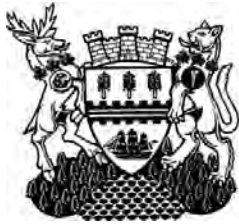


# Considered at the November 12, 2024, Regular Council meeting

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## City of Port Moody Report/Recommendation to Council

Date: November 12, 2024  
Submitted by: Community Development Department – Development Planning Division  
Subject: Rezoning and Housing Agreement (Non-Market Residential Addition)  
2340 Clarke Street (Mara + Natha Architecture)

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### Purpose

1. To provide Council with Rezoning Bylaw No. 3489 for consideration of first, second, and third readings to rezone the property at 2340 Clarke Street from Light Industrial (M1) to General Commercial (C3); and
  2. To provide Council with Housing Agreement Bylaw No. 3490 for consideration of first, second, and third readings.
- 

### Recommended Resolution(s)

**THAT City of Port Moody Zoning Bylaw, 2018, No. 2937, Amendment Bylaw No. 102, 2024, No. 3489 (2340 Clarke Street) (C3) be read a first, second, and third time as recommended in the report dated November 12, 2024, from the Community Development Department – Development Planning Division regarding Rezoning and Housing Agreement (Non-Market Residential Addition) – 2340 Clarke Street (Mara + Natha Architecture);**

**AND THAT Bylaw No. 3489 not be referred to a Public Hearing;**

**AND THAT City of Port Moody Housing Agreement Bylaw, 2024, No. 3490 (2340 Clarke Street) (Non-Market Residential) be read a first, second, and third time;**

**AND THAT a Community Amenity Contribution fee waiver in the amount of \$15,354.00 be approved to facilitate the provision of nine (9) non-market residential units;**

**AND THAT Development Application fees paid in the amount of \$16,030.00 be refunded to facilitate the provision of nine (9) non-market residential units;**

**AND THAT a Building Permit application fee waiver up to \$22,750.75 be authorized to facilitate the provision of nine (9) non-market residential units;**

**AND THAT Council authorize the use of up to \$24,000.00 from the Affordable Housing Reserve Fund to facilitate the provision of nine (9) non-market residential units.**

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# Considered at the November 12, 2024, Regular Council meeting

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## Executive Summary

The House of Omeed has applied to rezone their property at 2340 Clarke Street from Light Industrial (M1) to General Commercial (C3) to allow for a non-market residential use to be constructed above the existing House of Omeed charity. The proposed non-market residential use is to provide transition housing for newcomers and refugees and will be accommodated in a third-storey addition.

In addition to the rezoning application, the applicant has also submitted applications for a Heritage Alteration Permit and Development Permit for Hazardous Lands due to potential for soil liquefaction.

The applicant has consented to a Housing Agreement which will ensure that the residential component remains as non-market residential housing for the purpose of providing newcomers and refugees with transition housing. The term of the Housing Agreement is for the useful life of the building. Housing Agreement Bylaw, 2024, No. 3490 is available for consideration of first, second, and third readings.

If the rezoning is supported, a Heritage Alteration Permit, and Development Permit will be presented to Council at a subsequent meeting for consideration along with the adoption of the Zoning Bylaw Amendment and Housing Agreement Bylaw.

## Background

The City has received rezoning and Heritage Alteration Permit (HAP) applications to allow for a non-market residential use to be permitted in a third-storey addition above the existing House of Omeed charity at 2340 Clarke Street. The subject property is zoned Light Industrial (M1) and the applicant is proposing to rezone the property to General Commercial (C3) to allow for a non-market residential component. A draft of the proposed zoning bylaw is included (**Attachment 1**).

The House of Omeed is a registered not-for-profit charity which provides a range of settlement services for newcomers and refugees. The key services offered by House of Omeed include but are not limited to a culturally sensitive food distribution, English classes, assistance with paperwork, children's programs, and a library.

The application was presented to the Land Use Committee (LUC) on September 9, 2024. The LUC made the following recommendations:

### LUC24/011

THAT the proposed application be endorsed as presented in the report dated September 9, 2024, from the Community Development Department – Development Planning Division, regarding LUC – Rezoning and Heritage Alteration Permit (Non-market residential addition) at 2340 Clarke Street (Mara + Natha Architecture) subject to the applicant and staff addressing the following specific items:

- Further consideration of fire prevention and suppression systems
- Materials being used for building exterior
- Consider increase to ceiling height
- Agreement(s) relating to the maximum duration of stay/intended use as temporary housing

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## Discussion

### Property Description:

The subject site consists of a single lot of approximately 252m<sup>2</sup> (2,717ft<sup>2</sup>) in size, located at 2340 Clarke Street (**Attachment 2**). The lot contains a two-storey building, and vehicular access to the building is provided via an access easement from 2332 Clarke Street.

### Official Community Plan (OCP)

The OCP designates the subject lands as Mixed Use – Moody Centre (**Attachment 3**), which permits both Commercial and Residential uses. This designation permits multi-family residential uses in association with commercial uses.

The subject property is located within the Moody Centre Heritage Conservation Area (HCA). The applicant is required to obtain an HAP which will regulate the form and character of the proposed addition. The HAP will be presented to Council at the time of rezoning bylaw adoption.

The subject property is also located within Development Permit (DP) Area 5 – Hazardous Lands due to potential for soil liquefaction. The DP will be presented to Council at the time of rezoning bylaw adoption.

### Zoning

The subject property is currently zoned 'M1' Light Industrial. The Zoning designation map is included as **Attachment 4**.

### Neighbourhood Context

The following land uses are surrounding the property:

- North: CP Railway and Burrard Inlet;
- East: Light Industrial and Commercial uses, including 2346 Clarke Street, a protected heritage property which is zoned C3;
- West: Light Industrial and vacant land to the west. Further west includes four Heritage Protected properties along the 2300-block;
- South: Commercial and Residential uses to the south, the residential uses are currently single-family homes but are designated for multi-family residential.

## Proposal

### Rezoning

The application proposes to rezone the lands from 'M1' Light Industrial to 'C3' General Commercial to permit a non-market residential use above the existing House of Omeed charity. The non-market residential use consists of transition housing for newcomers and refugees and would be accommodated in a third-floor addition. One accessible transition housing unit will be provided at grade.

In addition to the non-market residential use, the applicant is proposing the following expansions and improvements to the property:

- A two-car garage accessed from the rear lane;
- Increased office space on the second floor; and

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- Rooftop amenity space for transition housing units.

Regarding the non-market residential component, the third-floor addition for transition housing consists of the following components:

- five sleeping units which contain two bunk beds, a kitchenette and bathroom designed to accommodate families of four;
- three sleeping units which contain two to- three bunk beds and have access to two shared bathrooms and one shared kitchen designed to accommodate between four and six people; and
- one accessible sleeping unit at grade with a kitchenette and bathroom designed to accommodate two people.

Based on the architectural plans submitted (**Attachment 5**) approximately 36 individuals can be accommodated in the proposed transition housing.

## **Planning Analysis**

### Land Use

The OCP designates the subject lands as Mixed Use – Moody Centre, which permits both Commercial and Residential uses. This designation permits multi-family residential uses in association with commercial uses. The proposal to construct a one-storey addition above two floors of existing light industrial / commercial uses is consistent with the City's OCP.

The current services offered by House of Omeed include a culturally sensitive food store, and a range of settlement services such as English classes, assistance with paperwork, children's programs, and a library, among others. This unique range of services is seen as a valuable asset to the City and is consistent with Chapter 12 of the OCP – Community Well Being. Sections 12.1 and 12.2 which highlight the importance of social development, personal health, education and childcare. Many of these services are offered by the House of Omeed.

The inclusion of a non-market residential component to offer transition housing for newcomers would integrate well with the existing services offered and create a central hub for newcomers and refugees transitioning into Canada. From a land-use perspective, staff are supportive of the proposed rezoning application as it is compliant with the Moody Centre – Mixed Use designation, implements Community Well Being principles identified in the City's OCP and provides much needed housing for a vulnerable population.

### Heritage Conservation Area

As noted above, the subject property is within the Moody Centre HCA. The existing structure is a two-storey brown brick building which does not have any identifiable heritage features. The building style is significantly newer than the heritage properties along Clarke Street and it is void of any characteristics which are typical for older properties in the HCA. Despite not having significant heritage value, the property is still subject to design guidelines related to form and scale to ensure it is compatible with surrounding heritage properties located on Clarke Street. Staff recognize that there is limited opportunity for the applicant to implement considerable heritage design features due to financial limitations and that the existing structure will remain intact. Final architectural drawings will form part of the future HAP.



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## Parking Variance

The applicant is also requesting a variance for parking requirements from 5 spaces to 2 spaces. The parking is calculated based on the following uses:

Use	Parking Required	Parking Proposed	Variance Requested
Office (1 sp. per 50m <sup>2</sup> )	5 spaces	2 spaces	3 spaces
Non-market residential use	N/A	0	0
<b>TOTAL</b>	5 spaces	2 spaces	3 spaces

The site is currently operating with one parking space, and the applicant is proposing an additional 81.6m<sup>2</sup> of office space as part of the proposed expansion. The applicant has indicated that the increased office space will not result in an additional employee being hired, and that all of their volunteers reach the site by transit.

Given the nature of the non-market residential use, which is for newcomers and refugees, staff would not require any parking spaces to be provided for the transition housing. Based on this staff are supportive of the required variance, which will be presented to Council as part of the future HAP consideration.

## Housing Agreement for non-market residential use

As noted earlier, the temporary transition housing for newcomers would be permitted under the 'non-market residential' use as defined in the City's Zoning Bylaw. In order to ensure that this use remains non-market transition housing for newcomers, a Housing Agreement bylaw is proposed. A draft Housing Agreement Bylaw is included (**Attachment 6**).

## Public Hearing Waiver

Staff are recommending that this application move forward without a Public Hearing. The rationale for waiving the Public Hearing is as follows:

- the application is compliant with the land use designation, Mixed Use – Moody Centre;
- the developer initiated Public Open House was attended by City staff and no members of the Public attended (227 properties were notified);
- the notification sign was installed on August 20th and no comments from the public have been received by staff;
- the applicant is pursuing funding through the CMHC Rapid Housing Initiative and other funding sources, all of which have a cut-off time of March 31, 2025; and
- the BC Building Code 2024 has additional provisions coming into effect on March 10, 2025, which could impact construction costs and jeopardize the project viability.

## Sustainability Report Card (SRC)

A sustainability report card was submitted as part of the application, staff do note that the intent of the SRC is primarily for redevelopment on a larger scale. An addition to an existing building has limited opportunities, particularly in this case where a not-for-profit organization is reliant on external funding sources. A summary of the scores is provided below and the full report is included as (**Attachment 7**).

# Considered at the November 12, 2024, Regular Council meeting

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Pillar	Total possible points	Sum of N/A points	Sum of missed points	Applicant total points	Pillar % score
Cultural Sustainability	56	22	31	3	10
Economic Sustainability	93	7	70	16	19
Environmental Sustainability	172	62	91	19	17
Social Sustainability	165	35	121	9	7

## Other Option(s)

1. THAT the rezoning application, as presented in the report dated November 12, 2024, from the Community Development Department – Development Planning Division regarding Rezoning and Housing Agreement (Non-market residential addition) – 2340 Clarke Street (Mara + Natha Architecture) be given first and second readings, and referred to a Public Hearing.
2. THAT Rezoning Bylaw 3489 be given first reading and prior to consideration of second reading, the application address the following items:  
<list items to be considered>

## Financial Implications

### Request for Fee Waivers and Offsets

Given the House of Omeed's status as a registered not-for-profit charity organization they rely on donations and funding to provide the services which they offer. Based on this, the applicant has made a request to the City to waive the fees associated with their application (**Attachment 7**). Certain fees and contributions such as development and building permit application fees, and Community Amenity Contributions (CACs) can be waived. Whereas payments such as Development Cost Charges (DCCs) and legal fees can be offset through the City's Affordable Housing Reserve Fund.

The following fees are proposed to be waived:

Fee	Amount	Time of payment	Eligible for waiver/refund
Planning – Rezoning	\$6,530	Paid	Yes
Planning – DPA Hazardous Conditions	\$5,000	Paid	Yes
Planning – Heritage Alteration Permit	\$4,500	Paid	Yes
<b>Sub-total of Development Application Fees</b>	<b>\$16,030</b>		
Community Amenity Contributions	\$15,354	Prior to rezoning adoption	Yes
Building Permit Fees (estimated)	\$11,788.75-\$22,750.75	At time of BP application	Yes
<b>Total Waivers requested</b>	<b>\$43,172-\$54,134.75</b>		

# Considered at the November 12, 2024, Regular Council meeting

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The following fees are proposed to be offset by withdrawing funds from the Affordable Housing Reserve Fund (AHRF). At the time of writing this report, the balance in the AHRF is \$1,291,000.

Fee	Amount	Time of payment	Eligible for AHRF funding
Municipal Development Cost Charges (DCCs)	\$17,882.48	Payable prior to BP issuance	Yes
Legal fees for non-market housing agreement	At cost (estimated \$6,000)	Upon completion of Housing Agreement	Yes
<b>Total</b>	<b>\$23,882.48</b>		

The City's Corporate Policy – 10-5080-02 – Affordable Housing Reserve Fund (AHRF) – Guidelines for Allocation of Funds (**Attachment 8**) provides guidelines and criteria for use of funds within the AHRF. The following guidelines are included:

- 1) all requests for the use of AHRF funds will be subject to Council approval.
- 2) to qualify for use of AHRF funds, the proposed project must supply Affordable Housing for Low- and Moderate-income single parent, family, and single-person households, provide funding for Rent Banks supporting Market Renter Households, or fund staff salaries and City projects that support the development of Affordable Housing strategies.
- 3) The AHRF funds can be used towards the following:
  - c) to offset development application and building permit fees associated with a qualifying project;
  - d) to offset Development Cost Charges, or any other such amenity related contributions to which the project would be subject;

Based on the AHRF policy guidelines, staff believe that the municipal development cost charges and legal fees for the non-market housing agreement are eligible to be offset with funds from the City's AHRF.

## Communications and Public Engagement Initiatives

A notification sign on the front of the subject property has been installed, and the Public Hearing meeting information section of the posted sign has been amended to inform the public in advance of first reading consideration that the application will not be referred to a Public Hearing.

The notice of a proposed zoning amendment bylaw without Public Hearing has been mailed to owners and occupants within the 140m notification area of the subject property in advance of first reading consideration in accordance with the Development Approvals Procedure Bylaw and section 467 of the *Local Government Act*.

In addition, a Community Information Meeting was hosted by the House of Omeed on September 24, 2024, from 4:30-7:30 pm. The meeting was attended by City staff and no members of the public came to the event.

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## Council Strategic Plan Goals

The recommendations in this report align with the following Council Strategic Plan Goal(s):

- Strategic Goal 3.1 – Create complete and connected communities through balanced growth; and
- Strategic Goal 3.3 – Enhance community wellbeing.

## Attachment(s)

1. Draft City of Port Moody Zoning Bylaw, 2018, No. 2937, Amendment Bylaw No. 102, No. 3489 (2340 Clarke Street) (C3).
2. Location Map – 2340 Clarke Street.
3. OCP Land Use Map – 2340 Clarke Street.
4. Zoning Map – 2340 Clarke Street.
5. Architectural Drawings – 2340 Clarke Street.
6. Draft City of Port Moody Housing Agreement Bylaw, 2024, No. 3490 (2340 Clarke Street) (Non-Market Residential).
7. Sustainability Report Card – 2340 Clarke Street.
8. Applicant Fee Waiver Request – 2340 Clarke Street.
9. Corporate Policy – 10-5080-02 – Affordable Housing Reserve Fund – Guidelines for Allocation of Funds.

## Report Author

Dejan Teodorovic, MCIP, RPP  
Senior Planner

# Considered at the November 12, 2024, Regular Council meeting

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## Report Approval Details

Document Title:	Rezoning and Housing Agreement (Non-market residential addition) 2340 Clarke Street (Mara + Natha Architecture).docx
Attachments:	<ul style="list-style-type: none"> <li>- Attachment 1 - Draft Zoning Bylaw, 2018, No. 2937, Amendment Bylaw No. 102, No. 3489 (2340 Clarke Street) (C3).pdf</li> <li>- Attachment 2 - Location Map - 2340 Clarke Street.pdf</li> <li>- Attachment 3 - OCP Land Use Map - 2340 Clarke Street.pdf</li> <li>- Attachment 4 - Zoning Map - 2340 Clarke Street.pdf</li> <li>- Attachment 5 - Architectural Drawings - 2340 Clarke Street.pdf</li> <li>- Attachment 6 - Draft Housing Agreement Bylaw, 2024, No. 3490 (2340 Clarke Street) (Non-Market Residential).pdf</li> <li>- Attachment 7 - Sustainability Report Card - 2340 Clarke Street.pdf</li> <li>- Attachment 8 - Applicant Fee Waiver Request - 2340 Clarke Street_Redacted.pdf</li> <li>- Attachment 9 - Corporate Policy - 10-5080-02 - Affordable Housing Reserve Fund - Guidelines for Allocation of Funds.pdf</li> </ul>
Final Approval Date:	Nov 4, 2024

This report and all of its attachments were approved and signed as outlined below:

Tracey Takahashi, Deputy Corporate Officer - Oct 30, 2024

Wesley Woo, Assistant Manager of Planning - Oct 31, 2024

Mary De Paoli, Manager of Policy Planning, for Kate Zanon, General Manager of Community Development - Nov 1, 2024

Tracey Takahashi, Deputy Corporate Officer, for Stephanie Lam, City Clerk and Manager of Legislative Services - Nov 1, 2024

Lindsay Todd, Manager of Communications and Engagement - Nov 3, 2024

Paul Rockwood, General Manager of Finance and Technology - Nov 3, 2024

Anna Mathewson, City Manager - Nov 4, 2024



# City of Port Moody

## Bylaw No. 3489

A Bylaw to amend City of Port Moody Zoning Bylaw, 2018, No. 2937 to allow for a commercial use at 2340 Clarke Street.

The Council of the City of Port Moody enacts as follows:

### 1. Citation

- 1.1 This Bylaw may be cited as City of Port Moody Zoning Bylaw, 2018, No. 2937, Amendment Bylaw No. 102, 2024, No. 3489 (2340 Clarke Street) (C3) .

### 2. Amendments

- 2.1 City of Port Moody Zoning Bylaw, 2018, No. 2937 is amended by rezoning the following land from Light Industrial (M1) to General Commercial (C3):

THE EAST HALF OF LOT 52 E CEPT: PART SUBDIVIDED BY PLAN 908; BLOCK 1 DISTRICT LOT 202 GROUP 1 NEW WESTMINSTER DISTRICT PLAN 55

PID: 001-009-192

as shown on the map in Schedule A of this Bylaw.

- 2.2 Bylaw No. 2937 is further amended by adding the following to section 10.3.2 c. Site Specific:

viii) Non-Market Housing within the ground level Storey on the property legally described as:

THE EAST HALF OF LOT 52 E CEPT: PART SUBDIVIDED BY PLAN 908; BLOCK 1 DISTRICT LOT 202 GROUP 1 NEW WESTMINSTER DISTRICT PLAN 55 (for 2340 Clarke Street – House of Omeed) .

### 3. Attachments and Schedules

- 3.1 The following schedule is attached to and forms part of this Bylaw:

- Schedule A – Location Map.

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Attachment 1

## 4. Severability

4.1 If a portion of this Bylaw is found invalid by a court, it will be severed, and the remainder of the Bylaw will remain in effect.

**Read a first time** this \_\_\_ day of \_\_\_\_\_, 2024.

**Read a second time** this \_\_\_ day of \_\_\_\_\_, 2024.

**Read a third time** this \_\_\_ day of \_\_\_\_\_, 2024.

**Adopted** this \_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
M. Lahti  
Mayor

\_\_\_\_\_  
S. Lam  
City Clerk

I hereby certify that the above is a true copy of Bylaw No. 3489 of the City of Port Moody.

\_\_\_\_\_  
S. Lam  
City Clerk

# Attachment 1 Considered at the November 12, 2024, Regular Council meeting

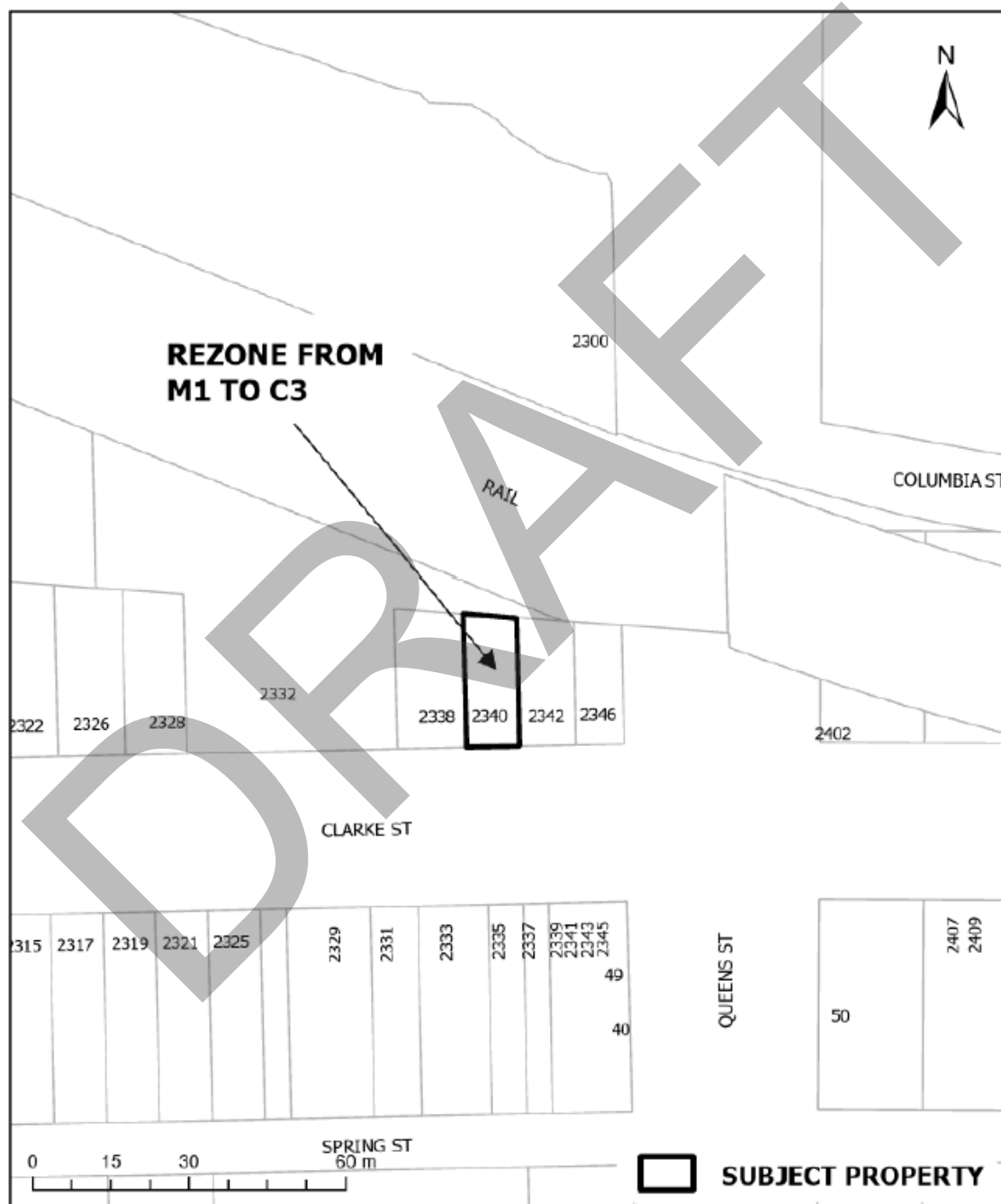
255

Attachment 1

## Schedule A to Bylaw No. 3489 – Location Map

This is a certified true copy of the map referred to in section 2 of City of Port Moody Zoning Bylaw, 2018, No. 2937, Amendment Bylaw No. 102, 2024, No. 3489 (2340 Clarke Street) (C3).

Corporate Officer



File: M:\Mapping Requests - Internal\LOCATION MAPS -(Clarke Street\2340 Clarke Street\2340\_clarke-street\_BYLAW\_Map.pdf

Last Modified: 8/22/2024



# Considered at the November 12, 2024, Regular Council meeting

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Attachment 2

## LOCATION MAP - 2340 Clarke Street

 **SUBJECT PROPERTY**

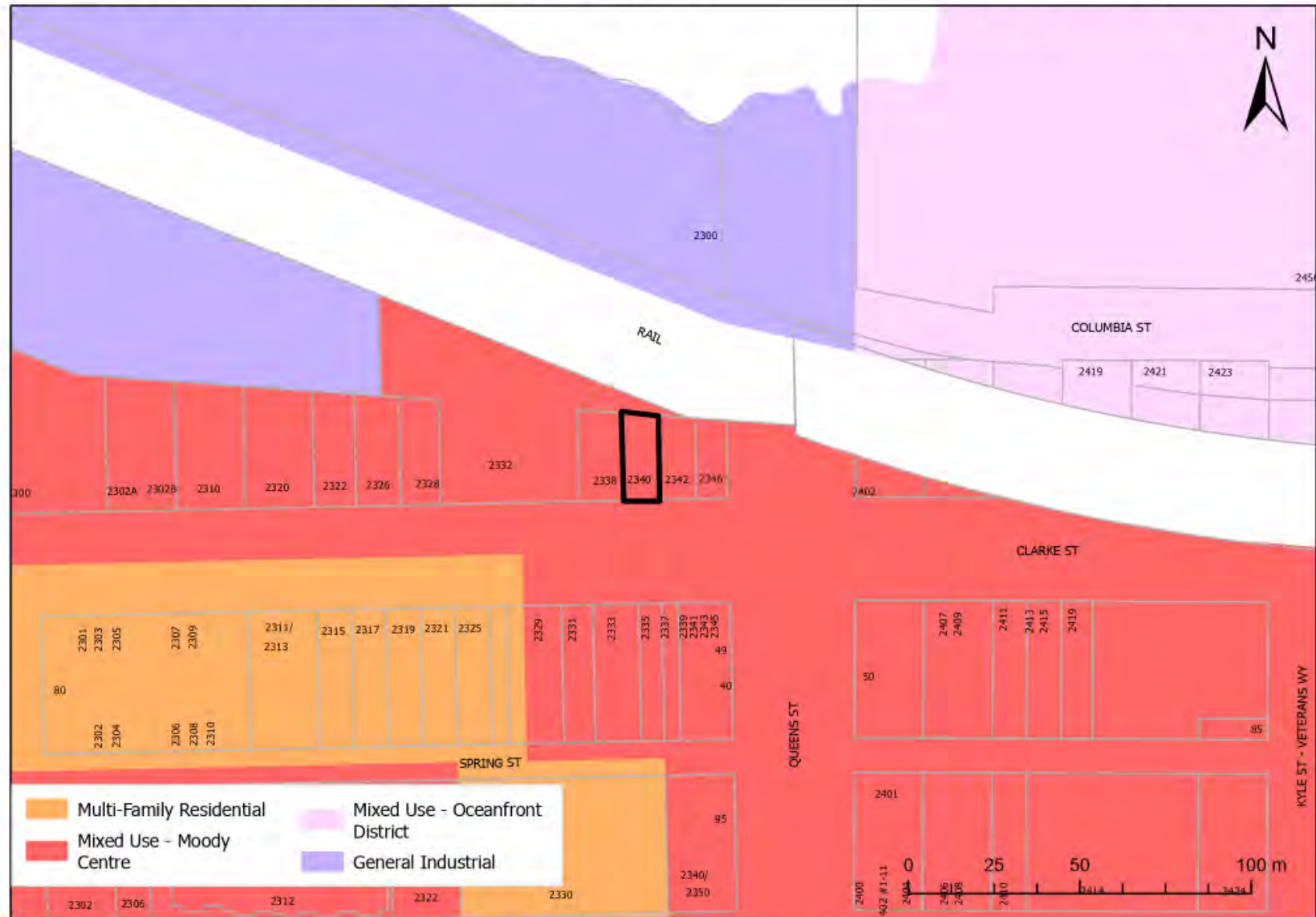


# Considered at the November 12, 2024, Regular Council meeting

## Land Use Designations - 2340 Clarke Street

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 **SUBJECT PROPERTY**



# Considered at the November 12, 2024, Regular Council meeting

Attachment 4

## Zoning Map - 2340 Clarke Street

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 **SUBJECT PROPERTY**



# Considered at the November 12, 2024, Regular Council meeting

## HOUSE OF OMEED (THIRD FLOOR ADDITION)



CONSULTANTS LIST	
<b>OWNER</b>	House of Omeed Contact: Ahmad Zeividavi ahmad@houseofomeed.ca
<b>ARCHITECT</b>	Mara + Natha Architecture Ltd. Contact: Rob Lee, Architect AIBC rob@maranarch.com
<b>STRUCTURAL ENGINEER</b>	GDR Structural Engineers Inc. Contact: George De Ridder MS C, Eng P, Eng george@gdrstruk.ca
<b>MECHANICAL ENGINEER</b>	BSA Engineering Consultants Inc. Contact: Bassam Sabeeh P, Eng, MBA bassam@bsaengineering.ca
<b>ELECTRICAL ENGINEER</b>	VT Engineering Inc. Contact: Wojtek Siedlaczek, P, Eng, LEED AP BD+C wojtekw@vteng.ca
<b>GEOTECHNICAL ENGINEER</b>	Braun Geotechnical Ltd. Contact: Joseph Oh, M, Eng., P, Eng. joseph@braungeo.com
<b>CIVIL ENGINEER</b>	Core Concept Consulting Ltd. Contact: Bruce Duffy bduffy@coreconcept.com

