead of 4' along these properties - this is the height of the existing panels and while 4' is nice at the gate for visibility, it is too low to provide privacy for the yards of 915 and 911 Broadview Drive. I am also curious about the gate at the path as I would have assumed that this pathway could be used as a public access through the development lands so residents could walk to Ron Andrews and the commercial unit being provided by the development but the gate with a latch will not allow passage from east to west. I am wondering if there is a need for a gate at all? An added benefit of this is that we have had a bear back and forth through this area, who has been passing through by repeatedly knocking down fence panels. We assume he will continue thusly with any new fence/gate, hence no gate will allow passage without him knocking fence panels down.

**Staff Response:** Thank you for your comments regarding the proposed Development Permit at 902 Lytton Street. Following my discussion with your husband last week, and your email to Mayor and Council regarding the pedestrian connection to Broadview Drive, I will provide the following:

The pedestrian connection referenced below, was secured during the rezoning phase of the Seymour Estates project in 2021 as a Statutory Right of Way. This is to be used for public passage as you mention, in either direction. While a gate is permitted, impeding the use of the two-way pedestrian connection with a lock or the like would not be permitted and your noting concern for such is appreciated. The comments regarding the removal of the gate for reasons such as wildlife and pedestrian movement will be explored with our environment department and the applicant. The comments regarding

fence height along the property line, and additional fencing along the side yards of 915 and 911 Broadview will also be explored with both our internal departments, and with the applicant and if appropriate, changes will be amended in the design prior to council consideration. I would be happy to provide you an update once these discussions conclude. If you have additional comments or concerns in the meantime please feel welcome to reach out

**Conclusion:**

The purpose of this virtual public information meeting was to present to neighbours the details of the development permit application and multi-family residential development concept, and to provide them with an opportunity to ask clarifying questions and comment on the proposal. Approximately 295 invitations were distributed to the surrounding community, and 139 visitors accessed the virtual meeting web page. Two newspaper ads notified the community of the meeting, and three signs were posted on or near the property. Eight responses were submitted.

The public could participate in this process in several ways:

- Viewing the video presentation
- Browsing the display boards
- Submitting written comments and questions to the project team and Development Planner

The meeting length and format was sufficient to provide all participants an opportunity to learn more and submit questions and make the comments they wished to provide within a two-week period. The applicant successfully notified and presented their proposal to the community, and neighbours had ample opportunity to express their views of the proposal.

## Appendix A: Notification

### Newspaper Advertisement: North Shore News February 22<sup>nd</sup>, 2023

A28 | WEDNESDAY, FEBRUARY 22, 2023

north shore news | KCP-355 1, 04

## Development Proposal

### PUBLIC INFO MEETING:

**VIRTUAL Open House**  
**February 22 to March 8, 2023**  
**Visit [DNV.org/public-meeting](https://dnv.org/public-meeting)**

### PROPOSAL:

Information is preliminary and subject to change

902 – 968 Lytton Street



**31** Units in 6 buildings

**3** Storeys

**65** Parking Spaces



Emily Howard, Anthem Properties  
[ehoward@AnthemProperties.com](mailto:ehoward@AnthemProperties.com)  
604-689-3040

## SPOTLIGHT ON EVENTS

Call 604-990-3520 to find out how to advertise your ticketed event in this space at no cost.

### MUSEUMFLUX: NORTH SHORE CINEMA SERIES

THURSDAY, FEB. 23, 5:30 P.M. - 9 P.M.

### MONOVA: MUSEUM OF NORTH VANCOUVER

MuseumFlux is a FREE monthly movie night highlighting feature films and local work, filmed all or mostly in North Vancouver. FREE admission, comfy beanbag chairs, popcorn by donation, and a cash bar 19+ and two glasses of \$5 martini for cash/ card bar.

For more info: [monova.ca](https://monova.ca)

### WEST AFRICAN MUSIC CELEBRATION WITH KOFI GBOLONYO

FRIDAY, MAR. 3, 8 P.M. - 10 P.M.

### BLUE SHORE FINANCIAL THEATRE OF PERFORMING ARTS

This celebration of life music of Africa will feature works created by our faculty in collaboration with Dr. Kofi Gbolonyo, as well as traditional music from Ghana, West Africa. Above all it will be a concert fueled by a passion for sharing African musical heritage with the larger community. And, yes, by all means, feel free to dance!

For more info: [blueshore.ca](https://blueshore.ca)

### THE SHEPHERD ON THE ROCK & OTHER ART SONGS

TUESDAY, MAR. 7, 10:30 A.M. & 1:30 P.M.

### SILK PURSE ARTS CENTRE

Romantic & epic art songs, including Schubert's Shepherd on the Rock, performed by soprano Robin Dudgeon-Klassen, pianist Julie Begg & pianist Karen Lee-Morlang, in the intimate Silk Purse.

For more info: [silkpursesartscentre.org](https://silkpursesartscentre.org)

Events listed here are supported by the North Shore News.  
Check out more listings on North Shore's online event calendar: [www.nsnorthernnews.com/local-events](https://www.nsnorthernnews.com/local-events)

## 'Golden Girls' living makes financial sense

Continued from page A1

Police Department's victims services unit, where Brown was the co-ordinator and Baxter was a volunteer. Brown had leased the upper two floors of a single-family home and was only just turning her mind to finding a roommate when Baxter suggested herself for the role, even though her kids weren't so sure about the plan.

**“There should be some agreement ahead of time as to who's responsible for what, and what each of you is willing to give to the situation.”**

DAVID BROWN

elling the walk. Brown hired a cleaner to come in from time to time.

“I think it's an excellent idea for someone who wants to age in place but might need assistance with some things,” Brown said. “There should be some agreement ahead of time as to who's responsible for

what and what each of you is willing to give to the situation.”

Financially, it made a lot of sense for both. They were able to live in a much nicer space than they would have otherwise, at a fraction of the cost.

They also had wild dinner parties, dog-sat for one another, and welcomed each other's families visiting from out of province. Brown said she felt a sense of comfort knowing there was someone else present.

It's not for everyone, both Brown and Baxter concede, especially if you aren't willing to be flexible in your habits. But there are ways to make it work. They kept their own spaces clean and did their own cooking. They maintained their separate social lives and “weren't in each other's hip pockets,” Brown said.

Much like the Golden Girls of the 1980s and '90s, a sense of humor is probably a must, Baxter advises.

Brown and Baxter lived as roommates for 10 more years before the house they were renting sold and they sought out other arrangements. (Baxter still lives with roommates who happen to be old family friends).

“They were good years and it worked out really well for us,” Brown said.

“That lasted longer than most of your marriages,” Baxter quipped in response.

Cue the laugh track.

## Meet Me at The Gallery

Art Experiences for Adults and Seniors

Wednesday, March 1 at 10am



The Polygon Gallery  
101 Carrie Cates Court  
Territories of the Squamish, Isklay-Waututh,  
and Musqueam Nations

[thepolygongallery.com](https://thepolygongallery.com)  
[thepolygon.ca](https://thepolygon.ca)

Photo: Adam Brulder

THE  
POLY  
GON



Newspaper Advertisement: North Shore News March 1, 2023

north shore news

WEDNESDAY, MARCH 1, 2023 | A25



West Vancouver Police and RCMP ICARS investigators attend the scene of a fatal collision involving a flatbed truck driver and a senior in West Vancouver Tuesday. (CONTRIBUTOR)

## Police looking for witnesses

Continued from page 1

Shore was under heavy snowfall at the time, but Braithwaite said it was too early to say whether slick road conditions were a factor in the death.

It is a quiet street but Braithwaite said there may have been witnesses to the incident. Investigators will be looking to speak with them, or anyone who may have dashcam or home surveillance footage of

the incident.

It also would likely have been a traumatic scene for anyone who saw it, Braithwaite added, and those people should also get in touch with the department's Victims Services Unit, who can offer support.

Anyone who may have seen what happened is asked to call the department at 604-925-7391.

## Development Proposal

### PUBLIC INFO MEETING:

**VIRTUAL Open House**  
February 22 to March 8, 2023  
Visit [DNV.org/public-meeting](https://dnv.org/public-meeting)

### PROPOSAL:

Information is preliminary and subject to change

902 - 968 Lytton Street



**31** Units in 6 buildings

**3** Storeys

**65** Parking Spaces



**Anthem**

Emily Howard, Anthem Properties  
[ehoward@AnthemProperties.com](mailto:ehoward@AnthemProperties.com)  
604-689-3040

### DEVELOPER INFORMATION SESSION

Mar. 15, 2023, 6:00 p.m. - 7:30 p.m. (Virtual)



Max Tayefi Architect Inc. is holding a virtual information session where interested members of the public are invited to learn about our application for a development variance permit for the expansion of the existing car dealership showrooms and a new 4-storey parking garage at 633 Automall Drive.

#### How to Participate:

Here's the webinar registration link and the corresponding QR code:

<https://webinar.mt-arch.com>

**Applicant Contact:** Max Tayefi Architect Inc.

[info@mt-arch.com](mailto:info@mt-arch.com), 403-608-0646

**Planning Department Contact:** Linden Maultsbaugh Blair

604-980-4217, [lmalt@cityofvancouver.ca](mailto:lmalt@cityofvancouver.ca)

**MT-Arch**  
Max Tayefi Architect Inc.



This meeting is required by the City of North Vancouver as part of the development process.

