



# City of Port Moody

## Report/Recommendation to Council

Date: September 4, 2020  
Submitted by: Community Development Department – Development Planning Division  
Subject: Temporary Use Permit Application – 250-330 Angela Drive

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### Purpose

To present for consideration a Temporary Use Permit (TUP) application by the Community Integration Services Society (CISS) for the use of vacant townhouse units for daycare services for adults with developmental disabilities. As the use is presently occurring in six units, a Temporary Use Permit is required to allow the existing use to continue and to enable the use of four additional units for the same purpose.

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### Recommended Resolution(s)

**THAT the requirement to refer Temporary Use Permit No. 3080-20-11 to the Community Planning Advisory Committee be waived as recommended in the report dated September 4, 2020 from the Community Development Department – Development Planning Division regarding Temporary Use Permit Application – 250-330 Angela Drive;**

**AND THAT Temporary Use Permit No. 3080-20-11 be issued;**

**AND THAT the Mayor and Corporate Officer be authorized to execute the necessary legal documents required in support of this application.**

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### Background

Edgar Development has permitted the Community Integration Services Society (CISS) to use ten vacant townhouses in the Woodland Park development to CISS to provide day services to adults with developmental disabilities. The proposal is outlined in the letter from the organization (**Attachment 1**). The use would take place from Monday to Friday weekly until July 31, 2021. The ten units are spread throughout the four buildings located between 250 and 330 Angela Drive and are illustrated on the Woodland park Townhomes – Site Plan included as **Attachment 2**. CISS has also been provided with access to 12 off-street parking spots within the complex for use by their staff.

Under the City's Development Procedure Bylaw, No. 2918, a Temporary Use Permit (TUP) application would be presented at a Community Planning Advisory Committee (CPAC) meeting. Given the limited timeline for the use and the scope of the proposal, staff recommend that this requirement be waived.

## Discussion

### Temporary Use Permit (TUP)

A TUP is required to allow for temporary uses that are not currently designated for the site under the Zoning Bylaw. A TUP may be issued for a period of up to three years and may be renewed once, at the discretion of Council, for an additional period of up to three years.

### Zoning

The RM3 Zone permits townhouses as the Principal Use and allows some types of home occupations and 'Community Care' as Secondary Uses. Community Care is defined as '*...a use providing for the care of persons in premises licensed or registered under the Community Care and Assisted Living Act*', which does not describe the services provided by CISS. For that reason, a TUP is required.

### Site/Surrounding Development

The site is relatively flat and is presently occupied by four multi-family buildings containing a total of 44 units. Surrounding development consists of: single family uses to the south and northwest; multi-family residential buildings to the east; the Seaview Elementary School site to the north; and the Suncor terminal to west.

### Commenting Departments

This application was circulated to the Community Development Department's Policy Planning and Building Divisions, and the Fire Department; there are no concerns with the proposal. The Building Division has noted that a Building Permit, supported by a Code Consultant report, will be required to establish the change of use. The Code report may require the installation of interior safety measures (e.g. emergency lighting, smoke detectors).

### Draft Temporary Use Permit

Draft Temporary Use Permit No. 3080-20-11 is included as **Attachment 3** for Council's consideration. If the units are still required by CISS and are available beyond July 2021, the organization may, with the Owner's authorization, apply for an extension to the TUP.

### Public Input

In accordance with the Development Procedure Bylaw, a sign has been placed on the site advising of the TUP application. At the time this report was prepared, there were no comments from residents within the subject buildings or the surrounding community.

### Concluding Comments

Staff are supportive of the TUP for the following reasons:

1. CISS provides a valuable service to adult clients with developmental disabilities within the Tri-Cities and has been unable to provide their desired level of service due to the safety requirements associated with the prevention of the spread of the COVID-19 virus;
2. The proposed use is only for a short duration as the site on which the units are situated is the subject of an active development application; and
3. It is in line with OCP policy that permits Council to consider such applications on a case-by-case basis in areas designated Multi-Family Residential.

## Other Options

1. THAT the application for Temporary Use Permit No. 3080-20-11 be denied.
2. THAT the Temporary Use Permit application be referred to the November 9, 2020 meeting of the Community Planning Advisory Committee for further advice and recommendation.

## Financial Implications

There are no financial implications associated with this report.

## Communications and Civic Engagement Initiatives

In accordance with Development Approval Procedures Bylaw, 2011, No. 2918, a notification sign was posted on the property and notification of TUP consideration at the October 13, 2020 Council meeting was mailed to all owners and occupants within 140m radius of the property. Notices of Council's consideration of the application were placed in the October 1 and October 8, 2020 editions of the Tri-City News.

## Council Strategic Plan Objectives

Council's consideration of this request could take into account the goals of the 2019-2022 Council Strategic Plan as they relate to Community Planning and the creation of a livable, vibrant, sustainable, orderly, and coordinated community.

## Attachments

1. Letter from Community Integration Services Society.
2. Woodland Park Townhomes – Site Plan.
3. Draft Temporary Use Permit No. 3080-20-11.

## Report Author

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Senior Planner

## Report Approval Details

Document Title:	Temporary Use Permit Application - 250-330 Angela Drive.docx
Attachments:	<ul style="list-style-type: none"><li>- Attachment 1 - Letter From Community Integration Services Society.pdf</li><li>- Attachment 2 - Woodland Park Townhomes - Site Plan.PDF</li><li>- Attachment 3 - Draft Temporary Use Permit No. 3080-20-11.pdf</li></ul>
Final Approval Date:	Sep 29, 2020

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

André Boel, City Planner - Sep 24, 2020 - 3:46 PM

Kate Zanon, General Manager of Community Development - Sep 25, 2020 - 10:04 AM

Dorothy Shermer, Corporate Officer - Sep 25, 2020 - 5:59 PM

Rosemary Lodge, Manager of Communications and Engagement - Sep 26, 2020 - 5:28 PM

Paul Rockwood, General Manager of Finance and Technology - Sep 27, 2020 - 10:08 AM

Tim Savoie, City Manager - Sep 29, 2020 - 4:46 PM