**PROJECT DATA**  
**ZONING ANALYSIS**  
**CRIC ADDRESS**  
 2340 Clarke St, Fort Moody, BC V3H 1Y9  
**LEGAL DESCRIPTION**  
 LR S2, BLOC 1, PLAN HWSPS, DL 202, NWD  
**UB**  
 01-009-192  
**EXISTING ZONING**  
 EXISTING ZONING M1 (LIGHT INDUSTRIAL)  
**M1 PERMITTED PRINCIPAL USE:**  
 ANIMAL DUNGON, COMMERCIAL, ATHLETIC AND RECREATION, LABORATORY, LIGHT INDUSTRIAL, RECYCLING RETURN CENTRE, TRADE SCHOOL, VETERINARY CLINIC, CHILD CARE  
**M1 PERMITTED SECONDARY USE:**  
 ARTIST STUDIO, TYPE B, OFFICE, RETAIL, UNENCLOSED STORAGE, ACCESSORY FOOD STORAGE  
**PROPOSED ZONING**  
 ZONING C3 (GENERAL COMMERCIAL)  
**C3 PERMITTED PRINCIPAL USE:**  
 APARTMENT, ARTIST STUDIO, CHILD CARE, COMMERCIAL, ATHLETIC AND RECREATION, COMMUNITY CARE, HOTEL, OFFICE, PERSONAL SERVICE, RETAIL, FOOD SERVICE, RESTAURANT, RETAIL, WORK-LIVE  
**C3 PERMITTED SECONDARY USE:**  
 HOME OCCUPATION, TYPE A  
**EXISTING BUILDING USE:**  
 OFFICE AND STORAGE (FOOD BANK)  
**PROPOSED USES:**  
 EXISTING OFFICE AND STORAGE (FOOD BANK) WILL REMAIN UNCHANGED-PROPOSED SLEEPING ROOMS AS TRANSITIONAL HOMES ON 1ST & 3RD FLOOR LEVELS  
**LOT DATA**  
 1777 SF (82.3M)  
**MINIMUM LOT AREA AND WIDTH PER C3 ZONE**  
 600M<sup>2</sup> IN AREA AND 15M WIDTH  
**EXISTING BUILDING AREA**  
 1,888 SF (173M<sup>2</sup>)  
**PROPOSED BUILDING AREA**  
 7,538 SF (698M<sup>2</sup>)  
**PROPOSED BUILDING CHARACTERISTICS**  
 BUILDING WILL CONTAIN GROUP C, D & F3 MAJOR OCCUPANCIES WITH COMBINATION OF COMBUSTIBLE AND NONCOMBUSTIBLE CONSTRUCTION WITHOUT SPRINKLER SYSTEM  
**LEVEL 1** WITH GROSS FLOOR AREA OF 2624.0M<sup>2</sup> WILL CONTAIN FOOD STORAGE (GROUP F3 MAJOR OCCUPANCY), SLEEPING ROOMS (GROUP C MAJOR OCCUPANCY)  
**LEVEL 2** WITH GROSS FLOOR AREA OF 2245M<sup>2</sup> WILL CONTAIN OFFICES (GROUP D MAJOR OCCUPANCY)  
**LEVEL 3** WITH GROSS FLOOR AREA OF 2670.0M<sup>2</sup> WILL CONTAIN SLEEPING ROOMS (GROUP C MAJOR OCCUPANCY)  
**ZONE REGULATIONS (EXISTING CONDITION, EXISTING ZONE M1 AND PROPOSED C3 ZONE)**  
**MAXIMUM FLOOR AREA RATIO:**  
**EXISTING PERMITTED MAXIMUM FLOOR AREA**  
 EXISTING - 1ST AND 2ND FLOOR LOT AREA - 1777 M<sup>2</sup> x 147 M = 252,219 M<sup>2</sup> - 1.29  
**REQUIRED PER C3 ZONE - N/A**

PROPOSED GFA				
Name	Area (SqF)	Area (m <sup>2</sup> )	Lot Size	Density
PROPOSED 2ND FLOOR	2588 SF	240.4 m <sup>2</sup>	252 m <sup>2</sup>	0.96
PROPOSED 1ST FLOOR	2220 SF	205.0 m <sup>2</sup>	252 m <sup>2</sup>	0.86
PROPOSED 3RD FLOOR	2730 SF	252.7 m <sup>2</sup>	252 m <sup>2</sup>	0.97
Grand total 3	7538 SF	698.1 m <sup>2</sup>		2.71

**MAXIMUM HEIGHT:**  
 REQUIRED PER EXISTING M1 ZONE: 8M  
 EXISTING: 8M AND 2 STOREYS  
**REQUIRED PER EXISTING M1 ZONE: 8M AND 2 STOREYS**  
 PROPOSED: 8.5M AND 3 STOREYS  
**MAXIMUM LOT COVERAGE:**  
 REQUIRED PER EXISTING M1 ZONE - N/A  
 EXISTING: 115 M<sup>2</sup> / 252 M<sup>2</sup> = 45.6%  
**REQUIRED PER C3 ZONE - N/A**  
 PROPOSED: 240.4 M<sup>2</sup> / 252 M<sup>2</sup> = 95.4%  
**MINIMUM FRONT LOT LINE SETBACKS:**  
**REQUIRED PER EXISTING M1 ZONE: 3.0M**  
 EXISTING: 3.28M  
**REQUIRED PER C3 ZONE - N/A**  
 PROPOSED: 0.31M  
**MINIMUM SIDE LOT LINE SETBACKS:**  
**REQUIRED PER EXISTING M1 ZONE:**  
 0.9M FROM AN INTERIOR LOT LINE AND 3.0M FROM AN EXTERIOR LOT LINE  
 EXISTING: 0.9M & 0.93M  
**REQUIRED PER C3 ZONE:**  
 1.5M EXCEPT IF SHALL BE 0.9M WHERE ABUTTING A COMMERCIAL ZONE AND 3.0M FOR AN EXTERIOR LOT LINE  
 PROPOSED: 0.9M & 0.93M  
**MINIMUM REAR LOT LINE SETBACKS:**  
**REQUIRED PER EXISTING M1 ZONE:**  
 0.9M FROM THE REAR LOT LINE EXCEPT WHERE THE REAR LOT LINE IS CONTIGUOUS TO A RAILWAY RIGHT-OF-WAY IN WHICH CASE, THE BUILDING MAY BE SET 0.9M FROM THE REAR PROPERTY LINE  
 EXISTING: 0.5M AND 7.5M  
**REQUIRED PER C3 ZONE:**  
 NONE REQUIRED, EXCEPT WHERE A LOT LINE ABUTS OR IS SEPARATED BY A LANE FROM A RESIDENTIAL ZONE. IT SHALL BE 3.3M  
 PROPOSED: 0.5M AND 1.8M

**OFF STREET PARKING PER SECTION 6.2 OF ZONING BYLAW**  
 NUMBER OF REQUIRED PARKING TO ROUND UP FOR FRACTION GREATER THAN 0.5 AND ROUND DOWN FOR FRACTION EQUAL OR LESS THAN 0.5  
**PARKING REQUIRED**  
 • SLEEPING UNITS (TRANSITORY HOMES): NO PARKING REQUIREMENT WAS SPECIFIED UNDER ZONING BYLAW  
 • VISITOR PARKING FOR TRANSITORY HOMES: NO PARKING REQUIREMENT WAS SPECIFIED UNDER ZONING BYLAW  
 • OFFICE SPACE = 4 STALLS (1 SPACE PER 60M<sup>2</sup> (222m<sup>2</sup> / 50 m<sup>2</sup> = 4.44)  
**TOTAL REQUIRED: 4 STALLS**  
 EXISTING= 1 SPACE AT THE REAR OF BUILDING  
**TOTAL PARKING STALLS PROPOSED: 2**  
**REQUEST FOR PARKING VARIANCE OF 2 STALLS FOR OFFICE SPACES.**



Architect: Robert H. Lee, Architect AIBC  
 Mara + Natha Architecture Ltd.  
 2025 - 2418 St Johns St., Fort Moody,  
 BC V3H 2B1  
 (1) 604-420-2233  
 rob@maranarch.com  
 www.maranarch.com

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NO.	REVISION	DATE
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Sign & Seal  
 Project Title:  
**HOUSE OF OMEED ADDITION**

2340 Clarke St, Fort Moody, BC V3H 1Y9  
 Project No. 240203  
 Project Start Date 240203  
 Sheet Title Scale: 3" = 1'-0"  
**PROJECT DATA**

















# Considered at the November 12, 2024, Regular Council meeting

264

Attachment 1

Attachment 5



**Mara + Natha**  
ARCHITECTURE

Architect: Robert H. Lee, Architect ABC  
Mara + Natha Architecture Ltd.  
2025 - 2018 St Johns St., Port Moody,  
BC V3H 2B1  
(778) 604-4202/2333  
rob@maranatharch.com  
www.maranatharch.com

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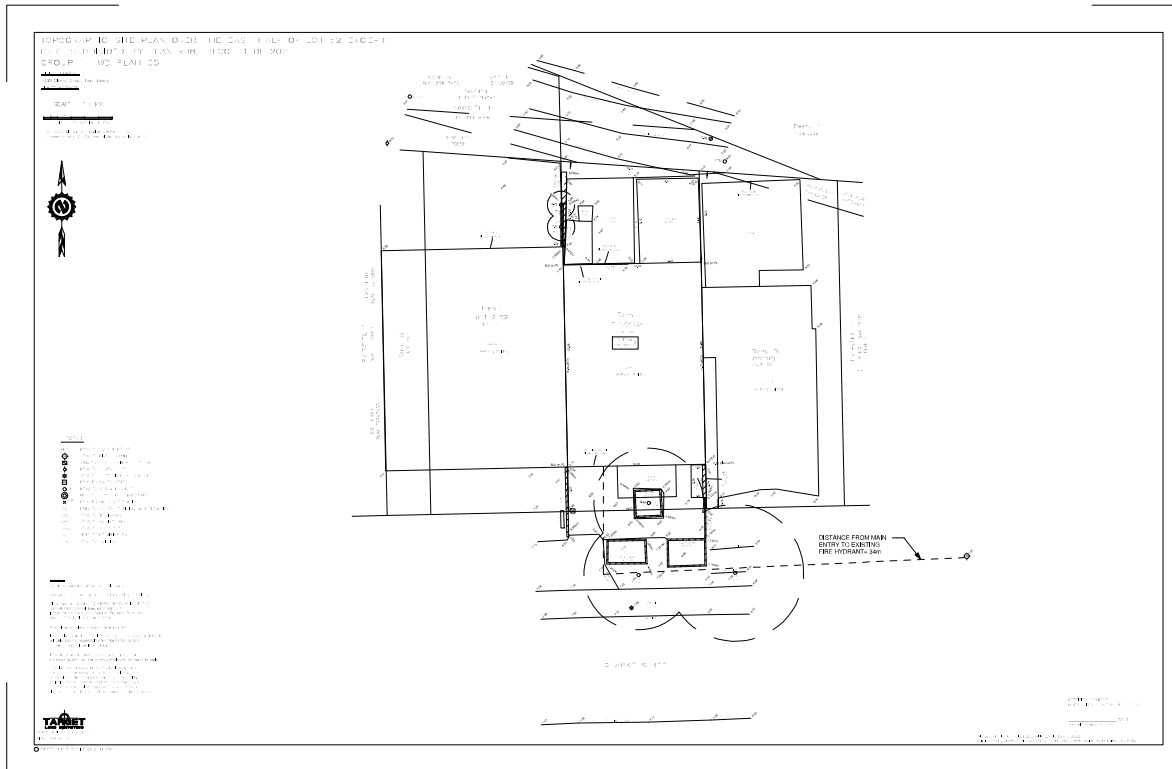

1. PREPARED FOR PERMIT	2024/05/05
2. DESIGN FOR CONSTRUCTION	2024/06/05
3. PRELIMINARY PERMIT REVIEW	2024/06/20
4. PRELIMINARY PERMIT REVIEW	2024/06/27
5. PERMIT REVIEW	2024/06/27

Revisions:



Sheet: 8 of 8  
Project Title: HOUSE OF OMEED ADDITION  
2340 Clarke St, Port Moody, BC V3H 1Y8  
Project No.: 240203  
Project Start Date: 240203  
Sheet Title: REAR VIEW RENDER  
Scale:

  
**A001.4**



**Mara+  
Natha**  
ARCHITECTURE

Architect: Robert H. Lee, Architect ABC  
**Mara + Natha Architecture Ltd.**  
 2022 - 2018 St Johns St., Port Moody,  
 BC V3H 2B1  
 (+1) 854-420-2233  
 info@maraarch.com  
 www.maraarch.com

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PROJECT NO.	240203
PROJECT NAME	HOUSE OF OMEED ADDITION
DATE	2024-10-19
SCALE	1/4" = 1'-0"
REVISIONS	ISSUED FOR PERMITS



Sign & Seal  
 Project Title  
**HOUSE OF OMEED ADDITION**  
 2340 Clarke St, Port Moody, BC V3H 1Y8  
 Project No. 240203  
 Project Start Date 240203  
 Sheet Title Scale: 1/4" = 1'-0"  
**SITE SURVEY**

**A002**









# Considered at the November 12, 2024, Regular Council meeting



Architect: Robert H. Lee, Architect ABC  
**Mara + Natha Architecture Ltd.**  
 2025 - 2018 St. Johns St., Fort Moody,  
 BC V8H 2B1  
 (1) 604-420-2233  
 info@maraarch.com  
 www.maraarch.com

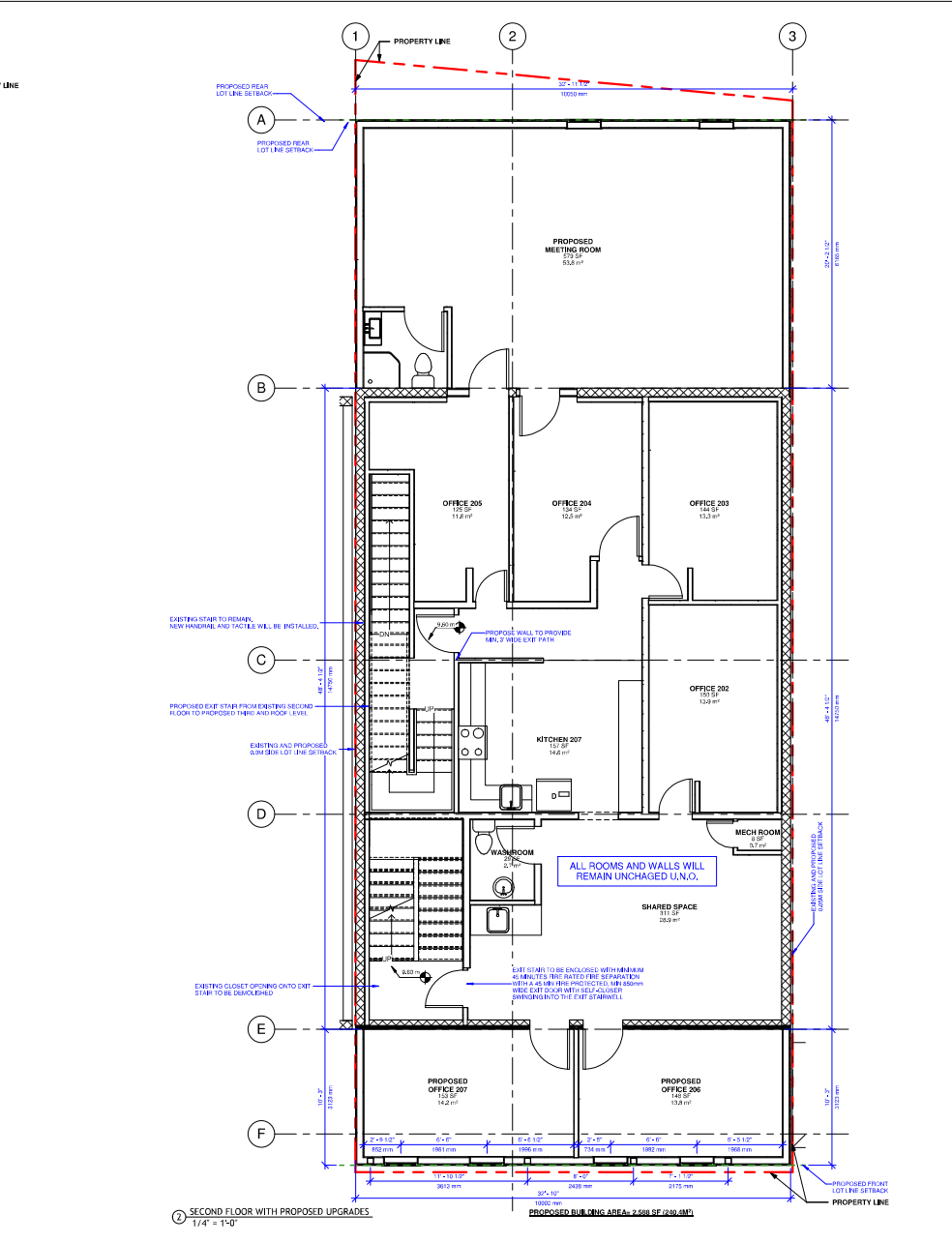
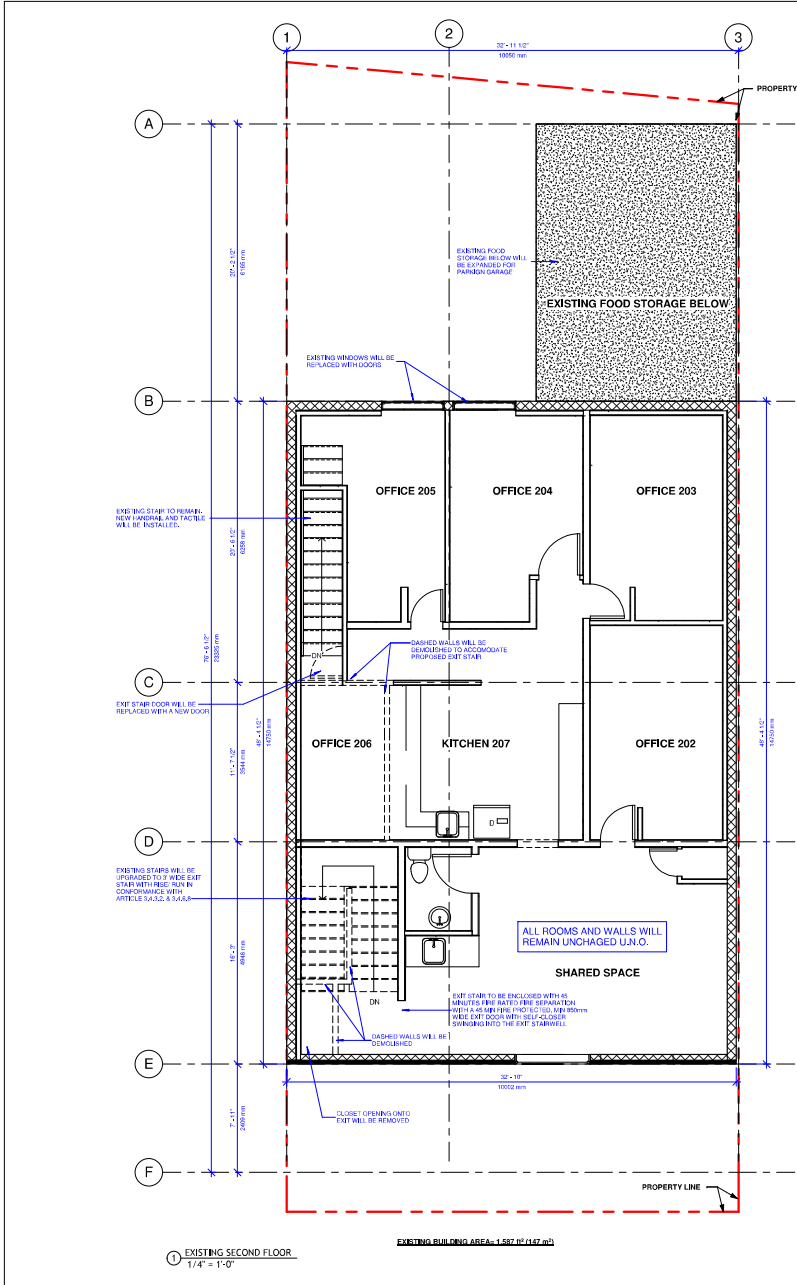
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1. SCHEDULED FOR REVIEW	2024-10-15
2. REVIEW FOR APPROVAL	2024-10-22
3. REVIEW FOR PERMIT	2024-10-29
4. REVIEW FOR PERMIT	2024-11-05
5. REVIEW FOR PERMIT	2024-11-12
6. REVIEW FOR PERMIT	2024-11-19
7. REVIEW FOR PERMIT	2024-11-26
8. REVIEW FOR PERMIT	2024-12-03
9. REVIEW FOR PERMIT	2024-12-10
10. REVIEW FOR PERMIT	2024-12-17
11. REVIEW FOR PERMIT	2024-12-24
12. REVIEW FOR PERMIT	2025-01-07
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14. REVIEW FOR PERMIT	2025-01-21
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99. REVIEW FOR PERMIT	2026-09-14
100. REVIEW FOR PERMIT	2026-09-21



Site: 5 and  
 Project Title:  
**HOUSE OF OMEED ADDITION**  
 2340 Clarke St., Port Moody, BC V8H 1Y8  
 Project No. 240203  
 Project Start Date 240203  
 Sheet Title Scale: 1/4" = 1'-0"  
**EXISTING AND PROPOSED SECOND FLOOR PLAN**





# Considered at the November 12, 2024, Regular Council meeting

270

**Mara + Natha**  
ARCHITECTURE

Architect: Robert H. Lee, Architect ABC  
Mara + Natha Architecture Ltd.  
2025 - 2418 St. Johns St., Port Moody,  
BC V3H 2B1  
(778) 604-4202/2233  
rd@maranatha.com  
www.maranatha.com

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NO.	DESCRIPTION	DATE
1	PREPARED FOR PERMIT	2024-09-25
2	REVISED FOR OWNER REVIEW	2024-09-25
3	REVISED FOR OWNER REVIEW	2024-09-25
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100	REVISED FOR OWNER REVIEW	2024-09-25



Sheet 5 of 5  
Project Title: HOUSE OF OMEED ADDITION

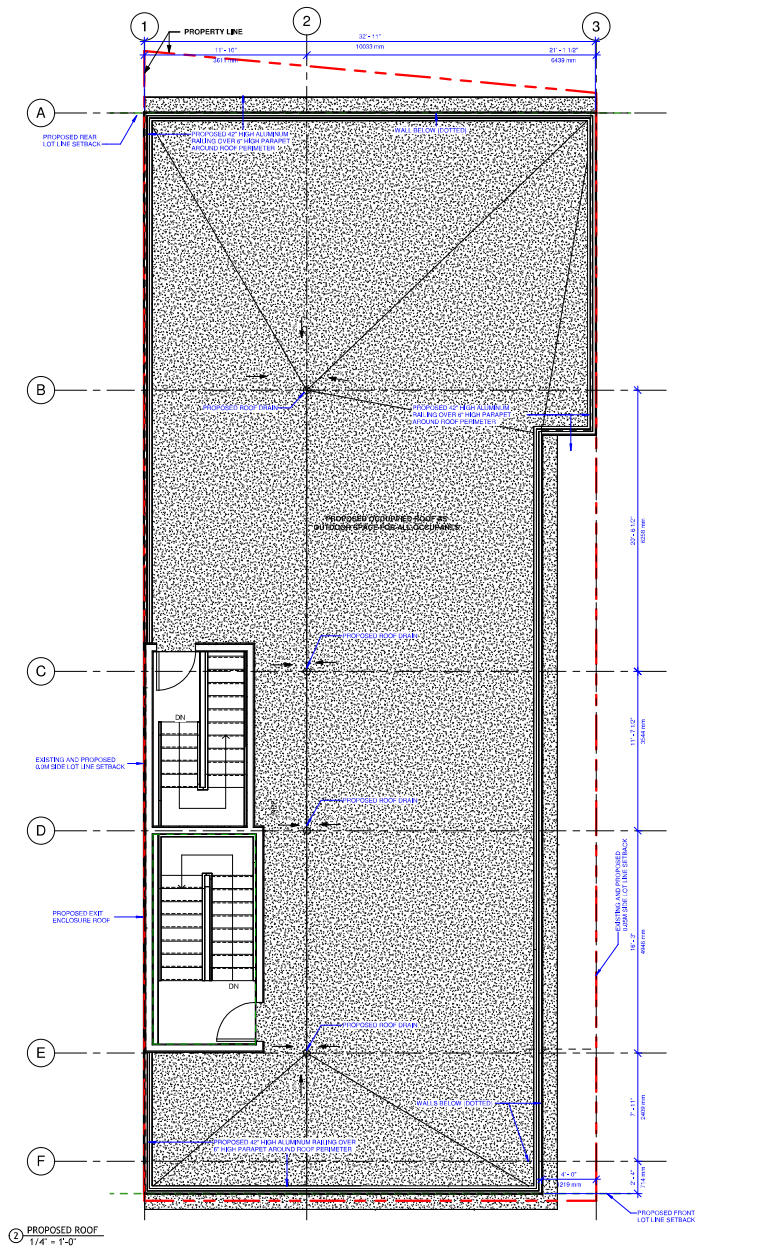
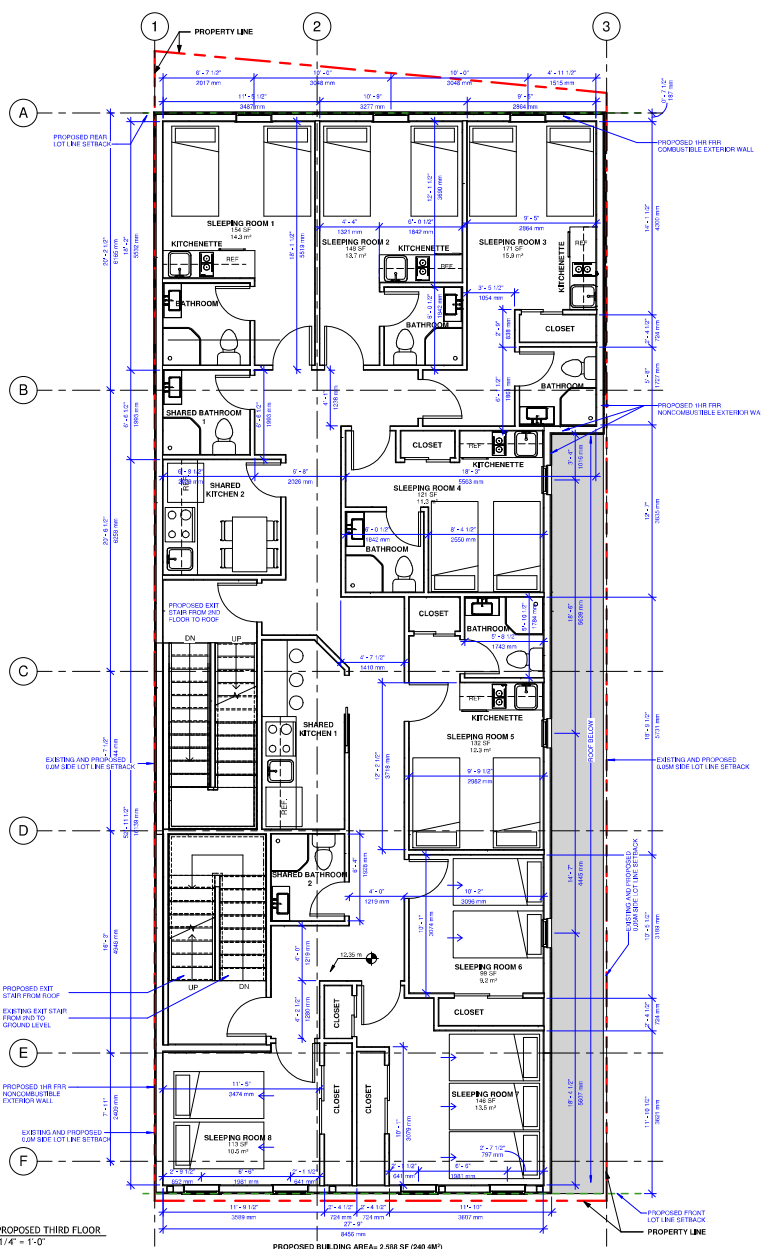
2340 Clarke St., Port Moody, BC V3H 1Y8