## WATERMAIN MAINTENANCE

### Is your tap water cloudy?

Watermain maintenance from February to May 2023

District staff are conducting watermain maintenance to provide high-quality tap water in West Vancouver. Annual flushing of sediments in the water system may cause temporary cloudiness.

Your water is safe—sediments are not harmful.

What to expect:

- you might see periodic discoloration in your water
- you may wish to run the cold water tap until water is clear
- chlorination will be increased as necessary, and the water will be dechlorinated before it reaches the drainage system

For more information, contact:  
Utilities Operations Dispatch  
604-925-7100

west vancouver



Notification Signs



Double-sided sign on  
Mount Seymour Parkway



Single-sided sign on  
Lytton



Double-sided sign at corner of Lytton and  
Mount Seymour Parkway

Notification Flyer

# **Notice of a Virtual Public Information Meeting**

*\*This information package is being distributed to the owners and occupants within a minimum of 100 metres of the proposed development site in accordance with District of North Vancouver policy.*

Anthem Properties is holding a Virtual Public Information Meeting to present information regarding the development of 31 three-level townhomes located at 902-968 Lytton Street in North Vancouver. The meeting will include opportunities to ask questions and provide comments.

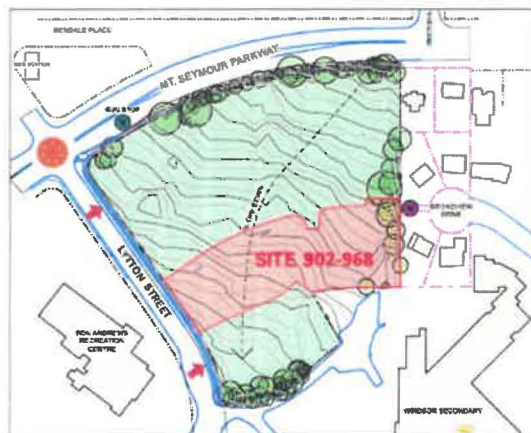
**Please visit the Virtual Public Information Meeting from February 22 to March 8, 2023 at: [www.dnv.org/public-meeting](http://www.dnv.org/public-meeting)**

## **Development Details:**

This application is a Development Permit for Phase 2 of the two-phase Seymour Estates project, located at the corner of Mount Seymour Parkway and Lytton Street. Rezoning was approved for the two-phase project and a Development Permit was issued for Phase 1 in 2021.

In accordance with the approved CD 118 zone, this project intends to deliver: six 3-level townhome buildings (31 homes total, mix of 3-bedroom & 4-bedroom homes), and 65 total vehicle parking spaces (62 residential, 3 visitor) accessed by a new internal road off of Lytton Street. As part of the development, significant off-site improvements to the surrounding street frontage will be provided.

## **Subject Property**



## **Development Rendering**

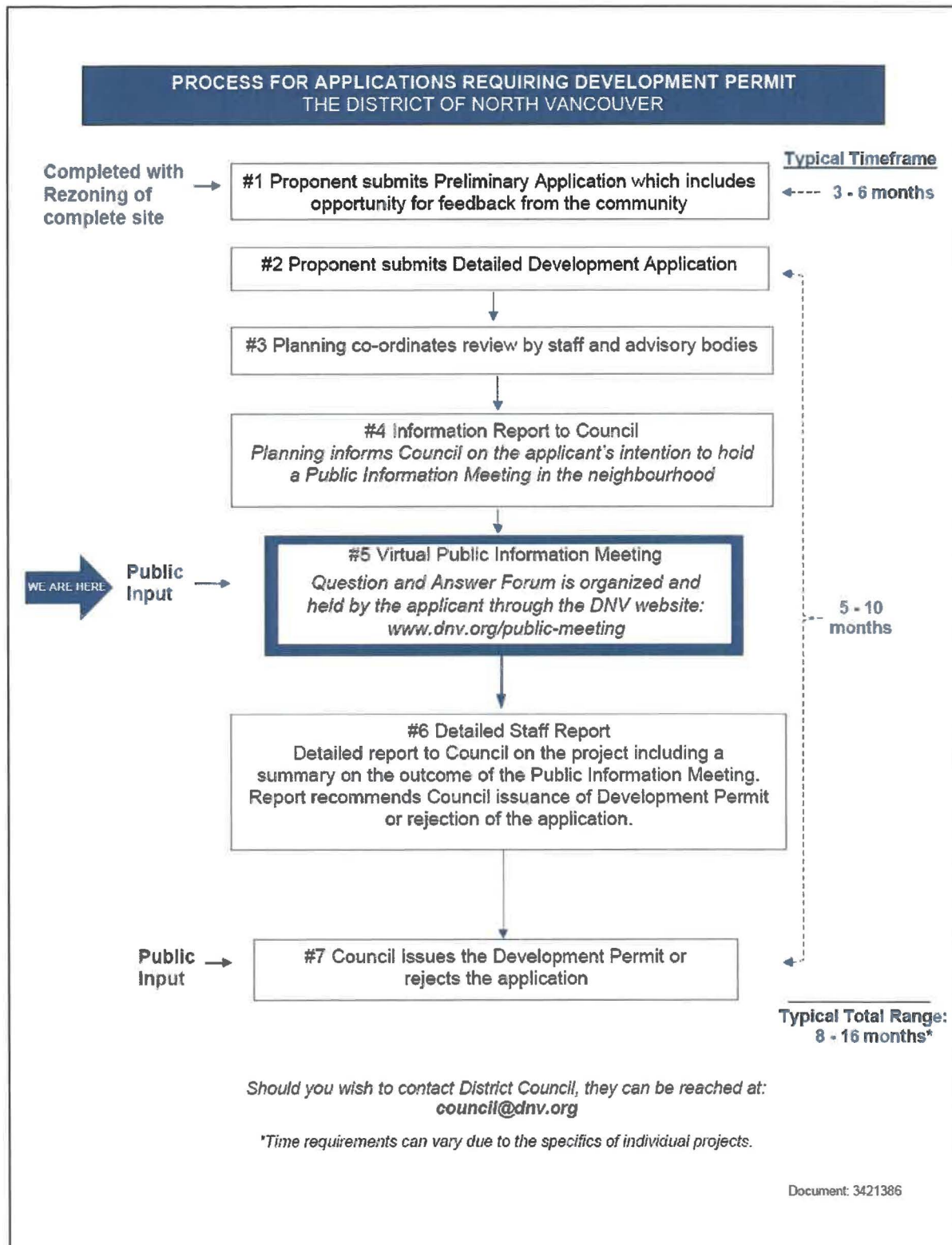


## **For further information please contact:**

Taylor Jenks  
 District of North Vancouver Planning  
 604-990-2428

Emily Howard  
 Anthem Properties  
 604-689-3040





Notification Area Map



100 m mailing radius

**From:** [Taylor Jenks](#)  
**To:** [REDACTED]  
**Bcc:** [Council Liaison](#)  
**Subject:** RE: Lytton Street Development (Seymour Estates)  
**Date:** February 28, 2023 10:00:00 AM  
**Attachments:** [image006.jpg](#)  
[image007.png](#)  
[image008.png](#)  
[image009.png](#)  
[image010.png](#)

---

Good afternoon [REDACTED]

Thank you for your comments regarding the proposed Development Permit at 902 Lytton Street.

Following my discussion with [REDACTED] last week, and your email to Mayor and Council regarding the pedestrian connection to Broadview Drive, I will provide the following:

The pedestrian connection referenced below, was secured during the rezoning phase of the Seymour Estates project in 2021 as a Statutory Right of Way. This is to be used for public passage as you mention, in either direction. While a gate is permitted, impeding the use of the two-way pedestrian connection with a lock or the like would not be permitted and your noting concern for such is appreciated. The comments regarding the removal of the gate for reasons such as wildlife and pedestrian movement will be explored with our environment department and the applicant. The comments regarding fence height along the property line, and additional fencing along the side yards of [REDACTED] will also be explored with both our internal departments, and with the applicant and if appropriate, changes will be amended in the design prior to council consideration. I would be happy to provide you an update once these discussions conclude. If you have additional comments or concerns in the meantime please feel welcome to reach out. Thank you again and all the best.

**Taylor Jenks**  
**Development Planner**



355 West Queens Road  
North Vancouver, BC V7N 4N5  
[jenkst@dnv.org](mailto:jenkst@dnv.org)  
Direct: 604-990-2428



**From:** [REDACTED]

**Sent:** February 23, 2023 8:58 PM

**To:** Mayor's Office DNV <[mayor@dnv.org](mailto:mayor@dnv.org)>; Jordan Back <[backj@dnv.org](mailto:backj@dnv.org)>; Betty Forbes <[forbesb@dnv.org](mailto:forbesb@dnv.org)>; James Hanson <[hansonj@dnv.org](mailto:hansonj@dnv.org)>; Herman Mah <[mahh@dnv.org](mailto:mahh@dnv.org)>; Lisa Muri <[muril@dnv.org](mailto:muril@dnv.org)>; Catherine Pope <[popec@dnv.org](mailto:popec@dnv.org)>

**Subject:** Lytton Street Development (Seymour Estates)

**CAUTION:** This email originated from outside of the DNV. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good evening,

My name is [REDACTED] along with [REDACTED]  
[REDACTED], and I am writing in response to the 902-968 Lytton Street (Seymour Estates, Phase 2) development permit currently being considered. We are happy to see the development



progressing and hopeful to see it filled with new families. When looking at the website however, there were no plans shared for this phase so I contacted the planner who sent me the below drawings (which I have attached and commented on in red). The area I am most interested in is the DNV owned parcel to the south of our property that I have clouded below. I am happy to see it being turned into a pathway but I am hoping that the developer would be required to provide fencing along the property lines of [REDACTED] to maintain privacy. I am also hoping the developer could provide 6' fence panels instead of 4' along these properties - this is the height of the existing panels and while 4' is nice at the gate for visibility, it is too low to provide privacy for the yards of [REDACTED]. I am also curious about the gate at the path as I would have assumed that this pathway could be used as a public access through the development lands so residents could walk to Ron Andrews and the commercial unit being provided by the development but the gate with a latch will not allow passage from east to west. I am wondering if there is a need for a gate at all? An added benefit of this is that we have had a bear back and forth through this area, who has been passing through by repeatedly knocking down fence panels. We assume he will continue thusly with any new fence/gate, hence no gate will allow passage without him knocking fence panels down.

