



November 3, 2020  
Our File: 13-6480-20/12/1  
Doc #: 3877508.v1

Mayor and Council  
City of Port Moody  
100 Newport Drive  
Port Moody, BC V3H 3E1

Via Email: [council@portmoody.ca](mailto:council@portmoody.ca)

Dear Mayor and Councillors,

**RE: Proposed City Centre Area Plan Citywide Official Community Plan Amendment  
Bylaw No. 5037, 2020 and Zoning Amendment Bylaw No. 5038, 2020**

At the Regular Council Meeting held on October 26, 2020, Council for the City of Coquitlam gave first reading to *City of Coquitlam Citywide Official Community Plan Amendment Bylaw No. 5037, 2020* and *City of Coquitlam Zoning Amendment Bylaw No. 5038, 2020* and referred both Bylaws to Public Hearing. Council also directed that the City of Port Moody be notified in order to provide your organization with an opportunity to review and comment.

The intent of **Bylaw No. 5037, 2020** is to amend *City of Coquitlam Citywide Official Community Plan Bylaw No. 3479, 2001* in order to incorporate the updated City Centre Area Plan (CCAP) as well as to make related text amendments and other housekeeping changes. The proposed text amendments include, but are not limited to, the following:

- Repeal and replace the existing CCAP;
- Update the Master Development Plan (MDP) criteria in order to align these criteria with the MDP Rezoning Policy;
- Updates to allow for the exemption of employment generating floor area above the minimum requirement from density bonus contributions and increase the maximum permitted density with the provision of additional employment-generating floor area;
- Updates to support the introduction of the Business Enterprise land use designation in the City Centre; and
- Update Part 4, Urban Design and Development Permit Areas in order to reflect the urban design vision set out in the proposed CCAP.

The intent of **Bylaw No. 5038, 2020** is to amend *City of Coquitlam Zoning Bylaw No. 3000, 1996* in order to help implement the vision of the CCAP through text amendments which will improve the overall clarity and administration of the CCAP. The proposed text amendments include, but are not limited to, the following:

- Add specific height limits for certain areas designated as High Density Apartment Residential (25 storeys) and Medium Density Apartment Residential (6 storeys);
- Allow commercial, assembly, or civic uses in City Centre at locations identified as Future Neighbourhood Commercial Nodes or Future Neighbourhood Recreation Facilities in the CCAP;
- Allow up to 2.4 Floor Area Ratio for areas within the Evergreen Line Core and Shoulder Station Areas of the City Centre under the RM-3 zone;
- Amend Schedule O to include all properties within the Downtown Core land use designation within the Evergreen Line Core Station Area in order to allow these properties to benefit from existing off-street parking reductions outlined in Part 7 of the Zoning Bylaw; and
- Amend Schedule O to include Medium Density Apartment Residential properties along the west side of Inlet Street and the south side of Tahsis Avenue within the Evergreen Line Shoulder Station Area in order to allow the proposed density provisions under the RM-3 zone.

If approved, the proposed City Centre Area Plan will guide and influence the physical, social, environmental and economic development and evolution of the City Centre, and to ensure a sustainable and measured approach to growth for the next 25 years.

A copy of the staff report, without attachments, is included with this letter. The full staff report, with the specific bylaws, can be found on our website at [www.coquitlam.ca/publichearing](http://www.coquitlam.ca/publichearing). Additional information concerning this proposal may be obtained by contacting Allison Pickrell, Planning and Development Department, at [APickrell@coquitlam.ca](mailto:APickrell@coquitlam.ca). The subject Bylaws will be considered at the Public Hearing scheduled for **Monday, November 16, 2020 at 7:00 p.m.** in the Council Chambers of City Hall, which is located at 3000 Guildford Way, Coquitlam, BC.

In order to align with the Provincial Health Officer's guidance on physical distancing, the meeting will be conducted electronically as authorized by the province under Ministerial Order M192 and, as such, in-person attendance will not be permitted. Instructions for listening to, or participating in, the Public Hearing can be found at [www.coquitlam.ca/publichearing](http://www.coquitlam.ca/publichearing). Should you require further

information related to the Public Hearing process, or should a representative of your organization wish to speak at the Public Hearing, please contact the City Clerk's Office at 604-927-3010.