Project No. 240203

Project Start Date: 240203

Sheet Title: Scale: 1/4" = 1'-0"  
PROPOSED THIRD FLOOR ADDITION & ROOF PLAN

**A103**



# Considered at the November 12, 2024, Regular Council meeting

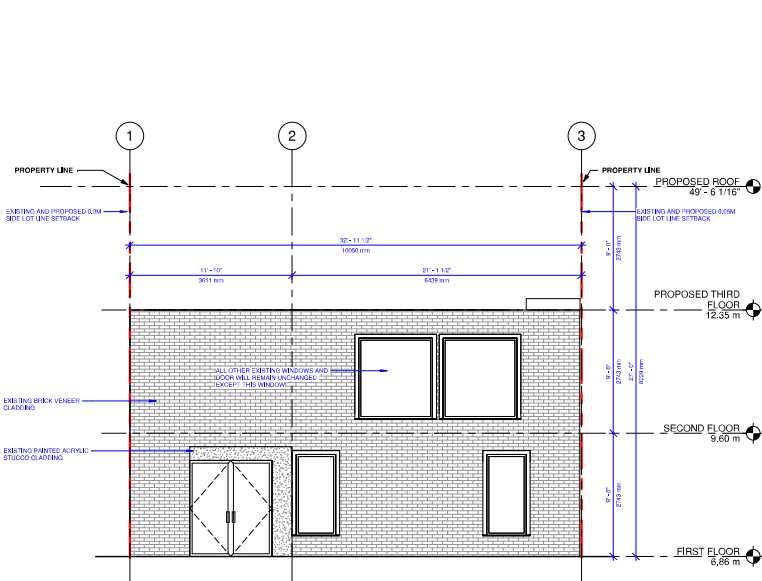
271

**Mara + Natha**  
ARCHITECTURE

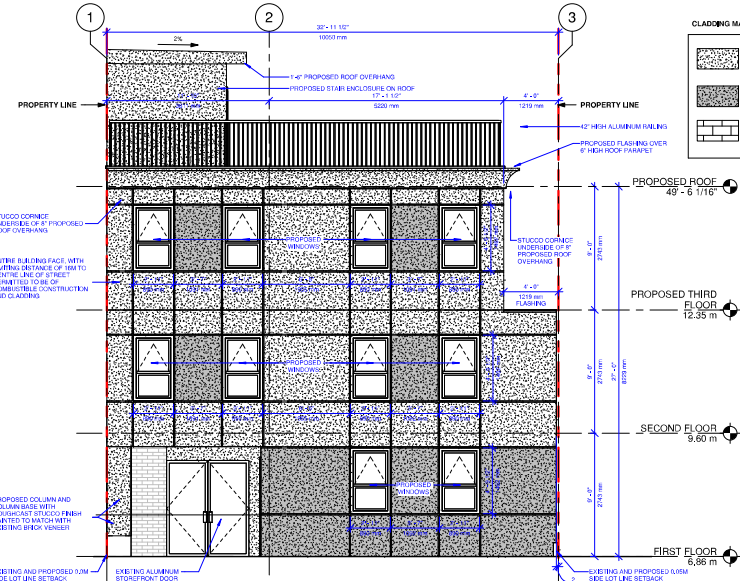
Architect: Robert H. Lee, Architect ABC  
Mara + Natha Architecture Ltd.  
2025 - 2414 St Johns St., Port Moody,  
BC V3H 2B1  
(778) 804-4202/2333  
info@maranatha.com  
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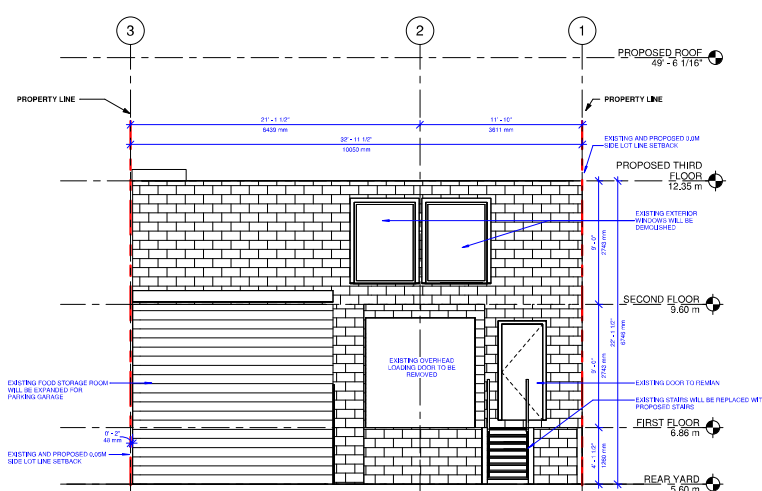
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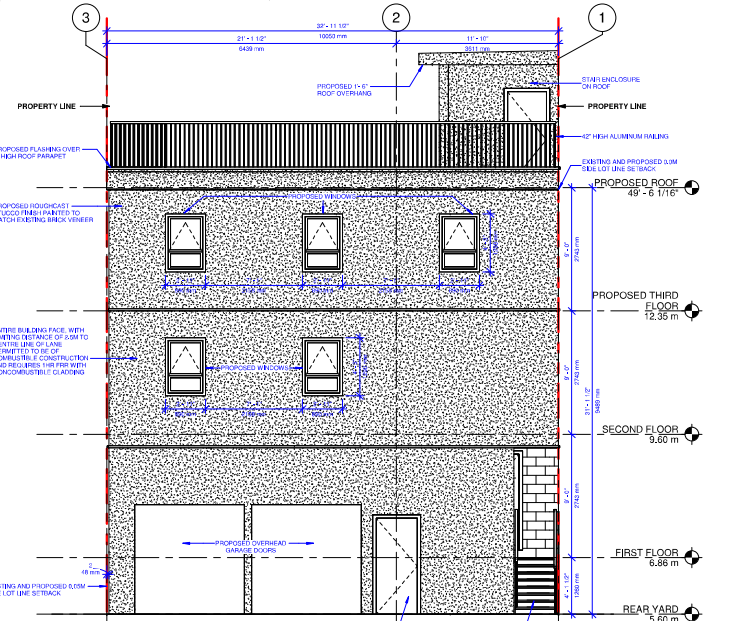
1 EXISTING SOUTH ELEVATION  
1/4" = 1'-0"



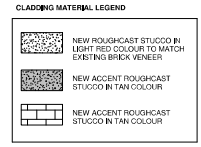
2 PROPOSED SOUTH ELEVATION  
1/4" = 1'-0"



3 EXISTING NORTH ELEVATION  
1/4" = 1'-0"



4 PROPOSED NORTH ELEVATION  
1/4" = 1'-0"



NO.	REVISION	DATE
1	REDESIGNED FOR PERMIT	2024-09-05
2	REVISED FOR OWNER REVIEW	2024-09-05
3	REVISED FOR OWNER REVIEW	2024-09-05
4	REVISED FOR OWNER REVIEW	2024-09-05
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99	REVISED FOR OWNER REVIEW	2024-09-05
100	REVISED FOR OWNER REVIEW	2024-09-05



Step 5 Seal  
Project Title: **HOUSE OF OMEED ADDITION**  
2340 Clarke St., Port Moody, BC V3H 1Y8  
Project No.: 240203  
Project Start Date: 240203  
Sheet Title: Scale: 1/4" = 1'-0"  
**NORTH SOUTH BUILDING ELEVATIONS**

**A200**



# Considered at the November 12, 2024, Regular Council meeting

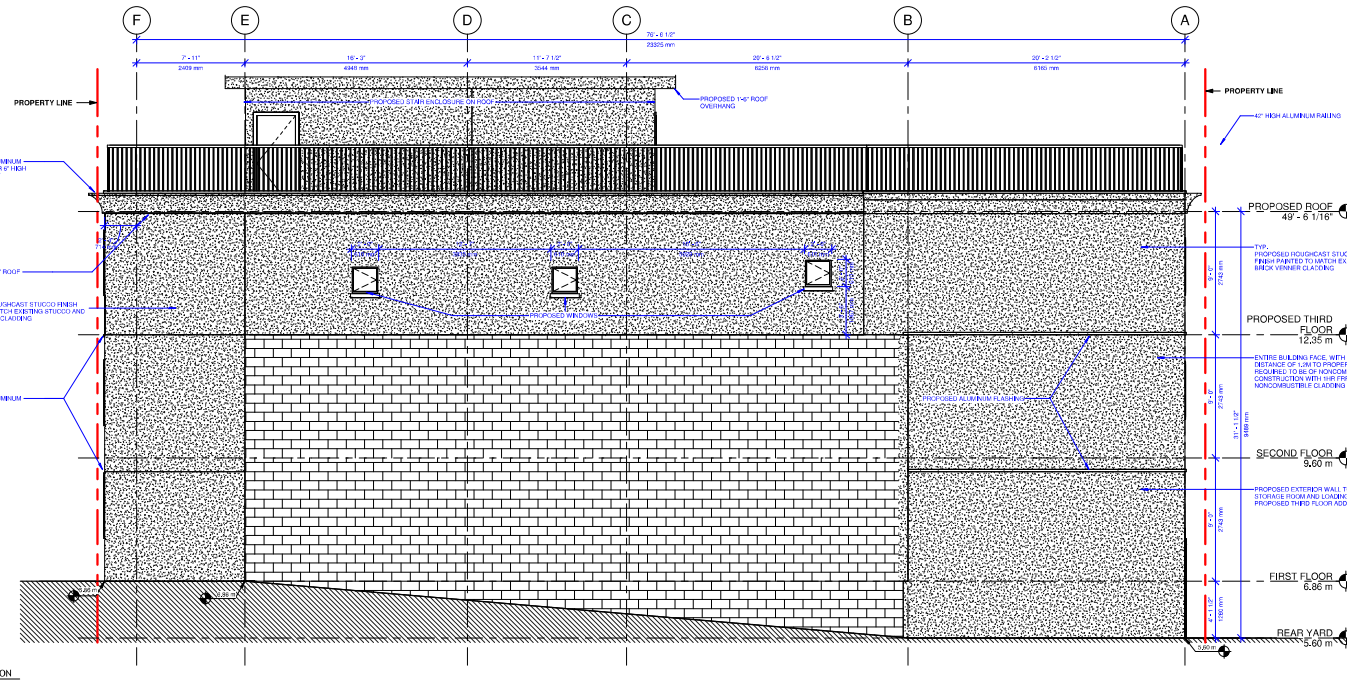
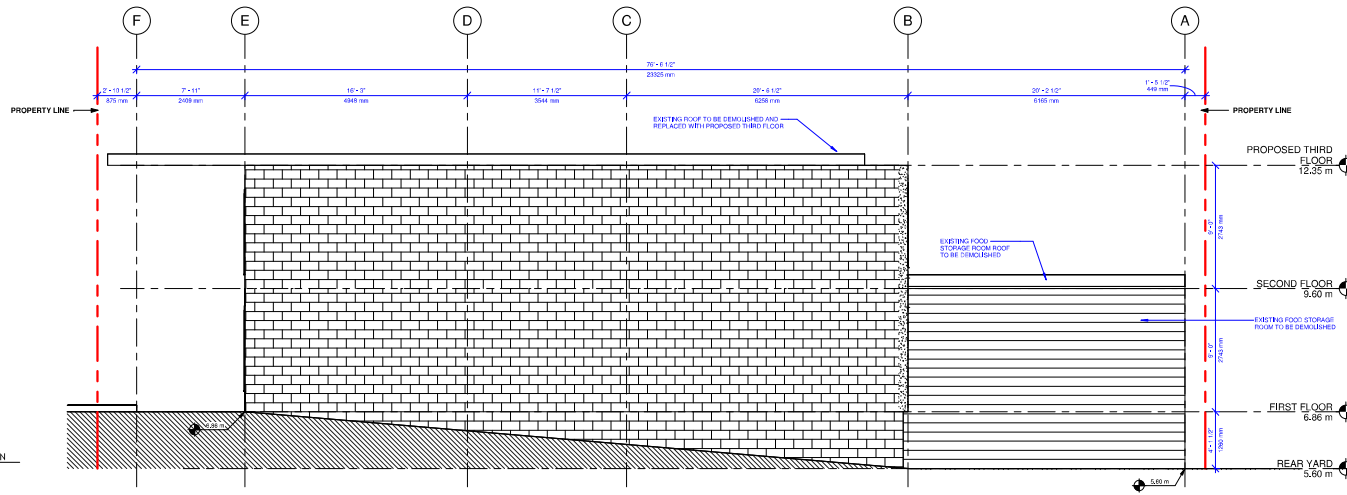
Architect: Robert H. Lee, Architect ABC  
Mara + Natha Architecture Ltd.  
2022 - 2018 St Johns St., Port Moody,  
BC V3H 2B1  
(778) 604-4202/2333  
info@maraarch.com  
www.maraarch.com

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It is the responsibility of the Owner and General Contractor to verify all dimensions and site conditions prior to commencement of work and the Architect is not responsible for any errors, omissions or discrepancies. Any work completed without architect's knowledge will be the responsibility of the Owner and General Contractor.

1	REQUIRED FOR PERMIT	2024-10-15
2	REQUIRED FOR PERMIT	2024-10-15
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Sheet Title: **HOUSE OF OMIED ADDITION**  
2340 Clarke St., Port Moody, BC V3H 1Y8  
Project No. 240203  
Project Start Date 240203  
Scale: 1/4" = 1'-0"  
**EAST BUILDING ELEVATION**



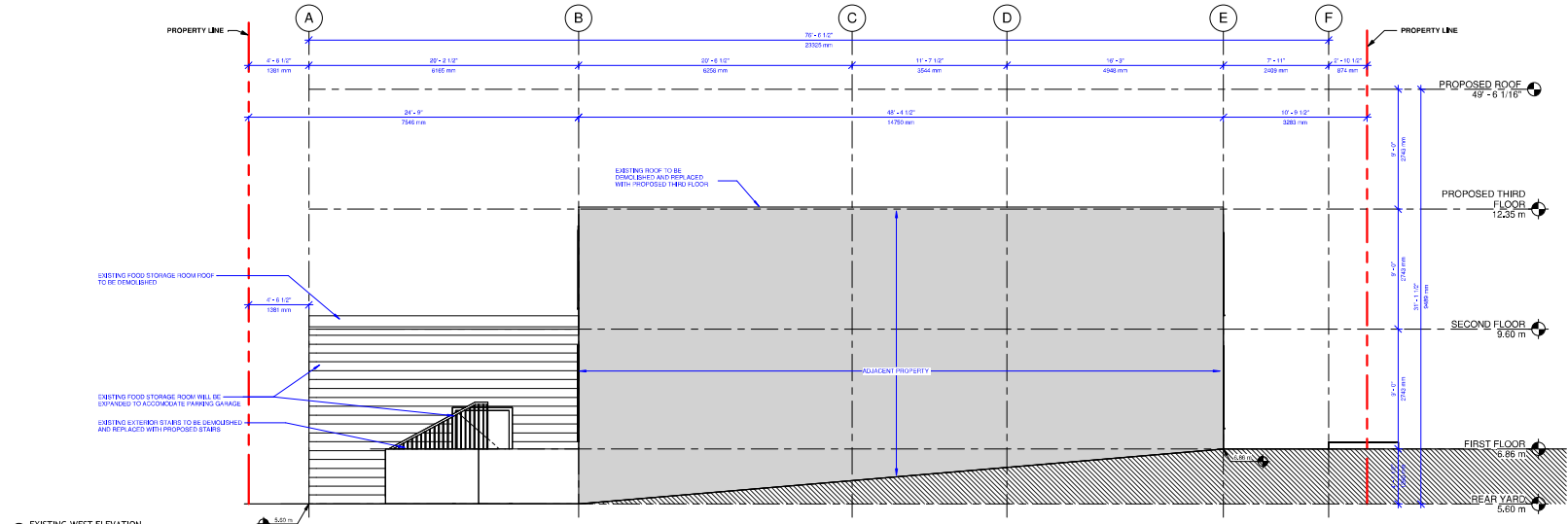
# Considered at the November 12, 2024, Regular Council meeting



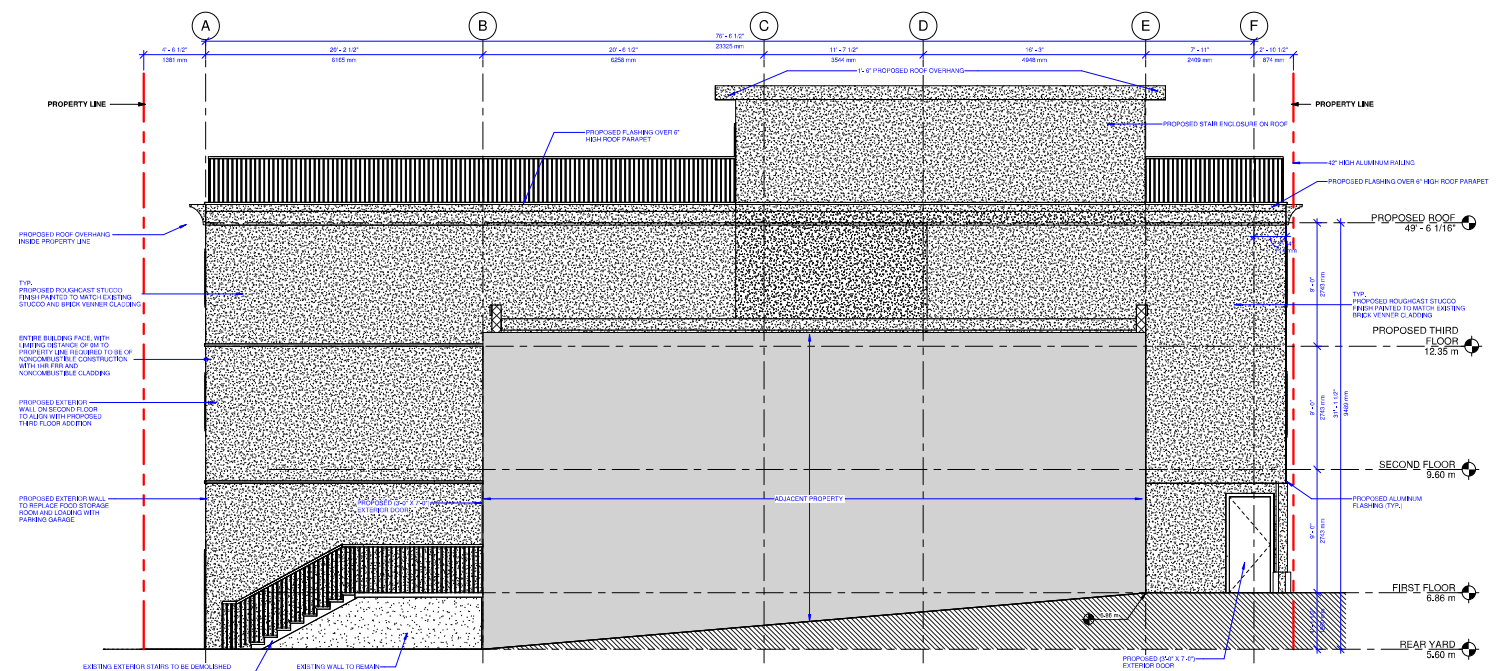
Architect: Robert H. Lee, Architect ABC  
**Mara + Natha Architecture Ltd.**  
 2025 - 2414 St. Johns St., Port Moody,  
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1 EXISTING WEST ELEVATION  
 1/4" = 1'-0"



2 PROPOSED WEST ELEVATION  
 1/4" = 1'-0"

NO.	REVISION	DATE
1	REDESIGNED FOR TREATMENT	2024/09/25
2	REDESIGNED FOR STAIRS	2024/09/25
3	REDESIGNED FOR STAIRS	2024/09/25
4	REDESIGNED FOR STAIRS	2024/09/25
5	REDESIGNED FOR STAIRS	2024/09/25
6	REDESIGNED FOR STAIRS	2024/09/25
7	REDESIGNED FOR STAIRS	2024/09/25
8	REDESIGNED FOR STAIRS	2024/09/25
9	REDESIGNED FOR STAIRS	2024/09/25
10	REDESIGNED FOR STAIRS	2024/09/25



Sheet & Set  
 Project Title:  
**HOUSE OF OMEED ADDITION**  
 2340 Clarke St., Port Moody, BC V3H 1Y8  
 Project No.: 240203  
 Project Start Date: 24/02/23  
 Sheet Title: Scale: 1/4" = 1'-0"  
**WEST BUILDING ELEVATION**

# Considered at the November 12, 2024, Regular Council meeting



## City of Port Moody

### Bylaw No. 3490

A Bylaw to authorize Council to enter into a Housing Agreement pursuant to section 483 of the *Local Government Act*.

The Council of the City of Port Moody enacts as follows:

#### 1. Citation

- 1.1 This Bylaw may be cited as “City of Port Moody Housing Agreement Bylaw, 2024, No. 3490 (2340 Clarke Street) (Non-Market Residential)”.

#### 2. Authorization

- 2.1 Council hereby authorizes the housing agreement, substantially in the form attached hereto as Schedule “A” between the City of Port Moody and House of Omeed, Inc. No. 11088998 (the “Housing Agreement”) with respect to the following lands:

THE EAST HALF OF LOT 52 EXCEPT: PART SUBDIVIDED BY PLAN 908; BLOCK 1 DISTRICT LOT 202 GROUP 1 NEW WESTMINSTER DISTRICT PLAN 55  
PID: 001-009-192

#### 3. Execution of Documents

- 3.1 The Mayor and Corporate Officer are authorized to execute any documents required to give effect to the Housing Agreement.

#### 4. Attachments and Schedules

- 4.1 The following schedule is attached to and forms part of this Bylaw:
  - Schedule A – Section 219 Covenant – Housing Agreement – Non-Market Residential Housing – House of Omeed.

# Considered at the November 12, 2024, Regular Council meeting

## Schedule A to Bylaw No. 3490

### 5. Severability

5.1 If a portion of this Bylaw is found invalid by a court, it will be severed, and the remainder of the Bylaw will remain in effect.

**Read a first time** this \_\_\_ day of \_\_\_\_\_, 2024.

**Read a second time** this \_\_\_ day of \_\_\_\_\_, 2024.

**Read a third time** this \_\_\_ day of \_\_\_\_\_, 2024.

**Adopted** this \_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
M. Lahti  
Mayor

\_\_\_\_\_  
S. Lam  
City Clerk

I hereby certify that the above is a true copy of Bylaw No. 3490 of the City of Port Moody.

\_\_\_\_\_  
S. Lam  
City Clerk

**SECTION 219 COVENANT – HOUSING AGREEMENT  
NON-MARKET RENTAL HOUSING**

THIS AGREEMENT is dated for reference the \_\_\_\_ day of \_\_\_\_\_, 2024.

BETWEEN:

**HOUSE OF OMEED**  
#230-3355 North Road  
Burnaby, BC  
V3J 7T9

(the "Owner")

AND:

**CITY OF PORT MOODY**  
100 Newport Drive  
Port Moody, B.C.  
V3H 5C3

(the "City")

**WHEREAS:**

- A. Section 483 of the *Local Government Act* permits the City to enter into and, by legal notation on title, note on title to lands, housing agreements which may include, without limitation, conditions in respect to the form of tenure of housing units, availability of housing units to classes of persons, administration of housing units, and rent which may be charged for housing units;
- B. Section 219 of the *Land Title Act* permits the registration of a covenant of a negative or positive nature in favour of the City in respect of the use of land, construction on land, or the subdivision of land;
- C. The Owner is the owner of the Lands (as hereinafter defined);
- D. The Owner and the City wish to enter into this Agreement (as herein defined) to provide for non-market rental housing on the terms and conditions set out in this Agreement;
- E. The City adopted Housing Agreement Bylaw, 2024, No. 3490 authorizing the City to enter into this Agreement on the terms and conditions contained herein; and
- F. The Owner and the City wish to enter into this Agreement to restrict the use of, and construction on, the Lands on the terms and conditions of this Agreement, to have effect as both a covenant under Section 219 of the *Land Title Act* and a housing agreement under Section 483 of the *Local Government Act*.

In consideration of \$10.00 and other good and valuable consideration (the receipt and sufficiency of which is acknowledged by both parties), and in consideration of the promises exchanged below, the Owner and the City covenant and agree as follows:

# Considered at the November 12, 2024, Regular Council meeting

Schedule A to Bylaw No. 3490

Attachment 6

## ARTICLE 1 DEFINITIONS AND INTERPRETATION

- 1.1 In this Agreement, the following words have the following meanings:
- (a) **“Agreement”** means this agreement together with all schedules, attachments, and priority agreements attached hereto;
  - (b) **“BC Housing”** means the British Columbia Housing Management Commission or any successor organization or authority that assumes the powers and obligations of the British Columbia Housing Management Commission;
  - (c) **“Building”** means the two-storey building to be built on the Lands, which Building will contain Non-Market Housing Units, offices for providing refugee settlement services, and a culturally appropriate food store as contemplated by the Development Authorization, and includes any portion of any such building or structure, but does not include temporary buildings or structures on the Lands during the period of, and required for the purposes of, any construction contemplated by the Development Authorization;
  - (d) **“City”** and **“City of Port Moody”**, means the City of Port Moody and is called the “City” when referring to the corporate entity and “City of Port Moody” when referring to the geographic location;
  - (e) **“CPI”** means the All-Items Consumer Price Index for Canada published from time to time by Statistics Canada, or its successor in function;
  - (f) **“Daily Amount”** means \$100.00 per day as of January 1, 2024, adjusted annually thereafter by adding thereto an amount calculated by multiplying \$100.00 by the percentage change in the CPI since January 1, 2024, to January 1 of the year that a written notice is delivered to the Owner by the City pursuant to Section 6.1 of this Agreement. In the absence of an obvious error or mistake, any calculation by the City of the Daily Amount in any particular year will be final and conclusive;
  - (g) **“Development Authorization”** means the development authorization form issued by the City authorizing development of the Lands, or any portion(s) thereof;
  - (h) **“Eligible Non-Profit Society”** means a not-for-profit housing society (approved by the City) which will acquire legal ownership of the Non-Market Housing Units, and manage the day-to-day operations of the Non-Market Housing Units to which this Agreement applies;
  - (i) **“General Manager of Planning and Development”** means the individual appointed to be the chief administrator from time to time of the Development Applications Division of the City and his or her designate;
  - (j) **“Interpretation Act”** means the *Interpretation Act*, R.S.B.C. 1996, Chapter 238, together with all amendments thereto and replacements thereof;
  - (k) **“Land Title Act”** means the *Land Title Act*, R.S.B.C. 1996, Chapter 250, together with all amendments thereto and replacements thereof;

# Considered at the November 12, 2024, Regular Council meeting

Schedule A to Bylaw No. 3490

Attachment 6

- (l) “**Lands**” means the land described in Item 2 of the *Land Title Act* Form C to which this Agreement is attached; and including the Building or a portion of the Building, into which said land(s) is or are Subdivided;
- (m) “**Local Government Act**” means the *Local Government Act*, R.S.B.C. 2015, Chapter 1, together with all amendments thereto and replacements thereof;
- (n) “**LTO**” means the New Westminster Land Title Office or its successor;
- (o) “**Non-Market Housing Units**” means the nine (9) Sleeping Rooms to be constructed in the Building (as set out in Schedule A) on the Lands in accordance with this Agreement and in accordance with the following table:

	Total No. of Units	Maximum Occupancy
Sleeping Rooms	9	36

- (p) “**Owner**” means the party described on page 1 of this Agreement as the Owner and any subsequent owner of the Lands or of any part into which the Lands are Subdivided containing the Non-Market Housing Units, and includes any person who is a registered owner in fee simple of a Non-Market Housing Unit from time to time;
- (q) “**Real Estate Development Marketing Act**” means the *Real Estate Development Marketing Act*, S.B.C. 2004, Chapter 41, together with all amendments thereto and replacements thereof;
- (r) “**Refugee Claimant**” means an individual who has arrived in Canada within the last seven (7) to fourteen (14) days and is either in the process of claiming refugee status or has already filed a claim for refugee status;
- (s) “**Residential Tenancy Act**” means the *Residential Tenancy Act*, S.B.C. 2002, Chapter 78, together with all amendments thereto and replacements thereof;
- (t) “**Shelter Rate**” means that shelter portion of income assistance, as determined by BC Housing from time-to-time;
- (u) “**Sleeping Rooms**” means each of the nine (9) Non-Market Housing Units that has a maximum occupancy of six (6) people located or to be located in the Building;
- (v) “**Strata Bylaw**” means any bylaw enacted or passed by the council of the Strata Corporation;
- (w) “**Strata Corporation**” has the meaning ascribed thereto in Section 5.1;
- (x) “**Strata Property Act**” means the *Strata Property Act* S.B.C. 1998, Chapter 43, together with all amendments thereto and replacements thereof;

# Considered at the November 12, 2024, Regular Council meeting

Schedule A to Bylaw No. 3490

Attachment 6

- (y) “**Subdivide**” means to divide, apportion, consolidate or subdivide the Lands, or the ownership or right to possession or occupation of the Lands into two or more lots, strata lots, parcels, parts, portions, or shares, whether by plan, descriptive words or otherwise, under the *Land Title Act*, the *Strata Property Act*, or otherwise, and includes the creation, conversion, organization, or development of “cooperative interests” or “shared interest in land” as defined in the *Real Estate Development Marketing Act*;
- (z) “**Tenancy Agreement**” means a tenancy agreement, lease, licence, or other agreement granting rights to a Refugee Claimant to occupy a Non-Market Housing Unit;
- (aa) “**Term**” means the term of this Agreement being the useful life of the Building that contains the Non-Market Housing Units;
- (bb) “**Transfer Amount**” means \$10.00; and
- (cc) “**Transitional Housing**” means temporary housing used by Refugee Claimants while they make their refugee claims and search for permanent housing.

## 1.2 In this Agreement:

- (a) reference to the singular includes a reference to the plural, and vice versa, unless the context requires otherwise;
- (b) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
- (c) if a word or expression is defined in this Agreement, other parts of speech and grammatical forms of the same word or expression have corresponding meanings;
- (d) reference to any enactment includes any regulations, orders, or directives made under the authority of that enactment;
- (e) any reference to any enactment is to the enactment in force on the date the Owner signs this Agreement, and to subsequent amendments to or replacements of the enactment;
- (f) the provisions of Section 25 of the *Interpretation Act* with respect to the calculation of time apply;
- (g) time is of the essence;
- (h) all provisions are to be interpreted as always speaking;
- (i) reference to a “party” is a reference to a party to this Agreement and to that party’s respective successors, assigns, trustees, administrators, and receivers. Wherever the context so requires, reference to a “party” also includes a Refugee Claimant, agent, officer, and invitee of the party;



# Considered at the November 12, 2024, Regular Council meeting

Schedule A to Bylaw No. 3490

Attachment 6

- (j) reference to a “day”, “month”, “quarter”, or “year” is a reference to a calendar day, calendar month, calendar quarter, or calendar year, as the case may be, unless otherwise expressly provided; and
- (k) where the word “including” is followed by a list, the contents of the list are not intended to circumscribe the generality of the expression preceding the word “including”.

The Schedules to this Agreement listed below are an integral part of this Agreement:

- Schedule A – Floor Plan of Non-Market Housing; and
- Schedule B – Statutory Declaration.