Thank you for your time - it is very much appreciated.

Best regards,

[REDACTED]

**From:** [Taylor Jenks](#)  
**To:** [REDACTED]  
**Subject:** RE: 902-968 Lytton Street - Phase 2 DP  
**Date:** August 09, 2023 3:54:00 PM  
**Attachments:** [image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[image005.png](#)

---

Hi [REDACTED], sorry for the delay in getting back to you as I was out of the office.

With regard to the connection, the developer will be providing the following:

- Gravel pathway continuing from within the site to Broadview Drive
- Fencing being installed along the pedestrian connection in the District Right of Way – starting with a 4' panel nearest the cul-de-sac and stepping up to 6' near the property line;
- Cedar fence along the property line of the subject site; and
- Removal of the gate between the site and the pedestrian connection to allow for the movement of people and wildlife.

These have been secured in the Engineer Service Agreement and will be outlined in the Development Permit for Phase 2 as well. Please let me know if you have any additional questions.

**Taylor Jenks**  
**Development Planner**



355 West Queens Road  
North Vancouver, BC V7N 4N5  
[jenkst@dnv.org](mailto:jenkst@dnv.org)  
Direct: 604-990-2428



**From:** [REDACTED]  
**Sent:** Monday, July 24, 2023 4:55 PM  
**To:** Taylor Jenks <[jenkst@dnv.org](mailto:jenkst@dnv.org)>  
**Cc:** [REDACTED]  
**Subject:** Re: 902-968 Lytton Street - Phase 2 DP

Hi Taylor,

Hope you are having a great summer. Just following up to see what the final outcome for pedestrian connection to Broadview was?

Thanks,  
[REDACTED]

On Feb 23, 2023, at 2:08 PM, Taylor Jenks <[jenkst@dnv.org](mailto:jenkst@dnv.org)> wrote:

Hi [REDACTED],

I wanted to make sure I didn't end the week without getting you a response! Thank you for the follow-up questions; please allow me some time to confirm details of the connection east of the property line, as this was largely secured through the rezoning process, and I will get back to you as soon as I can to discuss further.

Thank you,

**Taylor Jenks**

**Development Planner6**

<image001.jpg>

355 West Queens Road

North Vancouver, BC V7N 4N5

[jenkst@dnv.org](mailto:jenkst@dnv.org)

Direct: 604-990-2428

<image002.png>

<image003.png>

<image004.png>

<image005.png>

**From:** [REDACTED]

**Sent:** Saturday, February 18, 2023 4:53 PM

**To:** Taylor Jenks <[jenkst@dnv.org](mailto:jenkst@dnv.org)>

**Subject:** Re: 902-968 Lytton Street - Phase 2 DP

Hi Taylor,

Thank you for the response (and late on a Friday night too!). The area I am most interested in is actually the area I have clouded below - the connection from the development to Broadview - as no details have been shown for this area. It is currently not a pathway so I am hoping that the developer would be required to provide fencing along the property lines of [REDACTED] to maintain privacy. I am also hoping the developer could provide 6' fence panels instead of 4' along these properties as well - this is the height of the existing panels and while 4' is nice at the gate for visibility, it is too low to provide privacy for the yards of [REDACTED]. I am also curious about the gate at the path as I would have assumed that this pathway could be used as a public access through the development lands to walk to Ron Andrews and the commercial unit being provided by the development but the gate with a latch will not allow passage from east to west.

Thanks again for all your time. It is very much appreciated.

---

**From:** Taylor Jenks <[jenkst@dnv.org](mailto:jenkst@dnv.org)>

**Sent:** February 17, 2023 10:59 PM

**To:** [REDACTED]

**Subject:** RE: 902-968 Lytton Street - Phase 2 DP

Hi [REDACTED],

Thank you for your questions regarding the Development Permit at 902 Lytton. The Pedestrian connection is shown below on a clip from the proposed landscape drawings. The connection includes a sidewalk along the frontage of building 5, which turns to a gravel path as it enters the trees, and connects to the cul-de-sac on Broadview. The

property is delineated from neighbouring sites by a proposed 4' tall Cedar fence and gate, shown in image 2. Please note that the specifics of design are subject to change during review, however the concept remains the same, and the path itself is secured under covenant.

<image009.png>

<image010.png>

If you have additional questions please let me know.

Thank you,

**Taylor Jenks**

**Development Planner**

<image001.jpg>

355 West Queens Road

North Vancouver, BC V7N 4N5

[jenkst@dnv.org](mailto:jenkst@dnv.org)

Direct: 604-990-2428

<image002.png>

<image003.png>

<image004.png>

<image005.png>

**From:** [REDACTED]

**Sent:** Monday, February 13, 2023 11:39 AM

**To:** Taylor Jenks <[jenkst@dnv.org](mailto:jenkst@dnv.org)>

**Subject:** 902-968 Lytton Street - Phase 2 DP

**CAUTION:** This email originated from outside of the DNV. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Taylor,

I am the property owner at [REDACTED] and I noticed that the phase 2 application for this site has been submitted. I am hoping to get further details on the pedestrian connection that is shown between this development site and the end of Broadview Drive on the DNV land. I looked online but there is no landscape drawings for this connection (or any drawings). I am happy to see a connection being made through here but curious as to the details - especially any plans for fencing along this connection.

Thanks for your time,

[REDACTED]

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## AGENDA INFORMATION

☒ Regular Meeting  
☐ Other:

Date: November 06, 2023

Date: \_\_\_\_\_

*gm*  
 Dept.  
 Manager

*dm*  
 GM/  
 Director

*ca*  
 CAO

## The District of North Vancouver REPORT TO COUNCIL

October 20, 2023

Case: PLN2023-00024

File: 08.3060.20/024.23

**AUTHOR: Mina Sami, Planning Assistant**

**SUBJECT: 1431 Crown Street - Sons of Vancouver Distillery LTD -  
 Regularizing An Existing Temporary Outdoor Customer Service Area**

**RECOMMENDATION:**

THAT the resolution included in Attachment 1 of the October 20, 2023 report of the Planning Assistant entitled "1431 Crown Street – Sons of Vancouver Distillery LTD – Regularizing An Existing Temporary Outdoor Customer Service Area" is APPROVED.

**REASON FOR REPORT:**

Sons of Vancouver Distillery LTD has applied to the Province's Liquor & Cannabis Regulation Branch (LCRB) to regularize an existing temporary Outdoor Customer Service Area established during the COVID-19 pandemic. The provincial licensing process has an option to allow local governments to consider the impact of the application and provide

comments to LCRB in the form of a resolution. This report recommends Council send such resolution of Council to the LCRB in support of this application.

**Site Map****BACKGROUND:**

Governed by the *Liquor Control and Licensing Act*, a liquor manufacturer is eligible to apply for a lounge license from the LCRB. This allows on-site liquor consumption as a complementary use to the main manufacturing use.

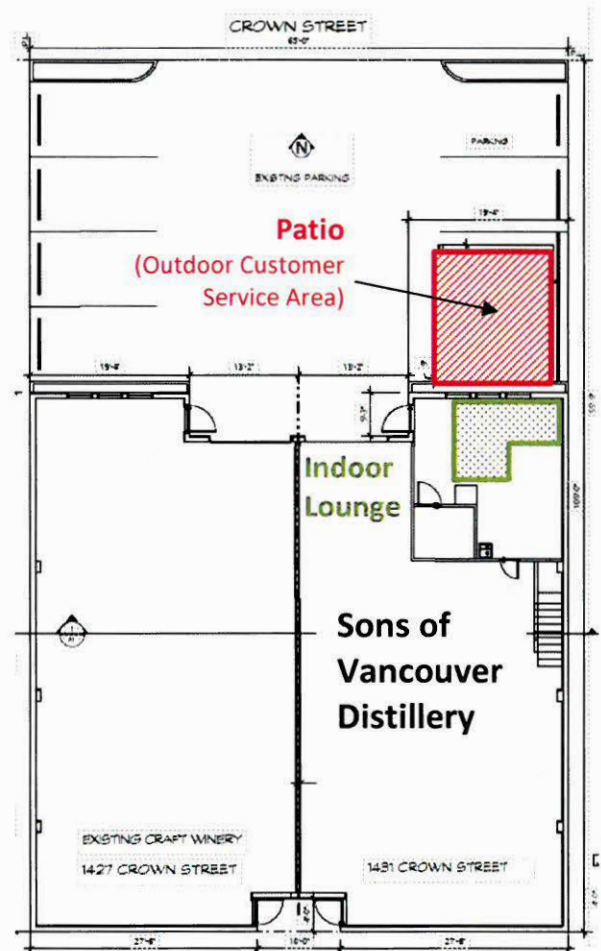
As part of the application review process, the applicant would notify the local government who may then conduct a public input process and provide comments to LCRB in the form of endorsement (support) or concerns.