Should you wish to provide written comments on the Bylaws, please forward them to my attention in one of the following ways:

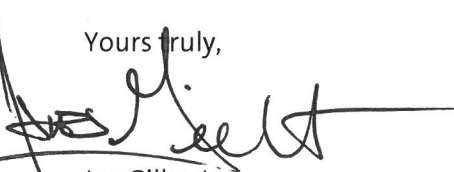
- By email to [clerks@coquitlam.ca](mailto:clerks@coquitlam.ca);
- By fax at 604-927-3015; or
- By mail to City Clerk's Office, 3000 Guildford Way, Coquitlam, BC , V3B 7N2.

To provide Council an opportunity to review your comments prior to the meeting please send your submission to the City Clerk's Office as soon as possible. The deadline for submitting written comments in advance is noon on **Monday, November 16, 2020**.

All written submissions provided in response to this consultation, including names and addresses, will become part of the public record which includes the submissions being made available for public inspection at Coquitlam City Hall and on our website as part of a future agenda package at [www.coquitlam.ca/agendas](http://www.coquitlam.ca/agendas).

Please note that Council may not receive further submissions from the public or other interested persons concerning the application described above after the conclusion of the Public Hearing.

Yours truly,



Jay Gilbert  
City Clerk

c. - Planning and Development Department

Attachment - Report of the General Manager Planning and Development dated October 20, 2020 and entitled "Proposed City Centre Area Plan Citywide Official Community Plan Amendment Bylaw No. 5037, 2020 and Zoning Amendment Bylaw No. 5038, 2020 (PROJ 18-151)" without attachments.

October 20, 2020

Our File: 13-6480-20/12/1

Doc #: 3844137.v4

To: City Manager

From: General Manager Planning and Development

Subject: **Proposed City Centre Area Plan Citywide Official Community Plan Amendment Bylaw No. 5037, 2020 and Zoning Amendment Bylaw No. 5038, 2020 (PROJ 18-151)**

For: **Council**

**Recommendation:**

That Council:

1. Give first reading to *City of Coquitlam Citywide Official Community Plan Amendment Bylaw No. 5037, 2020* to amend the City Centre Area Plan;
2. In accordance with the *Local Government Act*, consider *Bylaw No. 5037, 2020*, in conjunction with both the *City of Coquitlam 2020 Five-Year Financial Plan Bylaw No. 5024, 2019*, and the *Regional Solid Waste Management Plan*;
3. Give first reading to *City of Coquitlam Zoning Amendment Bylaw No. 5038, 2020*;
4. Refer *Bylaw No. 5037, 2020 and Bylaw No. 5038, 2020* to Public Hearing; and
5. Having given consideration to the requirements of Section 3.5.3.3 of *City of Coquitlam Development Procedures Bylaw No. 4068, 2009*, direct staff to conduct additional notification prior to the Public Hearing as outlined in the report of the General Manager Planning and Development dated October 20, 2020 and entitled "Proposed City Centre Area Plan Citywide Official Community Plan Amendment Bylaw No. 5037, 2020, and Zoning Amendment Bylaw No. 5038, 2020 (PROJ 18-151)".

**Report Purpose:**

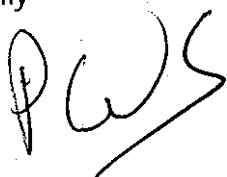
This report presents the proposed update of the City Centre Area Plan (CCAP), as well as associated Citywide Official Community Plan (CWOCP) amendments and Zoning Bylaw text amendments for first reading and referral to Public Hearing. In addition, this report provides an overview of the City Centre Servicing Assessment which will support implementation of the CCAP.

**Strategic Goal:**

The City Centre Area Plan Update supports 'Safe and Complete Neighbourhoods' and is a 'B' priority in the 2020 Business Plan.

**Executive Summary:**

The updated draft CCAP represents a thorough process of community visioning, public consultation and infrastructure analysis. Through best practice planning principles, the overall objective has been to create a comprehensive approach to evolve City Centre from a suburban to an urban regional downtown, and to solidify City Centre as a vibrant downtown surrounded and supported by family-friendly neighbourhoods.



On September 14, 2020 the updated draft CCAP was presented to Council-in-Committee (CIC) for discussion and feedback. Following the Committee's feedback at the time, staff have undertaken further refinements to the draft CCAP and prepared bylaw amendments to the CWOCP and Zoning Bylaw for Council's consideration.