## **ARTICLE 2 USE AND OCCUPANCY OF NON-MARKET HOUSING UNITS**

- 2.1 The Owner agrees that each Non-Market Housing Unit may only be used as Transitional Housing by Refugee Claimants. A Non-Market Housing Unit must not be occupied by the Owner, the Owner's family members, or any tenant or guest of the Owner, other than a Refugee Claimant.
- 2.2 Each Refugee Claimant may occupy a Non-Market Housing Unit for up to ninety (90) days. The Owner will notify the City by written notice if a Refugee Claimant will occupy the Non-Market Housing Unit for more than 90 days.
- 2.3 Within thirty (30) days after receiving notice from the City, the Owner must, in respect of each Non-Market Housing Unit, provide to the City a statutory declaration, substantially in the form as is attached hereto as Schedule B, certified by the Owner, containing all of the information required to complete the statutory declaration.
- 2.4 The Owner hereby authorizes the City to make such inquiries, subject to compliance with applicable laws including privacy laws, as it considers necessary in order to confirm that the Owner is complying with this Agreement.
- 2.5 The Owner covenants and agrees with the City that:
  - (a) the Non-Market Housing Units must be designed and constructed to the same standard, in terms of layout, workmanship, and materials, as the rest of the Building on the Lands;
  - (b) the Owner will do everything necessary, at the Owner's expense, to ensure that this Agreement will be registered against title to the Lands in priority to all financial charges and encumbrances at the earliest possible opportunity after execution and delivery by the City;
- 2.6 The Owner covenants and agrees with the City that the Owner will not:
  - (a) Subdivide the Lands or stratify the individual Non-Market Housing Units into more than the existing nine (9) Non-Market Housing Units.
  - (b) be issued a Development Authorization unless the Development Authorization includes the Non-Market Housing Units; and

# Considered at the November 12, 2024, Regular Council meeting

Schedule A to Bylaw No. 3490

Attachment 6

- (c) occupy, nor permit any person to occupy any Non-Market Housing Units, in part or in whole, and the City will not be obligated to permit occupancy of any Non-Market Housing Units constructed on the Lands until all of the following conditions are satisfied:
- (i) the Non-Market Housing Units and related uses and areas have been constructed to the satisfaction of the City;
  - (ii) the Non-Market Housing Units have received final building permit inspection granting occupancy; and
  - (iii) the Owner is not otherwise in breach of any of its obligations under this Agreement or any other agreement between the City and the Owner in connection with the development of the Lands.

## ARTICLE 3 DISPOSITION AND ACQUISITION OF NON-MARKET HOUSING UNITS

- 3.1 The Owner will not permit a Non-Market Housing Unit to be subleased or assigned, except to a Refugee Claimant and only pursuant to the terms of this Agreement.
- 3.2 The Owner may not, without the prior written consent of the City, acting in its sole discretion, sell or transfer less than nine (9) Non-Market Housing Units in a single or related series of transactions with the result that upon the completion of such transaction(s), the purchaser or transferee will be the legal and beneficial owner of less than nine (9) Non-Market Housing Units.
- 3.3 The Owner may not, without the prior written consent of the City, acting in its sole discretion, sell or transfer the Non-Market Housing Units to any entity other than an Eligible Non-Profit Society and for an amount greater than the Transfer Amount. This Section 3.3 will not apply upon the windup of the Strata Corporation.
- 3.4 The Owner must not rent, lease, license, or otherwise permit occupancy of any Non-Market Housing Unit except to a Refugee Claimant and except in accordance with the following additional conditions:
- (a) the Non-Market Housing Unit will be used or occupied only pursuant to a Tenancy Agreement;
  - (b) the monthly rent payable for the Non-Market Housing Unit will not exceed the Shelter Rate;
  - (c) the initial monthly rent payable for the Non-Market Housing Unit set out under the terms of a Tenancy Agreement will not exceed the Shelter Rate. Nothing in this Agreement will prohibit the Owner from increasing the monthly rent for the Non-Market Housing Unit at the times and in the amounts permitted under the *Residential Tenancy Act*, provided the rent does not exceed the Permitted Rent applicable to that class of Non-Market Housing Unit;

# Considered at the November 12, 2024, Regular Council meeting

Schedule A to Bylaw No. 3490

Attachment 6

- (d) the Owner will:
- (i) ensure that all Refugee Claimants will be permitted access to all common property and other common areas, facilities, and indoor and outdoor amenities, regardless of whether the Lands are Subdivided or stratified; and
  - (ii) in its capacity as owner of the Non-Market Housing Unit, not require the Refugee Claimants to pay any strata fees, strata property contingency reserve fees, or any extra charges or fees charged by the strata corporation for use of any common property, limited common property, or other common areas, facilities, or indoor or outdoor amenities, including without limitation, sanitary sewer, storm sewer, water, other utilities, property or similar tax; provided, however, that, an Owner may charge the Refugee Claimants the cost, if any, of providing cable television, telephone, other telecommunications, gas, or electricity fees, City fees and charges relating to the Refugee Claimant's activities or use, provided that if the Non-Market Housing Unit is part of a strata corporation, the Owner will not charge the Refugee Claimant any of the foregoing costs which are included as part of the strata or similar fees charged by such strata corporation;
- (e) the Owner will attach a copy of this Agreement to every Tenancy Agreement;
- (f) the Owner will include in the Tenancy Agreement a clause requiring the Refugee Claimant to comply with this Agreement;
- (g) the Owner will include in each Tenancy Agreement provisions entitling the Owner to terminate the Tenancy Agreement in accordance with the *Residential Tenancy Act* if:
- (i) a Non-Market Housing Unit is occupied by a person or persons other than a Refugee Claimant;
  - (ii) the Non-Market Housing Unit is occupied by more than the maximum capacity set out in this Agreement and in light of any relevant standards set by the City in any bylaws of the City;
  - (iii) the Non-Market Housing Unit remains vacant for one (1) month or longer, except in the case where the Non-Market Housing Unit is under repair, notwithstanding the timely payment of rent; and/or
  - (iv) the Refugee Claimant subleases the Non-Market Housing Unit or assigns the Tenancy Agreement in whole or in part,
- and in the case of each breach, the Owner hereby agrees with the City to forthwith provide to the Refugee Claimant a notice of termination;
- (h) the Tenancy Agreement will identify all occupants of the Non-Market Housing Unit and will stipulate that anyone not identified in the Tenancy Agreement will be prohibited from residing at the Non-Market Housing Unit; and

# Considered at the November 12, 2024, Regular Council meeting

Schedule A to Bylaw No. 3490

Attachment 6

(i) the Owner will forthwith deliver a certified true copy of the Tenancy Agreement to the City upon written request.

3.5 For greater certainty, if there is any conflict between the *Residential Tenancy Act* and this Agreement with respect to the termination of a Tenancy Agreement or any other provision of a Tenancy Agreement, the *Residential Tenancy Act* will govern.

3.6 If the Owner has terminated the Tenancy Agreement, then the Owner will, subject to applicable law, including the *Residential Tenancy Act*, use commercially reasonable efforts to cause the Refugee Claimant and all other persons that may be in occupation of the Non-Market Housing Unit to vacate the Non-Market Housing Unit on or before the effective date of termination.

## ARTICLE 4 DEMOLITION OF NON-MARKET HOUSING UNIT

4.1 The Owner will not demolish a Non-Market Housing Unit unless:

- (a) the Owner has obtained the written opinion of a professional engineer or architect who is at arm's length to the Owner that it is no longer reasonable or practical to repair or replace any structural component of the Non-Market Housing Unit, and the Owner has delivered to the City a copy of the engineer's or architect's report; or
- (b) the Building in which a Non-Market Housing Unit is located is damaged or destroyed, to the extent of 40% or more of its value above its foundations, as determined by the City in its sole discretion or the Building's insurer;

and, in each case, a demolition permit for the Non-Market Housing Unit has been issued by the City and the Non-Market Housing Unit has been or will be demolished under that permit.

4.2 Should a demolition permit be issued in accordance with Section 4.1, the Lands will not be redeveloped unless such redevelopment includes the provision of not less than the same number of replacement Non-Market Housing Units.

## ARTICLE 5 STRATA CORPORATION BYLAWS

5.1 This Agreement will be binding upon all strata corporations (each a "**Strata Corporation**") created upon the strata title Subdivision of the Lands or any Subdivided parcel of the Lands that contain the Non-Market Housing Units.

5.2 Any Strata Bylaw which prevents, restricts, or abridges the right to use the Non-Market Housing Units as non-market rental accommodation will have no force and effect.

5.3 No Strata Corporation will pass any Strata Bylaws preventing, restricting, or abridging the use of the Non-Market Housing Units as rental accommodation.

5.4 No Strata Corporation will pass any Strata Bylaw or approve any levies which would result in the Refugee Claimants occupying a Non-Market Housing Unit to pay any extra charges or fees for the use of any common property, limited common property, or other common areas, facilities, or indoor or outdoor amenities of the strata corporation.

# Considered at the November 12, 2024, Regular Council meeting

Schedule A to Bylaw No. 3490

Attachment 6

- 5.5 No Strata Corporation will pass any Strata Bylaw which purports to restrict access to the Refugee Claimants to all common property, or other common areas, facilities, or indoor and outdoor amenities, regardless of whether the Lands are Subdivided or stratified.

## ARTICLE 6 DEFAULT AND REMEDIES

- 6.1 **Notice of Default.** The City may give to the Owner written notice to cure a default under this Agreement within thirty (30) days of receipt of notice or such longer period as reasonably required if such default cannot be cured by the Owner acting diligently. The notice must specify the nature of the default. The Owner must act with diligence to correct the default within the time specified.
- 6.2 **Costs.** The Owner will pay to the City on demand by the City all the City's costs of exercising its rights or remedies under this Agreement, on a full indemnity basis.
- 6.3 **Damages.** The Owner acknowledges that the City requires Non-Market Housing Units for housing Refugee Claimants for the benefit of the community. The Owner therefore agrees that for each day a Non-Market Housing Unit is occupied in breach of this Agreement with such breach caused solely by the Owner, the Owner must pay the City the Daily Amount as liquidated damages and not as a penalty, due and payable at the offices of the City on the last day of the calendar month in which the breach occurred unless the Owner is acting with diligence, to the satisfaction of the City, to correct the breach within a reasonable period of time. The Daily Amount is increased on January 1 of each year by the amount calculated by multiplying the Daily Amount as of the previous January 1 by the percentage increase between that previous January 1 and the immediately preceding December 31 in the CPI. The Owner agrees that payment may be enforced by the City in a court of competent jurisdiction as a contract debt.
- 6.4 **Rent Charge.** By this Section, the Owner grants to the City a rent charge under Section 219 of the *Land Title Act*, and at common law, securing payment by the Owner to the City of the Daily Amount as described in Section 6.3. The City agrees that enforcement of the rent charge granted by this section is suspended until the date that is thirty (30) days after the date on which any amount due under Section 6.3 is due and payable to the City in accordance with Section 6.3. The City may enforce the rent charge granted by this Section by an action for an order for sale or by proceedings for the appointment of a receiver.
- 6.5 **Specific Performance.** The Owner agrees that, without affecting any other rights or remedies the City may have in respect of any breach of this Agreement that continues beyond the cure period, the City is entitled to obtain an order for specific performance of this Agreement and a prohibitory or mandatory injunction in respect of any breach by the Owner of this Agreement that continues beyond the cure period. The Owner agrees that this is reasonable given the public interest in ensuring the provision of Non-Market Housing Units to be occupied by Refugee Claimants and restricting occupancy of the Lands in accordance with this Agreement.
- 6.6 **No Penalty or Forfeiture.** The Owner acknowledges and agrees that it is entering into this Agreement to benefit the public interest in providing Non-Market Housing Units for Refugee Claimants, and that the City's rights and remedies under this Agreement are necessary to ensure that this purpose is carried out, and the City's rights and remedies under this Agreement are fair and reasonable and ought not to be construed as a penalty or forfeiture.

# Considered at the November 12, 2024, Regular Council meeting

Schedule A to Bylaw No. 3490

Attachment 6

- 6.7 **Cumulative Remedies.** No reference to nor exercise of any specific right or remedy under this Agreement or at law or at equity by any party will prejudice, limit, or preclude that party from exercising any other right or remedy. No right or remedy will be exclusive or dependent upon any other right to remedy, but any party, from time to time, may exercise any one or more of such rights or remedies independently, successively, or in combination. The Owner acknowledges that specific performance, injunctive relief (mandatory or otherwise), or other equitable relief may be the only adequate remedy for a default by the Owner under this Agreement.

## ARTICLE 7 MISCELLANEOUS

- 7.1 **Housing Agreement/Section 219 Covenant.** The Owner acknowledges and agrees that:
- (a) this Agreement includes a housing agreement entered into under Section 483 of the *Local Government Act*;
  - (b) the Owner may not, without the prior written consent of the City, acting in its sole discretion, sell or transfer less than nine (9) Non-Market Housing Units in a single or related series of transactions with the result that when the purchaser or transferee of the Non-Market Housing Units becomes the owner, the purchaser or transferee will be the legal and beneficial owner of not less than nine (9) Non-Market Housing Units;
  - (c) the Owner may not, without the prior written consent of the City, acting in its sole discretion, sell or transfer the Non-Market Housing Units to any entity other than an Eligible Non-Profit Society and for an amount greater than the Transfer Amount, provided however, this Section 7.1(c) will not apply to a windup of the strata corporation;
  - (d) it will not make any application during the Term to Subdivide or individual Non-Market Housing Units; and
  - (e) where the Lands have not yet been Subdivided to create the separate parcels to be charged by this Agreement, the City may file notice of this Agreement in the LTO over the Lands and may register this Agreement as a *Land Title Act* Section 219 Covenant in the LTO against the title to the Lands. Subject to Section 2.4(e), if this Agreement is filed in the LTO as a notice under Section 483 of the *Local Government Act* or registered as a Section 219 Covenant, prior to the Lands having been Subdivided, then once separate legal parcels are created and/or the Lands are subdivided, this Agreement will charge and secure only the legal parcels including strata lots or subdivided lands which contain the Non-Market Housing Units, then the City will at the Owner's request, without further City council approval, authorization, or bylaw, partially discharge this Agreement accordingly. The Owner acknowledges and agrees that notwithstanding a partial discharge of this Agreement, this Agreement will be and remain in full force and effect and, but for the partial discharge, otherwise unamended.

## Considered at the November 12, 2024, Regular Council meeting

Schedule A to Bylaw No. 3490

Attachment 6

- 7.2 The Owner agrees, pursuant to Section 219 of the *Land Title Act*, that:
- (a) the terms and conditions of this Agreement constitute a covenant in respect of the use of the Lands and any Non-Market Housing Units to be constructed on the Lands and annexed to and running with the Lands, and that the Lands will only be used in accordance with the terms of this Agreement; and
  - (b) the City may register this Agreement in the LTO against title to the Lands as a covenant pursuant to Section 219 of the *Land Title Act*.
- 7.3 **No Compensation.** The Owner acknowledges and agrees that no compensation is payable, and the Owner is not entitled to and will not claim any compensation from the City, for any decrease in the market value of the Lands or for any obligations on the part of the Owner and its successors in title which at any time may result directly or indirectly from the operation of this Agreement.
- 7.4 **Modification.** Subject to Section 7.1 of this Agreement, this Agreement may be modified or amended from time to time, by consent of the Owner and a bylaw duly passed by the Council of the City and thereafter if it is signed by the City and the Owner.
- 7.5 **Management and Long-Term Maintenance.** The Owner covenants and agrees that, in order to ensure the long-term maintenance of the Non-Market Housing Units, it will furnish good and efficient management of the Non-Market Housing Units and will permit representatives of the City to inspect the Non-Market Housing Units at any reasonable time, subject to the notice provisions in the *Residential Tenancy Act*. The Owner further covenants and agrees that it will maintain the Non-Market Housing Units in a good state of repair and fit for habitation and will comply with all laws, including health and safety standards applicable to the Lands.
- 7.6 **Indemnity.** The Owner will indemnify and save harmless the City and each of its elected officials, officers, directors, employees, and agents, and their heirs, executors, administrators, personal representatives, successors, and assigns, from and against all claims, demands, actions, loss, damage, costs, and liabilities, which all or any of them will or may be liable for or suffer or incur or be put to by reason of or arising out of:
- (a) the use or occupancy of any Non-Market Housing Unit;
  - (b) any negligent act or omission of the Owner, or its officers, directors, agents, contractors, or other persons for whom at law the Owner is responsible relating to this Agreement;
  - (c) the City refusing to issue a Development Authorization, building permit, or refusing to permit occupancy of any building, or any portion thereof, constructed on the Lands;
  - (d) the construction, maintenance, repair, ownership, lease, license, operation, management or financing of the Lands or any Non-Market Housing Unit or the enforcement of any Tenancy Agreement; and
  - (e) without limitation, any legal or equitable wrong on the part of the Owner or any breach of this Agreement by the Owner.

# Considered at the November 12, 2024, Regular Council meeting

Schedule A to Bylaw No. 3490

Attachment 6

- 7.7 **Release.** The Owner hereby releases and forever discharges the City and each of its elected officials, officers, employees, directors, and agents, and its and their heirs, executors, administrators, personal representatives, successors, and assigns, from and against all claims, demands, damages, actions, or causes of action by reason of or arising out of or which would or could not occur but for the:
- (a) construction, maintenance, repair, ownership, lease, license, operation, or management of the Lands or any Non-Market Housing Unit under this Agreement;
  - (b) City refusing to issue a Development Authorization or building permit, or refusing to permit occupancy of any building, or any portion thereof, constructed on the Lands by reason of the Owner being in breach of this Agreement; and/or
  - (c) exercise by the City of any of its rights under this Agreement or an enactment.
- 7.8 **Survival.** The obligations of the Owner set out in Sections 7.6 and 7.7 of this Agreement will survive termination or discharge of this Agreement.
- 7.9 **Priority.** The Owner will do everything necessary, at the Owner's expense, to ensure that this Agreement will be registered against title to the Lands in priority to all financial charges and encumbrances which may have been registered or are pending registration against title to the Lands save and except those in favour of the City and that a notice under Section 483(5) of the *Local Government Act* will be filed on the title to the Lands as a legal notation.
- 7.10 **City's Powers Unaffected.** This Agreement does not:
- (a) affect or limit the discretion, rights, duties, or powers of the City under any enactment or at common law, including in relation to the use or subdivision of the Lands;
  - (b) impose on the City any legal duty or obligation, including any duty of care or contractual or other legal duty or obligation, to enforce this Agreement;
  - (c) affect or limit any enactment relating to the use or subdivision of the Lands; or
  - (d) relieve the Owner from complying with any enactment, including in relation to the use or subdivision of the Lands.
- 7.11 **Agreement for Benefit of City Only.** The Owner and the City agree that:
- (a) this Agreement is entered into only for the benefit of the City;
  - (b) this Agreement is not intended to protect the interests of the Owner, any Refugee Claimant, or any future owner, lessee, occupier, or user of the Lands or the Building or any portion thereof; and
  - (c) the City may at any time execute a release and discharge of this Agreement, without liability to anyone for doing so, and without obtaining the consent of the Owner.



# Considered at the November 12, 2024, Regular Council meeting

Schedule A to Bylaw No. 3490

Attachment 6

- 7.12 **No Public Law Duty.** Where the City is required or permitted by this Agreement to form an opinion, exercise a discretion, express satisfaction, make a determination, or give its consent, the Owner agrees that the City is under no public law duty of fairness or natural justice in that regard and agrees that the City may do any of those things in the same manner as if it were a private party and not a public body.
- 7.13 **Notice.** Any notice required to be served or given to a party herein pursuant to this Agreement will be sufficiently served or given if delivered in writing, to the postal address of the Owner set out in the records at the LTO, and in the case of the City addressed:
- To: The City of Port Moody  
100 Newport Drive  
Port Moody, BC  
V3H 5C3
- or to the most recent postal address provided in a written notice given by each of the parties to the other. Any notice which is delivered is to be considered to have been given on the first day after it is dispatched for delivery.
- 7.14 **Enuring Effect.** This Agreement will extend to and be binding upon and enure to the benefit of the parties hereto and their respective successors and permitted assigns.
- 7.15 **Severability.** If any provision of this Agreement is found to be invalid or unenforceable, such provision or any part thereof will be severed from this Agreement and the resultant remainder of this Agreement will remain in full force and effect.
- 7.16 **Waiver.** All remedies of the City will be cumulative and may be exercised by the City in any order or concurrently in case of any breach and each remedy may be exercised any number of times with respect to each breach. Waiver of or delay in the City exercising any or all remedies will not prevent the later exercise of any remedy for the same breach or any similar or different breach.
- 7.17 **Sole Agreement.** This Agreement, and any documents signed by the Owner contemplated by this Agreement, represent the whole agreement between the City and the Owner respecting the use and occupation of the Non-Market Housing Units, and there are no warranties, representations, conditions, or collateral agreements made by the City except as set forth in this Agreement. In the event of any conflict between this Agreement and any other agreement, this Agreement will, to the extent necessary to resolve such conflict, prevail.
- 7.18 **Further Assurance.** Upon request by the City, the Owner will forthwith do such acts and execute such documents as may be reasonably necessary in the opinion of the City to give effect to this Agreement.
- 7.19 **Covenant Runs with the Lands.** This Agreement burdens and runs with the Lands and every parcel into which it is Subdivided containing the Non-Market Housing Units for the Term. All of the covenants and agreements contained in this Agreement are made by the Owner for itself, its personal administrators, successors, and assigns, and all persons who after the date of this Agreement, acquire an interest in the Lands.

## Considered at the November 12, 2024, Regular Council meeting

Schedule A to Bylaw No. 3490

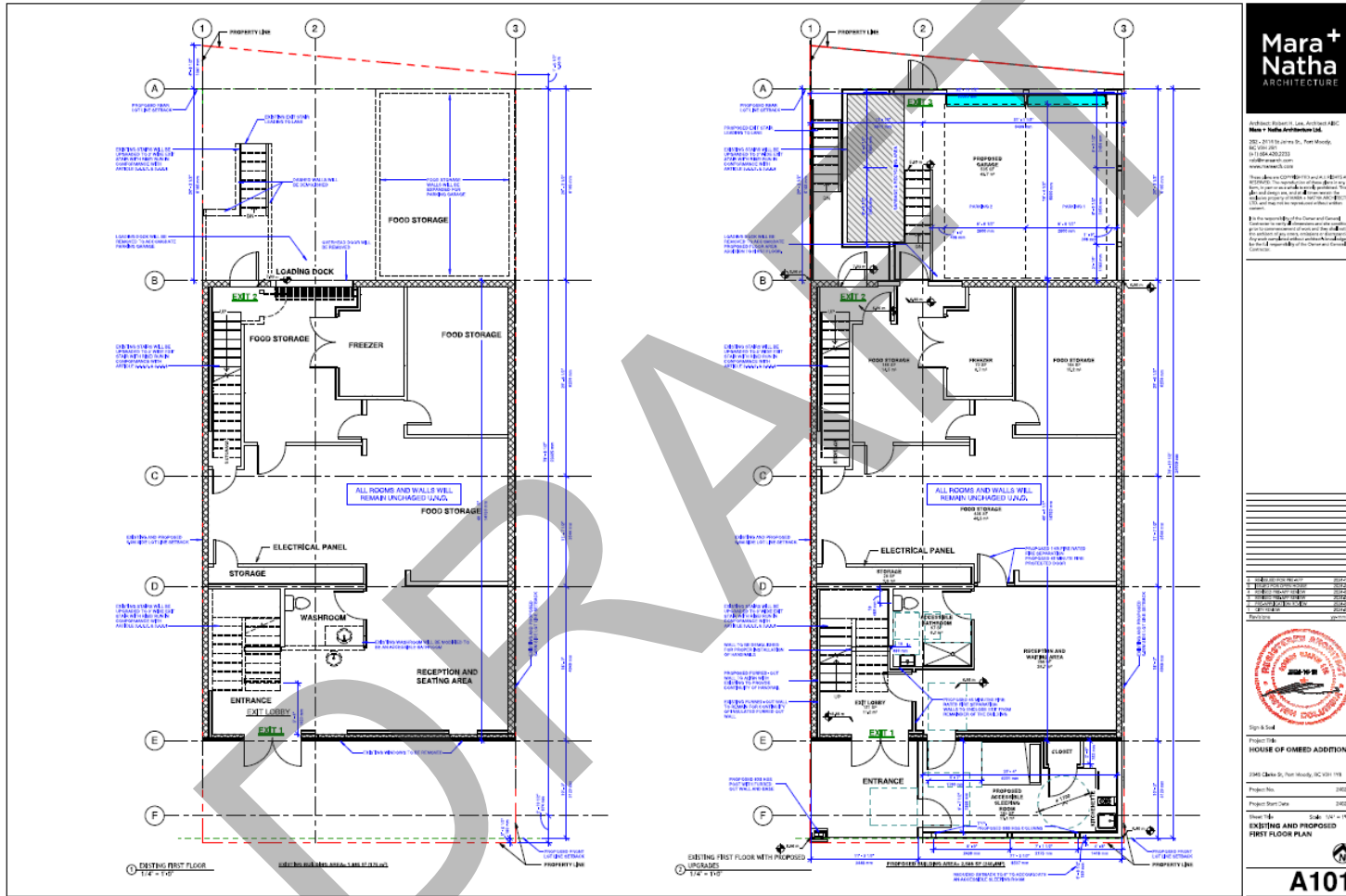
- 7.20 **Equitable Remedies.** The Owner acknowledges and agrees that damages would be an inadequate remedy for the City for any breach of this Agreement and that the public interest strongly favours specific performance, injunctive relief (mandatory or otherwise), or other equitable relief, as the only adequate remedy for a default under this Agreement.
- 7.21 **No Joint Venture.** Nothing in this Agreement will constitute the Owner as the agent, joint venturer, or partner of the City or give the Owner any authority to bind the City in any way.
- 7.22 **Applicable Law.** Unless the context otherwise requires, the laws of British Columbia (including, without limitation, the *Residential Tenancy Act* and the *Strata Property Act*) will apply to this Agreement and all statutes referred to herein are enactments of the Province of British Columbia.
- 7.23 **Deed and Contract.** By executing and delivering this Agreement, the Owner intends to create both a contract and a deed executed and delivered under seal.
- 7.24 **Joint and Several.** If the Owner is composed of more than one person, firm, or body corporate, then the covenants, agreements, and obligations of the Owner will be joint and several.
- 7.25 **Limitation on Owner's Obligations.** The Owner is only liable for breaches of this Agreement that occur while the Owner is the registered owner of the Lands or the Building, as the case may be, provided however that notwithstanding that the Owner is no longer the registered owner of the Lands or the Building, as the case may be, the Owner will remain liable for breaches of this Agreement that occurred while the Owner was the registered owner of the Lands.

IN WITNESS WHEREOF the parties hereto have executed this Agreement on the General Instrument – Part 1, which is a part hereof.