A local government's public input and comment process is an alternative route to the LCRB conducting the public input process itself and allows the local municipality a greater degree of input when it comes to local impacts. The District has opted-in to conduct the public input process on behalf of LCRB and provide endorsement or concerns.

In 2015, the applicant applied to open a small indoor lounge (see Floor Plan) which allows the business to sell and serve liquor for on-site consumption within that indoor licenced area during the hours of 10:00 am - 12:00am (midnight), Monday – Sunday, with a 10-person occupancy limit. Council passed an endorsement resolution for this small indoor lounge on Monday September 14, 2015.

#### COVID Legacy and Updated Regulations

- In May 2020, in response to the COVID-19 pandemic and the Provincial Health Officer's (PHO) orders, LCRB implemented the *Temporary Expanded Service Area (TESA)* authorizations. A TESA authorizes licensees to temporarily expand their service areas to outdoor areas, without increasing the approved capacity.
- Following suit, in June 2020 the District implemented its own *Temporary Outdoor Business Area (TOBA)* program to allow businesses to continue to serve the community in a safe manner outdoors.
- The applicant applied and set up a TOBA (a.k.a. temporary patio) in front of the building (see Floor Plan) to serve patrons during the pandemic.



**Floor Plan**



- In March 2023, the Province announced the end of the TESA program and directed any Liquor Primary Establishments that have temporary outdoor patios installed during the pandemic to apply to the LCRB to make their temporary liquor service areas fully licenced by the end of 2024.



**Existing Temporary Patio (Outdoor Customer Service Area)**

- In response, in April 2023 the District streamlined its regulations and processes in order to allow a smooth transition for these temporary outdoor patios to be fully complaint to zoning, building and fire codes. Under District zoning, these patios are called Outdoor Customer Service Area (OCSA). It is expected that there will be multiple applications coming forth in the future to regularize TESA to OCSA.
- This application is one such business which has come forward to regularize their temporary existing patio.

## **PROPOSAL:**

Sons of Vancouver Distillery Ltd. is proposing to amend their liquor license (which is a manufacturer's lounge) to include the existing temporary patio that has been in operation during the COVID-19 pandemic.

The existing temporary patio is located at the front of the building (see Floor Plan), adjacent to the parking area, and is approximately 20m<sup>2</sup> in area (224 sq. ft.). It includes two tables with a total of eight chairs, a canopy and a seasonal patio heater. A bartender will take orders from seated patrons on the patio and serve them outside.

There is no proposed change to the existing 10-person occupancy but rather a redistribution of the existing occupancy over the expanded licenced service area.

The service hours for the indoor lounge remain unchanged at 10:00am to 12:00am (midnight) seven days a week; however, the applicant is proposing to reduce the evening service hours for the OCSA portion of the lounge to 11:00pm to mitigate potential outdoor noise concerns.

## **ANALYSIS:**

### Site and Surrounding Area:

The property is located midblock along the south side of Crown Street, in the Lynn Creek Town Centre. The block is bound by Crown Street to the north, a rear lane to the south, Mountain Highway to the east, and Harbour Avenue to the west.

The site is designated in the Official Community Plan (OCP) as “Light Industrial Commercial” (LIC), which enables a mix of industrial, warehouse, office, service, utility and business park type uses.

The site is zoned Light Industrial Zoning (I3) which allows for a variety of industrial uses including light manufacturing, such as the manufacturing of alcoholic spirits. The Outdoor Customer Service Area is considered as accessory to the principal distillery use.

### Policy Alignment

The outdoor patio provides a unique venue for adult socializing where patrons are able to sample products produced on site. This helps build pedestrian vibrancy at the street level while boosting the business viability in the Lynn Creek Town Centre.

The use aligns with the OCP which envisions the Lynn Creek Town Centre as a complete community. It complements current and future residential uses in the area and contributes to Council’s strategic direction of retaining and growing the full spectrum of businesses within the district.

Breweries and distilleries comprise a growing subsector of the manufacturing economy on the North Shore. There are more than a dozen such businesses operating on the North Shore, including six in the district, which demonstrates viability for this local serving sector, its contribution to the local economy, and its potential for future growth.

### Parking

A total of eight off-street parking spaces are available on the property. Two of these spaces are currently occupied by the patio. The District’s Zoning Bylaw requires a total of five off-street parking spaces for the distillery and the neighbouring business located on the property and six spaces are provided. This proposal complies with the parking regulations for the site.

### Public Input

The Liquor and Cannabis Regulation Branch (LCRB) requires that municipalities consider the potential impacts on a community prior to passing a motion on liquor licensing applications. To address the Provincial requirements District staff have completed the following notification in accordance with the District’s policy on Non-Statutory Public Consultation for Development Applications:

- A notice was delivered to 291 neighbouring property owners and tenants within a 100 meter radius
- A Public Notice sign was installed on the site

The public consultation period concluded on October 2, 2023 and seven responses were received.

Five email responses were received from neighbours who supported the proposal and commented that it will be a good addition to the area and the community. They mentioned that with the growth of the town centre and residents in the area, there will be a need for more local amenities like this.

Two responses (one email and one phone call) were received from nearby business owners who noted concerns about parking in the area during business hours.

Staff response – The property is fully compliant with the District's parking requirements. In addition, the parking demand associated with the proposed distillery lounge is expected to be the greatest in the evening hours when the surrounding businesses in the industrial area are closed or operating in a reduced capacity. Engineering is also monitoring demands and shortfalls for on-street parking in the town centre.

Concurrence:

The proposal has been reviewed by relevant departments including Bylaw, Property Use, Building, Fire. There is no issue identified by review groups. No bylaw complaints have received regarding the patio or lounge since it was established in 2020.

The application was sent to external agencies including RCMP for review, no response was received.

The Provincial Liquor Inspector reviewed the proposal and identified no issues or concerns. Once in receipt of Council's input in the form of a resolution, the LCRB will complete further review under their own application review process.

From staff's analysis, the impact on the surrounding community is expected to be minimal as the distillery and the patio are already in operation. In addition, the location in a primarily industrial area will provide a unique venue for adult socializing within the emerging liveable Lynn Creek Town Centre.

**CONCLUSION:**

The proposed regularization of this licensed patio is supportable as it has been in operation for over 3 years without any complaints, there is no change in occupancy, and the impact to the neighbourhood is expected to be minimal.



**SUBJECT: 1431 Crown St - Sons of Vancouver Distillery LTD – Regularizing An  
Existing Temporary Outdoor Customer Service Area**

October 20, 2023

Page 6

**OPTIONS:**

1. That Council pass the attached resolution (Attachment 1) which supports the requested regularizing an existing temporary Outdoor Customer service Area (staff recommendation); or
2. That Council amend, then pass the attached resolution; or
3. That Council recommend to LCRB that the application be denied and provide reasons for that recommendation.

Respectfully submitted,



Mina Sami  
Planning Assistant

**Attachments:**

- 1 - Resolution to the Liquor and Cannabis Regulation Branch
- 2 - Public Input

**SUBJECT: 1431 Crown St - Sons of Vancouver Distillery LTD – Regularizing An  
Existing Temporary Outdoor Customer Service Area**

October 20, 2023

Page 7

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 checked="" type="checkbox"/> Planning _____	

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### **1431 Crown Street - Sons of Vancouver Distillery LTD - Regularizing An Existing Temporary Outdoor Customer Service Area**

At the Council meeting held on November 6, 2023, Council passed the following resolution with respect to the above-referenced application:

“Be it resolved that:

1. The Council has considered the following:
  - The location of the establishment; and
  - The person capacity and hours of liquor service.
2. The Council’s comments on the prescribed criteria are as follows:
  - a) The impact of noise on the community in the vicinity of the proposed establishment:
    - *Noise impacts are expected to be minimal as the location is in a primarily light industrial area, the Outdoor Customer Service Area is located sufficiently far from, and oriented away from, residential lots and service hours contained in this resolution are reasonable for the area.*
  - b) The impact on the community if the application is approved:

*The impact on the community is expected to be minimal for the following reasons:*

    - *The Outdoor Customer Service Area addition is small and does not add to the occupancy of the premises;*
    - *The venue would likely appeal to the nearby growing town centre community;*
    - *The site is a reasonable distance from residential zones; and*
    - *The operations under the manufacturing licence and lounge endorsement at this site have not resulted in negative community impacts.*

3. The Council’s comments on the views of residents are as follows:

Staff completed the following notification procedure in accordance with District Public Notification Policy:

- *A Public Notice sign was placed on the site; and*
- *A notice requesting input was mailed to 291 neighbouring property owners and tenants.*

*A total of seven responses were received. Five responses were received from neighbours who supported the proposal and commented that it would be a benefit to the area and the community. They mentioned that with the growth of the town centre and its residents, there will be a need for more local amenities like this.*

*Two responses were received from nearby business owners who noted concerns about a shortage of parking in the area during business hours. They expressed*

*concern about the use of two on-site parking spaces to accommodate the existing temporary Outdoor Customer Service Area which was established during COVID-19.*

4. The Council recommends the approval of the licence endorsement for the following reasons:

*The requested regularization of this licensed patio with a maximum occupancy of 10 persons over the expanded licenced service area during the below operating hours is supported by District Council. This support is given as:*

- *The establishment is not expected to create noise impacts on the surrounding community;*
- *The Zoning Bylaw permits the requested accessory use to accommodate a 10-person capacity lounge; and*
- *Parking Regulations of the Zoning Bylaw have been met.*

*This support is provided with the provision that there is no change to the existing maximum occupancy of 10 persons for the distillery or changes to service hours of 10:00am to 12:00am (midnight) Monday to Sunday except that the service hours for the Outdoor Customer Service Area are reduced to 10:00am to 11:00pm Monday to Sunday.*



**From:** [REDACTED]  
**To:** [Mina Sami](#)  
**Subject:** Sons of Vancouver  
**Date:** September 17, 2023 1:51:08 PM

---

**CAUTION:** This email originated from outside of the DNV. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi there,

Just wanted to state my full support for the Sons of Vancouver patio. I'm a local resident

[REDACTED]

Feel free to contact me if you have any questions.