**Background:**

The CCAP update was initiated in late 2017 with the goal of continuing to transform City Centre into a vibrant downtown for both residents and businesses of Coquitlam as an inclusive and happy place to live, learn, work and play. Building a renewed vision for City Centre has involved an intensive process of technical analysis, background research, stakeholder engagement and feedback, and planning best practices. The CCAP evolved over the process and has consistently adapted to ensure alignment with community and Council values as well as other key City initiatives and programs. As a result, the CCAP identifies a number of new policy directions and initiatives to meet the needs and aspirations of key stakeholders and will act as a framework to guide development and public investment in City Centre over the next 25 years.

The draft CCAP charts a renewed course for the future of City Centre and will influence the way the community grows by guiding decisions on land use, environment, transportation and urban design with the objective to strengthen City Centre as the downtown and 'heart' of Coquitlam and the northeast region. The updated CCAP will replace the previous Area Plan for City Centre (adopted in 2008), and further implement the vision of the Transit-Oriented Development Strategy (TDS), which calls for compact and complete communities concentrated around transit.

On September 14, 2020, the updated draft CCAP was presented to CIC for discussion and feedback. Building on the Committee's input, staff have undertaken further refinements to the draft CCAP. The remainder of this report presents an overview of the refinements that have been incorporated into the draft CCAP, the bylaws that are being brought forward for first reading, as well as an overview of the City Centre Servicing Assessment.

**Discussion/Analysis:**

***Proposed City Centre Area Plan***

The draft CCAP provides a policy framework to guide and influence the physical, social, environmental and economic development and evolution of City Centre, and to ensure a sustainable and measured approach to growth for the next 25 years. This critical Area Plan encompasses approximately 724 hectares (1,789 acres), roughly at the geographic centre of Coquitlam.

The CCAP will be a legacy document for Coquitlam, shaping the vision for our city and its transition from a suburban community to a dynamic urban centre. The CCAP will function as an important regulatory document to shape land use and set a vision and expectations for the community and external stakeholders, as well as articulate Coquitlam's aspirations as a regional leader for a growing and thriving city centre. The policy directions of the CCAP, along with the overall

CWOCP and other City plans and strategies, provide a framework for guiding growth and development in City Centre.

***Proposed Refinement to the Draft CCAP***

As discussed above, the updated draft CCAP was presented to CIC on September 14, 2020. Following discussion at the time, a number of proposed policy refinements have been made to the draft CCAP, including:

- Clarifying the intent of the Commercial Downtown Core land use designation by removing the term "Commercial" (now titled Downtown Core) and strengthening policy language to emphasize the high density mixed-use nature of this land use (i.e., residential, retail, entertainment and office) that will help animate the downtown at all times of the day and night, and provide conveniences for residents;
- Strengthening policy language for the proposed Business Enterprise land use designation to provide greater clarity on the future potential uses, including industrial, research and development, production, distribution and repair uses, augmented by office and commercial uses (including restaurants and microbreweries). As an implementation item to the CCAP, a new B-2 Urban Business Enterprise zone will be prepared and recommended for adoption into the Zoning Bylaw in conjunction with a future development application;
- Refinements to transportation policies to support seamless, barrier-free pedestrian/bike crossings that are well integrated into the surrounding public realm and consider connections with adjacent or nearby public uses;
- New policy that will seek to establish a significant public open space and serve as a gateway into Town Centre Park; and
- New policy to encourage end-of-trip cycling facilities (showers, lockers and change areas) as part of commercial development.

In addition to the policy refinements noted above, staff have prepared a summary of feedback from Council over the course of the CCAP planning process and the corresponding policy response. The summary highlights how Council feedback, including additional feedback provided at the September 14, 2020 CIC meeting, has helped to shape the vision and policy directions of the CCAP. The feedback summary has been relayed to Council for reference and is also available at the Planning and Development front counter.

***Potential Property Tax Implications***

As experienced through past planning processes in the City (Burquitlam-Lougheed Neighbourhood Plan, Austin Heights Density and Height Review), assessed property values tend to increase following OCP amendments to include the value of potential future density and as a result property taxes have also risen (which are based on the assessed land value). The market values of properties may also change in City Centre as a result of the future development potential and envisioned in the updated CCAP and heightened interest of prospective developers beginning to purchase properties.

Following the September 14<sup>th</sup> CIC meeting, there was discussion around property values and the potential impact on property owners for the 2021 tax year should Council consider adopting the CCAP before the end of the year. Following this, staff have reached out to BC Assessment and confirmed the cutoff date for OCP

amendments impacting property values associated with land use changes is October 31<sup>st</sup>. Therefore, should Council consider the CCAP for adoption following the cutoff date, the majority of impact to assessed property values may arise in the following year (depending on market valuation increasing in late 2020 and through 2021). Staff will be reviewing various strategies to assist small businesses and commercial tenants under triple-net leases that are impacted by increased property values as a result of potential development and will be reporting to Council separately on this issue.