# Considered at the November 12, 2024, Regular Council meeting

Schedule A to Bylaw No. 3490

## Schedule A – Floor Plan of Non-Market Housing



**Mara + Natha**  
ARCHITECTURE

Architect: Robert Law, Architect ABC  
 Mara + Natha Architecture Ltd.  
 2851-21155 James St., Port Moody,  
 BC V3H 2S9  
 (604) 464-4023  
 maranatha.com  
 www.maranatha.com

Project No: HOUSING OF OMBED ADDITION  
 2340 Clarke St., Port Moody, BC V3H 1Y5  
 Project No: 240208  
 Project Start Date: 240208  
 Sheet No: 104 of 107  
**EXISTING AND PROPOSED FIRST FLOOR PLAN**

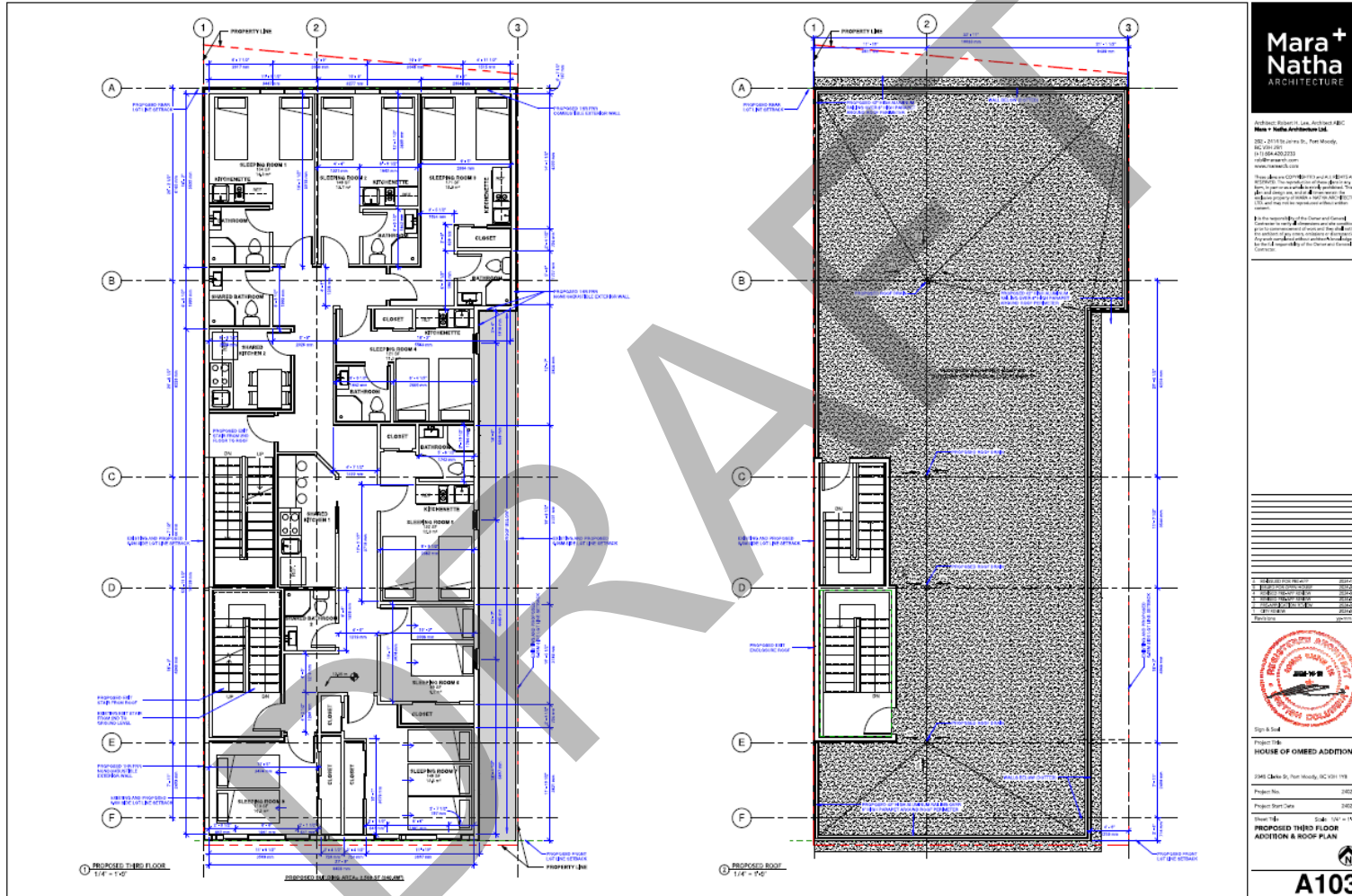
**A101**

# Considered at the November 12, 2024, Regular Council meeting

Schedule A to Bylaw No. 3490

Attachment 6

## Schedule A – Floor Plan of Non-Market Housing



**Mara + Natha**  
ARCHITECTURE

Architect Robert G. Lee, Architect #438  
Mara + Natha Architecture Ltd.  
225, 2375 Clarke St., Port Moody,  
BC V3H 2G4  
Tel: 778-425-2775  
info@maranatha.com  
www.maranatha.com

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DATE	DESCRIPTION
2024-10-18	ISSUED FOR PERMIT
2024-10-18	ISSUED FOR PERMIT
2024-10-18	ISSUED FOR PERMIT
2024-10-18	ISSUED FOR PERMIT
2024-10-18	ISSUED FOR PERMIT
2024-10-18	ISSUED FOR PERMIT

Sign & Seal  
Project Title  
**HOUSE OF OMED ADDITION**  
2345 Clarke St., Port Moody, BC V3H 1Y8  
Project No. 24023  
Project Start Date 2023  
Sheet No. 1 of 10  
**PROPOSED THIRD FLOOR  
ADDITION & ROOF PLAN**

**A103**

Schedule B – Statutory Declaration
OWNER'S STATUTORY DECLARATION

I, \_\_\_\_\_ of \_\_\_\_\_, British Columbia, [in my capacity as \_\_\_\_\_ of the Owner and without personal liability (if applicable),] do certify that:

- 1. I am the owner (the "Owner") or authorized signatory of the Owner of \_\_\_\_\_ (the "Non-Market Housing Unit"), and make this certificate to the best of my personal knowledge.
2. This certificate is made pursuant to the housing agreement registered as \_\_\_\_\_ at the Land Title Office (the "Housing Agreement") in respect of the Non-Market Housing Unit.
3. For the period from \_\_\_\_\_ to \_\_\_\_\_, the Non-Market Housing Unit was occupied only by the Refugee Claimant (as defined in the Housing Agreement), who continue to meet all Refugee Claimant criteria and whose names and current addresses appear below:
[Names, addresses and phone numbers of Refugee Claimant and their employer(s)]
4. The rent charged each month for the Non-Market Housing Unit is as follows:
(a) the monthly rent on the date three hundred and sixty-five (365) days before this date of this certificate:
\$ \_\_\_\_\_ per month;
(b) the rent on the date of this certificate: \$ \_\_\_\_\_; and
(c) the proposed or actual rent that will be payable on the date that is ninety (90) days after the date of this certificate: \$ \_\_\_\_\_
5. I acknowledge and agree to comply with the Owner's obligations under the Housing Agreement, and other charges in favour of the City noted or registered in the Land Title Office against the land on which the Non-Market Housing Unit is situated and confirm that the Owner has complied with the Owner's obligations under the Housing Agreement.
6. I make this Statutory Declaration, conscientiously believing it to be true and knowing that the City of Port Moody will be relying upon the statements made herein.

[Owner]

Signature

Signature

# Considered at the November 12, 2024, Regular Council meeting

Schedule A to Bylaw No. 3490

## PRIORITY AGREEMENT

\_\_\_\_\_ (the “**Chargeholder**”) is the holder of Mortgage and Assignment of Rents encumbering the Lands which Mortgage and Assignment of Rents were registered in the Lower Mainland LTO under numbers \_\_\_\_\_, respectively (the “**Bank Charges**”).

The Chargeholder, being the holder of the Bank Charges, by signing the Form C General Instrument attached hereto as Part I, in consideration of the payment of Ten Dollars (\$10.00) and other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged and agreed to by the Chargeholder) hereby consents to the granting of this Section 483 Housing Agreement and Section 219 Covenant and hereby covenants that this Section 483 Housing Agreement and Section 219 Covenant will bind the Bank Charges in the Lands and will rank in priority upon the Lands over the Bank Charges as if the Section 483 Housing Agreement and Section 219 Covenant had been registered prior to the Bank Charges and prior to the advance of any monies pursuant to the Bank Charges. The grant of priority is irrevocable, unqualified, and without reservation or limitation.

END OF DOCUMENT

DRAFT

# Sustainability Report Card

## Mixed Use Projects

### Purpose

The Sustainability Report Card recognizes that developers, builders, designers, and others proposing changes to the built environment have an important role in creating a sustainable community. Buildings are a vital part of our community, providing shelter, employment, recreation opportunities, services, shopping and more. With the amount of time we spend in our buildings they play an essential role in how prepared we are for our changing climate, influence the vitality of our community, and shape our everyday lives.

The buildings we build today will be around for the next 60–80 years on average and it is crucial for the evolution of our community that these structures are built to the highest sustainability standards. In 2020 Council adopted the City's Climate Action Plan, a comprehensive strategy laying out a pathway to become a carbon neutral, resilient community by 2050. This Plan includes various building-related actions that project proposals should incorporate to work towards the vision that:

*Port Moody is a resilient community that honours climate justice, leading the urgent response to climate change through collective action.*

– Climate Action Committee, 2019

Port Moody encourages innovative thinking in community design to achieve sustainable communities. To this end, the Report Card is a requirement for rezoning, development permit, heritage revitalization agreement, and heritage alteration permit applications. The Report Card identifies performance measures based on community sustainability values, and these measures are used to evaluate development proposals. The Report Card is a tool that summarizes overall project sustainability and is integrated with all other development approval requirements.

**The Report Card focuses on performance criteria within four pillars of sustainability defined by the City as**

#### 1. Cultural Sustainability

Cultural sustainability recognizes the need to honour and transmit cultural beliefs, practices, heritage conservation, and culture for future generations. Cultural sustainability is about fostering cultural rights, local culture and cultural identity in a community. Cultural sustainability can be achieved through innovation and preservation of identity through different forms of creative expressions (e.g., art, events), celebrating cultural customs, and preserving and transmitting cultural heritage and customs through design of culturally inclusive landscapes, architecture, programs, and amenities.

#### 2. Economic Sustainability

Economic sustainability in the Port Moody context means offering a broad range of local employment opportunities that will reduce commute distances and times, encouraging creative and clean industry and jobs, and building a more sustainable financial future for the City. The impacts of this approach will reduce GHG emissions, enable active transportation as a more viable means of getting around, build more resilient local business communities, and strengthen the social fabric of the city.

### 3. Environmental Sustainability

Environmental sustainability refers to the protection, management, and monitoring of ecosystems and natural assets to ensure the long-term productivity and health of resources to meet future economic and social needs. Environmental sustainability involves protecting, restoring, and connecting environmental systems to maintain function and ecological integrity. It also acknowledges that human civilisation takes resources to sustain our modern way of life, recognizes the elements that place stress on the environment and incorporates how technology will drive our greener future.

### 4. Social Sustainability

Social sustainability is about inclusive and resilient societies that understand what citizens need from the places where they live, work and play and where citizens feel supported in their well-being and are encouraged to evolve. Social sustainability combines physical design with support mechanisms to enhance social liveability, amenities, and systems that actively support the capacity of current and future generations to create healthy and livable communities. Socially sustainable communities promote diversity, equity and inclusion, foster connectivity and provide a high quality of life.

## Process

The Sustainability Report Card forms part of the application materials for rezoning, development permit, heritage revitalization agreement, and heritage alteration permit proposals. There are five steps to follow in completing the Sustainability Report Card process:

1. Consult with City planning staff to discuss your proposal and determine if a Sustainability Report Card must be submitted with your development application.
2. Following the initial conversation with staff, and while preparing your application, complete the Sustainability Report Card by filling in the appropriate information that applies to your application and submit a completed copy to your file manager.
3. The Sustainability Report Card will be marked three times:
  - a. Prior to first reading;
  - b. Prior to Advisory Design Panel and Land Use Committee; and
  - c. Final scoring prior to Development Permit issuance.

At each of these marking intervals Planning staff will review the Report Card for completeness and accuracy and forward to staff in various departments for marking. Staff will make comments, determine a score, and provide the applicant an opportunity to revise the Report Card. The score and comments will be included in the land use reports that are distributed to the Advisory Design Panel, Land Use Committee, and City Council.

4. Commitments indicated in the Report Card will be secured through various means including, but not limited to, Development Permit conditions, securities, and various agreements (e.g., Servicing Agreement) or covenants. The method of securing the commitment is noted for each criteria.
5. If your application is approved by Council, your final Sustainability Report Card is maintained in the development file and a copy is provided to the City's Building Division.



## Instructions

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- Your Report Card must contain sufficient detail to ensure each measure can be evaluated. Make reference to the appropriate plans, drawings, and reports that demonstrate how the performance measure is met where appropriate.
- The relevance of the questions will depend on the nature and scope of your project, so not all questions will be applicable to all projects. In this case, select N/A and the points will be subtracted from the overall points available to increase fairness. Some criteria do not include N/A as an option as this is expected/possible on each project.
- Key terms are defined in the [Glossary](#) at the end of the Report Card document.
- Refer to the Resources section in each criteria for links to web-based resources relevant to measures in the Sustainability Report Card.

## Scoring

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- Scoring of the Report Card reflects a project's overall ability to be a sustainable development. Criteria are assigned points to indicate their significance based on:
  1. the level of difficulty to integrate criteria into project design;
  2. the order-of-magnitude cost added to the project;
  3. alignment with identified City and community priorities;
  4. the level of urgency for Port Moody in terms of achieving community sustainability goals; and
  5. the degree of effectiveness for increasing overall project sustainability.
- Performance measures are ordered based on priority. The first performance measure under each topic area in each pillar is the highest priority. The highest priority performance measures typically offer the highest possible points.
- City staff score the completed Report Card based on the principle of best achievable on each site for each performance measure. Points for achieving various means are indicated. Where open ended responses are permitted, staff will make a fair assessment of the project's performance for the measure with respect to site conditions.
- Where criteria may not be applicable to your project due to constraints, select the N/A option and the points will be subtracted from the overall points available to increase fairness. Some criteria do not include N/A as an option as this is expected/possible on each project.
- The Report Card is an iterative process with the applicant. The applicant has an opportunity to comment and make changes to their proposal before the scores are considered final and shared with public advisory bodies and City Council.
- Additional space is provided for the applicant to address innovations and constraints not captured elsewhere in the Report Card. Innovation items have a maximum score of 3 points. Constraints are not scored but given specific mention in Council Reports. Applicants are required to provide a narrative of how the project is contributing to each pillar of sustainability.
- Staff will review your completed Report Card and provide feedback to give you the opportunity to achieve the highest score possible by the time the project is considered for adoption or permit approval.

## Monitoring

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In general, the information required from the applicant for the Sustainability Report Card is similar to the information required for a typical development application. However, to ensure accountability, the City may request additional information, such as: photos of installed systems or products, design drawings, professional reports, copies of receipts, or other records that can be used to verify the implementation of the selected sustainability criteria. We encourage you to provide as much information as possible to assist City staff in their review of your development proposal.

## Public nformation

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Copies of the Report Card are maintained by the Development Planning Division and are included as an attachment to Council reports related to the application. Therefore, Report Cards are part of the public record.

## Property and Applicant information

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<b>Applicant</b>	Shima Biglari		
<b>Telephone</b>	604-265-3807	<b>Email</b>	shima_maraarch.com
<b>Registered owner</b>	House of Omeed, INC.NO. 11088998		
<b>Project address</b>	2340 Clarke St, Port Moody, BC V3H 1Y8		
<b>Proposed use</b>	addition of a residential floor level	<b>Total floor space (m<sup>2</sup>)</b>	683.1
<b>Building type</b>	mixed use	<b>Number of storeys</b>	3
<b>Number of units</b>	9 sleeping rooms		

## Final Score (staff to complete)

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Pillar	Total possible points	Sum of N/A points	Sum of missed points	Applicant total points	Pillar score
Cultural Sustainability	56	22	31	3	10
Economic Sustainability	93	7	70	16	19
Environmental Sustainability	172	62	91	19	17
Social Sustainability	165	35	121	9	7

# 1. Cultural Sustainability

Arts	
<p><b>C1a</b> <i>(applicants can choose between C1a or C1b)</i> <span style="color: red;">(12 points possible)</span></p> <p><b>Does the project designate space for artists or creative enterprises to be retained for the lifetime of the project</b></p> <p><input type="checkbox"/> <b>Yes</b></p> <p><input type="checkbox"/> <b>No</b></p> <p><input checked="" type="checkbox"/> <b>N/A</b> <i>(applicants can choose between C1a or C1b)</i></p> <p><b>If yes</b></p> <p><b>Check all that apply</b> <span style="float: right;"><i>(up to 12 points)</i></span></p> <p><input type="checkbox"/> artist studios <span style="float: right;"><i>(2 points for first studio + 1 point for each additional studio, max 8 points)</i></span></p> <p><input type="checkbox"/> family-size live-work units – sold below market value <span style="float: right;"><i>(3 points per unit, max 8 points)</i></span></p> <p><input type="checkbox"/> family-size live-work units – sold at market value <span style="float: right;"><i>(2 points per unit, max 6 points)</i></span></p> <p><input type="checkbox"/> plaza, creative placemaking space, available for public use (e.g., outdoor stage) <span style="float: right;"><i>(4 points)</i></span></p> <p><input type="checkbox"/> temporary artist spaces on or off the site <span style="float: right;"><i>(2 points)</i></span></p> <p><input type="checkbox"/> publicly viewable exhibition space <span style="float: right;"><i>(2 points)</i></span></p> <p><input type="checkbox"/> developer identified need/opportunity <span style="float: right;"><i>(up to 4 points)</i></span></p> <p>Please specify: _____</p> <p><b>Provide the size and details of the proposed space(s)</b></p> <div style="border: 1px solid black; height: 100px; width: 100%;"></div> <p><b>For the spaces being provided in this project, how will operation be managed</b> (e.g., who is responsible for managing tenants, maintenance, etc)</p> <div style="border: 1px solid black; height: 100px; width: 100%;"></div>	<p><b>Resources</b></p> <p><a href="#">Developer Public Art Guidelines</a></p> <p><a href="#">Art in Public Spaces Master Plan</a></p> <p><a href="#">Arts and Culture Master Plan</a></p> <p><b>Enforcement</b></p> <ul style="list-style-type: none"> <li>- Units (market and below market) will be secured through a Housing Agreement.</li> <li>- Plaza/creative/exhibition space temporary artist space will be confirmed through the Development Permit.</li> <li>- Elements on Landscape Plans will be subject to securities.</li> <li>- Formal written confirmation of arrangements for managing spaces will be required.</li> </ul> <p><b>Staff comments</b></p> <div style="border: 1px solid black; padding: 5px; min-height: 150px;">                 Applicant has selected N/A             </div> <p style="text-align: right;"><b>Score</b> <input type="text" value="0"/> /12</p>

**C1b** (applicants can choose between C1a or C1b) **(6 points possible)**

**Does the project include artwork which is aligned with the Art in Public Spaces Master Plan and located in a publicly accessible or publicly owned space** (Note: Public Art Policy encourages at least 0.5% of construction costs) (4 points)

Yes

No

N/A (applicants can choose between C1a or C1b)

Applicants are encouraged to work with artists and/or art consultants early so that artworks can be incorporated in meaningful and creative ways. **Has an artist or art consultant been engaged for this project** (2 points)

Yes

No

OR

**Does the project provide an in lieu financial contribution to the City's Artwork Reserve Fund in accordance with the City's Public Art Policy** (4 points)

Yes

No

N/A (applicants can choose between C1a or C1b)

**What is the proposed contribution to the City's Artwork Reserve Fund** (Note: Public Art Policy encourages at least 0.5% of construction costs) (up to 2 points)  
(2 points if contribution is at least 10% greater than recommendation)

\$ amount \_\_\_\_\_ of construction budget \_\_\_\_\_

Resources

- [Developer Public Art Guidelines](#)
- [Art in Public Spaces Master Plan](#)
- [Arts and Culture Master Plan](#)

Enforcement

- Formal written commitment to engage in a process to include public art will be required. Confirmation of the value of this commitment and securing this commitment through a letter of credit submitted prior to issuance of Development Permit will be required.
- Collection of public art funds prior to issuance of development permit will be required.

Staff comments

Applicant has selected N/A

Score  /6

<p><b>C2</b> <span style="float: right;">(2 points possible)</span></p> <p>Does the project include artistically designed (professionally designed) architectural elements that enhance the overall visual appeal of the development (e.g., water feature)</p> <p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p> <p>If yes, describe how</p> <div style="border: 1px solid black; height: 130px; width: 100%;"></div>	<p><b>Enforcement</b></p> <ul style="list-style-type: none"> <li>- Architectural elements will be secured through the Development Permit.</li> <li>- Elements on Landscape Plans will be subject to securities.</li> </ul> <p><b>Staff comments</b></p> <div style="border: 1px solid black; height: 100px; width: 100%;"></div> <p style="text-align: right;">Score <input type="text" value="0"/> /2</p>
<p><b>C3</b> <span style="float: right;">(2 points possible)</span></p> <p>Does the project include artistically designed (professionally designed) street furniture and/or streetscape enhancements (e.g., artistically designed benches, streetlights, tree grates) <i>(Note: consider maintenance and replacement of furniture/enhancements)</i></p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><input checked="" type="checkbox"/> N/A</p> <p>If yes, describe the furniture/enhancements and how they will be maintained</p> <div style="border: 1px solid black; height: 130px; width: 100%;"></div>	<p><b>Enforcement</b></p> <ul style="list-style-type: none"> <li>- Elements on Landscape Plans will be subject to securities.</li> <li>- Elements included in Civil Plans will be secured through the Servicing Agreement.</li> </ul> <p><b>Staff comments</b></p> <div style="border: 1px solid black; padding: 5px;">Applicant has selected N/A</div> <p style="text-align: right;">Score <input type="text" value="0"/> /2</p>

<p><b>C4</b> <span style="float: right;">(2 points possible)</span></p> <p><b>Describe how your project aligns with the Art in Public Spaces and/or Arts and Culture Master Plans, or otherwise contributes to the overall cultural and artistic vitality of Port Moody</b></p> <div style="border: 1px solid gray; padding: 5px; min-height: 150px;"> <p>This project includes an addition to the existing first and second floor and a proposed 3rd floor for the benefit of refugees and newcomers with limited funding to execute the construction. Therefore, the artwork has not been incorporated into the design.</p> </div>	<div style="background-color: #cccccc; padding: 2px;"><b>Resources</b></div> <p><a href="#">Art in Public Spaces Master Plan</a> <a href="#">Arts and Culture Master Plan</a></p> <div style="background-color: #cccccc; padding: 2px;"><b>Enforcement</b></div> <p>- N/A</p> <div style="background-color: #cccccc; padding: 2px;"><b>Staff comments</b></div> <div style="border: 1px solid gray; height: 100px; width: 100%;"></div> <p style="text-align: right;">Score <input type="text" value="2"/> /2</p>
<p><b>C5</b> <span style="float: right;">(1 point possible)</span></p> <p><b>Does the project include artistic elements for the benefit of the residents/occupants (e.g., artistic features in a private courtyard or main entryway)</b></p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p><b>If yes, please describe</b></p> <div style="border: 1px solid gray; height: 100px; width: 100%;"></div>	<div style="background-color: #cccccc; padding: 2px;"><b>Enforcement</b></div> <p>- Architectural elements will be secured through the Development Permit. - Elements on Landscape Plans will be subject to securities.</p> <div style="background-color: #cccccc; padding: 2px;"><b>Staff comments</b></div> <div style="border: 1px solid gray; height: 100px; width: 100%;"></div> <p style="text-align: right;">Score <input type="text" value="0"/> /1</p>



Heritage	
<p><b>C6</b> <span style="float: right; color: red;">(3 points possible)</span></p> <p>Have you consulted with City staff to determine if any of the structures on the subject property may have heritage value</p> <p> <input type="checkbox"/> Yes  <input type="checkbox"/> No  <input checked="" type="checkbox"/> N/A                 </p> <p>If yes, does the project include a statement of significance for heritage structures not listed on Heritage Register, prepared by a heritage conservation specialist where potential heritage value is observed</p> <p> <input type="checkbox"/> Yes  <input type="checkbox"/> No  <input checked="" type="checkbox"/> N/A                 </p>	<p><b>Resources</b></p> <p><a href="#">Heritage Register</a></p> <hr/> <p><b>Enforcement</b></p> <p>- Submission of Statement of Significance with application will be required.</p> <hr/> <p><b>Staff comments</b></p> <div style="border: 1px solid #ccc; padding: 5px; min-height: 100px;">                     Applicant has selected N/A                 </div> <p style="text-align: right;"><b>Score</b> <input type="text" value="0"/> /3</p>
<p><b>C7</b> <span style="float: right; color: red;">(3 points possible)</span></p> <p>Does the project include a heritage conservation plan prepared by a heritage conservation professional for a structure on the property of the application or on another property in the City</p> <p> <input type="checkbox"/> Yes  <input checked="" type="checkbox"/> No  <input type="checkbox"/> N/A                 </p> <p>If yes, provide the address of the structure included in the heritage conservation plan</p> <p>Address _____</p>	<p><b>Enforcement</b></p> <p>- Submission of a conservation plan will be required with application.</p> <hr/> <p><b>Staff comments</b></p> <div style="border: 1px solid #ccc; padding: 5px; min-height: 100px;">                     Applicant has selected No as no documents are observed                 </div> <p style="text-align: right;"><b>Score</b> <input type="text" value="0"/> /3</p>

<p><b>C8</b> <span style="float: right;"><b>(3 points possible)</b></span></p> <p>Does the project include reusing an existing heritage structure with heritage value through heritage restoration or heritage rehabilitation <span style="float: right;"><i>(3 points)</i></span></p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><input checked="" type="checkbox"/> N/A</p>	<p><b>Enforcement</b></p> <p>- Details will be included in Heritage Conservation Plan and formalized in a Heritage Revitalization Agreement or Development Permit. Formal protection typically involves heritage designation following completion of conservation work.</p> <p><b>Staff comments</b></p> <div style="border: 1px solid #ccc; padding: 5px; min-height: 100px;"> <p>Applicant has selected N/A</p> </div> <p style="text-align: right;">Score <input type="text" value="0"/> /3</p>
<p><b>C9</b> <span style="float: right;"><b>(2 points possible)</b></span></p> <p>Where the preservation of a heritage structure in its original location cannot be accommodated, relocation may be considered.</p> <p>Does this project include heritage relocation within Port Moody <span style="float: right;"><i>(2 points)</i></span></p> <p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p> <p><input type="checkbox"/> N/A</p>	<p><b>Resources</b></p> <p><i>Conservation of Historic Places in Canada:</i> <a href="http://historicplaces.ca">historicplaces.ca</a></p> <p><b>Enforcement</b></p> <p>- Written confirmation of commitment to relocate structure and details of plans for the building in its new location will be required.</p> <p><b>Staff comments</b></p> <div style="border: 1px solid #ccc; padding: 5px; min-height: 100px;"> </div> <p style="text-align: right;">Score <input type="text" value="0"/> /2</p>

## C10

(2 points possible)

Does the project salvage materials or artefacts from a historic place in Port Moody, or reuse materials or artifacts from architectural/landscape salvage in a manner which supports the authenticity of the site's character-defining elements

Yes

No

N/A

If yes, please explain

(up to 2 points)

### Enforcement

- Depending on what is proposed, incorporating these elements could be shown on landscape and/or architectural plans included in the Development Permit.
- Landscaped elements will be subject to securities. If the artifacts are used in public art then they will be secured through Public Art Securities.

### Staff comments

Score  /2

## C11

(2 points possible)

Does the project involve the addition of a heritage structure to the City's Heritage Register This only applies to a structure with heritage value that is NOT already on the City's Heritage Register.

Yes

No

N/A

### Resources

[Heritage Register](#)

### Enforcement

- Confirmation of intention to add the heritage structure to the Heritage Register will be required.

### Staff comments

Score  /2

<p><b>C12</b> <span style="float: right;"><b>(2 points possible)</b></span></p> <p>Does the project incorporate acknowledgement of historical or cultural connections to the site (e.g., historical naming of the site, people, events, structures, architectural inspiration etc.)</p> <p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p> <p>If yes, please explain <span style="float: right;"><i>(up to 2 points)</i></span></p> <div style="border: 1px solid black; height: 80px; width: 100%;"></div>	<p><b>Enforcement</b></p> <ul style="list-style-type: none"> <li>- Follow up will depend on the method used to acknowledge cultural connections to the site. Determined by staff.</li> </ul> <p><b>Staff comments</b></p> <div style="border: 1px solid black; height: 100px; width: 100%;"></div> <p style="text-align: right;">Score <input type="text" value="0"/> /2</p>
<b>Public Realm</b>	
<p><b>C13</b> <span style="float: right;"><b>(8 points possible)</b></span></p> <p>Does the project improve the streetscape beyond minimum City requirements by integrating lasting creative elements and demonstrating effort to optimize the project's beautification impact</p> <p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p> <p>If yes, check all that apply <span style="float: right;"><b><i>(up to 4 points)</i></b></span></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Artistic stormwater management features <span style="float: right;"><i>(1 point)</i></span></li> <li><input type="checkbox"/> Restores the frontage of an existing building in Historic Moody Centre <span style="float: right;"><i>(2 points)</i></span></li> <li><input type="checkbox"/> Proposed artistic paving treatments <span style="float: right;"><i>(1 point)</i></span></li> <li><input type="checkbox"/> Adds aesthetics to functional elements of the streetscape <span style="float: right;"><i>(1 point)</i></span></li> <li><input type="checkbox"/> Aesthetically pleasing and functional benches, bike rack, planter, lighting etc. upgrades <span style="float: right;"><i>(1 point)</i></span></li> <li><input type="checkbox"/> Interaction of the project with the public e.g., edible landscape/foilage <span style="float: right;"><i>(1 point)</i></span></li> <li><input type="checkbox"/> Artistic panels in entry foyer <span style="float: right;"><i>(1 point)</i></span></li> <li><input type="checkbox"/> Other <span style="float: right;"><i>(up to 1 point)</i></span></li> </ul> <p><b>Are the streetscape elements designed by a local artist</b> <span style="float: right;"><b><i>(4 points)</i></b></span></p> <p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p>	<p><b>Enforcement</b></p> <ul style="list-style-type: none"> <li>- Architectural elements will be secured through the Development Permit.</li> <li>- Elements on Landscape Plans will be subject to securities.</li> <li>- Elements included in Civil Plans will be secured through the Servicing Agreement.</li> <li>- Artistic elements will be secured through Public Art securities.</li> </ul> <p><b>Staff comments</b></p> <div style="border: 1px solid black; height: 150px; width: 100%;"></div> <p style="text-align: right;">Score <input type="text" value="0"/> /8</p>

<p><b>C14</b> <span style="float: right;">(3 points possible)</span></p> <p>Does your project include any innovative cultural sustainability aspects not captured in the Report Card</p> <p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> N/A</p> <p>If yes, please explain <span style="float: right;">(up to 3 points)</span></p> <div style="border: 1px solid black; height: 100px; width: 100%;"></div>	<p><b>Enforcement</b></p> <p>- Will depend on the type of innovation, determined by staff.</p> <p><b>Staff comments</b></p> <div style="border: 1px solid black; padding: 5px;">Applicant has selected N/A</div> <p style="text-align: right;">Score <input type="text" value="0"/> /3</p>
<p><b>C15</b></p> <p>Does your project face any unique site constraints that limit cultural sustainability achievement</p> <p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p>If yes, please explain</p> <div style="border: 1px solid black; padding: 5px;">This is an existing building and the plan for the proposed addition is for the benefit of the refugees and newcomers for a temporary living situation (transitory home) and expansion of the existing food bank services. Therefore, the goal is to maximize the floor areas to achieve this plan and due to available funding the time line for this plan, the cultural sustainability achievements are limited.</div>	<p><b>Enforcement</b></p> <p>- N/A</p> <p><b>Staff comments</b></p> <div style="border: 1px solid black; height: 150px; width: 100%;"></div>



# Considered at the November 12, 2024, Regular Council meeting

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Attachment 7

## C16

(3 points possible)

Summarize the project's cultural sustainability contributions, including the performance criteria in this Report Card and additional elements not previously captured here.

The cultural sustainability is not applicable to this existing building. However, the proposed addition has been designed in accordance with the requirement of the Moody Centre Heritage Conservation Area.