Thanks,

**From:** [REDACTED]  
**To:** [Mina Sami](#)  
**Subject:** Notice of Application for a Liquor Licence - 1431 Crown Street  
**Date:** September 19, 2023 4:36:34 PM

---

**CAUTION:** This email originated from outside of the DNV. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Mina.

We are in favour and support the permanent lounge patio as described in your September 2023 letter.

Thank you.

[REDACTED]

**From:** [REDACTED]  
**To:** [Mina Sami](#)  
**Subject:** 1431 Crown St - Liquor License  
**Date:** September 26, 2023 9:45:44 PM

---

CAUTION: This email originated from outside of the DNV. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Mina,

We are residents of [REDACTED] and want to convey our support for the application of Sons of Vancouver Distillery patio.

This is a wonderful establishment that is such a fun party of this growing neighbourhood and want to make sure they are successful for many years to come.

We urge Council to support this application and further the development of the Lynn Creek Town Centre.

Thank you,  
[REDACTED]

**From:** [Mina Sami](#)  
**To:** [REDACTED]  
**Subject:** RE: Liquor licence application - 1431 Crown Street  
**Date:** September 27, 2023 12:00:00 PM

---

Hello [REDACTED]

We would like to express our thanks for reaching out to the District of North Vancouver. To address your concern, as noted in part 10 zoning bylaw (<https://www.dnv.org/sites/default/files/edocs/Zoning%20Bylaw.pdf>) and based on the square footage provided by both businesses, only 5 spaces are needed for the two uses on the property and 8 spaces are currently available. Your feedback is greatly appreciated and will be included in the report to council.

Please let me know if you have further questions or concerns,  
Kind regards,

Mina Sami  
Planning Assistant  
[samim@dnv.org](mailto:samim@dnv.org)

355 West Queens Road  
North Vancouver, BC V7N 4N5

We respectfully acknowledge the original peoples of these lands and waters, specifically the səliłwətał (Tsleil-Waututh), Skwxwú7mesh Úxwumixw (Squamish), and xʷməθkʷəy̓əm (Musqueam), on whose unceded ancestral lands the District of North Vancouver is located. We value the opportunity to learn, share, and serve our community on these unceded lands.

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

**From:** [REDACTED]  
**Sent:** Sunday, September 24, 2023 8:21 AM  
**To:** Mina Sami <[samim@dnv.org](mailto:samim@dnv.org)>  
**Subject:** Liquor licence application - 1431 Crown Street

CAUTION: This email originated from outside of the DNV. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Sir or Madam,

We are [REDACTED] in this area and disapprove of a permanent lounge patio operating from 9:00am to 11:00pm Monday to Sunday at 1431 Crown Street.

There is already an extreme shortage of street parking for customers etc. in our light industrial area and the proposed patio space will compound the problem by removing 2 of their 4 off street parking spaces. These off street parking spaces were originally mandated by the District for each business locations employees, customers and services, and they need to continue to be maintained for this valid purpose.

In addition, there is now a heavy traffic flow on our streets and this patio will add to the traffic flow.

Thank you.

[REDACTED]

Sent from my iPad



**From:** [Brit. Columbia](#)  
**To:** [Mina Sami](#)  
**Subject:** Voice Mail (38 seconds)  
**Date:** September 29, 2023 10:12:04 AM  
**Attachments:** [audio.mp3](#)

---

Hello, Nina. My name is [REDACTED]. I wonder if you could give me a quick call at your convenience. My number is [REDACTED] and I was calling regarding 1431 Crown St. the let your pub. Whatever. Please give me a call when you can. Thank you. Bye, bye.

You received a voice mail from [Brit. Columbia](#)

Thank you for using Transcription! If you don't see a transcript above, it's because the audio quality was not clear enough to transcribe.

[Set Up Voice Mail](#)

**From:** [REDACTED]  
**To:** [Mina Sami](#)  
**Subject:** Sons of Vancouver Public Input Request  
**Date:** September 30, 2023 3:37:05 PM

---

CAUTION: This email originated from outside of the DNV. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello,

I would like to add my support to the proposal for a patio at the Sons of Vancouver distillery.

Increased density in the area will need more local amenities, and this is a good one to compliment the other two social houses in the neighbourhood. Sons of Vancouver is unique in contrast to the two breweries. In particular, Wildeye that also supports a heated patio.

The distillery is a good community partner. I recall that SOV distributed locally bottled hand sanitizer during the initial phases of Covid when stocks were short. The atmosphere is quiet and located separate from residential buildings.

Please support this great local business!

[REDACTED]  
North Vancouver

Sent from my iPhone

**From:** [REDACTED]  
**To:** [Mina Sami](#)  
**Subject:** Re: Sons of Vancouver Distillery Patio  
**Date:** September 30, 2023 10:27:29 PM

---

**CAUTION:** This email originated from outside of the DNV. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi there,

I support Sons of Vancouver Distillery having a patio on a permanent basis. This is a growing business that has won acclaim in the last year for the high standard of their product. This is a small business that has been at this location for a few years now, I think we need to support local businesses as best we can in these trying times.




There have been many new buildings built in the last few years, And more condo buildings are in the process of being built as of today. This has added a lot of people that are living in this area of the District of North Vancouver. There is a need to accommodate people living in the area so that they can utilize the area's amenities.

I have been to this Distillery several times. With the patio, I can easily bring my dog and meet with friends for a drink. It is convenient , comfortable and very welcoming to everyone. I think we should all support businesses such as Sons of Vancouver Distillery to help them keep working towards success.

Yours,

[REDACTED]

AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>November 6, 2023</u>
<input type="checkbox"/> Other:	Date: _____

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

## The District of North Vancouver REPORT TO COUNCIL

October 24, 2023  
File: 01.0570.01/000.000

**AUTHOR:** Genevieve Lanz, Deputy Municipal Clerk

**SUBJECT:** 2024 Council Meeting Schedule

**RECOMMENDATION:**

THAT the 2024 Council meeting schedule is APPROVED.

**REASON FOR REPORT:**

Council must annually approve a schedule of regular public meetings for the forthcoming year. This report will provide Council with the opportunity to consider the proposed 2024 Council meeting schedule.

**SUMMARY:**

At the October 23, 2023 Council Workshop, Council provided direction to amend the proposed 2024 Council meeting schedule by cancelling the December 9<sup>th</sup> workshop and rescheduling the December 16<sup>th</sup> regular meeting to December 9<sup>th</sup>. Those changes have been incorporated into the proposed 2024 Council meeting schedule.

**CONCLUSION:**

Staff are seeking approval of the proposed 2024 Council meeting schedule.

**OPTIONS:**

- 1) Approve the 2024 Council meeting schedule as presented; or,
- 2) Discuss and agree upon further changes and then approve this amended schedule.

Respectfully submitted,

  
Genevieve Lanz  
Deputy Municipal Clerk






Attachment – Proposed 2024 Council meeting schedule

REVIEWED WITH:					
<input type="checkbox"/> Business and Economic	_____	<input type="checkbox"/> Finance	_____	External Agencies:	
<input type="checkbox"/> Bylaw Services	_____	<input type="checkbox"/> Fire Services	_____	<input type="checkbox"/> Library Board	_____
<input type="checkbox"/> Clerk's Office	_____	<input type="checkbox"/> GIS	_____	<input type="checkbox"/> Museum and Archives	_____
<input type="checkbox"/> Climate and Biodiversity	_____	<input type="checkbox"/> Human Resources	_____	<input type="checkbox"/> NSEM	_____
<input type="checkbox"/> Communications	_____	<input type="checkbox"/> Integrated Planning	_____	<input type="checkbox"/> NS Health	_____
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<input type="checkbox"/> Development Engineering	_____	<input type="checkbox"/> Parks	_____	<input type="checkbox"/> RCMP	_____
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<input type="checkbox"/> Engineering Operations	_____	<input type="checkbox"/> Review and Compliance	_____		
<input type="checkbox"/> Environment	_____	<input type="checkbox"/> Solicitor	_____		
<input type="checkbox"/> Facilities	_____	<input type="checkbox"/> Utilities	_____		



## District of North Vancouver

### DRAFT Council Schedule - 2024 DRAFT

	Regular Meeting		Workshop		Council Break (Spring Break, Summer and Winter)
	Statutory Holidays		LMLGA, FCM & UBCM		

All Regular Council meetings & Workshops will be held at the District of North Vancouver Municipal Hall starting at 7 pm unless otherwise indicated.