Council should also be aware that the number of property assessment appeals will likely rise following the CCAP, and successful appeals will have a direct impact on the City's operating budget as well as the associated tax rates.

***Proposed Associated Bylaw Amendments***

To support the implementation of the CCAP and ensure the broader vision of the Plan is achieved, amendments to the CWOCP and Zoning Bylaw are being brought forward for first reading as further described below.

Proposed CWOCP Amendments

*CWOCP Amendment Bylaw No. 5037, 2020* (Attachment 1) has been prepared for Council's consideration. The proposed amendments are summarized in Attachment 2 and include:

- Updating the Master Development Plan (MDP) criteria to provide additional clarity on the purpose and intent of MDP applications and align with the MDP Rezoning Policy approved by Council at the September 28, 2020 Regular Council meeting;
- Updates to consider the exemption of employment generating floor area above the minimum requirement from density bonus contributions and increase the maximum permitted density with the provision of additional employment generating floor area;
- Updates to support the introduction of the Business Enterprise land use designation in City Centre and future B-2 Urban Business Enterprise zone;
- Updated CCAP to replace the existing Area Plan for City Centre (adopted in 2008); and
- Updating Development Permit Guidelines (Part 4 of the CWOCP) to support the design vision for City Centre by establishing watercourse protection areas and ensuring new development has a high degree of architectural excellence, is highly walkable in all seasons, transit supportive, and enhances neighbourhood character with active ground floors and human scaled design.

Proposed Zoning Bylaw Amendments

*Zoning Amendment Bylaw No. 5038, 2020* (Attachment 3) has been prepared for Council's consideration. The proposed Zoning Bylaw text amendments are summarized in Attachment 4 and will help to fully implement the vision for the CCAP and include:

- Introduction of specific height limits for certain areas designated as High Density Apartment Residential (25 storeys) and Medium Density Apartment Residential (6 storeys) to provide an appropriate transition towards established, adjoining lower density neighbourhoods;

- Allowing commercial, assembly, or civic uses in City Centre at locations identified as Future Neighbourhood Commercial Nodes and Future Neighbourhood Recreation Facilities in the CCAP;
- Allowing the density provisions of the Burquitlam-Lougheed Neighbourhood Plan under the RM-3 Multi-Storey Medium Density Apartment Residential zone to be applied in City Centre (up to 2.4 times the lot area) for areas within the Evergreen Line Core and Shoulder Station Areas;
- Amendments to Schedule O to include all properties within the Downtown Core land use designation within the Evergreen Line Core Station Area in order to allow for maximum payment in-lieu of parking for parking reductions as specified in Section 713 (3) of the Zoning Bylaw; and
- Amendments to Schedule O to include Medium Density Apartment Residential properties along the west side of Inlet Street and the south side of Tahsis Avenue within the Evergreen Line Shoulder Station Area in order to allow the proposed density provisions under the RM-3 zone.

#### ***Additional Notification of Public Hearing***

In addition to the notification of a Public Hearing required in the *Local Government Act*, staff recommends the following additional measures be taken to raise awareness of the proposed bylaw amendments prior to the Public Hearing:

- Email notifications through the City Centre Area Plan and Council News email lists;
- Email notifications to stakeholder groups who have been engaged throughout the CCAP process, including the Urban Development Institute and the Greater Vancouver Homebuilders Association;
- CCAP project website and City website updates;
- Information bulletin posted to the City website and promoted through the City News email list;
- Social media announcements and posts (Twitter and Facebook); and
- Send copies of *Bylaw No. 5037, 2020*, to the City of Port Moody, City of Port Coquitlam, School District No. 43, TransLink, Metro Vancouver, and Kwikwetlem First Nation.

#### ***City Centre Servicing Assessment***

Similar to previously completed planning processes in the City (Burquitlam-Lougheed Neighbourhood Plan, Partington Creek Neighbourhood Plan, and Austin Heights Neighbourhood Plan), and to ensure that the broader vision of the CCAP is achieved, a high level Servicing Assessment has been prepared for City Centre (Attachment 5). The Assessment is an integral companion document to the CCAP and identifies a current snapshot of the capital servicing needs (in terms of transportation, utilities, parks, recreation and culture facilities) and related potential funding sources. The Assessment is a key document to guide cost-effective development and assist Council in planning capital project priorities, both in City Centre and City wide.