### Enforcement

- Highlighted in Council reports

### Staff comments

Score  /3

**Total Cultural Sustainability Pillar Points  /56**

## 2. Economic Sustainability

Complete Community	
<p><b>EC1</b> <span style="float: right;">(13 points possible)</span></p> <p>Does the project support active transportation to access shops and services by improving the circulation and connectivity of the site to retail shops, services, and employment near the project site</p> <p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><b>If yes, check all that apply for how this is achieved</b> <span style="float: right;">(up to 13 points)</span></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Creates connectivity to existing active transportation network <i>(up to 3 points)</i></li> <li><input checked="" type="checkbox"/> Eliminates barriers to access for active transportation (e.g., improving let-downs, accessibility) <i>(up to 3 points)</i></li> <li><input type="checkbox"/> Enhances trails and bike paths <i>(1 point)</i></li> <li><input type="checkbox"/> Creates public amenity space <i>(1 point)</i></li> <li><input type="checkbox"/> Use of greenery and landscaping to serve pedestrians and to direct patrons to storefront entrances and transit <i>(1 point)</i></li> <li><input type="checkbox"/> Wide sidewalks and separation from the road to encourage and promote pedestrian movement <i>(1 point)</i></li> <li><input type="checkbox"/> Blade or tab signs are incorporated as appropriate <i>(up to 2 points)</i></li> <li><input type="checkbox"/> Seating, public art, and other amenities are incorporated into design of retail storefront area <i>(up to 3 points)</i></li> <li><input type="checkbox"/> Receiving/shipping areas are located off pedestrian routes <i>(1 point)</i></li> <li><input type="checkbox"/> Other – please explain: <i>(up to 3 points)</i></li> </ul> <div style="border: 1px solid black; height: 40px; width: 100%; margin-top: 10px;"></div>	<p><b>Resources</b></p> <p><a href="#">Master Transportation Plan Examples</a></p> <p><b>Enforcement</b></p> <ul style="list-style-type: none"> <li>- Architectural elements are secured through the Development Permit.</li> <li>- Elements on Landscape Plans will be subject to securities.</li> <li>- Elements included in Civil Plans will be secured through the Servicing Agreement.</li> <li>- Signage will be confirmed through the Signage Plan.</li> </ul> <p><b>Staff comments</b></p> <div style="border: 1px solid black; height: 100px; width: 100%; margin-top: 10px;"></div> <p style="text-align: right;"><b>Score</b> <input type="text" value="3"/> /13</p>

**EC2**

(12 points possible)

Does the project increase access to daily services or supplement the existing business composition

Yes

No

If yes

Check all that apply

(up to 12 points)

- Contiguous retail frontage to maintain continuity of retail storefronts (2 points)
- Enhances existing businesses through agglomeration as appropriate (2 points)
- Provides a variety of store widths or opportunity for a variety of storefront widths through combining individual units (2 points)
- Provides daily goods and services that are missing or underserved in the current local area business composition (2 points)

Please explain missing/underserved goods and services identified:

- Supports expansion of and/or leverages the existing business community in the area (2 points)

Please explain how:

- Other – please explain: (up to 2 points)

What is the Walk Score of the proposed project

Resources

[WalkScore](#)

Enforcement

- Architectural elements will be secured through the Development Permit.
- Specific uses will be incorporated into the project zoning.

Staff comments

Score  /12

## EC3

(5 points possible)

**What is the estimated increase to the current and proposed property assessed value, as would be determined by BC Assessment (market value) for each property classification**

*(Note that only estimates are required for proposed assessed value as actual assessed values would not be available at this point in the project)*

### Current (Land improvement)

Class 1 – residential assessed value: \_\_\_\_\_

Class 2 – utilities assessed value: \_\_\_\_\_

Class 3 – supportive housing assessed value: \_\_\_\_\_

Class 4 – major industry assessed value: \_\_\_\_\_

Class 5 – light industry assessed value: \_\_\_\_\_

Class 6 – business other assessed value: \_\_\_\_\_

### Estimated Proposed (Land improvement)

Class 1 – residential assessed value: \_\_\_\_\_

Class 2 – utilities assessed value: \_\_\_\_\_

Class 3 – supportive housing assessed value: \_\_\_\_\_

Class 4 – major industry assessed value: \_\_\_\_\_

Class 5 – light industry assessed value: \_\_\_\_\_

Class 6 – business other assessed value: \_\_\_\_\_

*Project provides more assessed value in a non-residential class (2,4,5,6) = 3 points*

*Proposed assessed value is higher than current assessed value = 2 points*

*Proposed assessed value is the same as current assessed value = 1 point*

*Proposed assessed value is lower than current assessed value = 0 points*

### Resources

[Official Community Plan land use plan map](#)

[BC Assessment Property Classification](#)

### Enforcement

- N/A

### Staff comments

Score  /5

Local Economy

EC4

(20 points possible)

Does the project increase the number of and variety of skilled employment on land designated as Industrial, Mixed Employment, or Mixed Use in the City's Official Community Plan

es

No

f yes

List the estimated number of obs (up to 5 points)

of existing jobs on site: 7

of proposed jobs on site: 0

of jobs retained: 100

If # of existing jobs is not retained = 0 points
If # of existing jobs is retained = 3 points
If # of jobs is increased beyond existing = 5 points

Using the North American Industry Classification System (NAICS), list the type of obs created. Classification to the Sector (first) level is sufficient.

[Empty text box for NAICS classification]

List the obs to population ratio on site: (up to 15 points)
Up to 0.5, each 0.1 = 1 point; Above 0.5, each 0.1 = 2 points

0.16

Are the Industrial, Mixed Employment, or Mixed Use areas leased or owned

Leased

Owned

Other – please describe:

Owned by House of Omeed for providing none-profit services and support to vulnerable communities.

Have you identified potential occupants for each land use

Yes

No

If yes, list all potential occupants identified and their intended use:

first and second floor will include the exiting staff for the food bank and offices and an accessible sleeping room and the proposed third floor will be fully residential.

Resources

Official community Plan Overall Land Use Plan Map

NAICS

Metro Vancouver Industrial Lands Strategy

Enforcement

- Commitment confirmed through Building Permit Plans re: space/occupant designation
- For owner spaces, proof of registration of the Strata Plan at Land Title Survey Authority submitted.

Staff comments

[Large empty text box for staff comments]

Score 2 /20



<p><b>EC5</b> <span style="float: right;">(12 points possible)</span></p> <p><b>Does the project retain industrial uses on site</b></p> <p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><input type="checkbox"/> N/A</p> <p><b>If yes</b></p> <p><b>Will the zoning restrict a portion of the project to light industrial uses</b> <span style="float: right;">(5 points)</span></p> <p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p> <p><b>Will the industrial use(s) be multi-level (E.g., mezzanine)</b> <span style="float: right;">(up to 5 points)</span></p> <p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p> <p><b>Will the proposed tenants intensify the use of industrial space</b> <span style="float: right;">(2 points)</span></p> <p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><b>What is the industrial floor space ratio (FSR)</b> 0.88</p>	<p><b>Enforcement</b></p> <ul style="list-style-type: none"> <li>- Architectural elements will be secured through the Development Permit.</li> <li>- Occupancy will be confirmed as a part of the Building Permit.</li> </ul> <p><b>Staff comments</b></p> <div style="border: 1px solid black; height: 150px; width: 100%;"></div> <p style="text-align: right;"><b>Score</b> <input type="text" value="2"/> /12</p>
<p><b>EC6</b> <span style="float: right;">(7 points possible)</span></p> <p><b>Do the sizes and configuration of retail units in the project support a variety of occupants, employment, and uses for those units</b></p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><input checked="" type="checkbox"/> N/A</p> <p><b>If yes, check all that will be incorporated</b> <span style="float: right;">(up to 7 points)</span></p> <p><input type="checkbox"/> Ceiling heights of at least 12' (floor to ceiling, not floor to slab) <span style="float: right;">(1 point)</span></p> <p><input type="checkbox"/> Appropriate setbacks to allow for seating, patios, public art, and other streetscape features and amenities <span style="float: right;">(1 point)</span></p> <p><input type="checkbox"/> For corner developments, a corner retail storefront with wraparound glazing <span style="float: right;">(1 point)</span></p> <p><input type="checkbox"/> Variety of storefront widths, depths, ventilation, and glazing treatments etc. to meet the needs of different tenants <span style="float: right;">(1 point)</span></p> <p><input type="checkbox"/> Exterior lighting is positioned and integrated to enhance architecture and storefront design <span style="float: right;">(1 point)</span></p> <p><input type="checkbox"/> Storefronts are adaptable to accommodate different signage types to support tenant's branding while maintaining neighbourhood character <span style="float: right;">(1 point)</span></p> <p><input type="checkbox"/> Adaptable to emerging retail trends e.g., online orders <span style="float: right;">(1 point)</span></p>	<p><b>Enforcement</b></p> <ul style="list-style-type: none"> <li>- Architectural elements will be secured through the Development Permit.</li> </ul> <p><b>Staff comments</b></p> <div style="border: 1px solid black; padding: 5px;">Applicant has selected N/A</div> <p style="text-align: right;"><b>Score</b> <input type="text" value="0"/> /7</p>

<p><b>EC7</b> <span style="float: right;"><b>(6 points possible)</b></span></p> <p><b>Does the project contribute to a circular economy</b></p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><b>If yes, check all the circular economy initiatives (up to 6 points)</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> re-use of resources (deconstruction for re-use, materials made from recycled/reclaimed materials, materials made from natural inputs) <i>(2 points)</i></li> <li><input type="checkbox"/> local repair caf <i>(2 points)</i></li> <li><input type="checkbox"/> collaboration between local enterprises/industry <i>(2 points)</i></li> <li><input type="checkbox"/> design for the future/design for deconstruction <i>(2 points)</i></li> <li><input type="checkbox"/> maker-space/tool library <i>(2 points)</i></li> <li><input type="checkbox"/> foster a sharing initiative (e.g., car share, bike share etc.) <i>(2 points)</i></li> <li><input type="checkbox"/> Other – please describe: <i>(up to 2 points)</i></li> </ul> <div style="border: 1px solid black; height: 40px; width: 100%; margin-top: 5px;"></div>	<p><b>Resources</b></p> <p><a href="#">Canadian Circular Economy</a></p> <hr/> <p><b>Enforcement</b></p> <ul style="list-style-type: none"> <li>- Architectural elements will be secured through the Development Permit.</li> <li>- Waste related initiatives may be subject to securities.</li> <li>- Other elements may be secured with a Section 219 Covenant.</li> </ul> <hr/> <p><b>Staff comments</b></p> <div style="border: 1px solid gray; padding: 5px; min-height: 100px;"> <p>Applicant has not selected anything for this section</p> </div> <p style="text-align: right;"><b>Score</b> <input type="text" value="0"/> /6</p>
<p><b>EC8</b> <span style="float: right;"><b>(5 points possible)</b></span></p> <p><b>Is the project expected to contribute to the daytime economy (i.e. daytime population comprised of workers and students) and/or the nighttime economy of Port Moody (i.e. commercial activities in the evening e.g., restaurant, entertainment, sports, culture, shops, etc.)</b></p> <p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p> <p><b>If yes, check any of the following sectors that you may be targeting (up to 5 points)</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Incorporate office, institutional or light industrial space <i>(5 points)</i></li> <li><input type="checkbox"/> Food and beverage establishment (e.g., restaurant, coffee shop, etc.) <i>(3 points)</i></li> <li><input type="checkbox"/> Tourism business <i>(1 point)</i></li> </ul>	<p><b>Enforcement</b></p> <ul style="list-style-type: none"> <li>- Architectural elements will be secured through the Development Permit.</li> <li>- Elements related to occupancies will be confirmed through the Building Permit.</li> </ul> <hr/> <p><b>Staff comments</b></p> <div style="border: 1px solid gray; height: 100px;"></div> <p style="text-align: right;"><b>Score</b> <input type="text" value="0"/> /5</p>

<p><b>EC9</b> <span style="float: right;">(4 points possible)</span></p> <p>Does the project provide a regional destination for commercial or institutional land uses</p> <p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p> <p>If yes, please check all that apply <span style="float: right;">(up to 4 points)</span></p> <p><input type="checkbox"/> specialized training/education <span style="float: right;">(2 points)</span></p> <p><input type="checkbox"/> specialized art <span style="float: right;">(2 points)</span></p> <p><input type="checkbox"/> culture/heritage <span style="float: right;">(2 points)</span></p> <p><input type="checkbox"/> recreational opportunities (e.g., high performance training centre) <span style="float: right;">(2 points)</span></p> <p><input type="checkbox"/> Other – please describe: <span style="float: right;">(up to 2 points)</span></p> <div style="border: 1px solid black; height: 50px; width: 100%;"></div>	<p><b>Enforcement</b></p> <ul style="list-style-type: none"> <li>- Architectural elements will be secured through the Development Permit.</li> <li>- Elements related to occupancies will be confirmed through the Building Permit.</li> </ul> <p><b>Staff comments</b></p> <div style="border: 1px solid black; height: 150px; width: 100%;"></div> <p style="text-align: right;">Score <input type="text" value="0"/> /4</p>
<p><b>EC10</b> <span style="float: right;">(3 points possible)</span></p> <p>Will the project attempt to source local (Port Moody) labour, supply and materials</p> <p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p>If yes, check all that apply <span style="float: right;">(up to 3 points)</span></p> <p><input type="checkbox"/> Local supply of materials <span style="float: right;">(1 point)</span></p> <p><input type="checkbox"/> Local labour <span style="float: right;">(1 point)</span></p> <p><input type="checkbox"/> Local contractors <span style="float: right;">(1 point)</span></p> <p><input checked="" type="checkbox"/> Local professional services <span style="float: right;">(1 point)</span></p> <p><input type="checkbox"/> Other – please describe: <span style="float: right;">(1 point)</span></p> <div style="border: 1px solid black; height: 50px; width: 100%;"></div>	<p><b>Enforcement</b></p> <ul style="list-style-type: none"> <li>- Architectural elements will be secured through the Development Permit.</li> <li>- Contractors will be confirmed through the Building Permit.</li> </ul> <p><b>Staff comments</b></p> <div style="border: 1px solid black; padding: 5px;"> <p>Applicant has detailed the professional services in their application for this addition</p> </div> <p style="text-align: right;">Score <input type="text" value="1"/> /3</p>

<p><b>EC11</b> <span style="float: right; color: red;">(3 points possible)</span></p> <p>Does your project include any innovative economic sustainability aspects not captured</p> <p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> N/A</p> <p>If yes, please describe <span style="float: right;">(up to 3 points)</span></p> <div style="border: 1px solid gray; height: 80px; width: 100%;"></div>	<p><b>Enforcement</b></p> <p>- Will depend on the type of innovation, determined by staff.</p> <p><b>Staff comments</b></p> <div style="border: 1px solid gray; padding: 5px;">Applicant has selected N/A</div> <p style="text-align: right;">Score <input type="text" value="0"/> /3</p>
<p><b>EC12</b></p> <p>Does your project face any unique site constraints unique that limit economic sustainability achievement</p> <p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p>If yes, please describe</p> <div style="border: 1px solid gray; padding: 5px;">The project is an alternation and addition to an existing building with existing uses and proposed addition is proposed to accommodate services and support to vulnerable communities. Therefore, the economic suitabilities are limited.</div>	<p><b>Enforcement</b></p> <p>- N/A</p> <p><b>Staff comments</b></p> <div style="border: 1px solid gray; height: 150px; width: 100%;"></div>

## EC13

(3 points possible)

**Summarize the project's economic sustainability contributions including the performance criteria in this Report Card and additional elements not previously captured here**

The contributions to the economic sustainability of this project are limited as this building is an existing 2 storey building with proposed additions. The proposed alternations and additions promote the existing services by the help of local professionals. The main entry will be designed to provide access to people with disabilities and to one accessible sleeping room on ground level. The building will remain connected to the public transportation system.

### Enforcement

- Highlighted in Council report

### Staff comments

Score  /3

**Total Economic Sustainability Pillar Points  /93**



### 3. Environmental Sustainability

Natural Environment	
<p><b>EN1</b> <span style="float: right; color: red;">(20 points possible)</span></p> <p>Does the project protect and enhance the urban forest, prioritizing tree retention and planting of native or adaptive tree species which provide multi-storey habitat (groundcover, shrubs and trees) to increase ecological value, biodiversity, and resilience to climate change impacts</p> <p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><input type="checkbox"/> N/A</p> <p><b>If yes</b></p> <p><b>Outline the following</b></p> <p>Number of existing significant mature trees protected on site (i.e., mature trees over 40 cm DBH): _____ <span style="float: right;">(up to 5 points)</span></p> <p>Number of existing trees over 10 cm protected on site: <u>4</u> _____ <span style="float: right;">(up to 5 points)</span></p> <p>Replacement tree ratio: _____ <span style="float: right;">(up to 5 points)</span>  <i>(Note: Native tree species are preferred for areas immediately adjacent to Environmentally Sensitive Areas)</i></p> <p>Trees planted on-site: _____</p> <p>Trees planted off-site: _____</p> <p>Cash-in-lieu: _____</p> <p>Existing canopy cover ( ): _____</p> <p>Proposed canopy cover at 20 years post development ( ): _____  <i>If canopy cover is the same = 3 points</i>  <i>If proposed canopy cover exceeds existing = up to 5 points</i></p> <p><b>Demonstrate ability of trees to reach full maturity.</b>  <b>Check all that apply</b> <span style="float: right;">(up to 5 points)</span></p> <p><input type="checkbox"/> Adequate soil volume as determined by the Canadian Landscape Standard <span style="float: right;">(2 points)</span></p> <p><input type="checkbox"/> Designated space for significant trees/stand of trees to reach full maturity <span style="float: right;">(2 points)</span></p> <p><input type="checkbox"/> Proximity to infrastructure (e.g., Building(s), power lines) <span style="float: right;">(1 point)</span></p>	<p><b>Resources</b></p> <p><a href="#">Tree Protection Bylaw</a></p> <p><a href="#">Tree Canopy</a></p> <p><a href="#">Canadian Landscape Standard</a></p> <p>New canopy cover is calculated based on the type of trees that are being planted, at 20 year maturity.</p> <p>Large Canopy Trees provide 125 m<sup>2</sup> per tree (e.g., Douglas Fir, Deodor Cedar, Red Oak)</p> <p>Medium Canopy Trees provide 50 m<sup>2</sup> per tree (e.g., Evergreen magnolia, Honey locust)</p> <p>Small Canopy Trees provide 25 m<sup>2</sup> per tree (e.g., Japanese maple, Giant Dogwood)</p> <p>Sum Total Species Canopy Area for all proposed species and divide by gross site area to obtain mature canopy coverage percentage</p> <p><b>Enforcement</b></p> <ul style="list-style-type: none"> <li>- Elements on Landscape Plans will be subject to securities.</li> <li>- Tree Protection Covenants may be applied.</li> </ul> <p><b>Staff comments</b></p> <div style="border: 1px solid #ccc; padding: 5px; min-height: 100px;"> <p>Applicant has stated four existing trees to be protected on site</p> </div> <p style="text-align: right;"><b>Score</b> <span style="border: 1px solid black; padding: 0 5px;">4</span> /20</p>

### EN2

(15 points possible)

Does the site stormwater management plan provide adequate stormwater quality, volume and groundwater protection to address the relevant senior and municipal government requirements for future rainfall expected with climate change

Yes

No

If yes

Do the site conditions work to restore stormwater flows to be closer to pre-development historical conditions (2 points)

Yes

No

Indicate which of these approaches the project will use

#### A. Nature-based green infrastructure solutions

Check all that apply (up to 9 points)

Watercourse daylighting (3 points)

Constructed wetlands (3 points)

Rain gardens (up to 3 points)

Bioswales (up to 3 points)

Green roof/wall (up to 3 points)

Other – please describe: (up to 2 points)

#### B. Engineered green infrastructure solutions

Check all that apply (up to 4 points)

Rainwater harvesting (2 points)

Systems that support street trees (e.g., trenches, soil cells, structural soils, etc.) (1 point)

Roof downspout disconnection to Green Infrastructure (1 point)

Water quality structures (1 point)

Absorbent landscaping (1 point)

Other – please describe: (up to 2 points)

#### Resources

[Metro Vancouver's Stormwater Source Control Guidelines](#)

[Climate Action Plan](#)

[The Chinese Integrated Stormwater Management Report \(metrovancover.org\)](#)

[DFO Land Development Guidelines](#)

[2018 KWL IDF Curves for Climate Change](#)

#### Enforcement

- Submission of stormwater management plan that addresses the goals indicated will be required.
- Elements on Landscape Plans will be subject to securities.
- Elements included on Civil Plans will be secured through the Servicing Agreement.

#### Staff comments

Staff are unable to see the systems that support applicants choice here. This is to be expected due to the application being for an addition

Score  /15

**EN3** (applicants choose A or B)

(15 or 6 points possible)

**A. Does the project protect, restore and/or compensate for site ecology on-site**

- Yes
- No

**N/A** (applicants choose A or B)

**If yes, check all that apply** (up to 15 points)

- Watercourse daylighting (5 points)
- Constructed wetlands (3 points)
- No increase in existing impervious area (4 points)  
Area (m<sup>2</sup>): \_\_\_\_\_
- Riparian Area Restoration (up to 3 points)
- Aquatic restoration (2 points)
- Non-riparian forest restoration (2 points)
- Native/ naturescape landscaping (2 points)
- Removal of invasive plant species from natural areas (2 points)
- Other biodiversity and habitat enhancement (1 point)
- Salvage replanting (1 point)
- Other – please describe: (up to 3 points)

**OR**

**B. Does the project provide other biodiversity enhancement in an urban setting**

- Yes
- No

**N/A** (applicants choose A or B)

**If yes, check all that apply** (up to 6 points)

- Other biodiversity and habitat enhancement (1 point)
- Native/ naturescape landscaping (2 points)
- Other – please describe: (up to 3 points)

**Resources**

[Naturescape Policy 13-6410-03](#)

**Enforcement**

- Elements on Landscape Plans will be subject to securities.

**Staff comments (A)**

Applicant has selected N/A

**Staff comments (B)**

Applicant has selected N/A

Score  /15 or 6

**EN4**

**(10 points possible)**

Is the proposed property located in an Environmentally Sensitive Area (ESA)

Yes

N/A

If yes

i. What is the designation of the ESA

ii. What are the means of ESA protection **(up to 8 points)**

Dedication *(3 points)*

Covenant *(1 point)*

Monitoring *(up to 2 points)*

Other – please explain: *(up to 2 points)*

iii. How is the ESA being improved **(up to 2 points)**

**Resources**

[Official Community Plan Map 13: Environmentally Sensitive Areas and Appendix 2: Development Permit Area Guidelines](#)

**Enforcement**

– Environmentally Sensitive Area DP, other means of protection are required as established in criteria ii.

**Staff comments**

Applicant has selected N/A

Score  /10

<p><b>EN5</b> <span style="float: right;">(5 points possible)</span></p> <p>Does the project reduce potable water use from existing site conditions and/or per capita</p> <p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p> <p>If yes, check all that apply <span style="float: right;">(up to 5 points)</span></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Drought tolerant landscaping (xeriscaping) with native species (0.5 points)</li> <li><input type="checkbox"/> Installation of a water meter display to show consumption for occupants more frequently than billing (0.5 points)</li> <li><input type="checkbox"/> Non-water dependent materials/features for ground cover treatment (0.5 points)</li> <li><input type="checkbox"/> Irrigation system with central control, rain sensors, and drip irrigation on and off-site (0.5 points)</li> <li><input type="checkbox"/> Captured rainwater irrigation or greywater system (0.5 points)</li> <li><input type="checkbox"/> Other – please explain: (up to 2 points)</li> </ul> <div style="border: 1px solid black; height: 60px; width: 100%;"></div>	<p><b>Resources</b></p> <p><a href="#">Water meter Specifications</a></p> <p><b>Enforcement</b></p> <ul style="list-style-type: none"> <li>- Elements included on Civil Plans will be secured through the Servicing Agreement.</li> <li>- Elements on Landscape Plans will be subject to securities.</li> <li>- Low flow/flush and greywater systems will be confirmed through the Building Permit.</li> <li>- Elements noted on Mechanical Drawings will be confirmed through the Building Permit.</li> </ul> <p><b>Staff comments</b></p> <div style="border: 1px solid black; height: 100px; width: 100%;"></div> <p style="text-align: right;">Score <input type="text" value="0"/> /5</p>
<p><b>EN6</b> <span style="float: right;">(5 points possible)</span></p> <p>Is the project located along the Burrard Inlet foreshore or otherwise impacted by coastal flooding (e.g., sea level rise, coastal squeeze, etc.)</p> <p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> N/A</p> <p>If yes, describe how the project will mitigate risks and impacts of coastal flooding events in current and future climate scenarios <span style="float: right;">(up to 5 points)</span></p> <div style="border: 1px solid black; height: 100px; width: 100%;"></div>	<p><b>Resources</b></p> <p><a href="#">Green Shores</a></p> <p><a href="#">Port Moody Zoning Bylaw Section 5.3.5</a></p> <p><b>Enforcement</b></p> <ul style="list-style-type: none"> <li>- Setbacks and minimum building elevation are confirmed through the Development Permit and Building Permit.</li> </ul> <p><b>Staff comments</b></p> <div style="border: 1px solid black; padding: 5px;"> <p>Applicant has selected N/A</p> </div> <p style="text-align: right;">Score <input type="text" value="0"/> /5</p>

<p><b>EN7</b> <span style="float: right;"><b>(5 points possible)</b></span></p> <p>Does the project redevelop and rehabilitate a brownfield site <span style="float: right;"><i>(5 points)</i></span></p> <p><input type="checkbox"/> es</p> <p><input checked="" type="checkbox"/> N/A</p>	<p><b>Resources</b></p> <p><a href="#">Brownfields</a></p> <p><a href="#">Contaminated Sites Regulations</a></p> <p><b>Enforcement</b></p> <p>- Proof of compliance with provincial contaminated sites regulations will be required.</p> <p><b>Staff comments</b></p> <div style="border: 1px solid gray; height: 80px; width: 100%;"></div> <p style="text-align: right;">Score <input type="text" value=""/> /5</p>
<p><b>EN8</b> <span style="float: right;"><b>(4 points possible)</b></span></p> <p>Does the design of outdoor lighting incorporate technology to minimize the harmful effects of light pollution</p> <p><input checked="" type="checkbox"/> es</p> <p><input type="checkbox"/> No</p> <p><b>Check all that apply to ensure that lights are</b> <span style="float: right;"><b><i>(up to 4 points)</i></b></span></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Only on when needed <span style="float: right;"><i>(0.5 points)</i></span></li> <li><input checked="" type="checkbox"/> Only light the area that needs it <span style="float: right;"><i>(0.5 points)</i></span></li> <li><input checked="" type="checkbox"/> No brighter than necessary <span style="float: right;"><i>(0.5 points)</i></span></li> <li><input type="checkbox"/> Minimizes blue light emissions <span style="float: right;"><i>(0.5 points)</i></span></li> <li><input checked="" type="checkbox"/> Fully shielded (pointing downward) <span style="float: right;"><i>(0.5 points)</i></span></li> <li><input checked="" type="checkbox"/> LED lights <span style="float: right;"><i>(0.5 points)</i></span></li> <li><input checked="" type="checkbox"/> Non-reflective pavement surface <span style="float: right;"><i>(0.5 points)</i></span></li> <li><input type="checkbox"/> Other – describe the lighting plan for the site and its dark sky friendly features: <span style="float: right;"><i>(up to 0.5 points)</i></span></li> </ul> <div style="border: 1px solid gray; height: 100px; width: 100%;"></div>	<p><b>Resources</b></p> <p><a href="#">International Dark Sky Association for Dark Sky Friendly Lighting</a></p> <p><b>Enforcement</b></p> <p>- Lighting details will be confirmed through the Building Permit and will be subject to securities through Landscape Plans.</p> <p><b>Staff comments</b></p> <div style="border: 1px solid gray; padding: 5px;"> <p>As seen above in the enforcement panel, staff will need to confirm applicants commitment at later stage</p> </div> <p style="text-align: right;">Score <input type="text" value="3"/> /4</p>



### EN9

(3 points possible)

Does the project provide bird-friendly development through landscaping features that provide habitat to native species and building design that reduces bird collisions

Yes

No

If yes, check all that apply

(up to 3 points)

- Building design minimizes the quantity of glass (0.5 points)
- Incorporation of visual markers (0.5 points)
- Incorporation of features to block reflections (0.5 points)
- Landscaping is appropriate distance from glass features (0.5 points)
- Reduces light pollution (0.5 points)
- Building design reduces trapping potential by ensuring open pipes, ventilation grates and drains are inaccessible to birds (0.5 points)
- Landscaping plan incorporates a diversity of native plants that provide food options for birds throughout the year (0.5 points)
- Landscaping plan creates habitat complexity by including ground cover, shrubs, understory, and canopy layers in a stepped pattern (0.5 points)
- Other – please explain: (0.5 points)

#### Resources

[Vancouver Bird Strategy](#)

#### Enforcement

- Elements included on Landscape Plans will be subject to securities.
- Architectural elements will be secured through the Development Permit.

#### Staff comments

Due to application being an addition and the design features of addition points awarded.

Score  /3

### EN10

(2 points possible)

Does the project include forest fire prevention measures or fire smart building features

Yes

No

If yes, list all features

(up to 2 points)

#### Resources

[Fire Smart Canada](#)

#### Enforcement

- Materials will be confirmed through the Building Permit.