#### January 2024

Su	Mo	Tu	We	Th	Fr	Sa
	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			

#### February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				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		

#### March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
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17	18	19	20	21	22	23
24/31	25	26	27	28	29	30

#### April 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
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21	22	23	24	25	26	27
28	29	30				

#### May 2024

Su	Mo	Tu	We	Th	Fr	Sa
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

#### June 2024

Su	Mo	Tu	We	Th	Fr	Sa
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23	24	25	26	27	28	29
30						

#### July 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

#### August 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
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25	26	27	28	29	30	31

#### September 2024

Su	Mo	Tu	We	Th	Fr	Sa
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
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#### October 2024

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
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20	21	22	23	24	25	26
27	28	29	30	31		

#### November 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
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17	18	19	20	21	22	23
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#### December 2024

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

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

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

October 24, 2023

File:

**AUTHOR:** Emily Dicken – Director, North Shore Emergency Management

**SUBJECT:** UBCM Community Emergency Preparedness Fund – Indigenous Cultural Safety and Humility Training

**RECOMMENDATION:**

THAT council supports the submission of the application to the Community Emergency Preparedness (CEPF) under the stream of 2023 Indigenous Cultural Safety and Humility Training for the “Paddling Our Canoe Forward: Connecting Cultural Safety and Resilience Planning on the North Shore” project;

AND THAT council commits to the District of North Vancouver providing overall grant management for the project, on behalf of the City of North Vancouver and the District of West Vancouver.

**REASON FOR REPORT:**

A council resolution is required from all municipal partners as part of the submission to Union of BC Municipalities (UBCM).

**SUMMARY:**

North Shore Emergency Management (NSEM) has applied, on behalf of the three North Shore municipalities, to the CEPF under the funding stream, Indigenous Cultural Safety and Humility Training grant for a project titled “Paddling Our Canoe Forward: Connecting Cultural Safety and Resilience Planning on the North Shore”. At this time, the Squamish Nation and Tsleil-Waututh Nation are not participating as a funding partners, but they will contribute as a project partners.

NSEM staff will manage the project and provide periodic updates to the NSEM Strategic Leadership Committee.

**BACKGROUND:**

NSEM in partnership with the Skwxwú7mesh Ocean Canoe Family and International Sustainability Education Foundation (non-profit organization based on the North Shore) will host cultural safety training and resilience planning sessions for the NSEM staff; municipal, Squamish Nation, and Tsleil-Waututh Nation staff who work in the Emergency Operations

Centre (EOC) and on resilience-based initiatives; and, NSEM volunteers. This project takes an innovative and comprehensive regional North Shore-wide approach to cultural safety and humility training led by Tsleil-Waututh (TWN) and Skwxwú7mesh Knowledge Keepers and Elders. The cultural safety training will be centred around paddle-carving and canoe culture which embodies preparedness, resilience, collaboration and safety. Guided by Skwxwú7mesh masters, each municipal participant will carve a paddle while learning about the culture, history, and resilience of the Peoples. NSEM volunteers will carve spoons. This project is co-developed with Indigenous organizations. It works directly with and benefits Indigenous organizations and businesses (catering, tool making, cultural education etc).

Beyond the teachings of paddle carving, participants will also move through cultural safety and humility training that will be specific to the hazards, history and culture of the land and waters known today as the North Shore and will include: skills-based training in intercultural competency and antiracism; Indigenous Rights and Title; the history and legacy of residential schools for the Indigenous Peoples on the North Shore; and, the history of displacement and relocation under the Indian Act. In addition to in-person training, NSEM volunteers will be required to take Indigenous Canada, a 12-lesson Massive Open Online Course (MOOC) from the Faculty of Native Studies, University of Alberta as a prerequisite.

Grant funding for the CEPF is provided by the Province of BC and administered by UBCM. The CEPF is a suite of funding programs intended to enhance the resilience of local governments and their residents in responding to emergencies. Specifically, this subject grant funding stream for Indigenous Cultural Safety and Humility Training is to support eligible applicants to adapt emergency management tools to be inclusive of Indigenous Peoples, and activities related to partnering with, or providing assistance to, Indigenous communities during emergency mitigation, preparedness, response and recovery.

The 2023 CEPF application form was submitted for the November 2023 intake; but Council resolutions from all partners, which can be submitted after the fact, are required to complete the submission.

#### **ANALYSIS:**

##### **Timing/Approval Process:**

The project must be completed within one year from the approval of the grant award.

##### **Concurrence:**

While most project deliverables would be executed by third-party Indigenous contractors owing to the cultural and technical nature of this work, NSEM would oversee and direct the initiative, including collaboration with the District of North Vancouver staff to ensure that the specific needs of the municipality are considered in the project.

The CEPF Indigenous Cultural Safety and Humility Training grant application form was led by NSEM and co-constructed with a representative from the Skwxwú7mesh Ocean Canoe Family and discussed with the Emergency Planning Coordinators from the Tsleil-Waututh Nation and



Squamish Nation. Additionally, the NSEM Operations Committee has provided support for the grant application process and has been verbally briefed.

NSEM will work with municipal Staff from related departments to ensure that the specific needs of each municipality are considered in the project.

**Financial Impacts:**

The maximum available funding for each municipality under this grant is \$30,000. This grant application has been submitted in partnership between the three North Shore municipalities and as result of this partnership the total eligible project funding request from UBCM is for a total of \$85,300.00. The overall cost for the project totals \$95,300.00, with the remaining funds of \$10,000 being allocated to this project from the NSEM Planning Special Projects budget.

**Liability/Risk:**

On October 3, 2023, the Province introduced Bill 31 the Emergency and Disaster Management Act, which will replace the Emergency Program Act. The updated legislation reflects the realities that we now see in emergency management, including the impacts of climate change and shifts in disproportionate social dynamics. It also recognizes the guiding principles and recognition of Indigenous rights and requires coordination and collaboration between municipal and First Nations jurisdictions, including cultural safety training.

To support the transition to the modernized Emergency and Disaster Management Act and adherence to the updated regulations (which will be announced in 2024), NSEM recognizes the requirement to build cultural safety and humility training into its programming.

**Social Policy Implications:**

It has been established by emergency management practitioners that the risks and impacts of disaster events are disproportionately borne by population groups which are already more vulnerable from a health, economic and social perspective. The ability to better understand and address risks faced by members of the community who experience social and economic disparities will reduce negative outcomes faced by them and mitigate potential incremental draws on municipal and other governmental supports and services.

**Environmental Impact:**

Due to the highly intersectional nature of this work, the environment is deeply situated as a core attribute of consideration, with a central focus on the sharing of Traditional Knowledge from Tsleil-Waututh (TWN) and Skwxwú7mesh Knowledge Keepers and Elders. The ultimate goal through this work is to support cross-cultural learning and strengthened relationship across all three municipalities and both Nations specific to the work of Disaster Risk Reduction and resilience building initiatives being led by NSEM.

**Committee Input:**

The NSEM Operations Committee has been briefed on this work and has provided their support.



**Conclusion:**

The grant proposal will enhance greater awareness for cultural safety and humility within the space of public safety and operational readiness for NSEM, the District of North Vancouver, and North Shore project partners, and will increase the level of disaster resilience across the North Shore by strengthening our shared space of relationships.

**Options:**

1. THAT Council supports the submission of the application to the Community Emergency Preparedness Fund under the stream of 2023 Indigenous Cultural Safety and Humility Training for the project titled “Paddling our Canoe Forward: Connecting Cultural Safety and Resilience Planning on the North Shore”;

AND THAT Council commits to the District of North Vancouver providing overall grant management for the project, on behalf of the City of North Vancouver and the District of West Vancouver.

**(Recommended)**

2. THAT Council provides staff with alternative direction.

Respectfully submitted,



Emily Dicken  
Director, North Shore Emergency Management

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"/> Development Engineering	_____	<input type="checkbox"/> Finance	_____		
<input type="checkbox"/> Utilities	_____	<input checked="" 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	_____		
<input checked="" type="checkbox"/> Climate and Biodiversity	_____			<input type="checkbox"/> Library Board	_____
				<input type="checkbox"/> NS Health	_____
				<input type="checkbox"/> RCMP	_____
				<input type="checkbox"/> NVRC	_____
				<input type="checkbox"/> Museum & Arch.	_____
				<input checked="" type="checkbox"/> Other: NSEM	_____
				Ops Committee	_____

## Community Emergency Preparedness Fund Indigenous Cultural Safety and Cultural Humility Training 2023 Application Form

Please complete and return the application form by **November 3, 2023**. Applicants will be advised of the status of their application within 90 days of the application deadline.

Please complete and return the application form in advance of the deadline. All questions must be answered by typing directly in this form. **As all questions are reviewed and scored as part of the adjudication process, please do not leave any questions blank.**

If you have any questions, contact [cepf@ubcm.ca](mailto:cepf@ubcm.ca) or (604) 270-8226 ext. 220.

SECTION 1: Applicant Information	AP _____ (for administrative use only)
Local Government of First Nation Applicant: District of North Vancouver	Date of Application: October 03, 2022
Contact Person*: Emily Dicken	Position: Director, North Shore Emergency Management
Phone: 604 916 2206	E-mail: edicken@nsem.ca
Secondary Contact Person*: Lily Yumagulova	Position: Manager, North Shore Resilience Strategy
Phone: 604-841-6695	E-mail: yumaguloval@nsem.ca

\* Contact persons must be authorized representatives of the applicant (i.e. staff member or elected official).