The draft Servicing Assessment was presented to CIC on July 27, 2020 and detailed an estimated \$727 million in capital costs to support growth in City Centre over many decades; of that total estimated amount, \$480 million could be funded by Development Cost Charges (DCCs) and \$247 million are not eligible to



be funded through DCCs. It is anticipated that these non-DCC eligible improvements will be funded through a variety of means, including private sector development, City capital reserves, capital borrowing, general revenues, utility fees, Community Amenity Contributions (CACs), density bonus funding, and funding support from other levels of government.

**Next Steps:**

Staff recommends first reading of *CWOCP Amendment Bylaw No. 5037, 2020* and *Zoning Amendment Bylaw No. 5038, 2020* and referral of the Bylaws to Public Hearing. Following the Public Hearing and pending any feedback received at that time, Council will be able to consider adoption of the updated CCAP into the CWOCP.

Should Council adopt the CCAP, the Area Plan will be ready to guide new development in the City Centre area. To ensure the broader vision of the CCAP is achieved, a series of further implementation actions have been identified including the preparation and updating of supporting strategies, regulations and standards. Preparation of these implementation actions will be initiated after the CCAP is adopted and will primarily be addressed as part of the Planning and Development Department's annual work program.

**Financial Implications:**

The CCAP update is identified as a "B" priority in the 2020 Business Plan and is funded through the existing Community Planning division capital projects budget.

As noted above, the City Centre Servicing Assessment identifies and summarizes infrastructure improvements (transportation, utilities, and parks) to support development in City Centre, including estimated costs and funding sources (such as DCCs). Staff recognizes that the proposed magnitude of capital investment identified in the Servicing Assessment to support the CCAP is significant and depending on future economic conditions, the amenities may need to be scaled or phased-in over time to align with reasonable and available funding sources. The individual capital projects will also need to be planned and delivered in the context of other required capital investments across the City, the impact on the City's operating budgets and property taxation, which will be significant, and overall public financial pressures. At this broader level, and recognizing the extra capital improvements being contemplated across Coquitlam as the community grows over time, additional funding mechanisms may be identified for Council's consideration.

Subject to the adoption of the CCAP, it is anticipated that a number of large scale development applications will advance and may require additional staff resources to manage these complex city building applications, secure public amenities, finalize legal agreements, and meet target processing timelines.

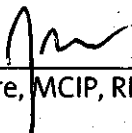
As the majority of these new applications are anticipated to be in transit-oriented areas, they will be processed by the TODAT team. At a minimum, this will necessitate additional Planning and Development staff working on the TODAT team should there be an upswing in these larger complex development

applications, and may require additional resources in other departments (Transportation, Parks, and Legal) who support the development approvals process. Once the CCAP has been adopted and there is a clearer understanding of the volume and complexity of such applications coming forward, a holistic review of the TODAT resource needs, as well as the fees associated with these types of development applications, will be further assessed and staff will report back to Council at that time.

**Conclusion:**

The draft CCAP provides a policy framework to guide and influence the physical, social, environmental and economic development and evolution of Coquitlam's City Centre, and to ensure a sustainable and measured approach to growth for the next 25 years.

Updating an Area Plan is a process of continual refinement. The CCAP has benefitted from input from Council, the public, internal and external experts, and community stakeholders to provide more cohesive policy directions and articulate Coquitlam's aspirations as a regional leader for a vibrant and active downtown. Based on this, staff recommends first reading of *CWOCP Amendment Bylaw No. 5037, 2020* and *Zoning Amendment Bylaw No. 5038, 2020* and referral of the Bylaws to Public Hearing.

  
\_\_\_\_\_  
J.L. McIntyre, MCIP, RPP  
AP/hm/ce

**Attachments:**

1. CWOCP Amendment Bylaw No. 5037, 2020 (Doc# 3856558); Schedule 1 (Doc# 3856942); and Schedule 2 (Doc# 3845585)
2. Rationale for Proposed CWOCP Amendments (Doc# 3856689)
3. Zoning Amendment Bylaw No. 5038, 2020 (Doc# 3856741); Schedule 1 (Doc# 3696826); and Schedule 2 (Doc# 3696828)
4. Rationale for Proposed Zoning Bylaw Amendments (Doc# 3856814)
5. City Centre Servicing Assessment (Doc# 3855798)

This report was prepared by Allison Pickrell, Planner 3 and reviewed by Genevieve Bucher, Manager Community Planning.