#### Staff comments

Score  /2

<p><b>EN11</b> <span style="float: right;">(2 points possible)</span></p> <p>Is the project seeking third party environmental certifications (e.g., Salmon Safe BC certification)</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><input checked="" type="checkbox"/> N/A</p>	<p><b>Resources</b></p> <p><a href="#">Salmon Safe BC Certification</a></p> <hr/> <p><b>Enforcement</b></p> <p>- Certification will be confirmed through Section 219 Covenant.</p> <hr/> <p><b>Staff comments</b></p> <div style="border: 1px solid #ccc; padding: 5px; min-height: 80px;"> <p>Applicant has selected N/A</p> </div> <p style="text-align: right;">Score <input type="text" value="0"/> /2</p>
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**Air Quality – Low Carbon Mobility**

<p><b>EN12</b> <span style="float: right;">(12 points possible)</span></p> <p>Does the project provide sustainable transportation infrastructure for user groups of each land use type, which contributes to reducing greenhouse gas emissions from this development beyond requirements in the Zoning Bylaw</p> <p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p> <p><b>If yes, check all that apply</b> <span style="float: right;">(up to 12 points)</span></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Unbundled and/or district parking <span style="float: right;">(2 points)</span></li> <li><input type="checkbox"/> Level 2 EVSE installed (as defined in technical bulletin) <span style="float: right;">(2 points)</span></li> <li><input type="checkbox"/> Public EV DC Fast Charging EVSE installed <span style="float: right;">(2 points)</span></li> <li><input type="checkbox"/> More than 20 of commercial EV charging infrastructure provided <span style="float: right;">(1 point)</span></li> <li><input type="checkbox"/> Subsidized transit pass and transit information package <span style="float: right;">(1 point)</span></li> <li><input type="checkbox"/> Micro e-charging is provided for a minimum of 10 of storage/parking spaces (e.g., e-bicycle, e-scooter) <span style="float: right;">(1 point)</span></li> <li><input type="checkbox"/> Energized EV Charging for visitor parking <span style="float: right;">(1 point)</span></li> <li><input type="checkbox"/> End of trip bicycle facilities <span style="float: right;">(1 point)</span></li> <li><input type="checkbox"/> Bike share and assigned parking <span style="float: right;">(1 point)</span></li> <li><input type="checkbox"/> Car share and assigned parking space provision in nearby on-street/public parking <span style="float: right;">(1 point)</span></li> <li><input type="checkbox"/> Other – please describe: <span style="float: right;">(up to 2 points)</span></li> </ul> <div style="border: 1px solid #ccc; height: 40px; margin-top: 5px;"></div>	<p><b>Resources</b></p> <p><a href="#">Port Moody Zoning Bylaw</a></p> <p><a href="#">Port Moody Electric Vehicle charging Infrastructure Bulletin</a></p> <hr/> <p><b>Enforcement</b></p> <p>- Elements noted on Architectural Plans will be confirmed through the Development Permit and Building Permit Plans.</p> <p>- Transit passes/unbundled district parking will be secured through a Section 219 Covenant.</p> <p>- End of trip facilities/parking uses included on Architectural Plans will be confirmed through the Development Permit.</p> <hr/> <p><b>Staff comments</b></p> <div style="border: 1px solid #ccc; height: 100px;"></div> <p style="text-align: right;">Score <input type="text" value="0"/> /12</p>
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<p><b>EN13</b> <span style="float: right;">(11 points possible)</span></p> <p><b>Does the project incorporate measures to support and increase active transportation</b></p> <p><input checked="" type="checkbox"/> <b>Yes</b></p> <p><input type="checkbox"/> <b>No</b></p> <p><b>If yes, check all that apply</b> <span style="float: right;">(up to 11 points):</span></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Connects to existing pedestrian/cycling routes and priority destinations <span style="float: right;">(1 point)</span></li> <li><input type="checkbox"/> Improved crossings of busy streets <span style="float: right;">(1 point)</span></li> <li><input type="checkbox"/> Improved local pedestrian routes, local bike networks/trails <span style="float: right;">(1 point)</span></li> <li><input checked="" type="checkbox"/> Safe, secure, accessible, and sustainable footpaths <span style="float: right;">(1 point)</span></li> <li><input checked="" type="checkbox"/> Pedestrian clearway sufficient to accommodate pedestrian flow <span style="float: right;">(1 point)</span></li> <li><input type="checkbox"/> Covered outdoor waiting areas, overhangs, or awnings <span style="float: right;">(1 point)</span></li> <li><input checked="" type="checkbox"/> Pedestrian scale lighting <span style="float: right;">(1 point)</span></li> <li><input type="checkbox"/> Pedestrian/bike only zones <span style="float: right;">(1 point)</span></li> <li><input type="checkbox"/> Improves connections to transit (bus/SkyTrain/West Coast Express) <span style="float: right;">(1 point)</span></li> <li><input type="checkbox"/> Other – please describe: <span style="float: right;">(up to 2 points)</span></li> </ul> <div style="border: 1px solid black; height: 40px; width: 100%; margin-top: 5px;"></div>	<p><b>Resources</b></p> <p><a href="#">Port Moody Master Transportation Plan</a></p> <p><b>Enforcement</b></p> <ul style="list-style-type: none"> <li>- Elements included in Civil Plans will be included in Servicing Agreement.</li> <li>- Elements included in Architectural Plans will be secured through Development Permit.</li> </ul> <p><b>Staff comments</b></p> <div style="border: 1px solid black; padding: 5px; min-height: 150px;"> <p>Staff are not sure where some of these choices are being incorporated into design. Scoring applied for pedestrian lighting</p> </div> <p style="text-align: right;"><b>Score</b> <input type="text" value="1"/> /11</p>
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Greenhouse Gas Emissions and Energy Reductions

EN14

(12 points possible)

Does the project provide a low carbon energy system (LCES), which prioritizes on-site local energy systems that provide heating, cooling and hot water heating (Note: systems should meet a Coefficient of Performance of 2 or greater) Examples include: solar; district energy; heat pump; or geo exchange.

Yes

No

If yes

Describe the system type (up to 10 points)

Heating mechanical system (up to 5 points)

- Description:
Fuel source (e.g., electricity, renewable etc.): electricity

Hot water mechanical system (up to 3 points)

- Description:
Fuel source (e.g., electricity, renewable etc.): electricity

Cooling mechanical system (up to 2 points)

- Description:
Fuel source (e.g., electricity, renewable etc.): electricity

Does the system use refrigerants with low global warming potential (WP)

Yes

No

N/A

If yes, check the low WP system being installed (up to 2 points)

- Centralized system (e.g., communal heat pump) using ammonia, R744, water, CO2, R1234ze, or R1234yf, R454b, R513a, R32, R410a, R407c, R134a (2 points)
Distributed system (e.g., VRF) using R32 or equivalent (2 points)
Individual system (e.g., split or individual heat pump) using R290 propane, R744, or R134a (2 points)
Other (up to 2 points)

How will the project mitigate refrigerant leakage

Empty text box for refrigerant leakage mitigation details.

Resources

Energy Step Code Corporate Policy

Vancouver low carbon energy system policy

Refrigerants Environmental Impacts: A Best Practice Guide - Integral Group

Enforcement

- LCES confirmed through the Energy Step Code Corporate Policy commitment and Building Permit.
- Mechanical systems confirmed through Building Permit Plans.

Staff comments

Applicant has selected N/A

Score 0 /12

**EN15**

**(11 points possible)**

**Will the project include strategies to reduce lifecycle (embodied) greenhouse gas emissions from the project and increase carbon sequestration**

*(Note that projects should aim to have total embodied carbon emissions below 500 kgCO<sub>2</sub>e/m<sup>2</sup>)*

**Yes**

**No**

**If yes**

**Check all that apply**

**(up to 10 points)**

- Tracking and reporting project embodied emissions (1 point)
- Embodied emissions third-party certification: (1 point)  
List the certification: \_\_\_\_\_
- Wood frame construction (2 points)
- Low carbon concrete construction (1 point)
- materials sourced locally to reduce transportation emissions (1 point)
- labour sourced locally to reduce transportation emissions (1 point)
- Selecting materials with environmental product declarations (1 point)
- Low embodied emissions disposal of materials (1 point)
- Utilization of natural insulation products (1 point)
- Targeting third party certification under ISO 14040, ISO 14044, and/or EN15978 (2 points)
- Commitment to reduce at least 40% of embodied emissions compared to project embodied emissions baseline: (2 points)  
reduction committed to: \_\_\_\_\_
- Submission of pre- and post-construction lifecycle assessment (1 point)
- Low embodied emissions material selection policy (1 point)
- Benchmarking embodied emissions performance (1 point)
- Other – please describe: (1 point)

**Please state the estimated embodied emissions of the project (1 point)**

- over the building’s estimated lifespan: \_\_\_\_\_
- in kgCO<sub>2</sub>e/m : \_\_\_\_\_

**Provide the name of the calculator used to provide an estimate and/or the name of the organization who provided the embodied emissions analysis**

**Resources**

- [Life Cycle Assessment \(LCA\) Practice Guide Carbon Leadership Forum](#)
- [CLF Embodied Carbon Policy Toolkit - Carbon Leadership Forum](#)
- [lcm-public-sector-guide.pdf \(gov.bc.ca\)](#)
- [Methodology to Calculate Embodied Carbon of Materials RICS \(PDF\)](#)
- [Whole Building Life Cycle Assessment: Reference Building Structure and Strategies ASCE](#)
- [Zero Code – Off-Site Procurement of Renewable Energy Architecture 2030 \(PDF\)](#)
- [Carbon Smart Materials Palette Architecture 2030](#)
- [Athena Impact Estimator](#)
- [Environment Agency’s Carbon Calculator for Construction Activities](#)
- [eTool](#)
- [One Click LCA Tally](#)

Project teams may use a carbon calculator that is not listed above but must include the name of tool/organization completing the assessment

**Enforcement**

- Commitment will be secured through Section 219 Covenant.

**Staff comments**

**Score**  /11

<p><b>EN16</b> <span style="float: right; color: red;">(10 points possible)</span></p> <p><b>Will the project achieve a recognized industry standard for sustainable design</b> (Note that the City does not accept equivalencies and applicants must complete full certification)</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><input checked="" type="checkbox"/> N/A</p> <p><b>If yes, check all that apply</b></p> <p><input type="checkbox"/> Built Green Canada – certification level: <span style="float: right;">(10 points)</span></p> <p>_____</p> <p><input type="checkbox"/> LEED – certification level: <span style="float: right;">(10 points)</span></p> <p>_____</p> <p><input type="checkbox"/> Zero Carbon Building Standard <span style="float: right;">(10 points)</span></p> <p><input type="checkbox"/> Energy Star <span style="float: right;">(10 points)</span></p> <p><input type="checkbox"/> BOMA BEST <span style="float: right;">(10 points)</span></p> <p><input type="checkbox"/> Canadian Passive House Institute <span style="float: right;">(10 points)</span></p> <p><input type="checkbox"/> International Living Future Institute – Zero Carbon Certification <span style="float: right;">(10 points)</span></p> <p><input type="checkbox"/> Other – please describe: <span style="float: right;">(up to 10 points)</span></p> <p>_____</p>	<p><b>Resources</b></p> <p><a href="#">Built Green Canada</a></p> <p><a href="#">LEED Canada</a></p> <p><a href="#">Zero Carbon Building Standard</a></p> <p><a href="#">Energy Star</a></p> <p><a href="#">BOMA BEST</a></p> <p><a href="#">Canadian Passive House Institute</a></p> <p><a href="#">ILFI – Zero Carbon Certification</a></p> <hr/> <p><b>Enforcement</b></p> <p>– Commitment will be secured through Section 219 Covenant.</p> <hr/> <p><b>Staff comments</b></p> <div style="border: 1px solid #ccc; padding: 5px; min-height: 80px;"> <p>Applicant has selected N/A</p> </div> <p style="text-align: right;"><b>Score</b> <input type="text" value="0"/> /10</p>
<p><b>EN17</b> <span style="float: right; color: red;">(8 points possible)</span></p> <p><b>Does the project include strategies to ensure buildings do not overheat in future climate change scenarios</b></p> <p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><b>If yes, check all that apply</b> <span style="float: right;">(up to 8 points)</span></p> <p><input type="checkbox"/> Natural/passive ventilation <span style="float: right;">(1 point)</span></p> <p><input type="checkbox"/> Stacked windows <span style="float: right;">(1 point)</span></p> <p><input type="checkbox"/> Earth tempering ducting <span style="float: right;">(1 point)</span></p> <p><input type="checkbox"/> Passive evaporative cooling <span style="float: right;">(1 point)</span></p> <p><input type="checkbox"/> Fixed/operable external shading <span style="float: right;">(1 point)</span></p> <p><input type="checkbox"/> Natural shading <span style="float: right;">(1 point)</span></p> <p><input checked="" type="checkbox"/> Low window to wall area ratio <span style="float: right;">(1 point)</span></p> <p><input type="checkbox"/> Thermal massing <span style="float: right;">(1 point)</span></p> <p><input type="checkbox"/> Building Energy Model using future climate weather files <span style="float: right;">(1 point)</span></p> <p><input type="checkbox"/> High-efficiency low carbon mechanical cooling <span style="float: right;">(1 point)</span></p> <p><input type="checkbox"/> Other – please describe: <span style="float: right;">(up to 2 points)</span></p> <p>_____</p>	<p><b>Resources</b></p> <p><a href="#">Pacific Climate Impacts Consortium future weather files</a></p> <p><a href="#">City of Vancouver Passive Design Toolkit</a></p> <hr/> <p><b>Enforcement</b></p> <p>– Elements included in Architectural Plans will be secured through the Development Permit and confirmed through the Building Permit.</p> <hr/> <p><b>Staff comments</b></p> <div style="border: 1px solid #ccc; padding: 5px; min-height: 100px;"> </div> <p style="text-align: right;"><b>Score</b> <input type="text" value="1"/> /8</p>



<p><b>EN18</b> <span style="float: right;"><b>(8 points possible)</b></span></p> <p>Does the project reduce the heat island effect on the site</p> <p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p> <p>If yes, check all that apply <span style="float: right;"><b>(up to 8 points)</b></span></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Water features on site <span style="float: right;"><i>(1 point)</i></span></li> <li><input type="checkbox"/> Natural shade around the structures (trees, climbing plants) <span style="float: right;"><i>(1 point)</i></span></li> <li><input type="checkbox"/> Increase canopy cover compared to existing canopy cover <span style="float: right;"><i>(1 point)</i></span></li> <li><input type="checkbox"/> Green infrastructure such as green roofs, rain gardens, absorbent landscaping etc. <span style="float: right;"><i>(1 point)</i></span></li> <li><input type="checkbox"/> Use of low-albedo materials <span style="float: right;"><i>(1 point)</i></span></li> <li><input type="checkbox"/> Reducing waste heat production through energy efficiency and active transportation <span style="float: right;"><i>(1 point)</i></span></li> <li><input type="checkbox"/> Other – please describe: <span style="float: right;"><i>(up to 2 points)</i></span></li> </ul> <div style="border: 1px solid black; height: 40px; width: 100%; margin-top: 5px;"></div>	<p><b>Resources</b></p> <p><a href="#">Reducing Urban Heat Islands to Protect Health in Canada</a></p> <p><b>Enforcement</b></p> <ul style="list-style-type: none"> <li>- Landscaped elements will be subject to securities.</li> <li>- Elements included in Architectural Plans will be secured through the Development Permit.</li> <li>- Active transportation commitments will be confirmed through the Servicing Agreement and Development Permit as noted on Civil Plans and other plans noted above.</li> </ul> <p><b>Staff comments</b></p> <div style="border: 1px solid black; height: 60px; width: 100%; margin-top: 5px;"></div> <p style="text-align: right;"><b>Score</b> <input type="text" value="0"/> /8</p>
<p><b>EN19</b> <span style="float: right;"><b>(6 points possible)</b></span></p> <p>Which Step of the Energy Step Code will the project be designed to comply with</p> <p><b>Part 9</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Step 3 <span style="float: right;"><i>(0 points)</i></span></li> <li><input type="checkbox"/> Step 4 <span style="float: right;"><i>(2 points)</i></span></li> <li><input type="checkbox"/> Step 5 <span style="float: right;"><i>(3 points)</i></span></li> </ul> <p><b>Part 3</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Step 2 <span style="float: right;"><i>(0 points)</i></span></li> <li><input type="checkbox"/> Step 3 <span style="float: right;"><i>(2 points for large residential, 3 points for commercial)</i></span></li> <li><input type="checkbox"/> Step 4 <span style="float: right;"><i>(3 points)</i></span></li> </ul>	<p><b>Resources</b></p> <p><a href="#">Building Bylaw</a></p> <p><a href="#">BC Energy Step Code</a></p> <p><a href="#">Energy Step Code Corporate Policy</a></p> <p><b>Enforcement</b></p> <ul style="list-style-type: none"> <li>- Step Code commitment will be confirmed through the Building Permit and a Section 219 Covenant.</li> </ul> <p><b>Staff comments</b></p> <div style="border: 1px solid black; height: 60px; width: 100%; margin-top: 5px;"></div> <p style="text-align: right;"><b>Score</b> <input type="text" value="0"/> /6</p>

### EN20

(2 points possible)

Does the project allocate sufficient and accessible recycling and garbage storage space in multi-residential and commercial buildings and complexes compatible with Metro Vancouver's Technical Specifications for Recycling and Garbage Amenities in Multi Family and Commercial Developments (1 point)

Yes

No

If yes, outline the space provided for each (m<sup>2</sup>)

Residential recycling: 1 \_\_\_\_\_

Residential garbage: 1.5 \_\_\_\_\_

Residential green waste: 1 \_\_\_\_\_

Commercial recycling: 2 \_\_\_\_\_

Commercial garbage: 2 \_\_\_\_\_

Commercial green waste: 1 \_\_\_\_\_

Does the design of the waste area provide safe and universally accessible access in a secure common area (1 point)

Yes

No

If yes – please explain

A common garbage and recycling space for the entire building has been provided in the proposed enclosed parking garage at the rear of the building.

Does the design of the waste area align with the Bear Resistant Guidelines for Solid Waste, Organics, and Recycling Enclosures Containers

Yes

No

#### Resources

[Zoning Bylaw](#)

[Metro Vancouver's Technical Specifications for Recycling and Garbage Amenities in Multi-family and Commercial Developments](#)

[Bear Resistant Guidelines for Solid Waste, Organics, and Recycling Enclosures Containers](#)

#### Enforcement

– Elements included on the Architectural Plans will be secured through the Development Permit.

#### Staff comments

Score  /2

<p><b>EN21</b> <span style="float: right; color: red;">(3 points possible)</span></p> <p>Does your project include any innovative environmental sustainability aspects not captured</p> <p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> N/A</p> <p>If yes, please describe</p> <div style="border: 1px solid gray; height: 60px; width: 100%;"></div>	<p><b>Enforcement</b></p> <p>- Will depend on the type of innovation, determined by staff.</p> <p><b>Staff comments</b></p> <div style="border: 1px solid gray; padding: 5px;">Applicant has selected N/A</div> <p style="text-align: right;">Score <input type="text" value="3"/> /3</p>
<p><b>EN22</b></p> <p>Does your project face any unique site constraints unique that limit environmental sustainability achievement</p> <p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p>If yes, please describe</p> <div style="border: 1px solid gray; padding: 5px;">This project is an existing building with addition to the existing first and second floor and a proposed third floor and the proposed portions will have to be incorporated into the existing condition.</div>	<p><b>Enforcement</b></p> <p>- Highlighted in Council reports.</p> <p><b>Staff comments</b></p> <div style="border: 1px solid gray; height: 100px; width: 100%;"></div>

## EN23

(3 points possible)

**Summarize the project's environmental sustainability contributions including the performance criteria in this Report Card and additional elements not previously captured here**

The existing building is a combination of noncombustible and wood frame construction and proposed addition will also be of wood construction. The electrical and mechanical system will be designed to promote environmental sustainability.

The proposed addition will be in compliance with Energy Code Step 3. The proposed additions will be provided with low window to wall ratio.

### Enforcement

- Highlighted in Council reports.

### Staff comments

Score  /3

Total Environmental Sustainability Pillar Points  /172

## 4. Social Sustainability

<p><b>S1</b> <span style="float: right;"><b>(30 points possible)</b></span></p> <p><b>Does the project provide voluntary amenities</b></p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><input checked="" type="checkbox"/> <b>N/A</b> (select if making contribution to the City's amenity reserve)</p> <p><b>If yes</b></p> <p><b>Check all that apply</b> <span style="float: right;"><b>(up to 15 points)</b></span></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Community centre/facility <span style="float: right;">(15 points)</span></li> <li><input type="checkbox"/> Space for growing food <span style="float: right;">(3 points)</span></li> <li><input type="checkbox"/> Child play areas <span style="float: right;">(1 point)</span></li> <li><input type="checkbox"/> Gathering place/space <span style="float: right;">(1 point)</span></li> <li><input type="checkbox"/> Usable public park/greenspace <span style="float: right;">(10 points)</span></li> <li><input type="checkbox"/> Community facilities <span style="float: right;">(3 points)</span></li> <li><input type="checkbox"/> Arts and cultural facilities <span style="float: right;">(3 points)</span></li> <li><input type="checkbox"/> Streetscape and pedestrian improvements <span style="float: right;">(2 points)</span></li> <li><input type="checkbox"/> Accessible landscaped roof deck <span style="float: right;">(3 points)</span></li> <li><input type="checkbox"/> Dog runs/ dog wash station <span style="float: right;">(2 points)</span></li> <li><input type="checkbox"/> Work space <span style="float: right;">(2 points)</span></li> <li><input type="checkbox"/> Other – please describe: <span style="float: right;">(up to 3 points)</span></li> </ul> <div style="border: 1px solid black; height: 40px; width: 100%;"></div> <p><b>Does the project provide dedicated space for childcare</b> <span style="float: right;"><b>(10 points)</b></span></p> <p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p> <p><b>If yes, is the dedicated space for childcare being operated by a non-profit</b> <span style="float: right;"><b>(5 points)</b></span></p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p style="text-align: center;"><b>OR</b></p> <p><b>Does the project contribute to the General Community Amenity Contribution Reserve as per the Community Amenity Contribution Policy</b> <span style="float: right;"><b>(2 points)</b></span></p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><input checked="" type="checkbox"/> <b>N/A</b> (select if amenities are provided on site)</p> <p><b>If yes, what is the \$ amount contributed</b></p>	<p><b>Resources</b></p> <p><a href="#">Community Amenity Contribution Policy</a></p> <p><b>Enforcement</b></p> <ul style="list-style-type: none"> <li>- Elements on Architectural Plans will be secured through Development Permit.</li> <li>- Elements on Landscape Plans will be subject to securities.</li> <li>- Section 219 Covenant relating to childcare spaces and community + arts and cultural facilities will be required.</li> <li>- Housing related amenities will be included in the Housing Agreement.</li> <li>- Public Art Securities will be applied to any public art amenities.</li> <li>- Parkland contributions to the City will be formalized through the subdivision and parkland dedication process.</li> </ul> <p><b>Staff comments</b></p> <div style="border: 1px solid black; padding: 5px; min-height: 150px;"> <p>Applicant has selected N/A</p> </div> <p style="text-align: right;"><b>Score</b> <input type="text" value="0"/> /30</p>
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**S2**

**(25 points possible)**

Does the project provide new purpose-built market rental housing or affordable rental housing or contributes to the city's affordable housing reserve fund in lieu of provision of affordable housing

Check all that apply

- 5** shelter rate housing (up to 25 points)
- 15** Affordable rental housing (up to 15 points)
- 20** Purpose-built market rental housing (up to 5 points)
- 15** Rent to own (up to 2 points)
- Affordable housing fund contribution** (1 point)
- None** (0 points)

**f none**, describe other measures or amenities provided in lieu of provision of affordable housing:

The proposed residential sleeping rooms are not rental units and are designed for refugees and newcomers for short-term stay.

**f purpose-built/affordable rental**, provide the following information:

Types (e.g., purpose-built or affordable): transitory homes

Description (bedroom number breakdown): 9 sleeping rooms

of total housing units: \_\_\_\_\_

**f financial contribution**, what is the total amount of dollars dedicated to the City's Affordable Housing Reserve Fund \_\_\_\_\_

Does this amount exceed the \$2/sqft requirement (1 point)

- Yes
- No

**Resources**

[Port Moody Affordable Housing Reserve Fund Policy](#)

[Interim Affordable Housing Guidelines](#)

[Community Amenity Contribution Policy](#)

**Enforcement**

- Commitments will be secured through Housing Agreement and Community Amenity Contribution collection process.

**Staff comments**

Points cannot be captured here properly this is something to be captured for the end pillar question

Score  /25



**S3**

**(23 points possible)**

**Does the project provide accessible residential unit(s) and accessible project design features for multi-residential developments beyond City requirements**

- Yes**
- No**

**If yes, check all the residential unit feature options (up to 21 points)**

*(Note: adaptable and accessible units are as defined in the BC Building Code)*

- 60 of single storey residential units are adaptable units (1 point)
- 70 of single storey residential units are adaptable units (1 point)
- 80 of single storey residential units are adaptable units (1 point)
- 90 of single storey residential units are adaptable units (1 point)
- 100 of single storey residential units are adaptable units (1 point)
- 10 of single storey residential units are accessible units (2 points)
- 20 of single storey residential units are accessible units (2 points)
- 30 of single storey residential units are accessible units (2 points)
- 40 of single storey residential units are accessible units (2 points)
- 50 of single storey residential units are accessible units (2 points)
- 60 of single storey residential units are accessible units (2 points)
- 70 of single storey residential units are accessible units (2 points)
- 80 of single storey residential units are accessible units (2 points)
- 90 of single storey residential units are accessible units (2 points)
- 100 of single storey residential units are accessible units (2 points)
- Project incorporates adaptable and accessible design features in the site/building circulation and bathrooms in all other uses (1 point)

**If no, list any additional accessible features provided that are not already required by the BC Building Code (up to 2 points)**

Examples include:

- Accessible amenity features
- Number of elevators exceeds Building Code requirement
- Automated door opening

**Resources**

[BC Building Code Accessibility Handbook](#)

**Enforcement**

- Architectural elements will be secured through the Development Permit and Building Permit.

**Staff comments**

Score  /23

<p><b>S4</b> <span style="float: right;">(10 points possible)</span></p> <p>Does the project include a range of unit sizes for a variety of household types</p> <p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p> <p>If yes <span style="float: right;">(maximum of 10 points for mixed tenure)</span></p> <p><b>For Market Strata projects, does the project meet or exceed the following proportion of bedroom types</b></p> <p><input type="checkbox"/> At least 30% of the total project units be 2 and 3-bedroom units <span style="float: right;">(up to 5 points)</span></p> <p><input type="checkbox"/> At least 10% of the total project units be 3-bedrooms or more <span style="float: right;">(up to 5 Points)</span></p> <p style="text-align: center;"><b>OR</b></p> <p><b>For Market Rental projects, does the project meet or exceed the following proportion of bedroom types</b></p> <p><input type="checkbox"/> At least 25% of the total project units be 2 and 3-bedroom units <span style="float: right;">(up to 5 points)</span></p> <p><input type="checkbox"/> At least 5% of the total project units be 3-bedrooms or more <span style="float: right;">(up to 5 Points)</span></p>	<p><b>Enforcement</b></p> <p>- Unit types will be secured through the Housing Agreement.</p> <hr/> <p><b>Staff comments</b></p> <div style="border: 1px solid gray; height: 200px; width: 100%;"></div> <p style="text-align: right;"><b>Score</b> <input type="text" value="0"/> /10</p>
<p><b>S5</b> <span style="float: right;">(10 points possible)</span></p> <p>Does the project contain a rental housing component where the rental units are secured for at least 60 years or the lifespan of the building</p> <p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p> <p>If yes, list the % of units secured for 60 years or the lifespan of the building <span style="float: right;">(up to 10 points)</span></p>	<p><b>Resources</b></p> <p><a href="#">Interim affordable housing Policy</a></p> <p><b>Enforcement</b></p> <p>- Commitment will be secured through the Housing Agreement.</p> <hr/> <p><b>Staff comments</b></p> <div style="border: 1px solid gray; height: 200px; width: 100%;"></div> <p style="text-align: right;"><b>Score</b> <input type="text" value="0"/> /10</p>

<p><b>S6</b> <span style="float: right;"><b>(10 points possible)</b></span></p> <p><b>Does the project support aging in place</b> (Refer to Age Friendly Plan recommendations) (i.e., adult care, assisted living space, independent senior living space)</p> <p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p> <p><input type="checkbox"/> N/A</p> <p><b>If yes, list all the supports for aging in place</b> <span style="float: right;"><i>(up to 10 points)</i></span></p> <p><i>Note: this criterion does not include adaptable and/or accessible units.</i></p> <div style="border: 1px solid black; height: 150px; width: 100%;"></div>	<p><b>Resources</b></p> <p><a href="#">Age Friendly Plan</a></p> <p><a href="#">Fraser Health Family Guide to Services for Seniors</a></p> <hr/> <p><b>Enforcement</b></p> <ul style="list-style-type: none"> <li>- Elements on Architectural Plans will be secured through the Development Permit.</li> <li>- Elements on Landscape Plans will be subject to securities.</li> </ul> <hr/> <p><b>Staff comments</b></p> <div style="border: 1px solid black; height: 150px; width: 100%;"></div> <p style="text-align: right;"><b>Score</b> <input type="text" value="0"/> /10</p>
<p><b>S7</b> <span style="float: right;"><b>(9 points possible)</b></span></p> <p><b>Does the development include a mix of housing types</b></p> <p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p> <p><b>If yes, list the number of units per housing type</b> <span style="float: right;"><i>(up to 9 points)</i></span></p> <ul style="list-style-type: none"> <li>• Live-work units <span style="float: right;"><i>(3 points)</i></span></li> <li>• Round-oriented units <span style="float: right;"><i>(3 points)</i></span></li> <li>• Lock-off units <span style="float: right;"><i>(3 points)</i></span></li> </ul>	<p><b>Enforcement</b></p> <ul style="list-style-type: none"> <li>- Elements on Architectural Plans will be secured through Development Permit and Building Permit.</li> <li>- Rental units will be secured through the Housing Agreement.</li> </ul> <hr/> <p><b>Staff comments</b></p> <div style="border: 1px solid black; height: 150px; width: 100%;"></div> <p style="text-align: right;"><b>Score</b> <input type="text" value="0"/> /9</p>

<p><b>S8</b> <span style="float: right;"><b>(7 points possible)</b></span></p> <p><b>Will the project ensure occupants have clean, cool air during times of poor air quality and/or wildfire events beyond Building Code requirements</b></p> <p><input checked="" type="checkbox"/> <b>Yes</b></p> <p><input type="checkbox"/> <b>No</b></p> <p><b>If yes, check all that apply</b> <span style="float: right;"><b>(up to 7 points)</b></span></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Improved mechanical ventilation (e.g., proper commissioning, increase outdoor air intake) <span style="float: right;"><i>(1 point)</i></span></li> <li><input type="checkbox"/> Improved air filtration (e.g., HEPA particulate air filtration) <span style="float: right;"><i>(1 point)</i></span></li> <li><input type="checkbox"/> Airtightness better than ACH of 2 <span style="float: right;"><i>(1 point)</i></span></li> <li><input checked="" type="checkbox"/> No indoor combustion appliances (e.g., gas stove or fireplace) <span style="float: right;"><i>(1 point)</i></span></li> <li><input type="checkbox"/> Homeowner/occupant health and safety information <span style="float: right;"><i>(1 point)</i></span></li> <li><input type="checkbox"/> Other – please describe: <span style="float: right;"><i>(up to 2 points)</i></span></li> </ul> <div style="border: 1px solid black; height: 40px; width: 100%; margin-top: 5px;"></div>	<div style="background-color: #cccccc; padding: 5px;"><b>Resources</b></div> <p><a href="#">Guidance for Cleaner Air Spaces During Wildfire Smoke Events</a></p> <p><a href="#">Guide to Air Cleaners in the Home</a></p> <div style="background-color: #cccccc; padding: 5px;"><b>Enforcement</b></div> <p>– Commitment will be secured through Building Permit.</p> <div style="background-color: #cccccc; padding: 5px;"><b>Staff comments</b></div> <div style="border: 1px solid #ccc; height: 150px; width: 100%; margin-top: 5px;"></div> <div style="text-align: right; padding-top: 10px;"><b>Score</b> <input type="text" value="2"/> /7</div>
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<p><b>S9</b> <span style="float: right;"><b>(7 points possible)</b></span></p> <p><b>Does the design of the project help to facilitate mental health, wellness and social connectedness</b></p> <p><input checked="" type="checkbox"/> <b>Yes</b></p> <p><input type="checkbox"/> <b>No</b></p> <p><b>If yes</b></p> <p><b>Check all that apply</b> <span style="float: right;"><b>(up to 7 points)</b></span></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Semi-public gathering space with comfortable seating <span style="float: right;"><i>(1 point)</i></span></li> <li><input type="checkbox"/> All weather recreation areas/wellness space <span style="float: right;"><i>(1 point)</i></span></li> <li><input type="checkbox"/> Pet friendly units / amenities (e.g., dog run) <span style="float: right;"><i>(1 point)</i></span></li> <li><input type="checkbox"/> Greenspace that facilitates socialization <span style="float: right;"><i>(1 point)</i></span></li> <li><input type="checkbox"/> Prioritizing pedestrians <span style="float: right;"><i>(1 point)</i></span></li> <li><input checked="" type="checkbox"/> Creative design to promote social interaction <span style="float: right;"><i>(1 point)</i></span></li> <li><input checked="" type="checkbox"/> Other – please describe: <span style="float: right;"><i>(up to 2 points)</i></span></li> </ul> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>Residents have access to all spaces in the building including the roof top amenity as a gathering and seating area. All shared facilities are accessible to all occupants in the building.</p> </div> <p><b>Reference to plans (e.g., landscape plans/architectural plans, etc.)</b></p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>A102 A103. Shared space on the second floor and shared kitchen on the third floor and the proposed roof top amenity creates and promotes social interaction for the occupants and residents in the building.</p> </div>	<div style="background-color: #cccccc; padding: 5px;"><b>Resources</b></div> <p><a href="#">Strengthening Neighbourhood Resilience</a></p> <div style="background-color: #cccccc; padding: 5px;"><b>Enforcement</b></div> <ul style="list-style-type: none"> <li>- Elements on Architectural Plans will be secured through the Development Permit.</li> <li>- Elements on Landscape Plans will be subject to securities.</li> <li>- Pet friendly units will be secured through a Section 219 Covenant.</li> </ul> <div style="background-color: #cccccc; padding: 5px;"><b>Staff comments</b></div> <div style="border: 1px solid black; height: 150px; margin-top: 10px;"></div> <div style="text-align: right; margin-top: 20px;"><b>Score</b> <input type="text" value="2"/> /7</div>
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## S10

(6 points possible)

Does the project provide urban vitalization by involving land owner and occupants, community groups, and end user groups who may be affected by the proposal in the planning process to identify and showcase Port Moody's unique assets (i.e. goes above and beyond standard notification and consultation)

Example: Host a community-building workshop with the neighbourhood at the time of a project's inception to determine values and identify unique assets to leverage through design

Yes

No

If yes

List all the stakeholders and their involvement (1 point)

Identify actions taken in response to stakeholder input (up to 5 points)

### Resources

[A Guide to Community Revitalization](#)

### Enforcement

- Summary of community engagement will be required.