SECTION 2: For <u>Regional Projects Only</u>
<p><b>1. Identification of Partnering Communities.</b> For all regional projects, please list all of the partnering eligible applicants included in this application. Refer to Section 2 of the 2023 <i>Program and Application Guide</i> for eligibility.</p> <p>District of North Vancouver, District of West Vancouver, and City of North Vancouver</p>
<p><b>2. Rationale for Regional Projects.</b> Please provide a rationale for submitting a regional application and describe how this approach will support cost-efficiencies in the total grant request.</p> <p>The emergency management obligations of the three North Shore municipalities are provided by North Shore Emergency Management (NSEM). NSEM's role supporting the</p>

prevention and response to municipal emergencies is based on the Emergency Programs Act and reinforced by bylaw.

Further, NSEM (and thereby the North Shore municipalities) have mutual support ESS agreements with the two North Shore First Nations - Squamish and Tsleil-Waututh.

The proposed project is collaborative across all three North Shore municipalities and is co-developed with the Squamish Ocean Canoe Family and in collaboration with the emergency management staff from the Squamish Nation and Tsleil-Waututh Nation.

The approach to this work is cost-effective, as these parties will participate in and share the benefits of one project; versus the incremental burden of requiring individual approaches, third-party contracting processes and administrative overhead to achieve the same results individually. From an emergency management perspective, it is integral for the North Shore to implement this project as a region moving towards greater understanding of cultural safety and humility.

### SECTION 3: Project Summary

#### 3. Project Information

- a. Project Title: PADDLING OUR CANOE FORWARD: CONNECTING CULTURAL SAFETY AND RESILIENCE PLANNING ON THE NORTH SHORE
- b. Proposed start and end dates. Start: Feb 2023 End: Feb. 2024

#### 4. Project Cost and Grant Request.

- a. Total proposed project cost: \$95,300.00
- b. Total proposed grant request: \$85,300.00
- c. Have you applied for or received funding for this project from other sources? If yes, please indicate the source and the amount of funding received or applied for:  
We will use internal special projects funding to support this work on the North Shore.

#### 5. Project Summary. Provide a brief summary of your project in 150 words or less.

North Shore Emergency Management (NSEM) in partnership with the Skwxwú7mesh Ocean Canoe Family (SOCF) and International Sustainability Education Foundation (non-profit organization based on the North Shore) will host cultural safety training and resilience planning sessions for the North Shore emergency management staff, municipal, Squamish Nation (SN) and Tsleil-Waututh Nation (TWN) staff who work in the Emergency Operations Centre (EOC) or on the North Shore Resilience Strategy, and NSEM volunteers. This project takes an innovative and comprehensive regional North Shore-wide approach to cultural safety and humility training led by TWN and Skwxwú7mesh Knowledge Keepers and Elders. The cultural safety training will be centred around paddle-carving and canoe culture which embodies preparedness, resilience, collaboration and safety. Guided by Skwxwú7mesh masters, each local government participant will carve a paddle while learning about the culture, history, and resilience of the Peoples. NSEM volunteers will carve spoons. This project is co-developed with Indigenous organizations. It works directly with and benefits Indigenous organizations and businesses (catering, tool making, cultural education etc).

### SECTION 4: Detailed Project Information

#### 6. Proposed Activities. What specific activities will be undertaken as part of the proposed project? Refer to Section 6 of the *Program and Application Guide* for eligibility.

- a. Relationship building:  
In discussion with First Nations leaders as part of the co-design process it was made very clear that this project has to unfold in a series of workshops (not a one-off training event) to build trust and relationships, first and foremost. This relationship building will happen in phases. The first workshop will be hosted in November for NSEM and SN and TWN emergency management staff. At this full one-day



workshop, the participants will carve their own paddle and learn how to help others in the carving process. Through this process, they become helpers for the municipal workshop (modelling NSEM's organizational role on the North Shore). Starting in February (once CEPF grants results are announced), monthly half day workshops will be delivered for the 3 groups (4 workshops for 3 groups =12 workshops total for local government staff) and three workshops for NSEM volunteers. In total, over 60 North Shore municipal, SN and TWN staff and 67 NSEM volunteers will benefit from this training. In these workshops, the participants will carve, share food, and learn about culture safety and humility through a program specific to North Shore First Nations and their traditions and history. Municipal and Nation-based staff participants will also share their stories of how their work contributes to resilience on the North Shore for mutual learning. It is important to note that the workshops will be hosted in rotating locations: the Squamish Ocean Canoe Family Clubhouse (Family to host); Fire Departments; NSEM, TWN, etc. to ensure effective relationship building.

b. Training:

NSEM serves and supports North Shore municipalities and citizens in preparing for, responding to, and recovering from emergencies and disasters. Serving the North Shore area through one office provides increased efficiencies and effectiveness for emergency management programs, an increased volunteer pool, and coordinated planning, response, and recovery strategies. Training will be specific to the hazards, history and culture of the land and waters known today as the North Shore and will include: Skills-based training in intercultural competency, Indigenous Rights and Title, and antiracism; the history and legacy of residential schools for the Indigenous Peoples on the North Shore; History of displacement and relocation under the Indian Act. In addition to in-person training, NSEM volunteers will be required to take Indigenous Canada, a 12-lesson Massive Open Online Course (MOOC) from the Faculty of Native Studies, University of Alberta as a prerequisite.

c. Meeting expenses:

Most venues will be shared in kind as well as meeting materials etc. The workshops will provide meals for participants. Sharing food is a major part of the culture. Rotating Indigenous catering services will be hired to experience the diversity of cultural foods. Please see the budget attached for specific details.

**7. Alignment with funding stream.** Describe how your activities align with the intent of the funding stream to enhance cultural safety and cultural humility in the delivery of local emergency management programs and services.

**To demonstrate the alignment with the funding stream we are sharing a story of resilience of First Nations as First First Responders.** The 1886 Great Fire of Vancouver set ablaze the newly incorporated city and burned down over a thousand buildings. The fire and the people jumping into the dark, cold ocean waters were very visible from the Skwxwú7mes village [Slhá7a ] across the water from Vancouver. As shared by the Skwxwú7mesh Chiacten ("Protocol Keeper"), Wes Nahanee: "At that time, it was most of our slanay, most of our ladies, that were at the village because the men were working at the forts that were going up... The ladies being the ones at the village across the water, started seeing people in need, trying to get away from the fire, and they jumped into their canoes and started paddling across to Vancouver from North Vancouver, picking up people and bringing them back to safety. They sang Sk'dnel Slulum, a paddle song,



because they had travelled all day long, back and forth, back and forth, picking people up. One warrior woman, she had a little different ways, but she brought us teachings of coming together and being one and looking after each other". "Coming together and being one and looking after each other" is the heart of cultural humility training co-designed for this project.

**8. Emergency Management Personnel.** Please indicate who will receive the training.

*Note: training is for emergency management personnel only and not community members.*

The first workshop will be hosted in November for NSEM and SN and TWN emergency management staff. At this full one-day workshop, the participants will carve their own paddle. Through this process, they become helpers for the municipal workshops, which is comprised of municipal and staff from SN and TWN who either work in the EOC or are engaged with the North Shore Resilience Strategy (modelling NSEM's organizational role on the North Shore).

Starting in February (once CEPF grants results are announced), monthly half day workshops will be delivered for the 3 groups (4 workshops for 3 groups =12 workshops total).

The first workshop will be held across aligned municipal departments (e.g., Group 1: Environmental planning/climate action, communications; Group 2: Finance and engineering, corporate services; Group 3 first responders (fire, police, BCEHS) and social planning.

The subsequent workshops will be based on the name draw process.

Two NSEM, SN and/or TWN emergency management staff/per workshop will help at these workshops in rotating roles. In these workshops, the participants will carve, share food, and learn about culture and traditions. Municipal and Nation staff participants will also share their stories of how their work contributes to resilience on the North Shore. (Once we have CEPF grant confirmed).

In total, over 60 North Shore municipal and First Nations EM staff and 67 NSEM volunteers will benefit from this training.

**9. Engagement with First Nations and/or Indigenous Organizations.** In the following questions, please identify the specific bands, Treaty First Nations, and/or Indigenous organizations as well as the specific traditional territory, reserve, or other First Nation's land that may be impacted by the proposed project.

- a. Which First Nations and/or Indigenous organizations were proactively engaged as part of the development of this application?

This project has been co-designed with the Squamish Ocean Canoe Family and in collaboration with Squamish Nation and TWN emergency management staff.

- b. Which First Nations and/or Indigenous organizations will participate in the proposed activities and what specific role will they play?

Squamish Ocean Canoe Family -- co-designers of the project and will facilitate the paddle carving workshops and share the knowledge they hold as it relates to this work.

TWN Knowledge Holders -- co-facilitators for the sessions and will share the knowledge they hold as it relates to the work.

Squamish Nation Staff -- the SN emergency management staff will participate in the initial session and help foster learning in future sessions. The other SN staff will participate in the sessions as participants.

Tsleil-Waututh Nation Staff -- the TWN emergency management staff will participate in the initial session and help foster learning in future sessions. The other TWN staff will participate in the session as participants.

NSEM will also offer spots to ALL self-identified Indigenous staff who work for DNV, CNV and DWV.