### Staff comments

Score  /6

<p><b>S11</b> <span style="float: right;"><b>(5 points possible)</b></span></p> <p>Does the project provide or designate spaces for growing food in private or common areas including on-site secure composting to support gardening activities</p> <p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p> <p><input type="checkbox"/> N/A</p> <p>If yes</p> <p><b>Check all that apply</b> <span style="float: right;"><b>(up to 5 points)</b></span></p> <p><input type="checkbox"/> Community garden <span style="float: right;"><i>(2 points)</i></span></p> <p><input type="checkbox"/> Secure on-site community compost <span style="float: right;"><i>(2 point)</i></span></p> <p><input type="checkbox"/> Secure features (e.g., fencing to prevent wildlife access, tool storage etc.) <span style="float: right;"><i>(1 point)</i></span></p> <p><input type="checkbox"/> Other – please describe: <span style="float: right;"><i>(up to 2 points)</i></span></p> <div style="border: 1px solid black; height: 80px; width: 100%; margin-top: 5px;"></div>	<p><b>Resources</b></p> <p>City of Vancouver <a href="#">Bulletin: Sustainable Large Development</a> (PDF)</p> <p><i>Applies to large developments (2+ Acres).</i></p> <p><b>Enforcement</b></p> <ul style="list-style-type: none"> <li>- Elements on Architectural Plans will be secured through Development Permit.</li> <li>- Elements on Landscape Plans will be subject to securities.</li> </ul> <p><b>Staff comments</b></p> <div style="border: 1px solid black; height: 100px; width: 100%; margin-top: 5px;"></div> <p style="text-align: right;"><b>Score</b> <input type="text" value="0"/> /5</p>
<p><b>S12</b> <span style="float: right;"><b>(3 points possible)</b></span></p> <p>Will the project undertake any of the following analysis</p> <p><input type="checkbox"/> Acoustic analysis <span style="float: right;"><i>(1 point)</i></span></p> <p><input type="checkbox"/> Thermal comfort analysis <span style="float: right;"><i>(1 point)</i></span></p> <p><input type="checkbox"/> CPTED analysis <span style="float: right;"><i>(1 point)</i></span></p>	<p><b>Enforcement</b></p> <ul style="list-style-type: none"> <li>- Acoustic analysis identified as a Development Permit application requirement, as appropriate to the project location.</li> <li>- Requirement for Thermal Comfort Analysis would be identified through the rezoning process.</li> </ul> <p><b>Staff comments</b></p> <div style="border: 1px solid black; height: 100px; width: 100%; margin-top: 5px;"></div> <p style="text-align: right;"><b>Score</b> <input type="text" value="0"/> /3</p>



<p><b>S13</b> <span style="float: right;">(3 points possible)</span></p> <p>Does the design of the site prevent crime through crime prevention through environmental design principles (CPTED)</p> <p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><b>If yes, describe the crime prevention design measures</b> <span style="float: right;">(up to 3 points)</span></p> <div style="border: 1px solid gray; padding: 5px; min-height: 150px;"> <p>Front entry door will be secured after working hours and will be provided with lighting. The rear access will be secured and provided with lighting.</p> </div>	<div style="background-color: #cccccc; padding: 2px;"><b>Resources</b></div> <p><a href="#">CPTED</a></p> <div style="background-color: #cccccc; padding: 2px;"><b>Enforcement</b></div> <ul style="list-style-type: none"> <li>- A CPTED analysis is required for submission.</li> <li>- Elements on Architectural Plans will be secured through the Development Permit.</li> <li>- Elements on Landscape Plans will be subject to securities.</li> </ul> <div style="background-color: #cccccc; padding: 2px;"><b>Staff comments</b></div> <div style="border: 1px solid gray; height: 80px; width: 100%;"></div> <p style="text-align: right;">Score <input type="text" value="0"/> /3</p>
<p><b>S14</b> <span style="float: right;">(3 points possible)</span></p> <p>Will the project allow for pet friendly rental units</p> <p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p> <p><b>If yes, describe how the project will allow for pet friendly rental units and any other pet friendly details of the project (e.g., dog run, pet wash station etc.)</b> <span style="float: right;">(3 points)</span></p> <div style="border: 1px solid gray; height: 150px; width: 100%;"></div>	<div style="background-color: #cccccc; padding: 2px;"><b>Resources</b></div> <p><a href="#">Pets OK BC</a></p> <div style="background-color: #cccccc; padding: 2px;"><b>Enforcement</b></div> <ul style="list-style-type: none"> <li>- A Section 219 Covenant related to no prohibition on pet rental for strata developments will be required.</li> </ul> <div style="background-color: #cccccc; padding: 2px;"><b>Staff comments</b></div> <div style="border: 1px solid gray; height: 80px; width: 100%;"></div> <p style="text-align: right;">Score <input type="text" value="0"/> /3</p>

<p><b>S15</b> <span style="float: right;">(2 points possible)</span></p> <p>Does the development provide diversification by increasing the mix of uses for the particular site and its neighbourhood</p> <p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p>If yes, describe the proposed uses <span style="float: right;">(up to 2 points for 3 uses)</span></p> <ul style="list-style-type: none"> <li>• Residential total floorspace/site area 89</li> <li>• Commercial total floorspace/site area 95</li> <li>• Industrial total floorspace/site area 88</li> <li>• Institutional total floorspace/site area</li> <li>• Park (note type) total floorspace/site area</li> <li>• Gathering space total floorspace/site area 74</li> </ul>	<p><b>Enforcement</b></p> <p>- Elements on Architectural Plans will be secured through Development Permit.</p> <p><b>Staff comments</b></p> <div style="border: 1px solid black; height: 100px; width: 100%;"></div> <p style="text-align: right;">Score <input type="text" value="2"/> /2</p>
<p><b>S16</b> <span style="float: right;">(2 points possible)</span></p> <p>Climate change is expected to bring more frequent and intense weather that may result in increased and prolonged power outages. Will this project be designed to provide occupants basic needs amid prolonged power outage and extreme weather (e.g., back-up power supply, energy independent features)</p> <p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p>If yes, list all measures <span style="float: right;">(up to 2 points)</span></p> <div style="border: 1px solid black; padding: 5px; min-height: 200px;"> <p>Entire building will be provided with emergency lighting.</p> </div>	<p><b>Enforcement</b></p> <p>- Elements included in Civil Plans will be secured through the Servicing Agreement.</p> <p>- Energy and mechanical systems will be confirmed through the Building Permit.</p> <p><b>Staff comments</b></p> <div style="border: 1px solid black; height: 150px; width: 100%;"></div> <p style="text-align: right;">Score <input type="text" value="0"/> /2</p>

<p><b>S17</b> <span style="float: right;"><b>(2 points possible)</b></span></p> <p><b>Does the project provide education and awareness of the sustainable features of the project for owners/occupants</b></p> <p>Examples include:</p> <ul style="list-style-type: none"> <li>• Document is given to new owners at time of sale, covenant on title, inclusion/protection of features in strata bylaws</li> <li>• Signage/display/art recognizing design, etc.</li> </ul> <p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p> <p><b>If yes, list all the education and awareness initiatives</b> <span style="float: right;"><i>(up to 2 points)</i></span></p> <div style="border: 1px solid black; height: 150px; width: 100%;"></div>	<p><b>Enforcement</b></p> <ul style="list-style-type: none"> <li>- Written commitment from applicant detailing education and awareness.</li> <li>- Common property features are required to be included in Strata Bylaws.</li> </ul> <p><b>Staff comments</b></p> <div style="border: 1px solid black; height: 150px; width: 100%;"></div> <p style="text-align: right;"><b>Score</b> <input type="text" value="0"/> /2</p>
<p><b>S18</b> <span style="float: right;"><b>(2 points possible)</b></span></p> <p><b>Is the project design adapted to minimize shadow or privacy impacts to and from adjacent buildings</b> <span style="float: right;"><i>(1 point)</i></span></p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><input checked="" type="checkbox"/> N/A</p> <p style="text-align: center; background-color: #e0e0e0; padding: 5px;"><b>AND / OR</b></p> <p><b>Does the project design integrate the results of a viewscape study with respect to water and mountain views</b> <span style="float: right;"><i>(1 point)</i></span></p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><input checked="" type="checkbox"/> N/A</p>	<p><b>Enforcement</b></p> <ul style="list-style-type: none"> <li>- A shadow/viewscape study is required through the Development Permit.</li> </ul> <p><b>Staff comments</b></p> <div style="border: 1px solid black; padding: 5px;">Applicant has selected N/A</div> <p style="text-align: right;"><b>Score</b> <input type="text" value="0"/> /2</p>

<p><b>S19</b> <span style="float: right;">(3 points possible)</span></p> <p>Does your project include any innovative social sustainability aspects not captured</p> <p><input type="checkbox"/> Yes  <input checked="" type="checkbox"/> N/A</p> <p>If yes, please describe <span style="float: right;">(up to 3 points)</span></p> <div style="border: 1px solid black; height: 80px; width: 100%;"></div>	<p><b>Enforcement</b></p> <p>- Will depend on the type of innovation, determined by staff.</p> <p><b>Staff comments</b></p> <div style="border: 1px solid black; height: 130px; width: 100%;"></div> <p style="text-align: right;">Score <input type="text"/> /3</p>
<p><b>S20</b></p> <p>Does your project face any unique site constraints that limit social sustainability achievement</p> <p><input type="checkbox"/> Yes  <input type="checkbox"/> No</p> <p>If yes, please explain</p> <div style="border: 1px solid black; padding: 5px;"> <p>The project promotes well being of vulnerable communities by expanding the existing floor areas providing food services and addition of a third floor as a none-profit housing for refugees and newcomers. Therefore, the social sustainability is limited.</p> </div>	<p><b>Enforcement</b></p> <p>- N/A</p> <p><b>Staff comments</b></p> <div style="border: 1px solid black; height: 150px; width: 100%;"></div>

## S21

(3 points possible)

**Summarize the project's social sustainability contributions including the performance criteria in this Report Card and additional elements not previously captured here**

The proposed waiting area and shared facilities in the building promotes social interaction to the visitors and occupants. Security measures will be provided to prevent crime and elimination of hidden and dark location around at the front and rear of the building.

No fireplace or gas stoves are proposed.

The existing and proposed mechanical system will be upgraded if determined to be required by the mechanical engineer.

### Enforcement

- Highlighted in Council reports.

### Staff comments

Applicant should have included the earlier information here, in addition to the other features. The uniqueness of the addition by applicant should be captured here.

The proposed residential sleeping rooms are not rental units and are designed for refugees and newcomers for short-term stay.

Score  /3

Total Social Sustainability Pillar Points  /165

## Glossary of Terms

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**Accessible housing** Housing designed and constructed to be universally accessible to people of diverse ages and abilities.

**Adaptable unit** A dwelling unit that provides flexible design features that meet BC Building Code minimum requirements; it can be adapted to meet the changing needs of any occupant for reasons of disability, lack of stamina, and progressing through different life stages to support independent living.

**Accessible housing/unit** Housing with fixed design features to enable independent living for persons with disabilities, such as those in wheelchairs.

**ACH** Air changes per hour.

**Affordable market housing** Housing that is affordable to moderate income households achieved through tenure, location, reduced parking, modesty in unit size, level of finishing, and design and durability over time as the buildings age.

**Beautification** The process of making visual improvements appropriate to a specific place, including but not limited to building facades, landscaping, decorative or historic-style street elements, selection of paving/fencing materials and their treatment, etc. Improvements contribute to Port Moody's reputation as City of the Arts in a sustainable manner.

**BC Energy Step Code** BC Energy Step Code is a voluntary provincial roadmap that establishes progressive performance targets (i.e., steps) that support market transformation from the current energy-efficiency requirements in the BC Building Code to net zero energy ready buildings.

**Brownfield** A term used in urban planning to describe land previously used for industrial purposes or some commercial uses where the expansion, redevelopment, or reuse of the property may be complicated by the potential presence of a hazardous substance, pollutant, or contaminant.

**Car/Bike share network** Arrangements between two or more persons to share the use of a vehicle or bicycle for a specified cost and period of time.

**Character-defining elements** The materials, forms, location, spatial configurations, uses, and cultural associations or meanings that contribute to the heritage value of a historic place, which must be retained to preserve its heritage value.

**Crime Prevention Through Environmental Design (CPTED):** The design and effective use of the built environment to reduce the incidence of crime and improve the quality of life.

**Coastal Flooding** A flood is a general and temporary inundation of normally dry land areas. When a coastal process such as waves, tides, storm surge, or heavy rainfall from coastal storms produces that flood, it is called a coastal flood. Coastal areas, like all areas, can also flood from high rainfall or overflowing streams.

**Coefficient of Performance (COP)** Is a ratio of useful heating or cooling provided to work (energy) required. Higher COPs equate to higher efficiency, lower energy (power) consumption and thus lower operating costs.

**District energy systems** A system that uses renewable energy to pipe energy to buildings within a specified area for space heating, hot water, and air conditioning.

**Ecological inventory** An inventory that identifies the ecological values in a natural habitat and is usually the first step in an environmental impact assessment.

**Electric vehicle (EV)** An automobile that uses one or more electric motors or traction motors for propulsion. An electric vehicle may be powered through a collector system by electricity from off-vehicle sources or may be self-contained with a battery or generator to convert fuel to electricity.

# Considered at the November 12, 2024, Regular Council meeting

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## Attachment 7

**Embodied greenhouse gas emissions** Embodied emissions refers to the greenhouse gas emissions created in various phases of a building or piece of infrastructure's full life cycle (e.g., material extraction, manufacturing, construction, maintenance, and end of life/disposal).

**Environmentally Sensitive Areas:** Land designated as areas that need special protection because of its environmental attributes, such as rare ecosystems, habitats for species at risk and areas that are easily disturbed by human activities. Refer to Map 13 of OCP.

**reenfield** Undeveloped land in a city or rural area either used for agriculture or landscape design or left to evolve naturally. These areas of land are usually agricultural, or amenity properties being considered for urban development.

**reyfield** Economically obsolescent, out-dated, declining, and/or underutilized land, often with the presence of abundant surface parking.

**reywater** Wastewater from lavatories, showers, sinks, and washing machines that do not contain food wastes and that can be reused for purposes such as irrigation or flushing toilets.

**Habitat corridor:** Habitat areas, generally consisting of native vegetation, linking with larger areas of similar wildlife habitat. Corridors are critical for the maintenance of ecological processes, providing food, and allowing for the movement of animals and the continuation of viable populations.

**Heat island effect** Heat islands form as vegetation is replaced by hard surfaces to accommodate growing populations. These surfaces absorb, rather than reflect, the sun's heat, causing surface temperatures and overall ambient temperatures to rise.

**Heritage rehabilitation:** The action or process of making possible a continuing or compatible contemporary use of a historic place through repair, alterations, and/or additions while protecting its heritage value.

**Heritage restoration** Returning a historic place back to how it looked at any time in its past.

**nvasive plant species** An invasive plant is a non-native species whose interaction causes economic harm, harm to human health, and/or environmental harm.

**Light pollution:** Brightening of the night sky caused by streetlights and other man-made sources, which has a disruptive effect on natural cycles and inhibits the observation of stars and planets.

**Market rental housing:** market rent is the rent that an apartment, without rent or income restrictions or rent subsidies, would command in the open market considering its location, features, and amenities.

**Naturescape planting:** Landscaping with species that are naturally adapted to local climate, soils, predators, pollinators, and disease and, once established, require minimal maintenance.

**Non-human companion:** Means any domestic or feral pet under the care, custody, or ownership of a person.

**Non-market rental housing:** Subsidized rental housing for those unable to pay market-level rents including, but not limited to, public housing owned and operated by government agencies, non-profit housing owned and operated by public and private non-profit groups, and co-operative housing owned and managed by co-operative associations of the residents.

**On-site power generation** The ability to generate power without transporting it from its source to where it can be utilized.

**On-site renewable energy generation:** The generation of naturally replenished sources of energy, such as solar, wind power, falling water, and geothermal energy.



# Considered at the November 12, 2024, Regular Council meeting

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## Attachment 7

**Lock-off suites** Lock-off units are self-contained units which are smaller than the principal dwelling unit. Each unit must have direct access to a hallway, corridor or the outside, and a shared internal door which can be locked enabling both units to be independent.

**Low albedo** Albedo is the measure of the reflectivity of a material. A high albedo means it reflects a lot of light and a low albedo means it absorbs a lot of light.

**Low Carbon Energy System** Low carbon energy systems ( LCES ) supply heat energy primarily derived from highly efficient and renewable sources in order to provide space heating and conditioned ventilation air for buildings seeking to achieve low greenhouse gas emissions. These systems may also provide domestic hot water and cooling service.

**Passive design** An approach to building design that uses the building architecture to minimize energy consumption and improve thermal comfort.

**Public space:** A social space that is generally open and accessible to people.

**R-2000-Certified New Home** Best-in-class, energy-efficient homes with even higher levels of energy efficiency than ENERGY STAR-qualified new homes, as well as clean air and environmental features.

**Sea Level Rise** Sea level rise is an increase in the level of the world's oceans due to the effects of global warming.

**Sequestered carbon** a natural or artificial process by which carbon dioxide is removed from the atmosphere and stored.

**Smart technology** Technologies that allow sensors, databases, and/or wireless access to collaboratively sense, adapt to, and provide for users within the environment.

**Statement of significance** The first essential step in any conservation project, which involves identifying and describing the character-defining elements; it is important in defining the overall heritage value of the historic place. Refer to the Standards and Guidelines for the Conservation of Historic Places in Canada (see Resources glossary).

**Streetscape** The visual elements of a street, including the road, adjoining buildings, sidewalks, street furniture, trees, and open spaces that combine to form the street's character.

**Storm water management plan:** The management of water occurring as a result of development or precipitation that flows over the surface into a sewer system.

**Transit oriented development (TOD)** A mixed-use residential and commercial area designed to maximize access to public transportation; it often incorporates features to encourage transit ridership. A TOD neighbourhood typically has a centre with a transit station or stop (train station, metro station, tram stop, or bus stop), surrounded by relatively high-density development with progressively lower-density development spreading outward from the centre. TODs generally are located within a radius of 400 to 800 metres from a transit stop, as this is considered to be an appropriate distance for walkability.

**Triangulation:** Triangulation is spatial design that gives people a reason to be in the space. In order to promote public interaction, common areas should contain amenities people don't have in their private residences such as a splash pad or play structure with triangular configuration in mind.

**Universal access:** This term refers to broad-spectrum ideas meant to produce buildings, products, and environments that are inherently accessible to both people without disabilities and people with disabilities.

**Urban infill:** An urban planning term that refers to new development that is sited on vacant or undeveloped land within an existing community, and that is enclosed by other types of development.

**Urban forest** The total collection of trees and associated plants growing in a city or town. It includes trees in parks and yards, along roadways and paths, and in other areas, both on public and private lands.

# Considered at the November 12, 2024, Regular Council meeting

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## Attachment 7

**Urban vitalization:** The urban planning process of rehabilitating a place or taking a place to a higher level using a community-building process (early stage community involvement) to define the key characteristics that make a place unique or special; and applying the concepts of urban conservation to leverage a community's assets, most often in accordance with approved City plans.

**Viewscape** The natural and built environment that is visible from a viewing point.

**Walkability:** The extent to which the built environment is friendly to the presence of people living, shopping, visiting, enjoying, or spending time in an area; improvements in walkability lead to health, economic, and environmental benefits.

**eriscaping:** Refers to landscaping and gardening in ways that reduce or eliminate the need for supplemental water from irrigation. eriscaping refers to a method of landscape design that minimizes water use.

# Considered at the November 12, 2024, Regular Council meeting



Dear City of Port Moody,

I am writing to formally request a refund for the application fees associated with our Development Permit application for refugee transition housing. As a registered charity and a not-for-profit organization, House of Omeed is dedicated to providing essential support and housing for refugees in our community. Given the charitable nature of our work and the focus on refugee transition housing, we kindly request that our application fees be refunded in alignment with our status.

We greatly appreciate your consideration of this request and your ongoing support of our efforts to serve those in need.

Thank you for your attention to this matter.

Sincerely,  
**Ahmad Zeividavi . PLY**  
Executive Director

s. 22 Personal Privacy

Aug 23<sup>rd</sup>, 2024

E-Mail: [ahmad@houseofomeed.ca](mailto:ahmad@houseofomeed.ca)  
Phone: (604) 565-4464

2340 Clarke Street,  
Port Moody, BC V3H 1Y8

# Corporate Policy

100 Newport Drive, Port Moody, BC, V3H 5C3, Canada  
Tel 604.469.4500 • Fax 604.469.4550 • www.portmoody.ca

Section:	Social Planning	10
Sub-Section:	Affordable Housing	5080
Title:	Affordable Housing Reserve Fund – Guidelines for Allocation of Funds	01

## Related Policies

Number	Title
10-5080-02	Strata Conversion Policy

## Approvals

Approval Date: March 8, 2016	Resolution : <u>RC16/100</u>
Amended: September 19, 2017	Resolution : <u>RC(CW)17/031 (CW17/117)</u>
Amended: February 8, 2022	Resolution : <u>RC22/052</u>
Amended:	Resolution :

**Corporate Policy Manual**

Affordable Housing Reserve Fund – Guidelines for Allocation of Funds

**Policy**

This Policy sets out guidelines for the allocation and distribution of funds held in the City's Affordable Housing Reserve Fund (AHRF) to projects that include the provision of affordable housing units, provide funding for rent banks, or fund staff salaries and City projects that support the development of affordable housing strategies. In determining the allocation of funds from the AHRF, the waiving any of the guidelines set out below will be subject to the discretion of Council.

**Definitions**

**Affordable Housing (Unit)** is a unit that is affordable to low- and moderate-income households and shelter costs no more than 30% of gross household income.

**Dwelling Unit** means one or more habitable rooms, constituting one self-contained unit with a separate entrance, used, or intended to be used as a residence by one (1) or more persons and containing cooking, eating, living, sleeping, and sanitary facilities.

**Low-income Household** is a household that is considered low-income by the Housing Income Limits (HILs) as published by BC Housing on an annual basis.

**Market-Renter Household** is a household that rents a dwelling unit based on current market prices.

**Moderate-income Household** is a household with incomes below 80% of the median income for Metro Vancouver as defined from time to time.

**Rent Bank** is a program that provides market-renter households interest-free loans to maintain tenancy in a dwelling unit through rental payment assistance, a utilities payment, or security deposit.

**Procedures**

The following guidelines will apply when considering the allocation of funds held in the City's AHRF:

1. All requests for the use of AHRF funds will be subject to Council approval.
2. To qualify for use of AHRF funds, the proposed project must supply Affordable Housing for Low- and Moderate-income single-parent, family, and single-person households, provide funding for Rent Banks supporting Market-Renter Households, or fund staff salaries and City projects that support the development of Affordable Housing strategies.
3. The AHRF funds can be used towards the following:
  - a) The acquisition of land by the City for Affordable Housing projects;
  - b) The leasing of land at below-market rates for Affordable Housing projects;
  - c) To offset development application and building permit fees associated with a qualifying project;
  - d) To offset Development Cost Charges, or any other such amenity related contributions to which the project would be subject;

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## Affordable Housing Reserve Fund – Guidelines for Allocation of Funds

- e) To provide interest-free loans to Market-Renter Households in Port Moody through a local Rent Bank to maintain tenancy in their Dwelling Unit through rental payment assistance, a utilities payment, or security deposit; and
  - f) To fund staff salaries and City projects that support the development of Affordable Housing strategies.
4. Preference will be given to projects that provide Affordable Housing units for Low-income Households. The types of projects that will have priority for funding are ranked as follows:
- a) Developments that have market-rental and affordable-rental housing units as part of the same development;
  - b) Developments that include a mix of strata units with market-rental and affordable-rental units will also be considered for funding on a case-by-case basis; and
  - c) Other forms of development that would provide for Low- and Moderate-income Households, including, but not limited to, stand-alone Affordable Housing developments (both affordable units for rent and purchase) will also be considered on a case-by-case basis.

Other factors that will be used when considering which projects will have priority for fund contribution shall include:

- a) The proximity of the project to frequent transit service;
  - b) The level of subsidy being proposed for the units;
  - c) The provision of support services, particularly services focused on building the capacity of individuals to improve their housing situation, in order to facilitate the movement of households up the housing continuum;
  - d) The provision of family-friendly units (two- or three-bedroom units); and
  - e) The provision of accessible and/or adaptable features.
5. Port Moody residents will receive priority placement.
6. Projects targeting senior citizens must be designed to meet the standards set out for adaptable dwelling units, as defined in the *BC Building Code*.
7. The use of the funding will be considered on an ongoing basis to best utilize funding and partnership opportunities as they arise.
8. Projects will be encouraged to demonstrate partnership between senior levels of government, non-market housing providers, and private industry.
9. Projects shall demonstrate confirmed sources of primary capital and operating funding.
10. Applicants must be able to provide evidence of having experience in housing development and management involving affordable/subsidized units and must be able to provide financial statements and records in support of this.
11. The allocation of funds will be considered on a case-by-case basis and determined according to specific factors associated with the proposed project (e.g., whether the project is targeted at low or moderate incomes, ratio of market to affordable units, etc.). Withdrawals from the AHRF for a particular project will not exceed 50% of the balance of the Fund and will not exceed \$10,000 per Affordable Housing unit to be provided.
12. A list of community stakeholders interested in the potential use of AHRF funds will be established. Where opportunities arise for use of the funds, notification will be sent to these groups. A competitive Request for Proposals process will be used to determine fund allocation.

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Affordable Housing Reserve Fund – Guidelines for Allocation of Funds

13. A Housing Agreement will be required to ensure the affordability of the housing units on a long-term basis.

**Monitoring/Authority**

The City reserves the right to accept or reject any application for funding without limitation.

This Policy will be reviewed on an annual basis by the City's Planning Division to ensure its effectiveness and compliance with legislation and evolving best practices.