Indigenous run catering companies -- will supply all food for each of the events.

- c. Please indicate the extent to which staff and/or elected officials have undertaken Indigenous Cultural Safety and Cultural Humility Training.

DNV, CNV and DWV have all engaged in Cultural Safety and Cultural Humility Training with their senior leadership teams. Each of the three municipalities have developed internal training opportunities for staff at all levels and create staff engagement opportunities specific to events like Truth and Reconciliation Day.

*If applicable, please submit evidence of support for the proposed activities from First Nations and/or Indigenous organizations identified above. This could be in the form of a letter, email, or other correspondence.*

- 10. Engagement with Neighbouring Jurisdictions and Affected Parties.** In addition to Question 1, if applicable, identify any neighbouring jurisdictions and other parties (e.g., equity-denied populations, organizations that participate in cultural safety and humility training) as appropriate to the project. Rural and remote communities may want to consider engaging with regional districts and/or emergency management organizations, and First Nation applicants may want to consider engaging with the First Nations' Emergency Services Society or the First Nations Health Authority.

This project engages all of the neighbouring jurisdictions that comprise the North Shore. As an additional partner that supports emergency response capacity on the North Shore, First Nations Health Authority will be invited to the First Responder paddle carving session.

- 11. Contribution to a comprehensive, cooperative, regional approach, and benefits.** Please describe how your project will contribute to a comprehensive, cooperative, and regional approach to Indigenous cultural safety and cultural humility. What regional benefits will result from this project?

In the case of a major emergency, the North Shore may become isolated and will need to rely on effective response within the three municipalities and two First Nations. By initiating proactive relationship building and raising cultural awareness by providing Indigenous-led cultural safety training, this project will enhance operational relationships on the North Shore to ensure a more culturally safe response and recovery. Even more importantly, it will begin a journey of personal human-to-human relationships building with a goal of broader reconciliation. For example, some of the funding from the workshop that will be paid to the Squamish Ocean Canoe Family will be used by the

Family to organize cultural activities for equity denied groups such as Indigenous youth and residential school survivors.

**12. Alignment with the United Nations Declaration on the Rights of Indigenous Peoples, the Truth and Reconciliation Commission of Canada: Calls to Action, the First Nation Health Authority, and the Sendai Framework for Disaster Risk Reduction.** Describe how your activities aligns with the above.

As a project co-developed with Indigenous organizations and First Nations leaders, this educational journey will be rooted in key UNDRIP articles such as Article 5 that protects Indigenous Peoples' right "to maintain and strengthen their distinct political, legal, economic, social and cultural institutions" and Article 26 that states that "Indigenous peoples have the right to the lands, territories and resources which they have traditionally owned, occupied or otherwise used or acquired."

This project upholds the key TRC principles such as political will, joint leadership, trust-building, accountability, and transparency, as well as a substantial investment of resources. By co-developing the approach through joint leadership and trust-building one carved paddle at a time, as well as direct investment in Indigenous organizations and businesses, the project advances multiple TRC principles at once. At the core, it begins with an individual journey of reconciliation by getting to know the truth and history of the land now know as the North Shore.

The design of this project was in part informed by the First Nations Health Authority and the Health Standards Organization's British Columbia Cultural Safety and Humility Standard, a tool that can empower organizations to address Indigenous-specific racism and build a culturally safe health care environment. Through this project, we seek to apply these tools to the world of emergency management and resilience planning on the North Shore.

The project will focus on understanding shared risk and resilience on the North Shore, as per Sendai priorities. In this project, we go beyond the Sendai Framework that recognizes Indigenous Peoples as vulnerable to recognizing them as full Rights and Title Holders and decision-makers in emergencies as per the new Emergency and Disaster Management Act (EDMA) and Declaration on the Right of Indigenous Peoples Act (DRIPA).

**13.** As outlined in the *Program and Application Guide*, higher application review scores will be given to applications that meet certain criteria. Based on this, will the training activities be:

- ☒ Developed and delivered by an Indigenous organization. If yes, please describe:  
This application has been co-developed and will be delivered by Squamish Ocean Canoe Family.
- ☒ In-person and supportive of social-emotional experiential learning.  
If yes, please describe:  
At its core, this approach is designed to ensure a learning experience that touches both the heart and mind as staff who contribute to resilience and emergency

management on the North Shore and supports them to learn about cultural humility and in the process build a safer region for everyone.

☒ Delivered via Indigenous owned and run facilities, catering, etc.

If yes, please describe:

The following services and products will be delivered by Indigenous-owned businesses or Indigenous organizations from the Squamish Nation and TWN: host venue facility for every opening workshop, catering, speciality tool making, paddle blank making, instruction, cultural education and training, and canoe journeying at the end.

**14. Additional Information.** Please share any other information you think may help support your submission.

It is important to note that the NSEM staff who were part of the co-design of this project are Indigenous staff. All elements of this work have been approached in culturally safe ways that honour protocol and respect Indigenous rights and knowledge.

#### SECTION 5: Required Attachments

Only complete applications will be considered for funding. The following separate attachments are required to be submitted as part of the application:

- ☐ Band Council resolution, Treaty First Nation resolution, or local government Council or Board resolution, indicating support for the current proposed activities and willingness to provide overall grant management.
- ☒ Detailed budget for each component identified in the application. This must clearly identify the CEPF funding request, applicant contribution, and/or other grant funding.
- ☐ For regional projects only: Band Council resolution, Treaty First Nation resolution, or local government Council or Board resolution from each partnering applicant that clearly states their approval for the primary applicant to apply for, receive and manage the grant funding on their behalf.

**SECTION 6: Signature** Applications are required to be signed by an authorized representative of the applicant. Please note all application materials will be shared with the Province of BC and FNESS.

I certify that: (1) to the best of my knowledge, all information is accurate, (2) the area covered by the proposed project is within the applicant's jurisdiction (or appropriate approvals are in place) and (3) we understand that this project may be subject to a compliance audit under the program.

Name: Emily Dicken

Title: Director, NSEM

Signature: *Emily Dicken*

Date: 10/24/2023

*A certified digital or original signature is required.*

*\* Signatory must be an authorized representative of the applicant (i.e. staff member or elected official).*

Submit applications to:

Local Government Program Services, Union of BC Municipalities

E-mail: [cepf@ubcm.ca](mailto:cepf@ubcm.ca)



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Applicant Name: North Shore Emergency Management Office  
 Project Title: The North Shore Cultural Safety Training  
 Cost Estimate Developed By: Emily Dicken  
 Date of Cost Estimate (DD-MM-YYYY): 07/10/2023  
 Cost Estimate Class - A,B,C,D (see guidance below) : Class D

ELIGIBLE COSTS		
	Description	Total Cost
<b>Human Resource Capacity</b>		
Costs associated with human resource capacity	In-kind from NSEM (Project manager and NSEM Director hours split for 17 workshops and two events over a year)	0.00
<b>Sub-Total:</b>		<b>\$0.00</b>

<b>Project Costs</b>		<b>95,300</b>
Costs associated with engagement (*costs are based on a year long project)	Engagement costs, included but not limited to: rental of spaces, equipment rental, catering, and facilitation tools (e.g., sticky notes, sharpies, flip board, etc.)	28,500.00
	Paddle together event (rentals with Takaya Tours; canoe transportation, Indigenous foods)	12,250.00
	Paddle blanks, spoons, and consumables (varnish, sand paper, paint etc)	9,600.00
	Honoraria for Indigenous Protocol, Instructors and Knowledge Keepers Fees	44,950.00
	<b>Analysis Sub-Total:</b>	<b>\$95,300.00</b>

<b>NSEM contribution</b>		
NSEM contribution		10,000.00
<b>NSEM special project budget cash contribution</b>		
<b>Sub-Total:</b>		<b>\$10,000.00</b>
<b>TOTAL ELIGIBLE GRANT COSTS:</b>		<b>\$85,300</b>

INELIGIBLE COSTS		
	Description	Total Cost
<b>TOTAL INELIGIBLE COSTS:</b>		<b>\$0</b>

<b>TOTAL GRANT COSTS (Eligible):</b>		<b>\$85,300</b>
<b>TOTAL PROJECT COSTS (Eligible + Ineligible):</b>		<b>\$95,300</b>

\*Totals must match totals in the Project Costs section of the Application Form and Project Record

#### Cost Estimate Comments

Please add any information that you feel is relevant to your cost estimate

Cost Estimate Classes - definitions & assumptions [sourced from the Association of Professional Engineers and Geoscientists of British Columbia]		
Cost estimate class	Features & Uses	Suggested Contingency for Associated Class
Class A	<ul style="list-style-type: none"> <li>Detailed estimate based on final drawings and specifications</li> <li>Used to evaluate tenders</li> </ul>	±10-15%
Class B	<ul style="list-style-type: none"> <li>Prepared after completing site investigations and studies, and after defining major systems</li> <li>Based on a project brief and preliminary design</li> <li>Used for project approvals and budgetary control</li> </ul>	±15-25%
Class C	<ul style="list-style-type: none"> <li>Prepared with limited site information and based on probable conditions</li> <li>Captures major cost elements</li> <li>Used to refine project definition and for preliminary approvals</li> </ul>	±25-40%
Class D	<ul style="list-style-type: none"> <li>Preliminary estimate based on little or no site information</li> <li>Represents the approximate magnitude of cost, based on broad requirements</li> <li>Used for preliminary discussion and long-term capital planning</li> </ul>	±50%

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